

Town of Leedey
Agreed Upon Procedures
June 30, 2014



CPAs+ADVISORS

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Members of American
Institute of Certified
Public Accountants

Members of Oklahoma
Society of Certified
Public Accountants

Independent Accountant's Report on Applying Agreed-Upon Procedures

To the Specified Users of the Report:

Town Board, Town of Leedey
Leedey, Oklahoma

Trustees of the Leedey Public Works Authority
Leedey, Oklahoma

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

Management is responsible for the accompanying financial statements of the Town of Leedey and the Leedey Public Works Authority, which comprise the Statement of Changes in Unrestricted Fund Balances (GAAP Basis), the Budgetary Comparison Schedule-Cash Basis for the General Fund, the Budgetary Comparison Schedule-Cash Basis for the REAP Fund , and the Statement of Revenues, Expenses, and Changes in Fund Balance for the Leedey Public Works Authority for the fiscal year ended June 30, 2014, in accordance with accounting principles accepted in the State of Oklahoma for municipalities meeting the criteria for Agreed Upon Procedures. The financial statements have been prepared in a format and basis of accounting, as prescribed by Oklahoma Statutes, that demonstrates compliance with the cash basis and budget laws of the State of Oklahoma, which is a comprehensive basis of accounting other than generally accepted accounting principles. We did not audit or review the accuracy or completeness of the information provided by management. Accordingly, we do not express and opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Trust's assets, liabilities, equity, revenues, and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We have performed the procedures enumerated within Appendix A and Appendix B which were agreed to by the specified users of the report, as identified above, and as defined within the applicable state laws of the State of Oklahoma solely to assist the Town of Leedey (the Town) and the Leedey Public Works Authority (the Authority) in meeting its financial accountability requirements as prescribed by Oklahoma Statutes §11-17 (105-107) and §60-180.1-.3 and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2014.

Management of the Town of Leedey is responsible for the Town's financial accountability and its compliance with those legal and contractual requirements. This agreed-upon procedures engagement was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants and the additional requirements prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1-.3. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described in Appendix A or B, either for the purpose for which this report has been requested or for any other purpose.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on financial accountability and compliance with contractual requirements. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

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



RSMeacham CPAs & Advisors
July 29, 2015

**Town of Leedey, Oklahoma
Procedures and Findings
For the Year Ended June 30, 2014**

As to the Town of Leedey as of and for the fiscal year ended June 30, 2014:

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

Findings: See Exhibit I, no instances of noncompliance noted.

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

Findings: See Exhibit II, no instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

- VIII. Prepare a schedule of grant receipts and expenditures for the general fund.

Findings: See Exhibit IV, no instances of noncompliance noted.

**Leedey, Oklahoma Public Works Authority
Procedures and Findings
For the Year Ended June 30, 2014**

As to the Leedey Public Works Authority, as of and for the year ended June 30, 2014:

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

Findings: See Exhibit I & IV, no instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

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

Findings: No instances of noncompliance noted.

**TOWN OF LEEDEY, OKLAHOMA
SUMMARY OF CHANGES IN UNRESTRICTED FUND BALANCES (CASH BASIS)
FOR THE YEAR ENDED JUNE 30, 2014**

	Beginning of Year Fund Balances	Current Year Change	End of Year Fund Balances
TOWN:			
General Fund	\$ 322,496	\$ (201,693)	\$ 120,803
Street & Alley Fund	1,274	7	1,281
Cemetery	26,452	229	26,681
Cemetery Improvements	896	(412)	484
Museum	1,202	11	1,213
Community Building	21,844	(7,629)	14,215
REAP	-	-	-
Fire	1,637	(435)	1,202
CITY TOTAL	<u>375,801</u>	<u>(209,922)</u>	<u>165,879</u>
LEEDEY PUBLIC WORKS AUTHORITY :			
LPWA (unrestricted)	635,984	127,802	763,786
Meter fund	14,977	(595)	14,382
LPWA TOTAL	<u>\$ 650,961</u>	<u>\$ 127,207</u>	<u>\$ 778,168</u>

**TOWN OF LEEDEY, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2014**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ -	\$ -	\$ 322,496	\$ 322,496
Resources (Inflows):				
Taxes:				
Sales tax	202,009	202,009	160,885	(41,124)
Use tax	15,656	15,656	13,703	(1,953)
Tobacco tax	2,769	2,769	1,941	(828)
Total Taxes	<u>220,434</u>	<u>220,434</u>	<u>176,529</u>	<u>(43,905)</u>
Intergovernmental:				
Alcoholic beverage tax	14,360	14,360	16,598	2,238
Franchise tax	7,866	7,866	8,986	1,120
Total Intergovernmental	<u>22,225</u>	<u>22,225</u>	<u>25,584</u>	<u>3,359</u>
Fines and Forfeitures	788	788	680	(108)
Investment Income	387	387	309	(78)
Donations	-	-	1,025	1,025
Miscellaneous Income	-	-	7,905	7,905
Royalty	2,697	2,697	3,656	959
Rentals	20,817	20,817	23,600	2,783
Grants-Other	-	-	4,474	4,474
Total current year resources	<u>267,348</u>	<u>267,348</u>	<u>243,762</u>	<u>(24,611)</u>
Amounts available for appropriation	<u>\$ 267,348</u>	<u>\$ 267,348</u>	<u>\$ 566,258</u>	<u>\$ 297,885</u>
Charges to Appropriations (Outflows):				
General government:				
Personal services	75,000	49,815	21,070	28,745
Materials and supplies	361,520	356,520	28,372	328,148
Other services and charges	100,000	83,300	15,696	67,604
Capital outlay	55,000	15,000	4,000	11,000
Total General Government	<u>591,520</u>	<u>504,635</u>	<u>69,138</u>	<u>435,497</u>
Police:				
Personal services	-	24,185	24,185	-
Materials and supplies	-	2,000	1,885	115
Other services and charges	-	3,000	2,855	145
Total Police	<u>-</u>	<u>29,185</u>	<u>28,925</u>	<u>260</u>
Fire:				
Personal services	-	1,000	900	100
Materials and supplies	-	3,000	2,922	78
Other services and charges	-	5,000	4,926	74
Total Fire	<u>-</u>	<u>9,000</u>	<u>8,748</u>	<u>252</u>
Park:				
Other services and charges	-	8,700	8,620	80
Capital outlay	-	40,000	39,124	876
Total Park	<u>-</u>	<u>48,700</u>	<u>47,744</u>	<u>956</u>
Total Charges to Appropriations	<u>591,520</u>	<u>591,520</u>	<u>154,554</u>	<u>436,965</u>
Transfers to Other Funds	-	-	(290,901)	290,901
Change in Fund Balance	(324,172)	(324,172)	(201,693)	412,354
Ending Budgetary Fund Balance	<u>(324,172)</u>	<u>(324,172)</u>	<u>120,803</u>	<u>734,850</u>
ADJUSTMENTS TO GENERALLY ACCEPTED ACCOUNTING PRINCIPLES OTHER ACCRUALS			-	
UNRESTRICTED FUND BALANCE AT END OF YEAR (GAAP BASIS)			<u>120,803</u>	

LEEDEY PUBLIC WORKS AUTHORITY LEEDEY, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE - CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2014

Operating Revenues:	
Charges for services:	
Water	85,530
Sewer	28,626
Sanitation	49,569
Other	6,474
Total Operating Revenues	<u>170,198</u>
Operating Expenses:	
Administration	43,534
Water	126,605
Sewer	8,453
Sanitation	33,394
Total Operating Expenses	<u>211,984</u>
Operating Income	(41,786)
Non-Operating Activities:	
Transfers In	231,354
Transfers Out	(46,082)
Interest	478
Total Non-Operating Activities	<u>185,750</u>
Net Income	143,964
Change in fund balance	143,964
Fund Balance - beginning	<u>635,984</u>
Fund Balance - ending	<u>779,948</u>
ADJUSTMENTS TO GENERALLY ACCEPTED ACCOUNTING PRINCIPLES	
OTHER ACCRUALS	(16,162)
UNRESTRICTED FUND BALANCE AT END OF YEAR (GAAP BASIS)	<u>763,786</u>

**TOWN OF LEEDEY, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
REAP FUND
FOR THE YEAR ENDED JUNE 30, 2014**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Beginning Budgetary Fund Balance:	\$ -	\$ -	\$ -	\$ -
Resources (Inflows):				
Grants-REAP	-	-	95,638	95,638
Total current year resources	<u>-</u>	<u>-</u>	<u>95,638</u>	<u>95,638</u>
Amounts available for appropriation	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 95,638</u>	<u>\$ 95,638</u>
Charges to Appropriations (Outflows):				
Grant expense				
Grant expense 13:20 and 14:20	-	-	95,638	(95,638)
Total Charges to Appropriations	<u>-</u>	<u>-</u>	<u>95,638</u>	<u>(95,638)</u>
Change in Fund Balance	-	-	-	-
Ending Budgetary Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>