

**TOWN OF ALLEN, OKLAHOMA
FINANCIAL STATEMENTS
FOR THE YEAR ENDING JUNE 30, 2023**

WITH INDEPENDENT AUDITOR'S REPORT

Table of Contents

Independent Auditor's Report	1-2
<i>Government Wide Financial Statements</i>	
Statement of Net Position - Modified Cash Basis	3
Statement of Activities - Modified Cash Basis	4
<i>Fund Financial Statements</i>	
Balance Sheet-Modified Cash Basis-Governmental Funds	5
Statement of Revenues, Expenditures and Changes in in Net Position-Modified Cash Basis-Governmental Funds	6
Statement of Net Position-Modified Cash Basis-Proprietary Funds	7
Statement of Revenues, Expenses and Changes in Net Position- Modified Cash Basis Proprietary Funds	8
Statement of Cash Flows-Modified Cash Basis – Proprietary Funds	9
Notes to the Basic Financial Statements	10-17
Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	18-19
Schedule of Findings and Questioned Costs.....	20

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Town of Allen, Oklahoma

Opinions

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and aggregate remaining fund information of the Town of Allen, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Town of Allen's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Town of Allen, 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 the modified cash basis of accounting described in Note 1.

Basis for Opinions

We conducted our audit in accordance with 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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Allen, Oklahoma, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter—Basis of Accounting

We 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. Our opinions are not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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

Our 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 our opinions. 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 generally accepted 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 generally accepted auditing standards, we:

- 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 Town of Allen'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 our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Allen's ability to continue as a going concern for a reasonable period of time.

We are 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 we identified during the audit.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 25, 2024, on our consideration of the Town of Allen's internal control over financial reporting and on our 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 our 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 the Town of Allen'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 the Town of Allen's internal control over financial reporting and compliance.

Russell & Williams, CPAs, P.C.



Oklahoma City, Oklahoma
January 25, 2024

Town of Allen, Oklahoma
Statement of Net Position - Government Wide - Modified Cash Basis
For the Year Ended June 30, 2023

	Governmental Activities	Business-Type Activities	Total
Assets			
Current Assets:			
Cash in bank - unrestricted	568,721.92	275,500.77	844,222.69
Cash in bank - restricted	-	66,624.99	66,624.99
Total current assets	568,721.92	342,125.76	910,847.68
Noncurrent Assets:			
Net capital assets	153,339.20	1,337,895.55	1,491,234.75
Total noncurrent assets	153,339.20	1,337,895.55	1,491,234.75
Total assets	\$ 722,061.12	\$ 1,680,021.31	\$ 2,402,082.43
Liabilities			
Current Liabilities:			
Meter deposits	-	34,857.25	34,857.25
Total current liabilities	-	34,857.25	34,857.25
Net Assets			
Invested in capital assets, net of related debt	153,339.20	1,337,895.55	1,491,234.75
Restricted	-	31,767.74	31,767.74
Unrestricted	568,721.92	275,500.77	844,222.69
Total net assets	722,061.12	1,645,164.06	2,367,225.18
Total liabilities and net assets	\$ 722,061.12	\$ 1,680,021.31	\$ 2,402,082.43

The accompanying notes are an integral part of these financial statements.

Town of Allen, Oklahoma
Statement of Activities - Government Wide - Modified Cash Basis
For the Year Ended June 30, 2023

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Assets Primary Government		Total
		Charges for Services	Grants and Contributions	Governmental Activities	Business - Type Activities	
Primary government						
Governmental activities						
General government	98,410.76	-	81,632.04	(16,778.72)	-	(16,778.72)
Public safety	190,729.63	46,239.28	11,052.67	(133,437.68)	-	(133,437.68)
Park, Pool, Cemetery & Library	82,148.78	4,375.00	1,644.87	(76,128.91)	-	(76,128.91)
Streets	44,058.90	-	-	(44,058.90)	-	(44,058.90)
Total governmental activities	415,348.07	50,614.28	94,329.58	(270,404.21)		(270,404.21)
Business-type activities						
Development	96,641.57	44,744.83	-	-	(51,896.74)	(51,896.74)
Water department	158,391.95	158,452.45	13,500.00	-	13,560.50	13,560.50
Sewer department	112,101.21	87,364.25	-	-	(24,736.96)	(24,736.96)
Garbage department	156,585.44	131,092.94	-	-	(25,492.50)	(25,492.50)
Total business-type activities	523,720.17	421,654.47	13,500.00	-	(88,565.70)	(88,565.70)
Total primary government	\$ 939,068.24	\$ 472,268.75	\$ 107,829.58	\$ (270,404.21)	\$ (88,565.70)	\$ (358,969.91)
			General revenues:			
			Sales & Use Taxes	293,624.94	-	293,624.94
			Other taxes	43,247.25	-	43,247.25
			Other Revenues	35,919.21	-	35,919.21
			Interest	394.16	478.50	872.66
			Total general revenues	373,185.56	478.50	373,664.06
			Transfers In/Out	127,060.76	(127,060.76)	-
			Change in net assets	229,842.11	(215,147.96)	14,694.15
			Net assets - beginning	492,219.01	1,860,312.02	2,352,531.03
			Net assets - ending	\$ 722,061.12	\$ 1,645,164.06	\$ 2,367,225.18

The accompanying note are an integral part of these financial statements.

Town of Allen, Oklahoma
Balance Sheet - Governmental Funds - Modified Cash Basis
For the Year Ended June 30, 2023

Assets	
Cash in bank - unrestricted	568,721.92
Total assets	\$ 568,721.92
Liabilities	
Fund Balances	
Unassigned	568,721.92
Net assets	568,721.92
Total liabilities and net assets	\$ 568,721.92

***Reconciliation of Total Governmental Fund Balance to
Net Assets of Governmental Activities as of June 30, 2023***

Total Governmental Fund Balances	568,721.92
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmentmmental activities are not financial resources and and therefore are not reported in the fund financial statements.	
therefore are not reported in the fund financial statements.	153,339.20
Net Assets of Governmental Activities	\$ 722,061.12

The accompanying notes are an integral part of these financial statements.

Town of Allen, Oklahoma
Statement of Revenues, Expenditures, and Changes in Fund Balances -
Governmental Funds - Modified Cash Basis
For the Year Ended June 30, 2023

Revenues	General Fund	Other Governmental Funds	Total Governmental Funds
Sales taxes	231,201.28	-	231,201.28
Use taxes	62,423.66	-	62,423.66
Franchise taxes	23,003.72	-	23,003.72
PILOT Tax	1,866.92	-	1,866.92
Gas and motor vehicle taxes	7,144.55	-	7,144.55
Cigar and cigarette taxes	1,591.27	-	1,591.27
Alcoholic beverage taxes	9,640.79	-	9,640.79
Fines and Forfeitures	-	46,239.28	46,239.28
Grants	92,684.71	1,644.87	94,329.58
Other revenues	38,588.37	2,100.00	40,688.37
Total revenues	468,145.27	49,984.15	518,129.42
Expenditures			
Salaries and wages	188,197.05	-	188,197.05
Maintenance and operations	206,426.74	12,463.45	218,890.19
Total Expenditures	394,623.79	12,463.45	407,087.24
Transfers In (Out)	167,835.31	(40,774.55)	127,060.76
Net changes in fund balances	241,356.79	(3,253.85)	238,102.94
Fund balance, beginning of year	218,405.00	112,213.98	330,618.98
Fund Balance, end of year	\$ 459,761.79	\$ 108,960.13	\$ 568,721.92

Change in fund balance of governmental funds

Reconciliation of Governmental Funds and Government-Wide Financial Statements

Net Change in Fund Balances - Total Governmental Funds	238,102.94
Amounts reported for Governmental Activities in the Statement of Activities are different because:	
Depreciation expense is recorded in the government-wide financial statements but not in the fund financial statements	(8,260.83)
Net Change in Fund Balances - Government-Wide Basis	\$ 229,842.11

The accompanying notes are an integral part of these financial statements.

Town of Allen, Oklahoma
Statement of Net Position - Proprietary Funds - Modified Cash Basis
For the Year Ended June 30, 2023

	Allen Public Works Authority	Allen Community Development Authority	Totals
Assets			
Current assets:			
Cash in bank - unrestricted	141,796.95	133,703.82	275,500.77
Cash in bank - restricted	66,624.99	-	66,624.99
Total current assets	<u>208,421.94</u>	<u>133,703.82</u>	<u>342,125.76</u>
Noncurrent assets:			
Net capital assets	521,828.75	816,066.80	1,337,895.55
Total noncurrent assets	<u>521,828.75</u>	<u>816,066.80</u>	<u>1,337,895.55</u>
Total assets	<u>\$ 730,250.69</u>	<u>\$ 949,770.62</u>	<u>\$ 1,680,021.31</u>
Liabilities and Net Assets			
Liabilities			
Current liabilities			
Meter deposits	34,857.25	-	34,857.25
Total current liabilities	<u>34,857.25</u>	<u>-</u>	<u>34,857.25</u>
Net Assets			
Invested in Capital Assets, Net of Related Liabilities	521,828.75	816,066.80	1,337,895.55
Restricted assets, Net of Related Liabilities	31,767.74	-	31,767.74
Unrestricted	141,796.95	133,703.82	275,500.77
Total net assets	<u>695,393.44</u>	<u>949,770.62</u>	<u>1,645,164.06</u>
Total liabilities and net assets	<u>\$ 730,250.69</u>	<u>\$ 949,770.62</u>	<u>\$ 1,680,021.31</u>

The accompanying notes are an integral part of these financial statements

Town of Allen, Oklahoma
Statement of Revenues, Expenses, and Changes in Net Position - Proprietary Funds - Modified
Cash Basis
For the Year Ended June 30, 2023

	Allen Public Works Authority	Allen Community Development Authority	Totals
Operating revenues			
Water sales	150,578.67	-	150,578.67
Sewer fees	73,594.25	-	73,594.25
Garbage fees	131,092.94	-	131,092.94
Miscellaneous revenues	21,643.78	45,223.33	66,867.11
Total operating revenues	<u>376,909.64</u>	<u>45,223.33</u>	<u>422,132.97</u>
Operating expenses			
Salaries and wages	141,345.83		141,345.83
Maintenance and operations	256,577.22	61,179.15	317,756.37
Depreciation	29,155.55	35,462.42	64,617.97
Total operating expenses	<u>427,078.60</u>	<u>96,641.57</u>	<u>523,720.17</u>
Operating income (loss)	(50,168.96)	(51,418.24)	(101,587.20)
Non-operating revenues (expenses)			
Transfers in (Out)	(118,847.76)	(8,213.00)	(127,060.76)
Grant revenues	13,500.00	-	13,500.00
Total non-operating revenues (expenses)	<u>(105,347.76)</u>	<u>(8,213.00)</u>	<u>(113,560.76)</u>
Change in Net Assets	(155,516.72)	(59,631.24)	(215,147.96)
Net assets at beginning of year	850,910.16	1,009,401.86	1,860,312.02
Net assets at end of year	<u>\$ 695,393.44</u>	<u>\$ 949,770.62</u>	<u>\$ 1,645,164.06</u>

The accompanying notes are an integral part of these financial statements.

Town of Allen, Oklahoma
Statement of Cash Flows - Proprietary Funds - Modified Cash Basis
For the Year Ended June 30, 2023

	Allen Public Works Authority	Allen Community Development Authority	Totals
Cash Flows from Operating Activities:			
Cash received from customers	376,909.64	45,223.33	422,132.97
Grants, Net of Grant Expenditures	13,500.00	-	13,500.00
Cash paid to employees	(153,421.82)	-	(153,421.82)
Cash paid to suppliers	(247,758.24)	(61,179.15)	(308,937.39)
Net cash provided by operating activities	(10,770.42)	(15,955.82)	(26,726.24)
 Cash Flows from Investing Activities:			
 Cash Transfers In (Out)	(36,025.00)	(8,213.00)	(44,238.00)
Net Change in Cash and Cash Equivalents	(46,795.42)	(24,168.82)	(70,964.24)
Cash and cash equivalents at beginning of year	255,217.36	157,872.64	413,090.00
Cash and cash equivalents at end of year	<u>\$ 208,421.94</u>	<u>\$ 133,703.82</u>	<u>\$ 342,125.76</u>
 <i>Reconciliation of operating income (loss) to net cash provided by (used for) operating activities</i>			
Change in net assets	(155,516.72)	(59,631.24)	(215,147.96)
<i>Adjustments to reconcile change in net assets to net cash provided by (used for) operating activities:</i>			
Depreciation expense	29,155.55	35,462.42	64,617.97
Increase (decrease) in payroll tax liabilities	(3,257.01)	-	(3,257.01)
Decrease (Increase) in Due to/Due from	82,822.76	-	82,822.76
Cash Transfers In (Out)	36,025.00	8,213.00	44,238.00
Net cash provided (used) by operating activities	<u>\$ (10,770.42)</u>	<u>\$ (15,955.82)</u>	<u>\$ (26,726.24)</u>
 Reconciliation of cash and cash equivalents			
Cash - Unrestricted	141,796.95	133,703.82	275,500.77
Cash - Restricted	66,624.99	-	66,624.99
Total	<u>\$ 208,421.94</u>	<u>\$ 133,703.82</u>	<u>\$ 342,125.76</u>

The accompanying notes are an integral part of these financial statements.

Town of Allen, Oklahoma
Notes to the Basic Financial Statements
For the Year Ended 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.

1.A. FINANCIAL REPORTING ENTITY

The Town of Allen, Oklahoma operates under the Town Board of Trustees form of government specified in title 11 of the Oklahoma Statutes. The Town provides the following services: public safety, streets and highways, sanitation, public improvements, utilities and general administrative services.

The criteria used to determine which accounting entities, agencies, commissions, boards and authorities are part of the Town's operations include how the budget is adopted, whether debt is secured by general obligation of the Town, the Town's duty to cover any deficits that may occur, and supervision over the accounting functions. Any separate accounting entities would be considered component units. There are no agencies, organizations or activities meeting any of the above criteria that are excluded from the Town's reporting entity. As of June 30, 2023, the Town has two component units, the Allen Public Works Authority and Allen Community Development Authority.

1.B. BASIS OF PRESENTATION

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole within the limitations of the modified cash basis of accounting. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities.

Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. Business-type activities are financed, in whole or part, by fees charged to external parties for goods or services.

FUND FINANCIAL STATEMENTS

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitutes its assets, deferred outflows, liabilities, deferred inflows, net position or fund balance, revenues, and expenditures or expenses. The Town's funds are organized into two major categories: governmental and proprietary. The Town presently has no fiduciary funds. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the Town or meets the following criteria:

- a. Total assets, deferred outflows, liabilities, deferred inflows, revenues, or expenditures or expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type.
- b. Total assets, deferred outflows, liabilities, deferred inflows, revenues, or expenditures or expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the financial reporting entity are described subsequently:

Governmental Funds

General Fund

The General Fund is the primary operating fund of the Town and always classified as a major fund. It is used to account for all financial resources not accounted for and reported in another fund.

Special Revenue Funds

Special Revenue Funds are used to account for and report the proceeds of the specific revenue sources that are either restricted or committed to expenditures for specified purposes other than debt service or capital projects. The reporting entity includes the following special revenue funds, street and alley fund, fire fund, ambulance fund and cemetery care fund.

Proprietary Funds

Enterprise Fund

Enterprise funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges, and the measurement of financial activity focuses on net income measurement similar to the private sector. The reporting entity includes the following enterprise funds: Allen Public Works Authority and Allen Community Development Authority.

Interfund Balances and Transfers

Interfund Balances

As of and for the year ending June 30, 2023 the Town had no interfund receivables or payables.

Transfers In and Out

The Town will transfer funds within the Town's fund structure in order to facilitate cash flow or for special purposes. The Town had no transfers during the year ending June 30, 2023.

1.C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe what transactions or events are recorded within the various financial statements. Basis of accounting refers to when and how transactions or events are recorded, regardless of the measurement focus applied.

MEASUREMENT FOCUS

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-like activities are presented using the economic resources measurement focus, within the limitations of the modified cash basis of accounting, as subsequently defined in item (b).

In the fund financial statements, the current financial resources measurement focus or the economic resources measurement focus, as applied to the modified cash basis of accounting, is used as appropriate:

- a. All governmental funds utilize a current financial resources measurement focus within the limitations of the modified cash basis of accounting. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary fund 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 or balance sheets 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, interfund receivables and payables, 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 for billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses or expenditures (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 reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

If the Town utilized the basis of accounting recognized as generally accepted in the United States, the fund financial statements for governmental funds would use the modified accrual basis of accounting, and the fund financial statements for proprietary fund types would use the accrual basis of accounting. All government-wide financial statements would be presented on the accrual basis of accounting.

1.D. FINANCIAL POSITION

CASH AND CASH EQUIVALENTS

For the purpose of financial reporting, cash and 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. Trust account investments in open-ended mutual fund shares are also considered cash equivalents.

RESTRICTED CASH

Restricted cash consists of monies held to satisfy the Allen Public Works Authority's meter deposit liability.

INVESTMENTS

Investments classified in the financial statements consist entirely of certificates of deposit acquired with cash whose original maturity term exceeds three months. Investments are carried at cost, which approximates fair value.

LONG-TERM DEBT

Government-Wide Statements

All long-term bonds, notes, and other debt arising from cash transactions or events to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements.

Fund-Financial Statements

Long-term debt arising from cash transactions or events of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources, and payment of principal and interest is reported as expenditures. The accounting for proprietary funds is the same in the fund financial statements as the treatment in the government-wide statements.

NET POSITION/FUND BALANCE CLASSIFICATIONS

Government-Wide Statements

Net Position is classified 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.
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 external groups, such as creditors, grantors, contributors, or laws and regulations of other governments, or 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 in capital assets or the restricted component of net position.

It is the Town'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.

Fund Financial Statements

Governmental Funds

The difference among assets, deferred outflows, liabilities, and deferred inflows of governmental funds is reported as fund balance and classified as nonspendable, restricted, committed, assigned, and unassigned based on the respective level of constraint. These constraints are defined as follows:

Nonspendable. Amounts that cannot be spent because they either are not in spendable form or are legally or contractually required to be maintained intact.

Restricted. Amounts constrained regarding use from restrictions externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or by restrictions imposed by law through constitutional provisions or enabling legislation.

Committed. Amounts constrained regarding use for specific purposes pursuant to requirements imposed by formal action of the Town's highest level of decision-making authority. (In the case of the Town of Allen, commitments are evidenced by adoption of an ordinance by the Town Council.)

Assigned. Amounts constrained by the Town's intent to be used for specific purposes but that are neither restricted nor committed. (In the case of the Town of Allen, assignments are evidenced either by resolution of the Town Council or by the Town Manager in written form as approved by vote of the Town Council pursuant to Town policy.)

Unassigned. The residual classification of the General Fund for spendable amounts that have not been restricted, committed, or assigned to specific purposes.

It is the Town's policy to first use restricted fund balances prior to the use of unrestricted fund balances when an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available. It is also Town policy to use committed fund balances before assigned fund balances and assigned fund balances before unassigned amounts when an expenditure is incurred for purposes for which amounts in those classifications are available to be used.

The Town has no formal minimum fund balance policies or any formal stabilization arrangements in place.

Proprietary Funds

The difference among assets, deferred outflows, liabilities, and deferred inflows of proprietary funds is reported as net position and classified in the same manner as the government-wide financial statements, as previously described.

1.E. REVENUES, EXPENDITURES, AND EXPENSES

PROGRAM REVENUES

In the Statement of Activities, modified cash-basis revenues that are derived directly from each activity or from parties outside the Town's taxpayers are reported as program revenues. The Town has the following program revenues in each activity: General Government, Police, Fire, Cemetery, Nutrition, Parks, Municipal Court, Community Center, Streets & Alley, and Public Works.

All other governmental revenues are reported as general revenues. All taxes are classified as general revenue even if restricted for a specific purpose.

OPERATING REVENUE AND EXPENSES

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

1.G. USE OF ESTIMATES

The preparation of financial statements in conformity with the modified cash basis of accounting used by the Town requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

NOTE 2. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

By its nature as a local government unit, the Town and its component units are subject to various federal, state, and local laws and contractual regulations. The following instances of noncompliance are considered material to the financial statements.

NOTE 3. DEPOSITS WITH FINANCIAL INSTITUTIONS

The accounts of the Town are required by state law to be secured by collateral pledged by the financial institution and/or FDIC insurance. The Town of Allen is considered a separate entity from the Valliant Municipal Authority for FDIC deposit insurance.

In accordance with GASB No. 3, deposits are to be classified into the following three categories:

1. Insured or collateralized with securities held by the entity or by its agent or in the entity's name (Referred to as category 1)
2. Collateralized with securities held by pledging financial institution's trust department or agent in the entity's name. (Referred to as category 2)
3. Uncollateralized, including any bank balance that is collateralized with securities held by the pledging institution, or by its trust department or agent but not in the entity's name. (Referred to as category 3)

All of the Town of Allen's government and enterprise fund cash and investment accounts would be considered as category 1 up to its FDIC limits of \$250,000 for the governmental funds and \$250,000 for the Allen Public Works Authority. The remaining funds would be category 3.

NOTE 3. CAPITAL ASSETS AND DEPRECIATION

Governmental Funds

	Beginning Balance	Increases	Decreases	Ending Balance
Buildings	404,000	-	-	404,000
Vehicles & Equipment	276,007	36,025	-	312,032
Land	4,500	-	-	4,500
Total Assets	684,507	36,025	-	720,532
Accumulated Depreciation	(558,932)	(8,261)	-	(567,193)
Total Assets, Net	<u>\$ 125,575</u>			<u>\$ 153,339</u>

As of June 30, 2023, the governmental funds had no capitalized assets that were not being depreciated or had not been depreciated. Depreciation is computed using the straight-line method of depreciation over the estimated useful lives of the assets. Assets are recorded at cost or their estimated fair market value for those assets where cost was not available. Depreciation expense for the year was \$8,261 and was all recorded to General Government.

Public Works Authority

	Balance	Increases	Decreases	Ending Balance
Equipment	410,239	-	-	410,239
Land	15,970	-	-	15,970
Structures	1,237,270	-	-	1,237,270
Total Assets	1,663,479	-	-	1,663,479
Accumulated Depreciation	(1,112,494)	(29,156)		(1,141,650)
Total Assets, Net	<u>550,985</u>			<u>521,829</u>

As of June 30, 2023, the Public Works Authority had no capitalized assets that were not being depreciated or had not been depreciated. Depreciation is computed using the straight-line method of depreciation over the estimated useful lives of the assets. Assets are recorded at cost or their estimated fair market value for those assets where cost was not available. Depreciation expense for the year was \$29,156 and was recorded to the departments as follows: Water Department \$8,199 and Sewer Department \$18,351.

Community Development Authority

	Beginning Balance	Additions	Decreases	Ending Balance
Structures	1,411,881	-	-	1,411,881
Land	62,250	-	-	62,250
Total Assets	\$ 1,474,131			\$ 1,474,131
Accumulated Depreciation	(622,602)	(35,462)		(658,064)
Total Assets, Net	<u>\$ 851,529</u>			<u>\$ 816,067</u>

As of June 30, 2023, the Community Development Authority had no capitalized assets that were not being depreciated or had not been depreciated. Depreciation is computed using the straight-line method of depreciation over the estimated useful lives of the assets. Assets are recorded at cost or their estimated fair market value for those assets where cost was not available. Depreciation expense for the year was \$35,462.

NOTE 4. SUBSEQUENT EVENTS

Subsequent events have been evaluated through January 25, 2024 which is the date the financial statements were issued.

NOTE 5. RISK MANAGEMENT

The Town is exposed to various risks of losses related to torts; damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town manages this risk through the purchase of commercial insurance policies. Risk management activities are accounted for by fund, and claims are recognized when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. In determining claims, events that might create claims, but for which none have been reported, are considered. There was no claims activity for the year just ended.

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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 Trustees
Town of Allen, Oklahoma

We 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 governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Town of Allen, Oklahoma as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise Town of Allen's basic financial statements, and have issued our report thereon dated January 25, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Town of Allen's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Town of Allen's internal control. Accordingly, we do not express an opinion on the effectiveness of Town of Allen'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 a 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 a 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.

Our 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Town of Allen's financial statements are free from material misstatement, we performed tests of its 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 our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our 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.

A handwritten signature in black ink that reads "Russell & Williams CPAs PC". The signature is written in a cursive, flowing style.

Oklahoma City, Oklahoma
January 25, 2024

Schedule of Findings and Questioned Costs

2023-1 - Citations

CONDITION: During the course of the audit we discovered that the Town could not produce reports showing details of citation revenue collections through the course of the year.

CRITERIA: Best practice would be for the Town to run periodic reports showing collections and reconciling those reports with deposits made for citation revenues.

EFFECT OF CONDITION: The system for recording citation revenues is vulnerable to fraud or error because deposits either cannot be reconciled to the detailed reports or because it is currently not the practice of the Town to do so.

RECOMMENDATION: Town personnel should periodically obtain reports showing the details of collections made, including detailed information about the account holders and amounts paid, and reconcile those amounts paid to deposits for citation revenue during the applicable period. Those same collections should be reconciled to the general ledger.

2023-2 – Cash Collections

CONDITION: During the course of the audit we discovered that the Town and PWA take cash collections.

CRITERIA: The Town and PWA are susceptible to fraud and/or error from the inherent risks associated with cash collections.

RECOMMENDATION: In light of recent findings by the Oklahoma State Auditor & Inspector of fraudulent defalcation of cash payments in other comparable municipalities, we strongly recommend the Town and PWA cease accepting cash payments. Additionally, we recommend the Town and PWA consider refraining from accepting checks for payments to reduce the risk of fraud and/or error.