

**TOWN OF LONGDALE, OKLAHOMA
LONGDALE, OKLAHOMA**

**AGREED UPON PROCEDURES
AND ACCOMPANYING INDEPENDENT
PRACTITIONER'S REPORT**

**FOR THE YEAR ENDED
JUNE 30, 2023**



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Members of American
Institute of Certified
Public Accountants

Members of Oklahoma
Society of Certified
Public Accountants

Practitioner's Report on Applying Agreed-Upon Procedures

To the Specified Users of the Report:

Town Board, Town of Longdale
Longdale, Oklahoma

Trustees of the Longdale Municipal Authority
Longdale, Oklahoma

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

We have performed the procedures enumerated below as defined within the applicable state laws of the State of Oklahoma solely to assist the Town and Municipal Authority in meeting its financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2023. Management of the Town of Longdale and the Longdale Municipal Authority are responsible for the Town's and Authority's financial accountability and its compliance with those legal and contractual requirements.

The Town of Longdale and the Longdale Municipal Authority has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting its financial accountability requirements as prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1-.3. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

Procedures and Findings

As to the Town of Longdale as of and for the fiscal year ended June 30, 2023:

- I. **Procedures Performed:** Prepare a schedule of changes in fund balances for each fund from the Town's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: See Exhibit I. No instances of noncompliance noted.

- II. **Procedures Performed:** Prepare a budget and actual financial schedule for the General Fund and any other significant funds listing separately each federal fund and compare the actual expenditures reported to the authorized appropriations to report any noted instances on noncompliance with the appropriation limitations.

Findings: See Exhibit II. No instances of noncompliance noted.

- III. **Procedures Performed:** Agree the Town's material bank account balances to bank statements and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

Findings: No instances of noncompliance noted.

- IV. **Procedures Performed:** Compare the Town's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances of noncompliance noted. All deposits were insured or collateralized at June 30, 2023.

- V. **Procedures Performed:** Compare use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VI. **Procedures Performed:** Compare the accounting for the Town's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VII. **Procedures Performed:** Compare the Town's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: No such compliance requirements were identified that were applicable to the City. No instances of noncompliance noted.

- VIII. **Procedures Performed:** For the grants received during the year, prepare a schedule of grant funds awarded, received, expended and the remaining balances. Compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance with the grant agreement.

Findings: See Exhibit III. No instances of noncompliance noted.

As to the Longdale Municipal Authority, as of and for the year ended June 30, 2023:

- I. **Procedures Performed:** Prepare a schedule of revenues, expenditures and changes in fund balance-cash basis from the Authority's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: See Exhibit IV. No instances of noncompliance noted.

- II. **Procedures Performed:** Agree the Authority's material bank account balances to bank statements and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

Findings: No unusual reconciling items were noted that did not clear on a timely basis.

- III. **Procedures Performed:** Compare the Authority's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances of noncompliance noted. All deposits were insured or collateralized at June 30, 2023.

- IV. **Procedures Performed:** Compare the Authority's use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- V. **Procedures Performed:** Compare the accounting for the Authority's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VI. **Procedures Performed:** Compare the Authority's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: The Authority had no debt, therefore no debt service coverage requirements of bond indentures were evaluated for compliance. No instances of noncompliance noted.

We were engaged by The Town of Longdale and the Longdale Municipal Authority to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and the additional requirements prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1.-3. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, to meet the requirements prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1.-3. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of The Town of Longdale and the Longdale Municipal Authority and to meet our ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the specified users, as identified above, and is not intended to be and should not be used by anyone other than those specified parties.



rsmeacham
CPAs • ADVISORS

Clinton, Oklahoma
January 25, 2024

rsmeacham
CPAs • ADVISORS

**TOWN OF LONGDALE, OKLAHOMA
LONGDALE MUNICIPAL AUTHORITY
SUMMARY OF CHANGES IN FUND BALANCES - CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2023**

	<u>Beginning of Year Fund Balance</u>	<u>Current Year Change</u>	<u>End of Year Fund Balance</u>
TOWN OF LONGDALE	\$ 219,347	\$ 28,339	\$ 247,686
LONGDALE MUNICIPAL AUTHORITY	\$ 219,782	3,642	\$ 223,424
OVERALL TOTAL	\$ 439,129	\$ 31,981	\$ 471,110

TOWN OF LONGDALE, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2023

	<u>Approved Budget</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
Beginning Budgetary Fund Balance:	\$ 210,792	\$ 219,347	\$ 8,555
Resources (Inflows):			
Taxes:			
Sales tax	55,015	55,015	-
Use tax	14,032	14,032	-
Franchise tax	6,833	6,833	-
Cigarette tax	377	396	19
Gas Excise tax	322	322	-
Other licensing and permits	50	69	19
Total Taxes	<u>76,629</u>	<u>76,667</u>	<u>38</u>
Intergovernmental:			
Alcoholic Beverage tax	6,089	6,153	64
Motor Vehicle tax	1,296	1,314	18
Grants	10,053	37,696	27,643
Total Intergovernmental	<u>17,438</u>	<u>45,163</u>	<u>27,725</u>
Other Revenue:			
Cemetery revenue	300	200	(100)
Miscellaneous other revenues	36,893	5,686	(31,207)
Total Other Revenue	<u>37,193</u>	<u>5,886</u>	<u>(31,307)</u>
Total current year resources	<u>131,260</u>	<u>127,716</u>	<u>(3,544)</u>
Amounts available for appropriation	<u>342,052</u>	<u>347,063</u>	<u>5,011</u>
Charges to Appropriations (Outflows):			
General Government:			
Personal Services	20,793	20,100	693
Materials and Supplies	8,000	8,329	(329)
Other Services and Charges	49,000	42,153	6,847
Other Expenses	-	4,088	(4,088)
Total General Government:	<u>77,793</u>	<u>74,670</u>	<u>3,123</u>
Street Department			
Materials and Supplies	-	2,175	(2,175)
Other Services and Charges	2,520	-	2,520
Total Street Department	<u>2,520</u>	<u>2,175</u>	<u>345</u>
Fire Department			
Materials and Supplies	12,000	12,263	(263)
Other Services and Charges	8,000	6,949	1,051
Total Fire Department	<u>20,000</u>	<u>19,212</u>	<u>788</u>

Exhibit II (Continued)

	Approved Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
Park Department			
Materials and Supplies	2,500	1,810	690
Total Park Department	2,500	1,810	690
Cemetery Department			
Other Services and Charges	2,500	1,847	653
Total Cemetery Department	2,500	1,847	653
Total Charges to Appropriations	105,313	99,714	5,599
Other Financing Sources (Uses)			
Interest Income	275	338	63
Total Other Financing Sources (Uses)	275	338	63
Change in Fund Balance	26,222	28,340	
Ending Budgetary Fund Balance	\$ 237,014	\$ 247,687	

Exhibit III

**TOWN OF LONGDALE, OKLAHOMA
SCHEDULE OF GRANTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2023**

Grant revenue	Funding period	Project description	Award	Amount received	Amount expended	Receipts less expenditures
<i>Grant received from:</i>						
Federal Government	FY22-FY24	ARPA funding	46,503	23,361	23,361	-
Department of Agriculture Food & Forestry	FY23	Fire Operations	10,053	10,053	10,053	-
FEMA - through Dewey County	4/12/18 - 4/26/18	Rhea Fire reimbursement	4,282	4,282	4,282	-
Total			<u>\$ 60,838</u>	<u>\$ 37,696</u>	<u>\$ 37,696</u>	<u>\$ -</u>

See accountant's report

LONGDALE MUNICIPAL AUTHORITY LONGDALE, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE - CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2023

	Municipal Authority
Operating Revenues:	
Charges for services:	
Water	\$ 62,302
Sewer	16,365
Sanitation	46,672
Other	4,498
Total Operating Revenues	<u>129,837</u>
Operating Expenses:	
Administration	33,129
Water/Sewer	68,029
Sanitation	25,414
Total Operating Expenses	<u>126,572</u>
Operating Income	\$ 3,265
Non-Operating Revenues:	
Interest Income	<u>377</u>
Total Non-Operating Revenues	<u>377</u>
Net Income Before Contributions and Transfers	3,642
Change in fund balance	\$ 3,642
Fund Balance - beginning	<u>219,782</u>
Fund Balance - ending	<u><u>\$ 223,424</u></u>