

FILED

SEP 28 2011

State Auditor & Inspector

**TOWN OF GAGE
ELLIS COUNTY, OKLAHOMA**

**AGREED UPON PROCEURES REPORT
AND
FINANCIAL STATEMENTS**

**FISCAL YEAR ENDED
JUNE 30, 2011**

*WILLIAM K GAUER
CERTIFIED PUBLIC ACCOUNTANT
WATONGA, OKLAHOMA*

**TOWN OF GAGE
ELLIS COUNTY, OKLAHOMA
TOWN COUNCIL AND OFFICERS**

Carole Froage
Richard Chapman,
Virginia Mann
Troy Long
BG Woods

Janet Pierce
Laurie Hays

Mayor
Vice-Mayor
Trustee
Trustee
Trustee

Town Clerk/Treasurer
Town Attorney

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Town officials

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CERTIFIED PUBLIC ACCOUNTANT

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Honorable Town Council
Town of Gage
Gage, Oklahoma

Accountant's Report

I have performed the procedures enumerated below which were agreed to by the specified users of the report, as identified above, and as defined within applicable state laws of Oklahoma solely to assist the Town and its related Authorities in meeting its financial accountability requirements as prescribed by such state laws (HB 1670) and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2011. Management of the Town of Gage and its related Authorities 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 fieldwork and reporting standards applicable to attestation engagements as contained in Government Auditing Standards of the Comptroller General of the United States of America. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Procedures and Findings

As to the Town of Gage and its related Authorities as of and for the Fiscal Year ended June 30, 2011:

1. **Procedures Performed:** From the Town's trial balances, we prepared a schedule of changes in fund balances for each fund (See accompanying Exhibit A) and compared the schedule to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: No instances noted

2. **Procedures Performed:** From the Town's trial balance, we prepared a budget and actual financial schedule for the General Fund and any other significant funds listing separately each federal fund (See accompanying Exhibit B) and compared the actual expenditures reported to the authorized appropriations to report any noted instances of noncompliance with appropriation limitations.

Findings: No instances noted

3. **Procedures Performed:** I agreed 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 noted

4. **Procedures Performed:** I compared the Town's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances noted

5. **Procedures Performed:** I compared use of materially-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances noted

6. **Procedures Performed:** I compared 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 noted

7. **Procedures Performed:** I compared 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 noted

I was not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on compliance. Accordingly, I do not express such an opinion. Had I 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 informational 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.


September 26, 2011

Exhibit A
Town of Gage
Summary of Changes in Fund Balances - Cash Basis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

	Beginning of Year	Current Year Change		End of Year
	Fund Balances	Receipts	Disbursements	Fund Balances
TOWN:				
Governmental Fund Types:				
General Fund				
Checking	\$ (14,301)	\$ 375,098	\$ 322,440	\$ 38,357
Savings	491	1	305	187
Cetrificate of Deposit	245,000	3,019	53,019	195,000
Total General Fund	231,190	378,117	375,764	233,544
Municipal Court Fund	281	576	383	474
Total Governmental Fund Types	231,472	378,694	376,147	234,018
Special Revenue Fund Types:				
Library Fund	455	789	1,234	10
Fire Department Fund (Rural Fire)				
Checking	2,387	7,671	6,813	3,244
Savings	9,277	9,142	-	18,419
Cetrificate of Deposit	20,777	288	-	21,065
Total Fire Department Fund	32,442	17,100	6,813	42,728
REAP Grant Fund	-	46,718	46,718	-
Cemetery Fund	1,496	959	-	2,456
Total Special Revenue Fund Types	34,393	65,567	54,765	45,194
Capital Project Fund Types:				
Airport Improvement Fund				
Checking	5,160	25,402	26,740	3,822
Savings	2,864	853	-	3,717
Certificate of Deposits	174,819	2,417	844	176,392
	182,842	28,672	27,584	183,931
Sewer Savings Fund	7,234	1,821	-	9,055
Total Capital Project Fund Types	190,076	30,493	27,584	192,986
TOWN SUBTOTAL	455,941	474,754	458,496	472,198
PUBLIC FACILITY AUTHORITY:				
PFA Utilities Fund	3,636	127,822	126,039	5,419
PFA Capital Asset (Fixed Assets)	350,959	-	-	350,959
PFA SUBTOTAL	354,595	127,822	126,039	356,378
TOTAL TOWN OF GAGE AND AUTHORITIES	\$ 810,535	\$ 602,576	\$ 584,536	\$ 828,576

Exhibit B
Town of Gage
Budgetary Comparison Schedule General Fund - Cash Basis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		Positive (Negative)
Resources (Inflows):				
Taxes:				
Sales Tax	65,000	65,000	74,347	9,347
Franchise Tax	13,500	13,500	14,775	1,275
Use Tax	2,500	2,500	3,420	920
Tobacco Tax	1,000	1,000	1,041	41
Total Taxes	82,000	82,000	93,583	11,583
Intergovernmental:				
Motor Vehicle Tax	3,000	3,000	3,069	69
Alcoholic Beverage Tax	17,000	17,000	17,181	181
Gas Excise Tax	750	750	1,048	298
Grants	-	-	4,398	4,398
Total Intergovernmental	20,750	20,750	25,696	4,946
Investment Income	6,500	6,500	3,079	(3,421)
Miscellaneous Income				
Rental	16,500	16,500	12,870	(3,630)
Royalty	600	600	2,857	2,257
Cemetery	2,500	2,500	131	(2,369)
Fireworks Donations	700	700	706	6
Fire Department Donations	-	-	500	500
Sale of Surplus	-	-	54,783	54,783
Miscellaneous	50,450	50,450	5,070	(45,380)
Total Miscellaneous Income	70,750	70,750	76,916	6,166
Other Financing Sources:				
Transfer from GFA	100,000	100,000	125,423	25,423
Transfer from Prior Years Surplus	250,000	250,000	231,191	(18,809)
Transfer from Municipal Court Fund	-	-	-	-
Transfer from Airport Improvement Fund	-	-	-	-
Amount Available for appropriations	530,000	530,000	555,887	25,887
General Government:				
Personal Services	140,000	140,000	126,887	(13,113)
Maintenance and Operations	160,000	160,000	126,143	(33,857)
Contract Services	50,000	50,000	35,330	(14,670)
Capital Outlay	50,000	50,000	33,984	(16,016)
Other Financing Uses:				
Transfers to other funds	-	-	-	-
Total Charges to Appropriations	400,000	400,000	322,343	(77,657)
Ending Budgetary Fund Balance	130,000	130,000	233,544	103,544

Exhibit C
Gage Public Facilities Authority
Budgetary Comparison Schedule Public Facilities Fund - Cash Basis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		Positive (Negative)
Resources (Inflows):				
Charges for Services:				
Water Sales	31,500	31,500	55,028	23,528
Trash Removal	33,500	33,500	42,917	9,417
Sewer Receipts	26,750	26,750	26,691	(59)
Late Fees	2,000	2,000	2,471	471
Total Charges	93,750	93,750	127,108	33,358
Investment Income	-	-	17	17
Miscellaneous Income				
Deq Reimbursement	-	-	-	-
Miscellaneous	-	-	4,041	4,041
Returned Checks	-	-	-	-
Total Miscellaneous Income	-	-	4,041	4,041
Other Financing Sources:				
Transfer from Prior Years Surplus	-	-	-	-
Transfer from Other Funds	-	-	-	-
Amount Available for appropriations	93,750	93,750	131,165	37,415
General Government:				
Personal Services	-	-	-	-
Maintenance and Operations	-	-	323	323
Contract Services	-	-	-	-
Capital Outlay	-	-	-	-
Other Financing Uses:				
Transfers to other funds	93,750	93,750	125,424	31,674
Total Charges to Appropriations	93,750	93,750	125,747	31,997
Ending Budgetary Fund Balance	-	-	5,419	5,419

Exhibit D
Gage Public Facilities Authority
Budgetary Comparison Schedule Airport Improvement Fund - Cash Basis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Resources (Inflows):				
Charges for Services:				
Hanger and Fuel	-	-	-	-
Total Charges	-	-	-	-
Investment Income	-	-	2,426	2,426
Miscellaneous Income				
Grants	-	-	25,402	25,402
Total Miscellaneous Income	-	-	25,402	25,402
Other Financing Sources:				
Transfer from Prior Years Surplus	-	-	182,842	182,842
Transfer from Other Funds	-	-	-	-
Amount Available for appropriations	-	-	210,670	210,670
General Government:				
Personal Services	-	-	-	-
Maintenance and Operations	-	-	-	-
Contract Services	-	-	-	-
Capital Outlay	-	-	26,740	26,740
Other Financing Uses:				
Transfers to other funds	-	-	-	-
Total Charges to Appropriations	-	-	26,740	26,740
Ending Budgetary Fund Balance	-	-	183,931	183,931

Exhibit E
Town of Gage
Statement of Grant Receipts and Disbursements - Cash Basis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

TOWN:	<u>CFDA</u>	<u>Award</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Un-Expended</u>
OEDA REAP Grants:					
REAP -10-110	\$	36,000	35,718	35,718	-
REAP-10-135		11,000	11,000	11,000	-
Community Development Block Grant					
AIP #3-40-0034-003-2010		25,402	25,402.00	25,402.00	-
Fire Department Grant		-	4,398	4,398	-
Fire Department Grant		-	2,586	2,586	-
		<u>\$ 72,402</u>	<u>\$ 79,103</u>	<u>\$ 79,103</u>	<u>\$ -</u>