

**CITY OF MOUNTAIN VIEW OKLAHOMA
MOUNTAIN VIEW, OKLAHOMA**

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

**FOR THE YEAR ENDED
JUNE 30, 2016**



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**Members of American
Institute of Certified
Public Accountants**

**Members of Oklahoma
Society of Certified**

Independent Accountant's Report on Applying Agreed-Upon Procedures

To the Specified Users of the Report:

City Council, City of Mountain View
Mountain View, Oklahoma

Trustees of the Mountain View Public Works Authority
Mountain View, Oklahoma

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

Management is responsible for the accompanying financials statements of the City of Mountain View, OK which comprises the Summary of Changes in Fund Balances (Budgetary Basis) for the City of Mountain View, the Budgetary Comparison Schedule for the General Fund, and the Statement of Revenues, Expenses, and Changes in Fund Balance – Budget Basis for the Mountain View Public Works Authority for the fiscal year ended June 30, 2016, in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. 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 City of Mountain View (the City) and the Mountain View Public Works Authority (the Authority) in meeting its financial accountability requirements as prescribed by such state laws and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2016. Management of the City of Mountain View is responsible for the City'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.

A handwritten signature in black ink, appearing to be 'RSMeacham', written in a cursive style.

RSMeacham CPAs & Advisors
September 23, 2016

**City of Mountain View, Oklahoma
Procedures and Findings
For the Year Ended June 30, 2016**

As to the City of Mountain View as of and for the fiscal year ended June 30, 2016:

- I. Prepare a schedule of changes in fund balances for each fund from the City'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 City'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 City'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 City'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 City'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.

**Mountain View Public Works Authority
Procedures and Findings
For the Year Ended June 30, 2016**

As to the Mountain View Public Works Authority, as of and for the year ended June 30, 2016:

- 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 III. 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.

Exhibit I

**CITY OF MOUNTAIN VIEW, OKLAHOMA
SUMMARY OF CHANGES IN BUDGETARY FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2016**

| | <u>Beginning of Year Fund Balance</u> | <u>Current Year Change</u> | <u>End of Year Fund Balance</u> |
|----------------------------------|---|------------------------------------|---|
| CITY OF MOUNTAIN VIEW | | | |
| General Fund | \$ 323,225 | \$ (17,131) | \$ 306,094 |
| Public Works Authority, restated | 293,182 | (13,888) | 279,294 |

See accountant's report.

**CITY OF MOUNTAIN VIEW, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2016**

| | <u>Budgeted Amounts</u> | | <u>Actual Amounts</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|--|-------------------------|-------------------|---------------------------|---|
| | <u>Original</u> | <u>Amended</u> | | |
| Beginning Budgetary Fund Balance: | \$ 129,800 | \$ 129,800 | \$ 323,225 | \$ 193,425 |
| Resources (Inflows): | | | | |
| Tax revenues | 183,506 | 196,406 | 201,878 | 5,472 |
| Other Revenue | 20,150 | 143,755 | 146,933 | 3,178 |
| Total current year resources | <u>203,656</u> | <u>340,161</u> | <u>348,811</u> | <u>8,650</u> |
| Amounts available for appropriation | <u>\$ 333,456</u> | <u>\$ 469,961</u> | <u>\$ 672,036</u> | <u>\$ 202,075</u> |
| Charges to Appropriations (Outflows): | | | | |
| General Government: | | | | |
| Personal services | 85,000 | 76,000 | 80,423 | (4,423) |
| Materials and supplies | 3,500 | 3,500 | 11,128 | (7,628) |
| Other charges and services | 37,500 | 24,700 | 10,553 | 14,148 |
| Total General Government | <u>126,000</u> | <u>104,200</u> | <u>102,103</u> | <u>2,097</u> |
| Police Department | | | | |
| Personal services | 100,000 | 65,000 | 71,812 | (6,812) |
| Materials and supplies | 6,000 | 4,000 | 6,104 | (2,104) |
| Other charges and services | 6,000 | 14,080 | 392 | 13,688 |
| Capital outlay | - | - | 3,790 | (3,790) |
| Total Police Department | <u>112,000</u> | <u>83,080</u> | <u>82,099</u> | <u>981</u> |
| Fire Department: | | | | |
| Materials and supplies | 3,500 | 5,500 | 4,925 | 575 |
| Other charges and services | - | 4,000 | 3,057 | |
| Capital outlay | - | 91,900 | 91,896 | 4 |
| Total Fire Department | <u>3,500</u> | <u>101,400</u> | <u>99,878</u> | <u>579</u> |
| Street and Alley | | | | |
| Materials and supplies | 15,000 | 2,500 | 454 | 2,046 |
| Other charges and services | - | 7,500 | 7,854 | (354) |
| Total Street and Alley | <u>15,000</u> | <u>10,000</u> | <u>8,307</u> | <u>1,693</u> |
| Cemetery | | | | |
| Materials and supplies | 3,000 | 1,900 | 1,878 | 22 |
| Total Cemetery | <u>3,000</u> | <u>1,900</u> | <u>1,878</u> | <u>22</u> |
| Total Charges to Appropriation | 259,500 | 300,580 | 294,265 | 5,371 |
| Transfers in/(out) | | | | |
| Transfer in | 35,000 | 71,323 | 71,176 | (147) |
| Transfer out | (9,140) | (128,323) | (142,853) | (14,530) |
| Net transfers | <u>25,860</u> | <u>(57,000)</u> | <u>(71,677)</u> | <u>(14,677)</u> |
| Changes in Fund Balance | (29,984) | (17,419) | (17,131) | (11,398) |
| Ending Budgetary Fund Balance | <u>\$ 99,816</u> | <u>\$ 112,381</u> | <u>\$ 306,094</u> | <u>\$ 182,027</u> |

**MOUNTAIN VIEW PUBLIC WORKS AUTHORITY
BUDGETARY COMPARISON SCHEDULE
FOR THE YEAR ENDED JUNE 30, 2016**

| | Budgeted Amounts | | Actual Amounts | Variance with Final Budget Positive (Negative) |
|--|-------------------|-------------------|-------------------|--|
| | Original | Amended | | |
| Beginning Budgetary Fund Balance: | \$ 190,000 | \$ 190,000 | \$ 293,182 | \$ 103,182 |
| Resources (Inflows): | | | | |
| Sewer Revenues | 47,500 | 47,500 | 42,887 | (4,613) |
| Trash Revenues | 147,500 | 147,500 | 150,880 | 3,380 |
| Water Revenues | 132,500 | 132,500 | 133,712 | 1,212 |
| Other Revenues | 1,000 | 1,150 | 4,909 | 3,759 |
| Total current year resources | <u>328,500</u> | <u>328,650</u> | <u>332,387</u> | <u>3,737</u> |
| Amounts available for appropriation | <u>\$ 518,500</u> | <u>\$ 518,650</u> | <u>\$ 625,569</u> | <u>\$ 106,919</u> |
| Charges to Appropriations (Outflows): | | | | |
| Administration Department | | | | |
| Personal services | 85,000 | 120,000 | 132,952 | (12,952) |
| Other charges and services | 50,000 | 50,000 | 36,506 | 13,494 |
| Capital Outlay | - | - | 6,400 | (6,400) |
| Total Administration Department | <u>135,000</u> | <u>170,000</u> | <u>175,858</u> | <u>(5,858)</u> |
| Trash Department | | | | |
| Other charges and services | 90,000 | 100,000 | 99,159 | 841 |
| Total Trash Department | <u>90,000</u> | <u>100,000</u> | <u>99,159</u> | <u>841</u> |
| Water/Sewer Department | | | | |
| Materials and supplies | 60,000 | 115,000 | 76,498 | 38,502 |
| Other charges and services | 22,500 | 57,500 | 57,335 | 165 |
| Total Water/Sewer Department | <u>82,500</u> | <u>172,500</u> | <u>133,832</u> | <u>38,668</u> |
| Total Charges to Appropriations | 307,500 | 442,500 | 408,849 | 33,651 |
| Transfers in/(out) | | | | |
| Transfer in | 150 | 119,000 | 132,952 | (13,952) |
| Transfer out | (35,000) | (71,971) | (70,378) | (1,593) |
| Net transfers | <u>(34,850)</u> | <u>47,029</u> | <u>62,574</u> | <u>(15,545)</u> |
| Change in Fund Balance | (13,850) | (66,821) | (13,888) | (45,458) |
| Ending Budgetary Fund Balance | <u>\$ 176,150</u> | <u>\$ 123,179</u> | <u>\$ 279,294</u> | <u>\$ 57,724</u> |

See accountant's report.