wp 59
11/30/11

**2011**

DUE DATE: **December 31, 2011**

FORM **SA&I 2643**
(7-18-2011)

# OFFICE OF THE STATE AUDITOR AND INSPECTOR
## STATE OF OKLAHOMA
### STEVE BURRAGE, AUDITOR AND INSPECTOR
### ANNUAL SURVEY OF CITY AND TOWN FINANCES

**IMPORTANT**

This report is to be compiled by your auditor from the audited financial statements of the municipality as required by Oklahoma Statutes, Section 17-105.1 of Title 11.

This report details the funds available to the municipality and the use of those funds including information relating to the duly constituted authorities of the municipality (public trusts, etc.) for the fiscal year ending June 30, **2011.** *See supplementary instructions (coverage of this report) for information related to entities and activities to be included in this report on page 5 of this document.*

This report, principally for planning purposes at the local, State, and national level, is used by the Office of the State Auditor, the Oklahoma Municipal League, public interest groups, State and Federal agencies and universities.

For assistance in completing this report, please call the Office of the State Auditor at (405) 521-3495. When completed, please return this form to the Office of the State Auditor at the address below.

**RETURN TO**
**Office of the Auditor and Inspector**
**State of Oklahoma**
**2300 North Lincoln Blvd.**
**Room 100 State Capitol**
**Oklahoma City, OK 73105**

372038007 000 00 264
ROOSEVELT TOWN
MAYOR
PO BOX 323
ROOSEVELT, OK 73564 0323

*(Please correct any error in name, address, and ZIP Code)*

## Part I TAX REVENUES

**Items 1–3** — Report collections from all taxes imposed by your government. Include current and delinquent amounts, penalties, and interest. Do not include receipts from service charges, special assessments, interest earnings, fines, or any other sources that are not taxes or licenses.

| Item | Amount (*Omit cents*) | Item | Amount (*Omit cents*) |
|---|---|---|---|
| **1. Property taxes** — General fund, building fund, and sinking fund | TØ1 | **d.** Use tax | TØ9 2,706 |
| **2. Local sales taxes** — Taxes on goods and services, measured as a percent of sales or receipts, or as an amount per unit sold (gallon, package, etc.). Report only these taxes imposed by your government; shares of taxes imposed by another government are to be reported under part 1A below. **a.** General sales tax | TØ9 25,512 | **3. Occupation and business licensing and permits** **a.** Enter here licenses and inspection charges on occupations and businesses — for example, inspection of restrooms, restaurants, and food manufacturing plants; food handler permits; plumbing permits; taxicab licenses; tags; animal tags; vending licenses, and liquor licenses; business licenses; etc. | T28 |
| **b.** Franchise fee or tax | T15 4687 | **b.** Other licensing and permits | T29 55 |
| **c.** Cigarette tax | T19 557 | **4. Other** — *Specify* | T99 |
| **d.** Hotel/Motel | T19 | Miscellaneous | 1483 |

## Part IA INTERGOVERNMENTAL REVENUE

Report all amounts received by your government from other governments, including grants, shares of taxes imposed by other governments, payments in lieu of taxes and reimbursements for services performed for other governments, excluding loans. Also exclude here and report as "Tax Revenues" in part I, any taxes imposed by your government which were collected for it by another government.

**Column (a)** — Report all amounts your government received from the State (other than as collection fees), including any amounts financed wholly or in part from Federal grants to the State.

**Column (c)** — Report only amounts received directly from the Federal Government.

| Purpose for which received | Amount (*Omit cents*) From State (a) | From other local governments (b) | From Federal Government (directly) (c) |
|---|---|---|---|
| **General support** — Total amounts received (as per capita grants, shared taxes, etc.) without restrictions as to particular programs or purposes to be financed. | C3Ø 3,413 | D3Ø | B3Ø |
| **1.** Alcoholic beverage tax | C46 | D46 | B46 |
| **2.** Street and highways | C42 | D42 | B42 |
| **3.** Health or hospital | C91 | D91 | B91 |
| **4.** Grants received for water utilities | C8Ø | D8Ø | B8Ø |
| **5.** Grants received for waste water utilities | C5Ø | D5Ø | B5Ø |
| **6.** Grants received for housing, economic, and community development | C89 | D89 | BØ1 |
| **7.** Airports | C94 | D94 | B94 |
| **8.** Mass transit rail and/or bus system | C89 | D89 | B89 |
| **9.** Grants received for transportation | C89 | D89 | B89 |
| **10.** ALL OTHER (From State – code C89; From Federal Government – Code B89) — *Include in the appropriate box, receipts from various payments such as —* **a.** Parks and recreation (BOR or HUD) | C89 | D89 | B89 |
| **b.** Public safety | C89 55206 | D89 | B89 |
| **c.** Job training | C89 | D89 | B89 |
| **d.** Library grants | C89 | D89 | B89 |
| Other – *Specify* **e.** | C89 | D89 | B89 |
| **f.** | | | |

## Part IB OTHER REVENUES — Other than tax and intergovernmental revenues

Enter below amounts of the stated types of revenue (net of refunds and interfund transfers) received by your government during the fiscal year. Be sure to include revenues of all funds other than the exceptions noted in the special instructions.

| Item | Amount (*Omit cents*) | Item | Amount (*Omit cents*) |
|---|---|---|---|
| **1. Utility sales revenue** — Gross receipts of any water, electric, gas, or transit systems operated by your government, from utility sales and charges. *Exclude any amounts paid to such utilities by the parent government.* **a.** Water supply system | A91 | **2. Other sales and service revenue** — Gross receipts from sales, rentals, maintenance assessments, and other charges for municipal services, aside from utility receipts (carried in item 1) and exclusive of amounts received from other governments. **a.** Sewerage charges | A8Ø |
| **b.** Electric power system | A92 | **b.** Refuse collection charges | A81 |
| **c.** Gas supply system | A93 | **c.** Hospital charges received on behalf of individual patients under the Medicare program or other insurance-type arrangements. *Exclude Medicaid and amounts for hospital purposes received from other governments.* | A36 |
| **d.** Transit | A94 | | |

## Part IB OTHER REVENUES — Other than tax and intergovernmental revenues — Continued

Enter below amounts of the stated types of revenue (net of refunds and interfund transfers) received by your government during the fiscal year. Be sure to include revenues of all funds other than the exceptions noted in the special instructions.

| 2. Other sales and service revenue — Continued | Amount (Omit cents) |
|---|---|
| d. Recreation charges (swimming, golf, auditoriums, etc.) | A61 |
| e. Airports — *Include rentals and gross sales of gas and oil.* | AØ1 |
| f. Parking facilities (parking lots, garages, parking meters) | A6Ø |
| g. Municipal housing project rentals (gross) | A5Ø |
| h. Ambulance services | A89 |
| i. Miscellaneous commercial activities (cemeteries) | AØ3 |
| j. Other (including miscellaneous fee collections) | A89 |
| **3. Special assessments** — Compulsory contributions and reimbursements from owners or property benefited by improvements (streets, sewers, sidewalks, water extensions, etc.) *Do not include proceeds from sales of special assessment bonds. Report maintenance assessments under item 2 on page 1.* | UØ1 |
| **4. Receipts from sale of property** — Amounts from sale of realty, other than by tax sales, including property sold to other governments. | U11 10,888 |

| | Amount (Omit cents) |
|---|---|
| **5. Interest earnings** — Interest received on all deposits and investment holdings of your government and its agencies excluding earnings of any employee pension fund. | U2Ø 256 |
| **6. Rents** — *Exclude housing, airport, and all other rental revenue reported from specific municipal services in item 2.* | U4Ø 1,000 |
| **7. Royalties** — Compensation or portion of proceed from extraction of natural resources such as oil. | U41 |
| **8. Fines and forfeitures** — (City or town share only) | U3Ø |
| **9. Private donations** | U5Ø |
| **10. Miscellaneous other revenue** — Revenue of your government and its agencies not covered by items above, except tax and intergovernmental revenues, *Include insurance adjustments, etc. DO NOT include: (1) proceeds from borrowing; (2) receipts from sale of holdings; (3) transfers between funds or agencies of your government; or (4) employee's contributions to, and interest earnings of, any employee pension fund.* | U99 |
| a. Insurance Recoveries | 12,000 |
| b. | |
| c. | |
| **TOTAL miscellaneous other revenue Sum of items 10a–10c.** → | U99 |

## Part II DIRECT EXPENDITURES BY PURPOSE AND TYPE

Please note that payments made to other governments (State or local) should NOT be included in amounts reported here, but should be reported at part III.

Enter below all amounts expended during the fiscal year for the purposes listed (net of interfund transfers). Be sure to include expenditures of all funds other than the exceptions noted in the instructions on the first page.

**Column (a)** — Gross salaries and wages without deduction of withholdings for income taxes, employee contributions for Social Security or retirement coverage, etc. **Exclude: (1)** *capital outlay (report in columns (c) and (d)); and* **(2)** *amounts paid to other governments (report in part III).*

**Column (b)** — Enter in the appropriate functional category direct expenditure for supplies, materials, and contractual services.

**Column (c)** — Report construction outlays from all sources; i.e., bond proceeds, assessments, grants, etc.

| PURPOSE | EXPENDITURES BY PURPOSE AND TYPE | | CAPITAL OUTLAY | |
|---|---|---|---|---|
| | Personal services (a) | Operations and maintenance (b) | Construction (c) | Purchase of land, equipment, and structures (d) |
| **GOVERNMENTAL ADMINISTRATION**<br>**1. Financial administration** — Office of the finance director, auditor, comptroller, treasurer, tax assessment and collection, central accounting and purchasing services, budgeting, etc. (including related data processing, information technology). | E23 | E23 | F23 | G23 |
| **2. Judicial and legal** — All municipal court and court-related activities including juries, probate officials, prosecutors, public defenders, municipal attorneys, and legal departments. Exclude probation and parole (report in item 16). | E25 | E25 | F25 | G25 |
| **3. Central administration** — City council, aldermen or commissioners, mayor, manager, city clerk's office, recorder, planning, zoning, and personnel. | E29 | E29 | F29 | G29 |
| **HEALTH AND WELFARE**<br>**4. Social services** | E79 | E79 | F79 | G79 |
| **5. Own hospitals** — Construction and operation of hospitals by your government. Nursing homes are to be reported in item 7. | E36 | E36 | F36 | G36 |
| **6. Other hospitals** — Payments to hospitals operated privately. *Exclude here and report in item 6, any payments under public welfare programs. Report payments to hospitals operated by other governments in part III.* | | | | |
| **7. Welfare institutions** — Construction and operation of nursing homes and welfare institutions by your government for veterans and needy persons. | E77 | E77 | F77 | G77 |
| **8. Health (other than hospitals)** — All public health activities except provision of hospital care. *Include environmental health activities; health regulation and inspection, water and air pollution control, mosquito control, and inspection of food handling establishments. Also include public health nursing, vital statistics collection, and all other services performed directly by the public health department. Report in item 6 payments under public welfare programs.* | E32 | E32 | F32 | G32 |
| **TRANSPORTATION**<br>**9. Highways** — Construction and maintenance of municipal streets, sidewalks, bridges. Also includes street lighting, snow removal, and highway engineering, control, and safety. *Exclude here and report in item 21f, street cleaning expenditure. Include in part III any payments to the State or county for highway purposes. Report interest on highway debt in item 22e.* | E44 | E44 | F44 | G44 |
| **10. Toll highways and facilities** — Operation and maintenance of highways, roads, and bridges operated on fee or toll basis | E45 | E45 | F45 | G45 |
| **11. Municipal airports** | EØ1 | EØ1 | FØ1 | GØ1 |
| **12. Parking facilities** — Municipal garages, parking lots, etc., and all purchase and maintenance of meters (including on-street meters) | E6Ø | E6Ø | F6Ø | G6Ø |
| **PUBLIC SAFETY**<br>**13. Police** — Include municipal police agencies for preventing, controlling, or reducing crime; coroners, medical examiners; special police for highways, tunnels, bridges, and vehicular control; vehicular inspection activities; and traffic control and safety activities. **Exclude** *highway engineering and planning (report in item 9).* | E62 | E62 | F62 | G62 |
| **14. Fire** — All costs incurred for firefighting and fire prevention, including contributions to volunteer fire units. Include any municipal contribution to a State fire pension fund. | E24 | E24 | F24 | G24 |

**Part III** **INTERGOVERNMENTAL EXPENDITURES**

Please detail all payments made to other governments for services or programs performed on a reimbursement or cost-sharing basis — e.g., for hospital care, highways, school tuition, or support, etc. (Such amounts should be excluded from expenditure figures reported in column (b) of part II.) *Enter "None" if your government made no reportable payments to other governments during the fiscal year.*

| Item | Type of recipient government(s) (County, State, school districts, etc.) (a) | Amount *(Omit cents)* (b) | Item | Type of recipient government(s) (County, State, school districts, etc.) (a) | Amount *(Omit cents)* (b) |
|---|---|---|---|---|---|
| 1. | | | 5. | | |
| 2. | | | 6. | | |
| 3. | | | 7. | | |
| 4. | | | 8. | | |

**Part IV** **SALARIES, WAGES, AND FORCE ACCOUNT**

| | Amount *(Omit cents)* |
|---|---|
| Report the total expenditure for salaries and wages included in column (a) of part II, as well as any salaries and wages paid on force account construction projects. | Z00 |

**Part V** **DEBT OUTSTANDING, ISSUED, AND RETIRED — *Report special obligations of all agencies of your government as well as general city or town debt.***

**1. Long-term debt —** Bonds, mortgages, etc., with an original term of more than one year issued in the name of your government or of particular agencies. *Include revenue and nonguaranteed special assessment bonds payable solely from pledged earnings or special assessments on property owners (column (e)). Report also general obligations and any debt backed by pledged resources but guaranteed by your government if these sources are insufficient (column (f)).*

When an advance refunding has resulted in a legal or an in-substance defeasance, the debt may be considered extinguished, reported as retired in the year of defeasance and should not be reported herein in subsequent years.

| | AMOUNT, BY PURPOSE *(Omit cents)* | | | | | |
|---|---|---|---|---|---|---|
| | Outstanding at beginning of fiscal year | DURING FISCAL YEAR | | Outstanding total *(a) plus (b) minus (c)* | DETAIL OF LONG-TERM DEBT OUTSTANDING | |
| | | Issued | Retired | | Revenue and nonguaranteed bonds | Guaranteed bonds |
| | (a) | (b) | (c) | (d) | (e) | (f) |
| **a.** Sewer debt | 19U | 29U | 39U | 49U | 44U | 41U |
| **b.** Water supply system debt | 19U | 29U | 39U | 49U | 44U | 41U |
| **c.** Electric power system debt | 19U | 29U | 39U | 49U | 44U | 41U |
| **d.** Gas supply system debt | 19U | 29U | 39U | 49U | 44U | 41U |
| **e.** Transit | 19U | 29U | 39U | 49U | 44U | 41U |
| **f.** Industrial revenue and pollution control debt | 19T | 24T | 34T | 44T | 44T | |
| **g.** All other purposes | 19U | 29U | 39U | 49U | 44U | 41U |

| **2. Short-term (interest-bearing) debt —** Tax anticipation notes, bond anticipation notes, interest-bearing warrants, and other obligations with a term of one year or less — *Exclude accounts payable and other noninterest-bearing obligations.* | Amount *(Omit cents)* |
|---|---|
| **a.** Amount outstanding at beginning of fiscal year | 61V |
| **b.** Amount outstanding at end of fiscal year | 64V |

**Part VI** **CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR**

Report separately for each of the three types of funds listed below, the total amount of cash on hand and on deposit and investments in Federal Government, Federal agency, State and local government, and non-governmental securities. Report all investments at carrying value. *Include in the sinking fund total any mortgages and notes receivable held as offsets to housing and industrial financing loans. Exclude accounts receivable, value of real property, and all non-security assets. Assets obtained and held pursuant to an advance refunding that results in a legal or in-substance defeasance should not be reported herein.*

| Type of fund | Amount at end of fiscal year *(Omit cents)* |
|---|---|
| **1. Sinking funds —** Reserves held for redemption of long-term debt. All cash held for statutory sinking fund and revenue bond related accounts and any other reserves held for redemption of long-term debt. | W01 |
| **2. Bond funds —** Unexpended proceeds from sale of G.O. and revenue bond issues held pending disbursement | W31 |
| **3.** All other funds except employee retirement funds | W61 |
| **4. Retirement systems —** Single employer plans only | |

 

Remarks

V98

Telephone: (580) 782-5541 e-mail: dotcpa@davidotatecpa.com Fax: (580) 782-5140

***David O. Tate***

Certified Public Accountant

112 North Oklahoma, Suite A

Mangum, Oklahoma 73554

To the Governing Body of the
Town of Roosevelt

I have compiled the Annual Survey of City and Town Finances for the twelve months ended June 30, 2011, for the Town of Roosevelt, Oklahoma, included in the accompanying prescribed form in accordance with Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

My compilation was limited to presenting in the form prescribed by the Office of the State Auditor and Inspector of the State of Oklahoma information that is the representation of management. I have not audited or reviewed the form referred to above, and, accordingly, do not express an opinion or any other form of assurance on it.

This form is presented in accordance with the requirements of the Office of the State Auditor and Inspector of the State of Oklahoma which differs from accounting principles generally accepted in the United States of America. Accordingly, this form is not designed for those who are not informed about such differences.

David O. Tate

Certified Public Accountant
November 30, 2010

| | |
|---|---|
| Auditor's firm name: | David O. Tate, CPA |
| Address: | 112 N. Oklahoma, Ste. A<br>Mangum, OK 73554 |
| Telephone: | (580) 782-5541 |
| Name of contact person: | David O. Tate |
| E-mail: | dotcpa@davidotatecpa.com |

**Part VII AUDITOR INFORMATION**

**NOTE —** This report will not be considered complete unless an accompanying "accountants compilation report on financial statements included in certain prescribed forms" is attached to the report. The municipality's auditor should follow the guidelines in AR Section 300 of the AICPA Professional Standards in preparing such compilation report.

Auditor's firm name

| Address — *Number and street* | | | TELEPHONE | | |
|---|---|---|---|---|---|
| City | State | ZIP Code | Area code | Number | Extension |
| | | | | | |

Name of contact person/Email