

AUDIT REPORT & FINANCIAL STATEMENTS
TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA

JUNE 30, 2023

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TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
JUNE 30, 2023

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Tulsa County Conservation District
6660 S. Sheridan Rd., Suite 120
Tulsa, OK 74133

Report on the Audit of the Financial Statements

Opinion

I have audited the modified cash-basis financial statements of Tulsa County Conservation District, as of and for the year ended June 30, 2023, and the related notes to the financial statements, as listed in the table of contents.

In my opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective modified cash-basis financial position of the Tulsa County Conservation District as of June 30, 2023, and the respective changes in modified cash-basis financial position and, where applicable, cash flows thereof for the year then ended in accordance with modified cash basis of accounting described in Note 1.

Basis for Opinion

I conducted my audit in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of the Tulsa County Conservation District and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

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Emphasis of Matter - Basis of Accounting

I draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. My opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting described in Note 1, and for determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, I

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- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Tulsa County Conservation District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Tulsa County Conservation District's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that I identified during the audit.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the other supplementary information section, listed in the accompanying table of contents but does not include the basic financial statements and my auditor's report thereon. My opinion on the basic financial statements does not cover the other information, and I do not express an opinion or any form of assurance thereon.

In connection with my audit of the basic financial statements, my responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, I

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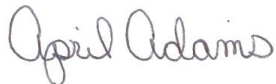
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conclude that an uncorrected material misstatement of the other information exists, I am required to describe it in my report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, I have also issued my report dated October 12, 2023, on my consideration of the Tulsa County Conservation District's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Tulsa County Conservation District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Tulsa County Conservation District's internal control over financial reporting and compliance.



April Adams CPA PLLC
Ponca City, Oklahoma

October 12, 2023

**TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
STATEMENT OF NET POSITION - MODIFIED CASH BASIS
JUNE 30, 2023**

<u>ASSETS</u>	
<u>Current Assets:</u>	
Operating account	\$ 6,169
Special projects account	91
	<hr/>
Total Current Assets	6,260
	<hr/>
TOTAL ASSETS	\$ 6,260
	<hr/> <hr/>
 <u>LIABILITIES</u>	
<u>Current Liabilities:</u>	
Other Payables	\$ -
	<hr/>
Total Current Liabilities	-
	<hr/>
TOTAL LIABILITIES	-
	<hr/>
 <u>NET POSITION</u>	
Net investment in capital assets	-
Restricted for debt service	-
Unrestricted	6,260
	<hr/>
Total Net Position	6,260
	<hr/>
TOTAL LIABILITIES & NET POSITION	\$ 6,260
	<hr/> <hr/>

The accompanying notes are an integral part of the basic financial statements.

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
- MODIFIED CASH BASIS -
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

<u>Operating Revenues:</u>	
Oklahoma Conservation Commission - Reimbursements	\$ 49,351
Oklahoma Conservation Commission - Cost Share Program	35,239
Grant Income	2,500
Other Income	457
	<hr/>
Total Operating Revenues	87,546
	<hr/>
<u>Operating Expenses:</u>	
Payroll	33,414
Payroll taxes and employee benefits	6,828
Internet costs	-
Office Supplies & Postage	392
Meetings and travel	2,167
Administrative expense	3,297
Advertising and promotion	89
Professional fees	699
Dues and memberships	425
Programs, projects and education	1,525
Cost share paid	35,239
	<hr/>
Total Operating Expenses	84,073
	<hr/>
Operating Income (Loss)	3,473
<u>Non-Operating Revenues (Expenses):</u>	
Interest Income	3
Interest Expense	-
	<hr/>
Total Non-operating Revenues (Expenses)	3
	<hr/>
Net Income (Loss) Before Contributions	3,476
	<hr/>
Capital Contributions	-
	<hr/>
Change in Net Position	3,476
	<hr/>
Total Net Position - Beginning	2,784
	<hr/>
Total Net Position - Ending	\$ 6,260
	<hr/> <hr/>

The accompanying notes are an integral part of the basic financial statements.

**TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
STATEMENT OF CASH FLOWS - MODIFIED CASH BASIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2023**

<u>Cash Flows from Operating Activities:</u>	
Receipts from OCC	\$ 84,590
Other Receipts	2,957
Payments to Suppliers for Goods & Services	(50,659)
Payments to Employees & Laborers	<u>(33,414)</u>
Net Cash Provided (Used) by Operating Activities	<u>3,473</u>
<u>Cash Flows from Capital & Related Financing Activities:</u>	
Principal paid on Debt	-
Interest paid on Debt	<u>-</u>
Net Cash Provided (Used) by Capital & Related Financing Activities	<u>-</u>
<u>Cash Flows from Investing Activities:</u>	
Interest Income	<u>3</u>
Net Cash Provided (Used) by Investing Activities	<u>3</u>
Net Increase (Decrease) in Cash and Cash Equivalents	3,476
Cash & Cash Equivalents, Beginning of Year	<u>2,784</u>
Cash & Cash Equivalents, End of Year	<u>\$ 6,260</u>
<u>Reconciliation of operating income (loss) to net cash provided</u>	
<u>operating activities:</u>	
Operating Income (Loss)	\$ 3,473
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities	
Depreciation	-
Increase(Decrease) in Payroll Taxes Payable	<u>-</u>
Net Cash Provided (Used) by Operating Activities	<u>\$ 3,473</u>

The accompanying notes are an integral part of the basic financial statements.

**MCINTOSH COUNTY CONSERVATION DISTRICT
MCINTOSH COUNTY, OKLAHOMA
STATEMENT OF CASH FLOWS - MODIFIED CASH BASIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

<u>Cash Flows from Operating Activities:</u>	
Receipts from OCC	\$ 72,968
Other Receipts	-
Payments to Suppliers for Goods & Services	(34,762)
Payments to Employees & Laborers	<u>(39,121)</u>
Net Cash Provided (Used) by Operating Activities	<u>(915)</u>
<u>Cash Flows from Capital & Related Financing Activities:</u>	
Principal paid on Debt	-
Interest paid on Debt	<u>-</u>
Net Cash Provided (Used) by Capital & Related Financing Activities	<u>-</u>
<u>Cash Flows from Investing Activities:</u>	
Interest Income	<u>1</u>
Net Cash Provided (Used) by Investing Activities	<u>1</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(914)
Cash & Cash Equivalents, Beginning of Year	1,158
Cash & Cash Equivalents, Prior Year Adjustment	<u>1,388</u>
Cash & Cash Equivalents, End of Year	<u>\$ 1,632</u>
<u>Reconciliation of operating income (loss) to net cash provided</u>	
<u>operating activities:</u>	
Operating Income (Loss)	\$ (915)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities	
Depreciation	-
Increase(Decrease) in Accounts Payable	-
Increase(Decrease) in Payroll Taxes Payable	<u>-</u>
Net Cash Provided (Used) by Operating Activities	<u>\$ (915)</u>

The accompanying notes are an integral part of the basic financial statements.

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As discussed further in Note 1.C, these financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash-basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

A. Reporting Entity

The Tulsa County Conservation District (the "District") was created under Title 27A, sections 3-1-01 through 3-3-410, of the Oklahoma Statutes, as amended. The purpose of the District is to provide for the conservation of renewable natural resources in the area for which the District is responsible. The District receives funds from state appropriation to the Oklahoma Conservation Commission as well as interest income from its checking account. As a political subdivision of the State of Oklahoma, the District is exempt from income taxes, and its employees are exempt from federal unemployment taxes.

B. Basis of Presentation

The accounts of the District are organized on the basis of proprietary fund type, specifically an enterprise fund. The activities of this fund are accounted for with a separate set of self-balancing accounts that comprise the District's assets, liabilities, net assets, revenues and expenses. Enterprise Funds account for activities (1) that are financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity; or (2) that are required by laws or regulations that the activity's costs of providing services, including capital costs (such as depreciation or debt service), be recovered with fees and charges, rather than with taxes or similar revenues; or (3) that the pricing policies of the activity establish fees and charges designed to recover its costs,

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

including capital costs (such as depreciation or debt service).

C. Measurement Focus and Basis of Accounting

Measurement Focus

The District utilizes an economic resources measurement focus within the limitations of the modified cash basis of accounting. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), net financial position, and cash flows. All assets, deferred outflows, liabilities, and deferred inflows (whether current or noncurrent or financial or nonfinancial) associated with their activities are generally reported within the limitations of the modified cash basis of accounting.

Basis of Accounting

The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than GAAP as established by GASB. This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include investments, capital assets and related depreciation, and short-term and long-term liabilities arising from cash transactions or events.

This modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event are not

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

If the District utilized the basis of accounting recognized as generally accepted in the United States, the fund financial statements for proprietary fund types would use the accrual basis of accounting.

D. Financial Position

Cash & Cash Equivalents

For the purpose of financial reporting, "cash & cash equivalents" includes all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less. All accounts are fully insured by the Federal Deposit Insurance Corporation.

Capital Assets

The District expenses the purchase of capital assets in the period purchased and does not depreciate those assets.

Long-Term Debt

Long-term debt is reported at face value, net of applicable discounts and deferred loss on refunding. Costs related to the issuance of debt are deferred and amortized over the lives of various debt issues.

Equity Classification

Equity is classified as net position and displayed in three components:

1. *Net investment in capital assets* – Consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvements of those assets and adjusted for any deferred inflows and outflows of resources attributable to capital assets and related debt.

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

2. *Restricted* - Consists of restricted assets reduced by liabilities and deferred inflows or resources related to those assets, with restriction constraints placed on the use either by (a) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (b) law through constitutional provisions or enabling legislation.
3. *Unrestricted* - Net amount of assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment of capital assets or the restricted component of net position.

It is the District's policy to first use restricted net resources prior to the use of unrestricted net resources when an expense is incurred for purposes for which both restricted and unrestricted net resources are available.

E. Revenues, expenditures & expenses

Operating revenues and expenses for proprietary funds result from providing services and producing and delivering goods and/or services. They also include all revenues and expenses not related to capital and related financing, noncapital financing, or investing activities.

NOTE 2 - DEPOSITS AND INVESTMENTS

Custodial Credit Risk

At June 30, 2023, the District held deposits of approximately \$6,260 at financial institutions. The District's cash deposits, including interest-bearing certificates of deposit are covered by Federal Depository Insurance (FDIC) or direct obligation of the U.S. Government insured or collateralized with securities held by the District or by its agent in the District's name.

Investment Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

Investment Credit Risk

The District has no policy that limits its investment choices other than the limitation of state law as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposits or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime bankers' acceptances, prime commercial paper and repurchase agreements with certain limitations.
- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs (a.-d.).

NOTE 3 - RESTRICTED ASSETS

The District currently has no restricted assets.

NOTE 4 - CAPITAL ASSETS

The District does not record capital assets.

NOTE 5 - LONG-TERM DEBT

The District currently has no long-term debt.

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 6 - CONTINGENCIES

Litigation

The District currently has no pending litigation.

Grant Involvement

In the normal course of operations, the District participates in various federal or state/loan programs from year to year. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. Any liability of reimbursement that may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

NOTE 7 - PENSION PLAN

All full-time employees are covered by and must participate in the Oklahoma Public Employees Retirement Plan (OPERS). The District is not legally required to contribute to the OPERS, which is fully funded by the state and by contributions from covered employees. During the year ended June 30, 2023, the covered employees made contributions of \$1,392.33 to the OPERS. Under the pension plan, benefits vest after 8 years of full-time employment. An employee with 10 years of service may retire at age 55 and receive reduced retirement benefits.

Based on Oklahoma statute, employees covered by the pension plan must contribute 3.5% of their gross earnings to the pension fund. The state is required to contribute 10% of gross earnings to the plan. The District's total current year payroll for all its employees amounted to \$36,316.68, the same amount as the payroll covered by the plan.

NOTE 8 - COMPENSATED ABSENCES

The District's policy for accumulated annual leave is based on years of continuous service. Full-time employees with less than five years of service can accumulate up to 240 hours; employees with over five years of service can accumulate up to 480 hours. The accrual of compensated absences is not reflected in the

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

modified cash basis statements. The District records vacation and sick leave at the time the claim is paid.

At June 30, 2023, the District had an unrecorded commitment for earned but unused vacation benefits that would require payment upon employee termination of service in the amount of \$6,266.40.

NOTE 9 - SUBSEQUENT EVENTS

The District did not have any subsequent events through October 12, 2023, which is the date the financial statements were issued, for events requiring recording or disclosure in the financial statements for the year ending June 30, 2023.

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Tulsa County Conservation District
Eufaula, Oklahoma

I have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Tulsa County Conservation District, as of and for the year ended June 30, 2023, and the related notes to the financial statements and have issued my report thereon dated October 12, 2023. The financial statements were prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

Report on Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I considered the Tulsa County Conservation District's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Tulsa County Conservation District's internal control. Accordingly, I do not express an opinion on the effectiveness of Tulsa County Conservation District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in

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the accompanying Schedule of Findings as Item 2023-01, I did identify a certain deficiency in internal control that I consider to be a material weakness.

Report on Compliance and Other Matters

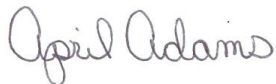
As part of obtaining reasonable assurance about whether the Tulsa County Conservation District's financial statements are free of material misstatement, I performed tests of compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed one instances of noncompliance that is required to be reported under *Government Auditing Standards*, which is included in the Schedule of Findings as Item 2023-02. The results of my tests disclosed no instances of other matters that are required to be reported under *Government Auditing Standards*.

Tulsa County Conservation District's Response to Findings

Tulsa County Conservation District's response to the findings identified in my audit is described in the accompanying Schedule of Findings. Tulsa County Conservation District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, I express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



April Adams CPA PLLC
Ponca City, Oklahoma

October 12, 2023

TULSA COUNTY CONSERVATION DISTRICT
SCHEDULE OF FINDINGS
JUNE 30, 2023

Material Weakness in Internal Control Finding:

Item 2023-01: Segregation of Duties

Criteria: A good system of internal control requires a proper segregation of duties to prevent one person from being in a position to authorize, execute, and record the same transaction.

Condition: Due to the size of the District's major areas of internal control, that would be prevalent in a larger District, such segregation of duties is not available for this size operation. Duties are concentrated in the hands of a few individuals, who are responsible for all phases of the accounting functions. Because of this lack of division of responsibility, internal control is determined to be weak, and in some instances, non-existent.

Cause/Effect: Due to the limited number of personnel, a breach of internal controls could occur and not be detected in the normal course of operations.

Recommendation: The Board should continue to be actively involved in the operations of the organization.

Response: The Board has concluded that due to the limited number of personnel, an adequate segregation of duties is not achievable and that the cost of correcting the weakness would exceed the benefits that would be derived from it.

This is a repeat finding from the previous audit.

Compliance Finding:

Item 2023-02: Payroll Reporting and Compliance

Criteria: The District is required to withhold one half social security tax and applicable federal and state income tax from gross wages and timely remit such funds to the United States Treasury, the Oklahoma Tax Commission and the OESC. Reporting payroll activity on IRS forms 941, Oklahoma forms OW-8, OES-3 is required at various periods during the year, monthly, quarterly or annually.

Condition: Payroll taxes for the year were not paid in a timely manner and some were still past due at fiscal yearend.

TULSA COUNTY CONSERVATION DISTRICT
SCHEDULE OF FINDINGS
JUNE 30, 2023

Cause/Effect: The past due taxes have left the District subject to additional tax liability, penalties, and interest charges by the taxing agencies.

Recommendation: The District needs to get in compliance with the federal and state payroll tax requirements.

Response: The District is aware of the problem and has corrected it.

Conservation District	TULSA COUNTY CONSERVATION DISTRICT	
Address	6660 S. SHERIDAN RD., SUITE 120, TULSA, OK 74133	
FOR THE PERIOD JULY 1, 2022, TO JUNE 30, 2023 FOR FISCAL YEAR 2023		
1. LIQUID ASSETS (Checking Account, Savings Account, Certificate of Deposit, Petty Cash, Etc.)		TOTAL \$ <u>6,260</u>
2. WORKING ASSETS		
Building	\$ <u>0</u>	
Equipment	\$ <u>0</u>	TOTAL WORKING
Other (Seed, Etc.)	\$ <u>0</u>	ASSETS \$ <u>0</u>
3. RECEIPTS (from Annual Audit)	\$ <u>87,550</u>	
4. DISBURSEMENTS	\$ <u>84,073</u>	
5. NET WORTH OF DISTRICT (Lines 1+2)		TOTAL \$ <u>6,260</u>

I, _____, the undersigned hereby certify the above to be true and correct.

Signature (Chair, Board of Directors) _____

Subscribed and sworn to before me this _____ day of _____ 2023.

Notary Public _____

My Commission Expires _____

DUE IN OCC OFFICE BY NOVEMBER 1 OF EACH YEAR

Unaudited