

**TOWN OF LONGDALE
BLAINE COUNTY, OKLAHOMA**

**ACCOUNTANT'S REPORT
AGREED UPON PROCEDURES**

**FISCAL YEAR ENDED
JUNE 30, 2011**

*WILLIAM K. GAUER.
CERTIFIED PUBLIC ACCOUNTANT
WATONGA, OKLAHOMA*

**TOWN OF LONGDALE
BLAINE COUNTY, OKLAHOMA
TOWN COUNCIL AND OFFICERS**

Tony Cheney
Tony Taylor
Mike Colvard
Elizabeth Moulton
Martha Berry

Esther Mason-Garman

Mayor
Councilperson
Councilperson
Councilperson
Councilperson
Clerk/Secretary

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WILLIAM K. GAUER
CERTIFIED PUBLIC ACCOUNTANT

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Honorable Town Council
Town of Longdale
Longdale, 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 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 Longdale 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 Longdale 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 12, 2011

Exhibit A
Town of Longdale
Summary of Changes in Fund Balances
For the Year Ended June 30, 2011

	Beginning of Year	Current Year Change		End of Year
	<u>Fund Balances</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Fund Balances</u>
TOWN:				
Governmental Fund Types				
General Fund	\$ 86,232	\$ 73,038	\$ 51,384	\$ 107,886
Street and Alley	377	2,799	3,597	(421)
Municipal Court Fund	12,975	2,307	3,247	12,036
Water Well Fund	33,526	176	-	33,702
Fiduciary Fund Type				
Cemetery Fund	398	508	185	720
Cemetery Endowment Fund	6,334	16	-	6,350
Cemetery Trust Fund	2,053	12	-	2,065
Water Deposit Fund	13,974	2,109	993	15,090
Fire Fund	1,878	4,398	5,529	747
Town Subtotal	<u>157,746</u>	<u>85,363</u>	<u>64,934</u>	<u>178,175</u>
MUNICIPAL AUTHORITY:				
MA Utilities Fund	98,442	102,704	116,090	85,056
Property and Equipment Fund	23,867	-	3,164	20,703
MA Improvement Fund	48,273	4,788	-	53,061
MA Subtotal	<u>170,583</u>	<u>107,491</u>	<u>119,255</u>	<u>158,820</u>
Overall Totals	<u>\$ 324,921</u>	<u>\$ 192,854</u>	<u>\$ 184,189</u>	<u>\$ 336,995</u>

Exhibit B
Town of Longdale
Budgetary Comparison Schedule General Fund - Cash Basis
For the Year Ended June 30, 2011

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ 86,232	\$ 86,232	\$ 86,232	\$ -
Resources (Inflows):				
Taxes:				
Sales Tax	44,210	44,210	48,363	4,153
Franchise Tax	7,369	7,369	8,316	947
Tobacco Tax	618	618	702	84
Total Taxes	52,197	52,197	57,381	5,184
Intergovernmental:				
Motor Vehicle Tax	-	-	-	-
Alcohol Beverage Tax	2,920	2,920	702	(2,218)
Gas Escise Tax	-	-	-	
Investment Income	885	885	974	89
Miscellaneous Income				
Police Fines	460	460	194	(266)
Permits	-	-	301	301
Dog Tax	-	-	34	34
Royalty or Rental	303	303	736	433
Copies	-	-	-	-
Miscellaneous	2	2	12,492	12,490
Other Financing Sources:				
Transfer from Other Funds	-	-	225	225
Amounts available for appropriations	<u>142,998</u>	<u>142,998</u>	<u>159,270</u>	<u>16,272</u>
General Government:				
Personal Services	35,000	35,000	12,527	(22,473)
Maitenance and Operations	50,000	50,000	37,407	(12,593)
Capital Outlay	50,498	50,498	-	(50,498)
Other Financing Uses:				
Transfers to other funds	7,500	7,500	1,450	-
Total Charges to Appropriations	<u>142,998</u>	<u>142,998</u>	<u>51,384</u>	<u>(85,564)</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>107,886</u>	<u>\$ 101,836</u>

Exhibit C
Longdale Municipal Authority
Statement of Activities, by Fund - Modified Cash Basis
For the Year Ended June 30, 2011

	Municipal Authority	Property and Equipment Fund	Line Improvement Fund	Total
OPERATING REVENUES				
Charges for Services	\$ 102,019	\$ -	\$ -	\$ 102,019
Other operating income	-	-	-	-
	<u>102,019</u>	<u>-</u>	<u>-</u>	<u>102,019</u>
OPERATING EXPENSES				
Personal services	29,115	-	-	29,115
Maintenance & operations				
Repairs & Maintenance	41,936	-	-	41,936
Insurance	2,101	-	-	2,101
Office Expense	5,940	-	-	5,940
Audit and legal	1,425	-	-	1,425
Telephone	2,897	-	-	2,897
Trash	21,223	-	-	21,223
Utilities	6,766	-	-	6,766
Depreciation	-	3,164	-	3,164
Total Operating Expenses	<u>111,403</u>	<u>3,164</u>	<u>-</u>	<u>114,567</u>
NET OPERATING EXPENSES	(9,384)	(3,164)	-	(12,549)
NON OPERATING REVENUES (EXPENSES):				
Interest Income	685	-	100	785
Other Receipts (NODA-REAP)	-	-	-	-
Renovation of Municipal Buildings	-	-	-	-
Transfer to other fund	(4,688)	-	4,688	-
Total Other Income/Loss	<u>(4,002)</u>	<u>-</u>	<u>4,788</u>	<u>785</u>
INCREASE (DECREASE) IN NET ASSETS	(13,387)	(3,164)	4,788	(11,763)
LAPSED ENCUMBRANCES	-	-	-	-
NET ASSETS, Beginning of Year	<u>98,442</u>	<u>23,867</u>	<u>48,273</u>	<u>170,583</u>
NET ASSETS, End of Year	<u>85,056</u>	<u>20,703</u>	<u>53,061</u>	<u>158,820</u>