

**DUE DATE:** Six months after Fiscal-Year-End

**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. SSARS 19 ¶ 3.27 requires an accountant's compilation report to accompany this form.

This report details the funds available to the municipality and the use of those municipality (public trusts, etc.) for the fiscal year ending June 30, **2013**. See supplementary instructions (coverage of this report) for information related to entities and activities to be included in this report on page 6 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.

When completed, please file electronically at [www.sai.ok.gov](http://www.sai.ok.gov).

**RETURN TO** **Office of the Auditor and Inspector**  
**State of Oklahoma at [www.sai.ok.gov](http://www.sai.ok.gov).**

**OFFICE OF THE STATE AUDITOR AND INSPECTOR**  
**STATE OF OKLAHOMA**  
**GARY JONES, AUDITOR AND INSPECTOR**  
**ANNUAL SURVEY OF CITY AND TOWN FINANCES**

TOWN OF WILLOW  
 Name \_\_\_\_\_

P.O. BOX 55  
 Address \_\_\_\_\_

WILLOW OK 73673  
 City State Zip Code

*(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)
<b>1. Property taxes</b> — General fund, building fund, and sinking fund	T01	<b>d. Use tax</b>	T09
<b>2. Local sales taxes</b> — 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.	T09	<b>3. Occupation and business licensing and permits</b>	T28
<b>a. General sales tax</b>	8,891	<b>a.</b> 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.	
<b>b. Franchise fee or tax</b>	T15	<b>b.</b> Other licensing and permits	T29
<b>c. Cigarette tax</b>	T19	<b>4. Other</b> — Specify	T99
<b>d. Hotel/Motel</b>	T19		

**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)
<b>General support</b> — Total amounts received (as per capita grants, shared taxes, etc.) without restrictions as to particular programs or purposes to be financed.	C30 2,378	D30	B30
<b>1. Alcoholic beverage tax</b>	C46	D46	B46
<b>2. Street and highways</b>	C42	D42	B42
<b>3. Health or hospital</b>	C81	D81	B81
<b>4. Grants received for water utilities</b>	C80	D80	B80
<b>5. Grants received for waste water utilities</b>	C50 4,158	D50 2,250	B50
<b>6. Grants received for housing, economic, and community development</b>	C89	D89	B81
<b>7. Airports</b>	C84	D84	B84
<b>8. Mass transit rail and/or bus system</b>	C89	D89	B89
<b>9. Grants received for transportation</b>	C89	D89	B89
<b>10. ALL OTHER</b> (From State — code C89; From Federal Government — Code B89) — Include in the appropriate box, receipts from various payments such as —	C89	D89	B89
<b>a. Parks and recreation</b> (BOR or HUD)			
<b>b. Public safety</b>	C89 36,050	D89	B89 36,050
<b>c. Job training</b>	C89	D89	B89
<b>d. Library grants</b>	C89	D89	B89
Other — Specify	C89	D89	B89
<b>e.</b>	C89	D89	B89
<b>f.</b>	C89	D89	B89

**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)
<b>1. Utility sales revenue</b> — 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.	A91 102,843	<b>2. Other sales and service revenue</b> — 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.	A80
<b>a. Water supply system</b>	A92	<b>a. Sewerage charges</b>	A81
<b>b. Electric power system</b>	A93	<b>b. Refuse collection charges</b>	A36
<b>c. Gas supply system</b>	A94	<b>c. Hospital charges</b> 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.	
<b>d. Transit</b>			

<b>Part IB OTHER REVENUES — Other than tax and intergovernmental revenues — Continued</b>			
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.			
<b>2. Other sales and service revenue — Continued</b>	Amount (Omit cents)	<b>5. Interest earnings</b> — Interest received on all deposits and investment holdings of your government and its agencies excluding earnings of any employee pension fund.	Amount (Omit cents)
<b>d.</b> Recreation charges (swimming, golf, auditoriums, etc.)	A61		U20 406
<b>e.</b> Airports — Include rentals and gross sales of gas and oil.	A01	<b>6. Rents</b> — Exclude housing, airport, and all other rental revenue reported from specific municipal services in item 2.	U40 2,380
<b>f.</b> Parking facilities (parking lots, garages, parking meters)	A60	<b>7. Royalties</b> — Compensation or portion of proceed from extraction of natural resources such as oil.	U41
<b>g.</b> Municipal housing project rentals (gross)	A50	<b>8. Fines and forfeitures</b> — (City or town share only)	U30 6,840
<b>h.</b> Ambulance services	A89	<b>9. Private donations</b>	
<b>i.</b> Miscellaneous commercial activities (cemeteries)	A03	<b>10. Miscellaneous other revenue</b> — Revenue of your government and its agencies not covered by items above, except tax and intergovernmental revenues, <i>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.</i>	U99
<b>j.</b> Other (including miscellaneous fee collections)	A88 527	<b>a.</b>	
<b>3. Special assessments</b> — Compulsory contributions and reimbursements from owners or property benefited by improvements (streets, sewers, sidewalks, water extensions, etc.) <i>Do not include proceeds from sales of special assessment bonds. Report maintenance assessments under item 2 on page 1.</i>	U01	<b>b.</b>	
<b>4. Receipts from sale of property</b> — Amounts from sale of realty, other than by tax sales, including property sold to other governments.	U11	<b>c.</b>	
		<b>TOTAL miscellaneous other revenue</b>	U99
		<b>Sum of items 10a–10c.</b>	

<b>Part II DIRECT EXPENDITURES BY PURPOSE AND TYPE</b>	
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.	coverage, etc. <b>Exclude: (1) capital outlay (report in columns (c) and (d)); and (2) amounts paid to other governments (report in part III).</b>
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.	<b>Column (b)</b> — Enter in the appropriate functional category direct expenditure for supplies, materials, and contractual services.
<b>Column (a)</b> — Gross salaries and wages without deduction of withholdings for income taxes, employee contributions for Social Security or retirement	<b>Column (c)</b> — Report construction outlays from all sources; i.e., bond proceeds, assessments, grants, etc.

PURPOSE	EXPENDITURES BY PURPOSE AND TYPE			
	Personal services (a)	Operations and maintenance (b)	CAPITAL OUTLAY	
			Construction (c)	Purchase of land, equipment, and structures (d)
<b>GOVERNMENTAL ADMINISTRATION</b>	E23	E23	F23	G23
<b>1. Financial administration</b> — 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).	2,410	3,176		
<b>2. Judicial and legal</b> — 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
<b>3. Central administration</b> — City council, aldermen or commissioners, mayor, manager, city clerk's office, recorder, planning, zoning, and personnel.	E29	E29	F29	G29
<b>HEALTH AND WELFARE</b>	E70	E70	F70	G70
<b>4. Social services</b>				
<b>5. Own hospitals</b> — Construction and operation of hospitals by your government. Nursing homes are to be reported in item 7.	E36	E36	F36	G36
<b>6. Other hospitals</b> — Payments to hospitals operated privately. <i>Exclude here and report in item 6, any payments under public welfare programs. Report payments to hospitals operated by other governments in part III.</i>				
<b>7. Welfare institutions</b> — Construction and operation of nursing homes and welfare institutions by your government for veterans and needy persons.	E77	E77	F77	G77
<b>8. Health (other than hospitals)</b> — All public health activities except provision of hospital care. <i>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.</i>	E32	E32	F32	G32
<b>TRANSPORTATION</b>	E44	E44	F44	G44
<b>9. Highways</b> — Construction and maintenance of municipal streets, sidewalks, bridges. Also includes street lighting, snow removal, and highway engineering, control, and safety. <i>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.</i>				
<b>10. Toll highways and facilities</b> — Operation and maintenance of highways, roads, and bridges operated on fee or toll basis	E45	E45	F45	G45
<b>11. Municipal airports</b>	E01	E01	F01	G01
<b>12. Parking facilities</b> — Municipal garages, parking lots, etc., and all purchase and maintenance of meters (including on-street meters)	E60	E60	F60	G60
<b>PUBLIC SAFETY</b>	E62	E62	F62	G62
<b>13. Police</b> — 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. <b>Exclude highway engineering and planning (report in item 9).</b>				
<b>14. Fire</b> — 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 78,050

<b>Part II DIRECT EXPENDITURE BY PURPOSE AND TYPE — Continued</b>				
PURPOSE	EXPENDITURES BY PURPOSE AND TYPE			
	Personal services (a)	Operations and maintenance (b)	CAPITAL OUTLAY	
			Construction (c)	Purchase of land, equipment, and structures (d)
<b>PUBLIC SAFETY — Continued</b>				
<b>15. Correction institutions</b> — Operation of facilities for confinement, correction and rehabilitation of adults or juveniles.	E04	E04	F04	G04
<b>16. Other corrections</b> — Probation and parole activities — But exclude "lock-up" operations (report in item 16).	E05	E05	F05	G05
<b>17. Protection inspection and regulation, n.e.c.</b> — Regulation of private enterprise for the protection of the public and inspection of hazardous activities (including building inspection), except when related to major functions, such as health, natural resources, etc.	E66	E66	F66	G66
<b>AMBULANCE</b>				
<b>18.</b> All expenditures for city operated or subsidized ambulance services	E32	E32	F32	G32
<b>CULTURE AND RECREATION</b>				
<b>19. Parks, cultural activities, and other recreation</b> — Include playgrounds, golf courses, swimming pools, museums, marinas, community music, drama, celebrations, and zoos.	E61	E61	F61	G61
<b>20. Libraries</b> — Include payments to nongovernmental libraries as well as libraries operated by the city. <i>Aid to other governmental libraries should be excluded and reported in part III.</i>	E52	E52	F52	G52
<b>UTILITIES</b>				
<b>21.</b> Gross expenditure for utility systems operated by your government. <i>Exclude interest (report in item 19); also exclude utility contributions to the parent government and deduct the cost of providing services to the parent government (e.g., for street lighting, hydrant rental, etc.).</i>				
<b>a.</b> Water supply system	E91 9,232	E91 91,748	F91	G91
<b>b.</b> Electric power system	E92	E92	F92	G92
<b>c.</b> Gas supply system	E93	E93	F93	G93
<b>d.</b> Transit system	E94	E94	F94	G94
<b>e.</b> Sewers and storm sewers — Construction, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants	E80	E80	F80	G80
<b>f.</b> Solid waste and landfill — The collection and disposal of garbage and landfill operations	E81	E81	F81	G81
<b>INTEREST ON DEBT</b>				
<b>22.</b> Amounts of interest paid, including any interest on short-term or nonguaranteed obligations, as well as general obligations.				
<b>a.</b> Water supply system		I91		
<b>b.</b> Electric power system		I92		
<b>c.</b> Gas supply system		I93		
<b>d.</b> Transit system		I94		
<b>e.</b> All interest not covered by items 19a through 19d		I89		
<b>ALL OTHER EXPENDITURES</b>				
<b>23.</b> Include any amounts which have not been allocated above by purpose, such as: your employer contribution to a State administered retirement system or to the Federal Social Security System; judgments and insurance premiums; and municipal service agencies, such as a central garage or an engineering department, which serve more than one functional agency, and whose expenses are not allocated to the various departments.  <b>Do not include:</b> (1) Payments for retirement of debt, (2) payments for purchase of securities, (3) transfer between funds or agencies of your government, or (4) benefits and payments from distinct employee pension funds.				
<b>a. Housing and community development</b> — Gross expenditure for urban renewal, slum clearance, municipal housing projects, and similar activities.	E50	E50	F50	G50
<b>b. Economic development</b>	E89	E89	F89	G89
<b>c. Civil defense</b>	E89	E89	F89	G89
<b>d. Cemetery operations and maintenance</b>	E03	E03 1,519	F03	G03
<b>e. Miscellaneous commercial activities</b>	E03	E03	F03	G03
<b>f. Other</b> — Specify COMMUNITY CENTER MEALS, ETC	E89	E89 3,772	F89	G89
<b>g.</b>				
<b>h.</b>				



**Remarks**

**Part VII PREPARER 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.

Preparer's firm name <b>BRITTON, KUYKENDALL &amp; MILLER, CPA'S</b>				
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