

**TOWN OF RAMONA
Ramona, Oklahoma**

**BASIC FINANCIAL STATEMENTS
June 30, 2016**

**TOWN OF RAMONA
Ramona, Oklahoma**

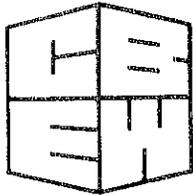
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TOWN OF RAMONA
Ramona, Oklahoma

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INDEPENDENT AUDITOR'S REPORT

December 13, 2016

Honorable Board of Town Commissioners
Town of Ramona
Ramona, Oklahoma

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Ramona, Oklahoma, (Town) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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 Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Ramona, Oklahoma, as of June 30, 2016, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Disclaimer of Opinion on Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Ramona, Oklahoma's basic financial statements. The pension exhibits and budgetary comparison information on pages 29-30 and notes on page 31, which are the responsibility of management, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it

The Town has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 13, 2016, on our consideration of the Town'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 to describe the scope of our testing of internal control over financial reporting and compliance and results of that testing, and not to provide an opinion on the 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's internal control over financial reporting and compliance.

CBEW Professional Group, LLP

CBEW Professional Group, LLP
Certified Public Accountants

TOWN OF RAMONA
STATEMENT OF POSITION
June 30, 2016

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Assets:			
Cash & cash equivalents (Note 1)	\$ 103,909	\$ 42,280	\$ 146,189
Investments	28,366	-	28,366
Receivables (net of allowance for uncollectibles):			
Accounts receivable	-	131,692	131,692
Unbilled revenue	-	69,768	69,768
Taxes	10,267	-	10,267
Court fines	15,063	-	15,063
Due to/from others	-	-	-
Prepaid items	-	1,098	1,098
Restricted assets:			
Insurance deposit	2,064	-	2,064
Bond fund/cash & investments	-	265,710	265,710
Cash, customer meter deposits	-	48,706	48,706
Capital assets:			
Land and non-depreciable assets	41,054	115,500	156,554
Depreciable buildings, property, equipment and infrastructure, net of depreciation (Notes 1 & 2)	350,575	3,018,073	3,368,648
Total assets	\$ 551,298	\$ 3,692,827	\$ 4,244,125
Deferred outflows of resources:			
Deferred amounts related to pensions	38,036	-	38,036
Total deferred outflows	38,036	-	38,036
Liabilities:			
Current liabilities:			
Accounts payable	\$ 6,317	\$ 89,195	\$ 95,512
Accrued payroll	4,313	4,354	8,667
Customer meter deposits	-	48,706	48,706
Interest payable	15	29,138	29,153
Leases payable	5,651	-	5,651
Bonds payable	-	95,000	95,000
Mortgages and notes payable (Note 2)	-	8,646	8,646
Non-current liabilities:			
Net pension liability	38,293	-	38,293
Leases payable	10,155	-	10,155
Bonds payable	-	2,325,000	2,325,000
Mortgages and notes payable (Note 2)	-	14,371	14,371
Total liabilities	64,744	2,614,410	2,679,154
Deferred inflows of resources:			
Deferred amounts related to pensions	4,212	-	4,212
Total deferred inflows	4,212	-	4,212
Net position:			
Net investment in capital assets	375,823	690,556	1,066,379
Restricted	114,782	265,710	380,492
Unrestricted	29,773	122,151	151,924
Total net position	\$ 520,378	\$ 1,078,417	\$ 1,598,795

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

TOWN OF RAMONA
STATEMENT OF ACTIVITIES
Year Ended June 30, 2016

Functions/Programs	Expenses	Program Revenues			Net (Expense)/ Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General government:					
Town clerk	\$ 32,916	\$ -	\$ -	\$ -	\$ (32,916)
Town treasurer	16,500	-	-	-	(16,500)
General government	-	-	-	-	-
Total general government	<u>49,416</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(49,416)</u>
Public safety and judiciary:					
Town attorney	6,080	-	-	-	(6,080)
Fire	15,022	21,741	-	-	6,719
Municipal court	4,800	32,483	-	-	27,683
Police	91,386	20,000	-	-	(71,386)
Total public safety and judiciary	<u>117,288</u>	<u>74,224</u>	<u>-</u>	<u>-</u>	<u>(43,064)</u>
Cultural, parks and recreation:					
Cemetery	9,366	36,657	-	-	27,291
Total cultural, parks and recreation	<u>9,366</u>	<u>36,657</u>	<u>-</u>	<u>-</u>	<u>27,291</u>
Unallocated depreciation	38,083	-	-	-	(38,083)
Total governmental activities	<u>214,153</u>	<u>110,881</u>	<u>-</u>	<u>-</u>	<u>(103,272)</u>
Business-type activities					
Water service	782,772	495,069	-	-	(287,703)
Gas utility	133,743	557,822	-	-	424,079
Sewer service	104,929	150,276	-	168,998	214,345
Solid waste disposal	38,980	136,181	-	-	97,201
Emergency fund	-	12,553	-	-	12,553
Financing costs	85,877	-	-	-	(85,877)
Unallocated depreciation	110,291	-	-	-	(110,291)
Total business-type activities	<u>1,256,592</u>	<u>1,351,901</u>	<u>-</u>	<u>168,998</u>	<u>264,307</u>
Total	<u>\$ 1,470,745</u>	<u>\$ 1,462,782</u>	<u>\$ -</u>	<u>\$ 168,998</u>	<u>\$ 161,035</u>

	Net (Expense) Revenue and Changes in Net Position		
	Governmental Activities	Business-Type Activities	Total
Net (expense)/revenue	(103,272)	264,307	161,035
General revenues:			
Taxes:			
Sales and use taxes	43,701	-	43,701
Franchise taxes	8,456	-	8,456
Cigarette taxes	503	-	503
Alcohol beverage tax	1,656	-	1,656
Motor vehicle tax	3,932	-	3,932
Gas excise taxes	1,028	-	1,028
Investment earnings	251	153	404
Donations	4,216	-	4,216
Miscellaneous	10,867	-	10,867
Net pension change	15,286	-	15,286
Transfers	32,534	(32,534)	-
Total general revenues and transfers	<u>122,430</u>	<u>(32,381)</u>	<u>90,049</u>
Change in net position	19,158	231,926	251,084
Fund balance - beginning of year	<u>501,220</u>	<u>846,491</u>	<u>1,347,711</u>
Net position - end of year	<u>\$ 520,378</u>	<u>\$ 1,078,417</u>	<u>\$ 1,598,795</u>

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

TOWN OF RAMONA
BALANCE SHEET
GOVERNMENTAL FUNDS
June 30, 2016

	<u>General Fund</u>
Assets:	
Cash & cash equivalents	\$ 103,909
Investments	28,366
Accrued governmental transfers	10,267
Court fines receivable	15,063
Due from others	-
Restricted assets:	
Insurance deposit	2,064
	<u>159,669</u>
Total assets	\$ 159,669
Liabilities:	
Accounts payable	\$ 6,317
Accrued payroll	4,313
Due to others	-
	<u>10,630</u>
Total liabilities	10,630
Fund balance:	
Restricted for:	
Cemetery	95,572
Fire	13,580
Police	5,630
Unassigned	<u>34,257</u>
Total fund balance	149,039
Total liabilities and fund balance	\$ 159,669

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

TOWN OF RAMONA
 RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE GOVERNMENT-WIDE STATEMENT
 OF NET POSITION
 June 30, 2016

Total Fund Balances - Total Governmental Funds \$ 149,039

Amounts reported for governmental activities in the statement of net position are different because:

Pension related deferred outflows 38,036

Net pension liability (38,293)

Pension related deferred inflows (4,212)

Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. These liabilities consist of:

Accrued interest payable (15)

Leases payable (15,806)

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. These assets consist of:

Land	\$	5,200	
Old gas system		35,854	
Building		373,066	
Improvements		50,634	
Equipment		460,076	
Less: Accumulated Depreciation		<u>(533,201)</u>	
			<u>391,629</u>

Net position of governmental activities \$ 520,378

TOWN OF RAMONA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
Year Ended June 30, 2016

	General Fund
Revenues:	
Charges for services	\$ 41,741
Cigarette taxes	503
Donations	4,216
Interest	251
Franchise taxes	8,456
Gasoline excise taxes	1,028
Grants	-
Intergovernmental programs	5,588
Fines and forfeits	32,483
Rental receipts	2,400
Licenses and permits	-
Lot sales	36,657
Miscellaneous revenue	8,468
Sales and use taxes	43,701
Total revenues	185,492
Expenditures:	
Current:	
General government	49,416
Public safety	116,810
Cultural and recreational	9,366
Debt service:	
Principal	5,648
Interest	483
Capital outlay	5,295
Total expenditures	187,018
Excess of revenues over (under) expenditures	(1,526)
Other financing uses:	
Lease proceeds	-
Operating transfers in (out)	32,534
Excess of revenues over (under) expenditures & transfers	31,008
Fund balance - beginning of year	118,031
Fund balance - end of year	\$ 149,039

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

TOWN OF RAMONA
 RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES
 IN FUND BALANCE TO THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES
 Year Ended June 30, 2016

Net Change in Fund Balances - Total Governmental Funds \$ 31,008

Amounts reported for governmental activities in the Statement of Activities are different because:

Government-Wide Statement of Activities and Changes in Net Position report the cost of pension benefits earned net of employee contributions is reported as an element of pension expense. The fund financial statements report pension contributions as expenditures. 15,286

The interest paid on notes and judgements is recorded as an expense in governmental funds and not as a payment against the accrual. However, in the Government-Wide Statement of Activities, the interest is recorded against the payable. This is the amount of interest paid in the current period. 5

Governmental Funds report note and lease payments as expenditures. However, in the Government-Wide Statement of Activities, the principal paid on that liability is applied against the liability. This is the amount of principal recorded in the current period. 5,648

Depreciation expense on capital assets is reported in the Government-Wide Statement of Activities, but they do not require the use of current financial resources. Therefore, depreciation expense is not reported as expenditures in Governmental Funds. reported as expenditures in Governmental Funds. (38,083)

Change in Net Position of Governmental Activities \$ 19,159

TOWN OF RAMONA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
June 30, 2016

Business-type Activities - Enterprise Funds

	<u>Ramona Public Works Authority</u>
Assets:	
Cash and investments:	
Cash & cash equivalents (Note 1)	\$ 42,280
Accounts receivables (net of allowance for uncollectibles)	131,692
Unbilled revenue	69,768
Due from others	-
Prepaid items	1,098
Restricted assets:	
Bond fund/cash & investments	265,710
Cash, customer meter deposits (Note 1)	48,706
Capital assets:	
Land & construction in process	115,500
Depreciable buildings, property and equipment, net of depreciation (Notes 1 & 2)	<u>3,018,073</u>
Total assets	<u>\$ 3,692,827</u>
Liabilities:	
Current liabilities:	
Accounts payable	\$ 89,195
Accrued payroll	4,354
Customer meter deposits	48,706
Due to general fund	-
Interest payable	29,138
Bonds payable	95,000
Mortgages and notes payable (Note 2)	8,646
Non-current liabilities:	
Bonds payable	2,325,000
Mortgages and notes payable (Note 2)	<u>14,371</u>
Total liabilities	<u>2,614,410</u>
Net position:	
Net investment in capital assets	690,556
Restricted	265,710
Unrestricted	<u>122,151</u>
Total net position	<u>\$ 1,078,417</u>

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

TOWN OF RAMONA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
Year Ended June 30, 2016

Business-type Activities - Enterprise Funds

	<u>Ramona Public Works Authority</u>
Revenues:	
Water revenue	\$ 495,069
Gas revenue	557,822
Sewer revenue	150,276
Solid waste revenue	136,181
Emergency fund	12,553
Miscellaneous revenue	-
	<hr/>
Total revenues	1,351,901
	<hr/>
Operating expenses:	
Gas utility	133,743
Water service	782,772
Sewer service	104,929
Solid waste disposal	38,980
Emergency fund	-
Depreciation expense	110,291
	<hr/>
Total operating expenses	1,170,715
	<hr/>
Income before non-operating revenues, expenses & transfers	181,186
	<hr/>
Non-operating revenues (expenses):	
Grant revenue	168,998
Interest revenue	153
Interest expense	(85,877)
	<hr/>
Total	83,274
	<hr/>
Income (loss) before operating transfers	264,460
	<hr/>
Transfers in (out)	(32,534)
	<hr/>
Change in net position	231,926
	<hr/>
Net position at beginning of year	846,491
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Net position at end of year	\$ 1,078,417
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The accompanying notes are an integral part of the basic financial statements.

TOWN OF RAMONA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
Year Ended June 30, 2016

Business-type Activities - Enterprise Funds

	<u>Ramona Public Works Authority</u>
Cash flows from operating activities:	
Cash received from customers & service users	\$ 1,330,420
Cash payments for goods & services & employees	(1,050,598)
Other operating revenues	-
Net cash provided by operating activities	<u>279,822</u>
Cash flows from noncapital financing activities:	
Operating transfers out to other funds	(32,534)
Operating transfers in from other funds	-
Change in meter deposits	1,651
Change in due to/from accounts	-
Net cash provided (used) for noncapital financing activities	<u>(30,883)</u>
Cash flows from capital and related financing activities:	
Acquisition & construction of capital assets	(1,282,147)
Grant revenues	168,998
Principal paid on debt	(95,406)
Interest paid on debt	(84,260)
Net cash provided (used) for capital and related financing activities	<u>(1,292,815)</u>
Cash flows from investing activities:	
Interest on investments	153
Net cash provided by investing activities	<u>153</u>
Net increase (decrease) in cash & cash equivalents	(1,043,723)
Cash and cash equivalents - beginning of year	<u>1,400,419</u>
Cash and cash equivalents - end of year	<u>\$ 356,696</u>
Reconciliation of operating income to net cash provided by operating activities:	
Operating income	\$ 181,186
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	110,291
Change in assets and liabilities:	
(Increase) decrease in accounts receivable	(21,481)
(Increase) decrease in prepaid items	7,916
Increase (decrease) in accounts payable	1,452
Increase (decrease) in accrued expenses	458
Total adjustments	<u>98,636</u>
Net cash provided by operating activities	<u>\$ 279,822</u>

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

**TOWN OF RAMONA
Ramona, Oklahoma**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Town of Ramona, Oklahoma (Town) complies with accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the Town is discussed below.

A. Reporting Entity

The Town of Ramona, Oklahoma was organized under the statutes of the State of Oklahoma. The Town operates under a council form of government and is governed by a five-member board of commissioners. The commissioners elect the mayor from their own body. The Town provides the following services as authorized by its charter: general government, public safety (fire and police), streets, public works (gas, water, sewer, and refuse), judicial, health and social services, culture, parks and recreation, public improvements, and planning and zoning for the geographical area organized as the Town of Ramona, Oklahoma.

As required by generally accepted accounting principles, these financial statements present the activities of the Town and its component units, entities for which the Town is considered to be financially accountable. Blended component units, although legally separate entities are, in substance, part of the Town's operations and so data from these units are combined with the data of the primary government.

Blended Component Units:

The Ramona Public Works Authority (PWA) was created pursuant to a Trust Indenture dated March 8, 1966 to provide improvements to the natural gas system and facilities for the benefit of the Town of Ramona, Oklahoma. The public works systems owned by the Town have been leased to the Trust. The PWA is a public trust and an agency of the State of Oklahoma under Title 60, Oklahoma Statutes, and is governed by a board consisting of five trustees identical with the Town Council. The PWA is exempt from state and federal income taxes. The PWA is reported as an enterprise fund.

B. Measurement Focus, Basis of Accounting and Basis of Presentation – Fund Accounting

The Town's basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements, which provide a more detailed level of financial information. Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting.

Government-wide Financial Statements – The statement of net position and the statement of activities display information about the Town as a whole. These statements include the financial activities of the primary government. The statements distinguish between those activities of the Town that are governmental and those that are considered business-type activities.

The statement of net position presents the financial condition of the governmental and business-type activities at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Town's governmental activities and for the business-type activities of the Town. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on program revenues are presented as general revenues of the Town, with certain limited exceptions.

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Measurement Focus, Basis of Accounting and Basis of Presentation – Fund Accounting (Continued)

The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the Town.

Fund Financial Statements – During the year, the Town segregates transactions related to certain Town functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Town at this more detailed level. The focus of governmental and enterprise fund financial statements is on major funds. Each major fund is presented in a separate column. Non-major funds are aggregated and presented in a single column. Fiduciary funds are reported by type.

Fund Accounting – The accounts of the Town are organized and operated on the basis of funds. A fund is an independent fiscal accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. There are three categories of funds: governmental, proprietary and fiduciary.

Governmental Funds – are used to account for the government's general government activities. Governmental fund types use the flow of current financial resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred, except for certain compensated absences, claims, and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Sales taxes, gasoline excise taxes and motor vehicle taxes collected and held by the state and county at year-end on behalf of the Town are susceptible to accrual and are recognized as revenue. Other receipts and taxes (franchise taxes, licenses, etc.) become measurable and available when cash is received by the government and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria are met. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met. The following is the Town's major governmental fund:

General fund – is the main operating fund of the Town. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Proprietary funds - are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Proprietary funds are classified as enterprise funds.

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Measurement Focus, Basis of Accounting and Basis of Presentation – Fund Accounting (Continued)

Enterprise Funds – are used to account for those operations that are financed and operated in a manner similar to private business where the intent of the governing body is for the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that the determination of revenues earned, costs incurred and/or net income is necessary for capital maintenance, public policy or management accountability. The following is the Town's major Enterprise fund:

Ramona Public Works Authority – accounts for the operations of providing public works (water, sewer, gas distribution systems and refuse) to the Town.

There are no other enterprise funds of the Town to be considered non-major funds.

C. Assets, Liabilities and Equity

1. Deposits and Investments

Oklahoma Statutes authorize the Town to invest in certificates of deposit, repurchase agreements, passbooks, bankers' acceptances, and other available bank investments provided that all deposits are fully covered by approved securities pledged to secure those funds. In addition, the Town can invest in direct debt securities of the United States unless law expressly prohibits such an investment.

For financial statement presentation and for purposes of the statement of cash flows, the Town's cash and cash equivalents are considered to be cash on hand, demand deposits and certificates of deposit with a maturity date of three months or less. Debt instruments with a maturity date of more than three months are considered to be investments. Investments are stated at cost.

2. Restricted Cash and Investments

The restricted cash and investments are the result of financial requirements of two promissory notes between the Ramona Public Works Authority and the United States Department of Agriculture, Rural Development and consist of funds held in a Debt Service Fund, Reserve Fund-Water, Reserve Fund-Gas and a Maintenance Reserve Fund. Under the terms and provisions of the promissory notes, these special funds are maintained with the Trustee bank for the benefit of the holders of the notes. These funds are to be maintained so long as the notes are outstanding. Monies contained in the funds held by the Trustee are required to be continuously invested in authorized securities that mature not later than the respective dates when the funds shall be required for the purpose intended by the notes.

3. Fair Value of Financial Instruments

The Town's financial instruments include cash and cash equivalents, investments, accounts receivable and accounts payable. The Town's estimates of the fair value of all financial instruments do not differ materially from the aggregate carrying values of its financial instruments recorded in the accompanying statement of net position. The carrying amount of these financial instruments approximates fair value because of the short maturity of these instruments.

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Assets, Liabilities and Equity (continued)

4. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

5. Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due from other/due to other funds".

6. Inventories

Inventories in both governmental funds and proprietary funds normally consist of minimal amounts of expendable supplies held for consumption. The costs of governmental fund type and proprietary fund type inventories are recorded as expenditures when purchased rather than when consumed.

7. Capital Assets

General capital assets are those assets not specifically related to activities reported in the proprietary funds. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements. Capital assets utilized by the proprietary funds are reported in the business-type activities column of the government-wide statement of net position and in the respective funds.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The Town maintains a capitalization threshold of \$1,000. The Town's infrastructure consists of roads, bridges, culverts, curbs and gutter, streets and sidewalks, drainage system, lighting systems and similar assets that are immovable and of value only to the Town. Such infrastructure assets acquired after July 1, 2003 are capitalized in accordance with the requirements of GASB 34. Improvements are capitalized; the costs of normal maintenance and repairs that do not add value of the asset or materially extend an asset's life are not capitalized.

Major outlays for capital assets and improvements are capitalized in proprietary funds as projects are constructed. Interest incurred during the construction phase of proprietary fund capital assets is reflected in the capitalized value of the asset constructed, net of interest earned on the invested proceeds over the same period.

All reported capital assets are depreciated except for land and construction in progress. Improvements are depreciated over the remaining useful lives of the related capital assets.

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Assets, Liabilities and Equity (Continued)

7. Capital Assets (Continued)

Depreciation is computed using the straight-line method over the following estimated useful lives:

Description	Governmental Activities Estimated Lives	Business-Type Activities Estimated Lives
Building Improvements	40 - 100 years	40 - 100 years
Equipment	5 - 100 years	5 - 100 years
Water System	10 - 40 years	10 - 40 years
Gas System	10 - 40 years	10 - 40 years
Sewer System	10 - 40 years	10 - 40 years

8. Compensated Absences

It is the Town's policy to permit employees to accumulate earned but unused sick time. Full-time regular employees are granted vacation and sick leave benefits in varying amounts to specified maximums depending on tenure with the Town. Vacation time is not carried over from year to year. The Town has not accrued compensated absences because the amount, if any, would not be material to the financial statements.

9. Long-term Obligations

The accounting and reporting treatment applied to long-term liabilities associated with a fund are determined by its measurement focus. All governmental fund types are accounted for on a spending "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period. All proprietary funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and liabilities (whether current or non-current) associated with their activity are included on their balance sheets. Therefore, long-term debt and other obligations financed by proprietary funds are reported as liabilities in the appropriate funds.

10. Net Position/Fund Balances

In the government-wide financial statement, net position represents the difference between assets and liabilities. Net investment in capital assets, consists of capital assets, reduced by the outstanding balances of any borrowing used for the acquisition, construction, or improvement of those assets. Net position is reported as restricted when limitations on its use change the nature or normal understanding of the availability of the asset. Such constraints are either externally imposed by creditors, contributors, grantors, laws or other governments, or are imposed by law through constitutional provisions or enabling legislation.

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Assets, Liabilities and Equity (Continued)

10. Net Position/Fund Balances (Continued)

In the fund financial statements, governmental funds report the hierarchy of fund balances. The hierarchy is based primarily on the degree of spending constraints placed upon use of resources for specific purposes versus availability of appropriation. An important distinction that is made in reporting fund balance is between amounts that are considered *non-spendable* (i.e., fund balance associated with assets that are *not in spendable form*, such as inventories or prepaid items, long-term portions of loans and notes receivable, or items that are legally required to be maintained intact (such as the corpus of a permanent fund)) and those that are *spendable* (such as fund balance associated with cash, investments or receivables).

Amounts in the *spendable* fund balance category are further classified as *restricted*, *committed*, *assigned* or *unassigned*, as appropriate.

Restricted fund balance represents amounts that are constrained either externally by creditors (such as debt covenants), grantors, contributors or laws or regulations of other governments; or by law, through constitutional provisions or enabling legislation.

Committed fund balance represents amount that are useable only for specific purposes by formal action of the government's highest level of decision-making authority. Such amounts are not subject to legal enforceability (like restricted amounts), but cannot be used for any other purpose unless the government removes or changes the limitation by taking action similar to that which imposed the commitment. The Town Ordinance is the highest level of decision-making authority of the Town.

Assigned fund balance represents amounts that are *intended* to be used for specific purposes, but are neither restricted nor committed. Intent is expressed by the governing body itself, or a subordinated high-level body or official who the governing body has delegated the authority to assign amounts to be used for specific purposes. Assigned fund balances includes all remaining spendable amounts (except negative balances) that are reported in governmental funds *other than the general fund*, that are neither restricted nor committed, and amounts in the general fund that are intended to be used for specific purpose in accordance with the provisions of the standard.

Unassigned fund balance is the residual classification for the general fund. It represents the amounts that have not been assigned to other funds, and that have not been restricted, committed, or assigned to specific purposes within the general fund.

11. Resource Use Policy

It is in the Town's policy for all funds that when an expenditure/expense is incurred for purposes for which both restricted and unrestricted resources, including fund balances, are available, the Town considers restricted amounts to be spent first before any unrestricted amounts are used. Furthermore, it is the Town's policy that when an expenditure/expense is incurred for purposes for which committed, assigned, or unassigned resources, including fund balances, are available, the Town considers committed amounts to be spent first, followed by assigned amounts and lastly unassigned amounts.

**TOWN OF RAMONA
Ramona, Oklahoma**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016**

2. DETAILED NOTES CONCERNING THE FUNDS

A. Deposits and Investments

Custodial Credit Risk

At June 30, 2016, the Town held deposits of approximately \$491,035 at financial institutions. The Town's cash deposits, including interest-bearing certificates of deposit, are entirely covered by Federal Depository Insurance (FDIC) or direct obligation of the U.S. Government insured or collateralized with securities held by the Town or by its agent in the Town's name.

Investment Interest Rate Risk

The Town 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.

Investment Credit Risk

The Town 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.).

The investments held at June 30, 2016 are as follows:

Type	Maturity (Months)	Credit Rating	Market Value	Cost
Investments				
CDs	N/A	N/A	28,366	28,366
Total Investments			\$ 28,366	\$ 28,366

Concentration of Investment Credit Risk

The Town places no limit on the amount it may invest in any one issuer. The Town has the following credit risk: 100% in Certificates of Deposit (\$28,366).

**TOWN OF RAMONA
Ramona, Oklahoma**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016**

2. DETAILED NOTES CONCERNING THE FUNDS (Continued)

B. Fair Value Measurements

Fair value disclosures are provided as required by GASB 72 *Fair Value Measurements*. This standard established a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements).

The three levels of the fair value hierarchy are described as follows:

Level 1 Unadjusted quoted prices in active markets that are accessible at the measurement date for identical, unrestricted assets or liabilities

Level 2 Quoted prices in markets that are not considered to be active or financial instruments for which all significant inputs are observable, either directly or indirectly

Level 3 Prices or valuations that require inputs that are both significant to the fair value measurement and unobservable

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The following table sets forth by level, within the fair value hierarchy, the plan's assets at fair value as of June 30, 2016:

**Assets at Fair Value
as of June 30, 2016**

	Level 1	Level 2	Level 3	Total
CDs and bonds	\$ 28,366	\$ -	\$ -	\$ 28,366
Total assets at fair value	\$ 28,366	\$ -	\$ -	\$ 28,366

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

2. DETAILED NOTES CONCERNING THE FUNDS (Continued)

C. Capital Assets

The Governmental capital asset activity for the year ended is as follows:

Governmental Activities:	Balance 6/30/2015	Additions	Disposals	Balance 6/30/2016
Non-depreciable assets:				
Land	\$ 5,200	\$ -	\$ -	\$ 5,200
Old gas system	35,854	-	-	35,854
Total non-depreciable assets	<u>41,054</u>	<u>-</u>	<u>-</u>	<u>41,054</u>
Depreciable assets:				
Building	373,066	-	-	373,066
Improvements	50,634	-	-	50,634
Equipment	454,781	5,295	-	460,076
Total depreciable assets	<u>878,481</u>	<u>5,295</u>	<u>-</u>	<u>883,776</u>
Less accumulated depreciation				
Building	(94,145)	(9,327)	-	(103,472)
Improvements	(42,015)	(1,164)	-	(43,179)
Equipment	(358,958)	(27,592)	-	(386,550)
Total accumulated depreciation	<u>(495,118)</u>	<u>(38,083)</u>	<u>-</u>	<u>(533,201)</u>
Net governmental activities capital assets	<u>\$ 424,417</u>	<u>\$ (32,788)</u>	<u>\$ -</u>	<u>\$ 391,629</u>

**TOWN OF RAMONA
Ramona, Oklahoma**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016**

2. DETAILED NOTES CONCERNING THE FUNDS (Continued)

C. Capital Assets (Continued)

The Business-Type capital asset activity for the year ended is as follows:

Business-Type Activities:	Balance 6/30/2015	Additions	Disposals	Balance 6/30/2016
Non-depreciable assets:				
Land	\$ 115,500	\$ -	\$ -	\$ 115,500
Construction in process	63,969	-	63,969	-
Total non-depreciable assets	<u>179,469</u>	<u>-</u>	<u>63,969</u>	<u>115,500</u>
Depreciable assets:				
Water system	1,166,485	-	-	1,166,485
Gas system	98,131	-	-	98,131
Sewer system	1,155,406	1,333,866	-	2,489,272
Solid waste disposal	209,872	-	-	209,872
Buildings	1,761	-	-	1,761
Equipment	178,802	12,250	-	191,052
Total depreciable assets	<u>2,810,457</u>	<u>1,346,116</u>	<u>-</u>	<u>4,156,573</u>
Less accumulated depreciation:				
Water system	(288,450)	(29,746)	-	(318,196)
Gas system	(53,643)	(3,925)	-	(57,568)
Sewer system	(500,610)	(55,317)	-	(555,927)
Solid waste disposal	(94,615)	(7,300)	-	(101,915)
Buildings	(1,761)	-	-	(1,761)
Equipment	(89,129)	(14,003)	-	(103,132)
Total accumulated depreciation	<u>(1,028,208)</u>	<u>(110,291)</u>	<u>-</u>	<u>(1,138,499)</u>
Net business-type activities capital assets	<u>\$ 1,961,718</u>	<u>\$ 1,235,825</u>	<u>\$ 63,969</u>	<u>\$ 3,133,574</u>

Depreciation expense was charged to unallocated depreciation and not charged as a direct expense of the various programs.

D. Inter-fund Receivables and Payables

The following schedule reflects the Town's inter-fund due from and due to other funds:

	Due From	Due To
General Fund	\$ -	\$ -
Ramona Public Works Authority	-	-
Total all funds	<u>\$ -</u>	<u>\$ -</u>

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

2. DETAILED NOTES CONCERNING THE FUNDS (continued)

E. Long-term Debt

The Town is not obligated in any manner for the debt of its component units. The following is a summary of long-term debt transactions of the proprietary fund:

	Balance June 30, 2015	Additions	Reductions	Balance June 30, 2016
John Deere Financial	\$ 38,423	\$ -	\$ 15,406	\$ 23,017
Bank of Oklahoma	2,500,000	-	80,000	2,420,000
Total	\$ 2,538,423	\$ -	\$ 95,406	\$ 2,443,017

Long-term debt consists of:

The Authority issued a note payable to the Bank of Oklahoma for the purchase of assets, payoff of loans and work on the lagoon in the amount of \$2,500,000. The note is payable in twenty annual installments plus interest at 3.0% and are due March 2016 to March 2035.

On June 18, 2014, the Authority issued a note payable to John Deere Financial for the purchase of an excavator. Interest is 4% on the note and late payment charges if necessary. Payments are \$784.14 for 60 months. The note is secured by the property purchased.

The annual debt service requirements to maturity are as follows:

Year Ending June 30,	Principal	Interest	Totals
2017	\$ 103,646	\$ 88,658	\$ 192,304
2018	103,999	85,456	189,455
2019	105,372	82,266	187,638
2020	100,000	79,195	179,195
2021	105,000	76,195	181,195
2022-2026	580,000	334,706	914,706
2027-2031	685,000	228,057	913,057
2032-2035	660,000	72,455	732,455
Total	\$ 2,443,017	\$ 1,046,988	\$ 3,490,005

F. Capitalized Leases

The Town has entered into a capitalized lease for the acquisition of a police car. The lease agreements met the criteria of a capital lease as defined by *GASB Statement 34* (as amended), which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee. Capital lease payments have been reclassified and are reflected as debt service expenditures in the financial statements for the governmental funds. These expenditures are reported as expenditures on the fund financial statements.

**TOWN OF RAMONA
Ramona, Oklahoma**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016**

2. DETAILED NOTES CONCERNING THE FUNDS (continued)

F. Capitalized Leases (Continued)

The capital leases are described below.

(1) Lease payable to Arvest for the lease purchase of a police car. Monthly payments of \$510.86 plus interest at 2.54%.

	21,453
Total	\$ 21,453

The following is a summary of capitalized lease transactions for the year:

	Balance July 1, 2015	Additions	Payments and Cancellations	Balance June 30, 2016
Capital lease obligations	\$ 21,453	\$ -	\$ 5,648	\$ 15,805

The annual debt service requirements to maturity, including principal and interest, for leases are as follows:

Year Ending June 30,	Principal	Interest	Total
2017	\$ 5,796	\$ 334	\$ 6,130
2018	5,945	185	6,130
2019	4,064	39	4,103
Total	\$ 15,805	\$ 558	\$ 16,363

3. OTHER INFORMATION

A. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; employee health benefits; and natural disasters. The Town purchases commercial insurance to cover these and other risks. Settled claims resulting from these risks have not exceeded the commercial insurance coverage in any of the past three fiscal years.

The Town is a member of the Oklahoma Municipal Assurance Group Workers' Compensation Plan (the Plan), an organization formed for the purpose of providing workers' compensation coverage through the State Insurance Fund to participating municipalities in the State of Oklahoma. In that capacity, the Plan is responsible for providing loss control services and certain fiscal activities, including obtaining contract arrangements for the underwriting, excess insurance agreements, claims processing, and legal defense for all claims submitted to it during the plan year.

As a member of the Plan, the Town is required to pay fees set by the Plan according to an established payment schedule. A Loss Fund has been established from the proceeds of these fees for each participant in the Plan. The State Insurance Fund provides coverage in excess of the Loss Fund so the Town's liability for claim loss is limited to the balance of that fund.

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

3. OTHER INFORMATION (Continued)

A. Risk Management (Continued)

In addition to the Loss Fund, the Town maintains two additional funds with the Plan. The Rate Stabilization Reserve (RSR) is a non-refundable fund, which can reduce future premium increases. The Escrow Fund is made up of past refunds left on deposit with the Plan. Escrow funds earn interest and are readily available for use by the governing board. In accordance with GASB No. 10, the Town reports the required contribution to the pool, net of refunds, as insurance expense. The balances for 2016 in the RSR Fund and the Escrow Fund are \$0 and \$2,064 respectively, and are reflected on the financial statements.

B. Contingent Liabilities

The governing board of the Town is not aware of any pending or threatened legal actions against it. However, any such actions would probably be covered by insurance.

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Town expects such amounts, if any, to be immaterial.

C. Employee Retirement System and Other Benefit Plans

The City participates in one employee pension systems as follows:

Oklahoma Firefighters Pension and Retirement Plan--Cost Sharing Multiple Employer - Defined Benefit Plan

Oklahoma Firefighters Pension & Retirement Plan

Plan Description – The City of Ramona, as the employer, participates in the Firefighters Pension & Retirement – a cost-sharing multiple-employer defined benefit pension plan administered by the Oklahoma Firefighters Pension & Retirement System (FPRS). Title 11 of the Oklahoma State Statutes grants the authority to establish and amend the benefit terms to the FPRS. FPRS issues a publicly available financial report that can be obtained at www.ok.gov/fprs.

Benefits provided – FPRS provides retirement, disability and death benefits to members of the plan.

Benefits for members hired prior to November 1, 2013 are determined as 2.5 percent of the employee's final average compensation times the employee's years of service and have reached the age of 50 or have completed 20 years of service, whichever is later. For volunteer firefighters, the monthly pension benefit for normal retirement is \$150.60 per month. Benefits vest with 10 years or more service.

Benefits for members hired after November 1, 2013 are determined as 2.5 percent of the employee's final average compensation times the employee's years of service and have reached the age of 50 or have completed 22 years of service, whichever is later. For volunteer firefighters, the monthly pension benefit for normal retirement is \$165.66 per month. Benefits vest with 11 years or more service.

All firefighters are eligible for immediate disability benefits. For paid firefighters, the disability in-the-line-of-duty benefit for firefighters with less than 20 years of service is equal to 50% of final average monthly compensation, based on the most recent 30 months of service. For firefighters with over 20 years of service, a disability in-the-line-of-duty is calculated based on 2.5% of final average monthly compensation, based on the most recent 30 months, per years of service, with a maximum of 30 years of service.

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

3. OTHER INFORMATION (Continued)

C. Employee Retirement System and Other Benefit Plans (Continued)

For disabilities not-in-the-line-of-duty, the benefit is limited to only those with less than 20 years of service and is 50% of final average monthly compensation, based on the most recent 60-month salary as opposed to 30 months. For volunteer firefighters, the not-in-the-line-of-duty disability is also limited to only those with less than 20 years of service and is \$7.53 per year of service. For volunteer firefighters, the in-the-line-of-duty pension is \$150.60 with less than 20 years of service, or \$7.53 per year of service, with a maximum of 30 years.

A \$5,000 lump sum death benefit is payable to the qualified spouse or designated recipient upon the participant's death. The \$5,000 death benefit does not apply to members electing the vested benefit.

Contributions – The contributions requirements of the Plan are at an established rate determined by Oklahoma Statute and are not based on actuarial calculations. Employees are required to contribute 9% of their annual pay. Participating cities are required to contribute 14% of the employees' annual pay or \$60 per volunteer. Contributions to the pension plan from the City were \$720 (fiscal year contributions). The State of Oklahoma also made on-behalf contributions to FPRS in an amount during the calendar year and this is reported as both a revenue and an expenditure in the General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance. In the government-wide Statement of Activities, revenue is recognized for the state's on-behalf contributions on an accrual basis of \$0. These on-behalf payments did not meet the criteria of a special funding situation.

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At June 30, 2016, the City reported a liability of \$38,293 for its proportionate share of the net pension liability. The net pension liability was measured as of July 1, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2015. The City's proportion of the net pension liability was based on the City's contributions received by the pension plan relative to the total contributions received by pension plan for all participating employers as of June 30, 2015. Based upon this information the City's proportion was 0.003608%.

For the year ended June 30, 2016, the City recognized pension expense of \$3,253. At June 30, 2016, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of resources
Differences between expected and actual experience	\$ 757	\$ -
Changes of assumptions	-	-
Net difference between projected and actual earnings on pension plan investments	1,357	4,212
Changes in proportion and differences between City contributions and proportionate share of contributions	35,202	-
City contributions subsequent to the measurement date	720	-
Total	<u>\$ 38,036</u>	<u>\$ 4,212</u>

**TOWN OF RAMONA
Ramona, Oklahoma**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016**

4. OTHER INFORMATION (Continued)

C. Employee Retirement System and Other Benefit Plans (Continued)

\$720 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2017	\$ 13,977
2018	13,977
2019	13,977
2020	(8,177)
2021	(616)
Thereafter	(34)
	<u>\$ 33,104</u>

Actuarial Assumptions – The total pension liability was determined by an actuarial valuation as of July 1, 2014, using the following actuarial assumptions, applied to all prior periods included in the measurement:

Inflation:	3%
Salary increases:	3.5% to 9.0% average, including inflation
Investment rate of return:	7.5% net of pension plan investment expense

Mortality rates were based on the RP2000 combined healthy with blue collar adjustment as appropriate, with adjustments for generational mortality improvement using scale AA for healthy lives and no mortality improvement for disabled lives. The actuarial assumptions used in the July 1, 2015, valuation were based on the results of an actuarial experience study for the period July 1, 2007 to June 30, 2012.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2014, are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Fixed income	20%	5.48%
Domestic equity	37%	9.61%
International equity	20%	9.24%
Real Estate	10%	7.76%
Other assets	13%	6.88%

Discount Rate – The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at contractually required rates, determined by State statutes. Projected cash flows also assume the State of Oklahoma will continue contributing 36% of the insurance premium, as established by statute.

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

4. OTHER INFORMATION (Continued)

C. Employee Retirement System and Other Benefit Plans (Continued)

Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate – The following presents the net pension liability of the employers calculated using the discount rate of 7.5%, as well as what the Plan's net pension liability would be if it were calculated using a discount rate that is 1-percent point lower (6.5%) or 1-percentage-point higher (8.5%) than the current rate:

	1% Decrease (6.5%)	Current Discount Rate (7.5%)	1% Increase (8.5%)
Employers' net pension liability (asset)	\$49,723	\$38,293	\$28,712

Pension plan fiduciary net position – Detailed information about the pension plan's fiduciary net position is available in the separately issued financial report of the FPRS, which can be located at www.ok.gov/fprs.

D. Other Post-Employment Benefits

Plan Description: Town provides post-employment benefit options for health care, prescription drug, dental and vision benefits for retired employees and their dependents that elect to make required contributions. The benefits are provided in accordance with State law, police and firefighter's union contracts and the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA). The provisions for these benefits are not formalized in a contract or plan document but are referenced only in a few sentences in the administrative policy manual. These benefits are considered for accounting purposes to be provided in accordance with a single employer substantive plan. A substantive plan is one in which the plan terms are understood by the Town and plan members. This understanding is based on communications between the employers and plan member and the historical pattern of practice with regard to the sharing of benefit costs.

Substantially all of the government's employees may become eligible for those post-employment benefits if they reach normal retirement age while working for the Town. The plan is only provided for employees between the ages of 62 and 65. As of June 30, 2016, no retired employees are receiving benefits under this plan.

Funding Policy. The contribution requirement of the Town is an implicit subsidy. The implicit subsidy is not a direct payment from the employer on behalf of the member but rather stems from retiree contribution levels that are less than the claims cost at retiree ages. Since claims experience for employees and non-Medicare eligible retirees are pooled when determining premiums, these retired members pay a premium based on a pool of members that, on average, are younger and healthier. There is an implicit subsidy from the employee group since the premiums paid by the retirees are lower than they would have been if the retirees were insured separately. The subsidies are valued using the difference between the age-based claims costs and the premium paid by the retiree. The amount required to fund the implicit rate is based on projected pay-as-you-go financing requirements. For fiscal year 2016, the Town contributed 0% to the plan for previously retired employees (0 retirees) and 0% of premiums on newly retired employees (0 retirees).

TOWN OF RAMONA
Ramona, Oklahoma

NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2016

4. OTHER INFORMATION (Continued)

D. Other Post-Employment Benefits (Continued)

Annual OPEB Cost and Net OPEB Obligation. The Town's annual other post-employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. GASB 45 requires entities with over 200 employees to have the actuarial valuation performed biennially. The Town is not required to perform the actuarial valuation of the OPEB cost and related OPEB obligation for the year ended June 30, 2016 since no one is participating at this time.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Actuarial Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

**TOWN OF RAMONA
Ramona, Oklahoma**

**REQUIRED SUPPLEMENTAL INFORMATION
June 30, 2016**

TOWN OF RAMONA
Ramona, Oklahoma

REQUIRED SUPPLEMENTAL INFORMATION
Year Ended June 30, 2016

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

Defined Benefit Cost Sharing Plans:

Fire

Schedule of the Town's proportionate share of the net pension liability (asset)

Schedule of Town contributions

Budgetary Comparison Schedule – General & Special Revenue Funds

TOWN OF RAMONA
Ramona, Oklahoma

REQUIRED SUPPLEMENTAL INFORMATION
ON PENSION PLAN FUNDING PROGRESS
Year Ended June 30, 2016

Exhibit 1
Schedule of the Town of Ramona's Proportionate Share of the Net Pension Liability (Asset)
Oklahoma Firefighters Pension & Retirement System
Last 10 Fiscal Years*

	<u>2014</u>	<u>2015</u>
Town's proportion of the net pension liability	0.0018%	0.003608%
Town's proportionate share of the net pension liability	\$18,159	\$38,293
Town's covered-employee payroll	\$ -	\$ -
Town's proportionate share of the net pension liability as a percentage of its covered-employee payroll	0%	0%
Plan fiduciary net position as a percentage of the total pension liability	68.12%	68.27%

*The amounts present for each fiscal year were determined as of 6/30

Notes to Schedule:

Only the last 2 current fiscal years are presented because 10-year data is not yet available

Exhibit 2
Schedule of Town Contributions
Oklahoma Firefighters Pension & Retirement System
Last 10 Fiscal Years

	<u>2014</u>	<u>2015</u>
Statutorily required contribution	\$660	\$720
Contributions in relation to the statutorily required contribution	<u>660</u>	<u>720</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
Town's covered-employee payroll	\$ -	\$ -
Contributions as a percentage of covered-employee payroll	\$60 per volunteer	\$60 per volunteer

Notes to Schedule:

Only the last 2 current fiscal years are presented because 10-year data is not yet available

TOWN OF RAMONA
REQUIRED SUPPLEMENTAL INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET (GAAP BUDGETARY BASIS) AND ACTUAL
GOVERNMENTAL FUNDS
Year Ended June 30, 2016
(Unaudited)

GENERAL FUND

	Budgeted Amounts		Actual	Variance with Final Budget Over (Under)
	Original Budget	Final Budget		
Revenues:				
Charges for services	\$ -	\$ -	\$ 41,741	\$ 41,741
Cigarette taxes	-	-	503	503
Donations	-	-	4,216	4,216
Interest	-	-	251	251
Franchise taxes	-	-	8,456	8,456
Gasoline excise taxes	-	-	1,028	1,028
Grants	-	-	-	-
Intergovernmental programs	-	-	5,588	5,588
Fines and forfeits	-	-	32,483	32,483
Rental receipts	-	-	2,400	2,400
Licenses and permits	-	-	-	-
Lot sales	-	-	36,657	36,657
Miscellaneous revenue	-	-	8,468	8,468
Sales and use taxes	-	-	43,701	43,701
Total revenues	<u>-</u>	<u>-</u>	<u>185,492</u>	<u>185,492</u>
Expenditures:				
Current:				
General government	-	-	49,416	(49,416)
Public safety	-	-	116,810	(116,810)
Cultural and recreational	-	-	9,366	(9,366)
Debt service:				
Principal	-	-	5,648	(5,648)
Interest	-	-	483	(483)
Capital outlay	-	-	5,295	(5,295)
Total expenditures	<u>-</u>	<u>-</u>	<u>187,018</u>	<u>(187,018)</u>
Excess of revenue over (under) expenditures	<u>-</u>	<u>-</u>	<u>(1,526)</u>	<u>(1,526)</u>
Other financing sources (uses):				
Operating transfers in (out)	-	-	32,534	32,534
Net changes in fund balance	<u>-</u>	<u>-</u>	<u>31,008</u>	<u>31,008</u>
Fund balance at beginning of year	<u>118,031</u>	<u>118,031</u>	<u>118,031</u>	<u>-</u>
Fund balance at end of year	<u>\$ 118,031</u>	<u>\$ 118,031</u>	<u>\$ 149,039</u>	<u>\$ 31,008</u>

**TOWN OF RAMONA
Ramona, Oklahoma**

**NOTES TO REQUIRED SUPPLEMENTAL INFORMATION
Year Ended June 30, 2016
(Unaudited)**

BUDGETARY INFORMATION

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America (GAAP) for all governmental funds. The enterprise fund adopts budgets on the non-GAAP basis wherein service fees, bond and note proceeds are recognized as revenue, principal payments on debt and capital expenditures are recognized as expenses, and depreciation expense is not budgeted. Annual appropriated budgets are not adopted for the fiduciary funds. Budgetary data for enterprise fund is not presented in these financial statements.

Prior to July 1, the City Administrator (not an elected official) submits a proposed operating budget for the fiscal year commencing July 1, to the Commissioners (elected officials). Public hearings are held at regular or special meetings to obtain taxpayer input. Prior to July 1, the budget is legally enacted through passage of a budget resolution. The operating budget, for all budgeted funds, includes proposed expenditures and the means of financing. Each fund's appropriated budget is prepared on a detailed line item basis. Revenues are budgeted by source. Expenditures are budgeted by department and class as follows: personal services, maintenance and operations, capital outlay, transfers, and debt service. This constitutes the legal level of control. Expenditures may not exceed appropriations at this level. A more detailed budget is used for operating purposes. All budget revisions at the legal level are subject to final approval by the City Council. Within these control levels, management may transfer appropriations without council approval. Revisions to the budget were made during the year in accordance with the provisions of the Oklahoma Statutes. All annual appropriations lapse at year-end.

**TOWN OF RAMONA
Ramona, Oklahoma**

**OTHER SUPPLEMENTARY INFORMATION
June 30, 2016**

**TOWN OF RAMONA
Ramona, Oklahoma**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ending June 30, 2016**

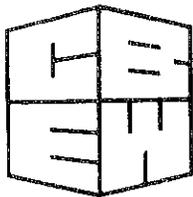
<u>Federal Grantor/Pass-Through Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Program or Award Amount</u>	<u>Revenue Collected</u>	<u>Federal Expenditures</u>
<u>U.S. Department of Housing and Urban Development:</u>				
<u>Passed through the Oklahoma Department of Commerce:</u>				
16281 CDBG 14	14.228	173,950	168,998	168,998
Total of Expenditures of Federal Awards		\$ 173,950	\$ 168,998	\$ 168,998

Note A - Basis of Presentation - The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the City under programs of the federal government for the year ended June 30, 2016. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only selected portion of the operations of the Town, it is not intended and does not present the financial position, changes in net assets, or cash flows of the Town.

Note B - Summary of Significant Accounting Policies - Expenditures reported on the Schedule are reported using the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The Town has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

**TOWN OF RAMONA
Ramona, Oklahoma**

**REPORT REQUIRED BY *GOVERNMENT AUDITING STANDARDS*
June 30, 2016**



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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**

December 13, 2016

Honorable Board of Town Commissioners
Town of Ramona
Ramona, 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, each major fund, and the aggregate remaining fund information of the Town of Ramona, Oklahoma, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Town of Ramona, Oklahoma's basic financial statements, and have issued our report thereon dated December 13, 2016. Additionally, the Town did not present the Management's Discussion and Analysis required by the Governmental Accounting Standards Board.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the 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 the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town'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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be material weaknesses as finding 2016-001 and 2016-002.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free of 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 determination of financial statement amounts. 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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and responses as items 2016-003.

Town's Response to Findings

The Town's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The Town's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 report is not suitable for any other purpose.

CBEW Professional Group, LLP

CBEW Professional Group, LLP
Certified Public Accountants

TOWN OF RAMONA
Ramona, Oklahoma

SCHEDULE OF FINDINGS AND RESPONSES
Year Ended June 30, 2016

2016-001. Internal Control – Segregation of Duties

Criteria: The segregation of duties and responsibilities between different individuals for custody of assets, recordkeeping for those assets and reconciliation of those asset accounts is an important control activity needed to adequately protect the Town's assets and ensure accurate financial reporting.

Condition: Presently there are several individuals that perform many of the same functions which include taking payments, recording payments, making deposits, writing checks, signing checks and posting transactions. Only one person is responsible for reconciling monthly bank statements. This finding was also noted in 2015.

Cause: The Town's limited size and staffing resources have made it difficult for management to provide sufficient staffing to fully segregate incompatible duties in a cost-effective manner.

Effect or Potential Effect: While there are some checks and balances in place, without sufficient segregation of duties, the risk significantly increases that errors and fraud related to purchasing and depositing activities, including misappropriation of assets, could occur and not be detected within a timely basis.

Recommendation: We recommend that management should consider a formal evaluation of their risks associated with these procedures. In response to the identified risks, consideration should be given to identifying and implementing controls that could help mitigate the risks associated with lack of segregation of duties, such as providing increased management oversight and an independent reconciliation of accounts. For example, the entity might consider soliciting the assistance of independent volunteer labor to perform certain functions including performing compensating procedures where applicable.

Responsible Official's Response: The Town concurs with the recommendation, although, the cost to correct this condition might exceed the benefit, the Town will strive to make changes in procedures that will improve the overall lack of segregation of duties.

2016-002. Internal Control – Material Adjusting Journal Entries

Criteria: The Town's management is responsible for internal controls over accounting and financial reporting. This responsibility includes the design and implementation of controls over the fair and complete presentation of the government's annual financial statements in accordance with generally accepted accounting principles (GAAP) from trial balances derived from the government's accounting records. For trial balances to be both complete and accurate, the government must have effective internal controls over recording, processing, summarizing, and adjusting accounting data. As evidence of effective internal controls over accounting and financial reporting, there should generally be few, if any, material adjustments to the trial balances required that are detected and corrected solely as a result of the financial statement audit. In other words, government management should not rely on the external auditor to detect and correct material misstatements in the books and records as part of its internal controls, but rather should have its own procedures designed and in place that are independent of the external auditor to provide reasonable, although not absolute, assurance that material misstatements will be detected and corrected in its trial balances prior to audit.

Condition: The Town manager and accounting staff individually and collectively possess the necessary skills and experience to prepare accrual financial statements; however, management has chosen to present cash basis statements on an interim basis and request that the auditor prepare cash to accrual journal entries which they review and approve for the year-end audited financial statements. However, the government's trial balances for the year ended June 30, 2016, required a number of material adjusting journal entries (other than cash to accrual entries) in order for the financial statements to be prepared in accordance with GAAP. This finding was also noted in 2015.

TOWN OF RAMONA
Ramona, Oklahoma

SCHEDULE OF FINDINGS AND RESPONSES
Year Ended June 30, 2016

These necessary adjusting entries, identified solely as a result of the financial statement audit, included such adjustments as the following: depreciation expense, accrued taxes receivable, accounts payable, balancing note payables, interest expenses and purchased assets.

Cause: The accounting staff doesn't spend sufficient time in balancing and or reconciling specific accounts on a regular basis throughout the year to provide assurance that the trial balances used for preparing GAAP financial statements that are complete and accurate prior to audit. As a result, management has had to rely on the external auditors to identify and correct a number of material misstatements in the trial balances. However, management was able to review, understand and accept the adjusting entries proposed by the auditor in order to take responsibility for them and the financial statements.

Effect or Potential Effect: As a result of this condition, without reliance on its external auditors, the Town lacks the necessary internal controls over the completeness and accuracy of the trial balances that are used in the preparation of its financial statements in accordance with GAAP. This condition can result in undetected and uncorrected material misstatements in the financial statements that are not detected by management and may also not be detected by the financial statement audit. In addition, if management's intentions are to continue to rely on the external auditor to detect and correct material misstatements, this condition could place the auditor in a questionable position regarding auditor independence as required by the GAO "Yellow Book."

Recommendation: The Town should consider designing and implementing sufficient internal controls over the completeness and accuracy of trial balances by regularly reviewing, balancing, and reconciling interim financial statements to insure that material adjusting journal entries are made timely. This process could be assigning to a specific staff person, through employment of additional qualified accounting staff, or outsourced to a qualified external accounting firm. Additionally, all accounting staff should strive to obtain and/or maintain their proficiency through continuing education courses relative to governmental accounting.

Responsible Official's Response: The Town concurs with the recommendation, and will strive to prepare and post material adjusting journal entries to the financial statements on a timely basis.

2016-003 Compliance – Preparation and Exceeding the Budget

Criteria: The Town should submit an annual estimate of needs under the Budget Law of the Oklahoma State Statutes.

Condition: Since the estimate of needs was not filed the Town exceeded its total appropriations for the year. This finding was also noted in 2015.

Cause: The Town did not prepare an estimate of needs for the year.

Effect or Potential Effect: Without filing the estimate of needs, the Town's General Fund expenditures exceeded appropriations and the Town was not in compliance with the Budget Law.

Recommendation: We recommend that management implement controls to prepare future estimate of needs and file it timely.

Responsible Official's Response: The Town concurs with the recommendation and will implement controls to file the estimate of needs timely.