

**WATER QUALITY PROGRAM**  
**Oklahoma Conservation Commission**

**FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2014**

*Bruce G. Luttrell, CPA, PC*  
*Certified Public Accountant*

---

*P.O. Box 2173*  
*Stillwater, OK 74076*  
*(405) 743-1040*

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

TABLE OF CONTENTS

	Page No.
Independent Auditor's Report	1-2
Management's Discussion and Analysis	3
Government-Wide Financial Statements	
Statement of Net Position	4
Statement of Activities	5
Fund Financial Statements	
Balance Sheet -- Governmental Fund Type	6
Statement of Revenues, Expenditures, and Changes in Fund Balance -- Governmental Fund Type	7
Notes to the Financial Statements	8-14
Other Supplementary Information:	
Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	15-16
Auditor's Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133	17-18
Schedule of Expenditures of Federal Awards	19
Schedule of Findings and Questioned Costs	20
Statement of Receipts, Expenditures and Cash Balances	21-22

## **INDEPENDENT AUDITOR'S REPORT**

The Board of Directors  
Oklahoma Conservation Commission

### **Report on the Financial Statements**

I have audited the accompanying financial statements of the governmental activities of the Water Quality program, a program of the Oklahoma Conservation Commission, an agency of the State of Oklahoma, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Water Quality program's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

### **Opinions**

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Water Quality program, as of June 30, 2014, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Emphasis of Matter**

As discussed in Note 1, the financial statements of the Water Quality program are intended to present the financial position, and the changes in financial position, of only that portion of the governmental activities of the Oklahoma Conservation Commission that is attributable to the transactions of the Water Quality program. They do not purport to, and do not, present fairly the financial position of the Oklahoma Conservation Commission nor the State of Oklahoma as of June 30, 2014, and the changes in their financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, on page 3, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the budgetary comparison information that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. My opinion of the basic financial statements is not affected by this missing information.

### *Other Information*

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Water Quality program's basic financial statements. The Statement of Receipts, Expenditures, and Cash Balances, on pages 21 and 22, is presented for purposes of additional analysis and is not a required part of the basic financial statements. The Schedule of Expenditures of Federal Awards, on page 19, is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the financial statements.

The Statement of Receipts, Expenditures, and Cash Balances, and the Schedule of Expenditures of Federal Awards, are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the Statement of Receipts, Expenditures, and Cash Balances, and the Schedule of Expenditures of Federal Awards, are fairly stated in all material respects in relation to the basic financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, I have also issued my report dated May 10, 2015, on my consideration of the Water Quality program's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Water Quality program's internal control over financial reporting and compliance.



Bruce Luttrell, CPA, PC

May 10, 2015

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

The Oklahoma Conservation Commission (OCC) accomplished a great deal of conservation work in priority watershed areas and in the Conservation Reserve Enhancement Program (CREP). Staff implemented a variety of conservation practices (CP's) to abate priority nonpoint source pollutants through Priority Watershed Implementation projects in the Spavinaw Creek, Illinois River, North Canadian River, and Honey Creek (Grand Lake) watersheds. OCC personnel processed claims in these watersheds totaling \$1,325,241 in federal and state funds through 319 and CREP program efforts. Practices included fencing off riparian areas, pasture improvement, provision of off-stream water, heavy use area reinforcement, conservation tillage conversion, riparian area establishment, installation of cross-fencing, septic system upgrades, and conversion of cropland to pasture.

The OCC monitored 126 fixed sites and 9 implementation monitoring sites across the state. OCC's foundational monitoring effort occurs with its Rotating Basin Monitoring Program (RBMP) where fixed sites are monitored for 18 parameters on five week intervals. Biological collections (fish and macroinvertebrates) are additional, significant components of this effort. For this period, OCC staff collected nearly 1,000 water samples for contract laboratory analysis of conventional nonpoint source pollutants. Biologists also collected 145 macroinvertebrate samples and 46 fish collections with concurrent aquatic habitat assessments. In addition to OCC's core monitoring effort, priority watershed monitoring was conducted in the greater Spavinaw Creek and North Canadian and Illinois Rivers watersheds where continuous, flow-weighted samples were collected in addition to weekly field measurements.

Water quality education efforts are a hallmark of OCC's Water Quality program and significant staff resources are spent supporting it. Through the nationally recognized Blue Thumb Education Program, volunteers monitored 85 streams sites across the state each month. Through this and other program efforts, over 8,000 volunteer hours were logged from education and stream monitoring events. Currently, a total of 42 counties across the state are participating in Blue Thumb stream monitoring. Teams conducted 20 fish collections and 112 macroinvertebrate collections. Blue Thumb held more than 100 additional trainings, workshops, and natural resource days during the year.

This financial report is designed to provide interested parties with a general overview of the Water Quality program's finances and to demonstrate its accountability for the money it receives. Because of these and the efforts of its conservation partners, OCC was able to document 11 additional nonpoint source program success stories now published on the EPA website. Oklahoma is now # 2 in the nation in published stories of significant water quality improvement. If you have questions or require additional information, you may contact the Water Quality program at 2800 N. Lincoln Blvd., Suite 160, Oklahoma City, Oklahoma 73105 or by telephone at 405-521-2384.

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**WATER QUALITY PROGRAM**  
**Oklahoma Conservation Commission**

**STATEMENT OF NET POSITION**  
**June 30, 2014**

	<u>Government Activities</u>
<b>Assets</b>	
Current assets	
Cash and cash equivalents	\$ (466,313)
Due from other governments	465,122
Total current assets	<u>(1,191)</u>
 Total assets	 <u>(1,191)</u>
 <b>Liabilities</b>	
Noncurrent liabilities	
Total noncurrent liabilities	<u>-</u>
 <b>Net Position</b>	
Restricted for grant programs	(1,191)
Unrestricted	<u>-</u>
 Total net position	 \$ <u><u>(1,191)</u></u>

The accompanying notes to the basic financial statements are an integral part of this statement.



**WATER QUALITY DIVISION  
Oklahoma Conservation Commission**

**STATEMENT OF ACTIVITIES  
For the Year Ended June 30, 2014**

Functions/programs	Expenses	Program Revenues	Net (Expense)/ Revenue
Governmental activities			
Water Quality program	\$ 3,070,498	\$ 3,070,889	\$ 391
Total governmental activities	\$ 3,070,498	\$ 3,070,889	391
Change in net position			391
Net position, beginning of year			(1,582)
Net position, end of year			\$ (1,191)

The accompanying notes to the basic financial statements are an integral part of this statement.

## **FUND FINANCIAL STATEMENTS**

**WATER QUALITY PROGRAM**  
**Oklahoma Conservation Commission**

**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**June 30, 2014**

	<u>General Fund</u>
<b>Assets</b>	
Current assets	
Cash and cash equivalents	\$ (466,313)
Due from other governments	465,122
Total current assets	<u>(1,191)</u>
 Total assets	 \$ <u><u>(1,191)</u></u>
 <b>Liabilities and Fund Balance</b>	
Noncurrent liabilities	
Total noncurrent liabilities	\$ <u>-</u>
 Fund Balance:	
Restricted for grant programs	(1,191)
Unassigned	-
Total fund balance	<u>(1,191)</u>
 Total liabilities and fund balance	 \$ <u><u>(1,191)</u></u>

The accompanying notes to the basic financial statements are an integral part of this statement.

**WATER QUALITY PROGRAM  
Oklahoma Conservation Commission**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
GOVERNMENTAL FUNDS  
For the Year Ended June 30, 2014**

	<u>General Fund</u>
Revenues:	
Grants	\$ 3,070,889
Total revenues	<u>3,070,889</u>
Expenditures:	
Personnel Services	1,089,701
Subcontract	613,956
Travel	30,714
Equipment	-
Supplies	108,586
Other	1,118,833
Indirect Cost	108,708
Total expenditures paid	<u>3,070,498</u>
Net change in fund balance	391
Fund balance, beginning of year	<u>(1,582)</u>
Fund balance, end of year	<u>\$ (1,191)</u>

The accompanying notes to the basic financial statements are an integral part of this statement.

**NOTES TO BASIC FINANCIAL STATEMENTS**

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended June 30, 2014

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Water Quality is a program within the Oklahoma Conservation Commission (OCC), an agency of the State of Oklahoma. Created in 1937, the mission of the Oklahoma Conservation Commission is to conserve, protect, and restore Oklahoma's natural resources working in collaboration with the local conservation districts and other partners on behalf of the citizens of Oklahoma. The OCC fulfills its mission by providing tools, leadership and protection, including, among others, water quality protection.

**A. Reporting Entity**

These financial statements represent all of the activities of the Water Quality program of the Oklahoma Conservation Commission, an agency of the State of Oklahoma. This program is funded by the Office of the Secretary of the Environment (OSE), and is administered by the Oklahoma Conservation Commission. The accompanying financial statements are intended to present only the financial position and results of operations of the Water Quality program of the Oklahoma Conservation Commission.

**B. Basic Financial Statements**

Water Quality follows the provisions of Governmental Accounting Standards Board's Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments* ("GASB 34"). GASB 34, among other provisions, establishes a basic financial reporting model and requires management's discussion and analysis.

**C. Government-Wide and Fund Financial Statements**

The government-wide statement of net position and statement of activities present governmental activities on a full accrual basis using the "economic resources" measurement focus and display information about the reporting government as a whole. Fiduciary activities of a government are not included in these statements. The government-wide statement of activities reflects the cost of programs and functions reduced by directly associated revenues (charges for services, and operating and capital grants) to arrive at the net revenue or expense for each program and function. Net program revenue or expenses for governmental and business activities are then adjusted for general revenues to determine the change in net position for the year. The types of transactions reported as program revenues for the Water Quality program are reported as operating grants.

The accounts of the Water Quality program are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, net position, revenues, expenditures, or expenses, as appropriate. All governmental funds are accounted for on a "current financial resources" measurement focus. Proprietary funds are accounted for on an "economic resources" measurement focus. The Water Quality program has no proprietary funds.

Individual funds meeting minimum criteria (based on the size of the fund in relation to the Water Quality program as a whole, or its governmental or business activities) as well as other funds that the Water Quality program believes are particularly important to financial statement users are considered "major funds" and are presented separately in the fund financial statements. The general fund is always a major fund. Funds not meeting the criteria for major funds are aggregated and presented in a single column of the fund financial statements.

The various funds are grouped in the accompanying basic financial statements by type as follows:

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended June 30, 2014

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Governmental funds

General Fund – The General Fund is the general operating fund of the Water Quality program. It is used to account for all financial resources except those required to be accounted for in another fund.

Governmental fund financial statements include a balance sheet and a statement of revenues, expenditures and changes in fund balances for all major governmental funds. A schedule is presented on the face of each statement presented to reconcile and explain the differences in fund balance as presented in these statements to the net position presented for governmental activities in the government-wide financial statements.

**D. Measurement Focus and Basis of Accounting**

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures are recorded when the related fund liability is incurred.

Those revenues susceptible to accrual are grant revenues. Most other governmental revenues are not susceptible to accrual because generally they are not measurable until received in cash.

Agency and proprietary fund types utilize the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The Water Quality program currently does not have any agency or proprietary type funds.

The Water Quality program follows the provisions of Governmental Accounting Standards Board’s Statement No. 33, “*Accounting and Financial Reporting for Nonexchange Transactions*” (GASB 33). GASB 33, among other provisions, clarifies the revenue recognition requirements for entities entering into nonexchange transactions. Nonexchange transactions involve the government giving or receiving value without directly receiving or giving equal value in return. Pursuant to GASB 33, the Water Quality program records revenue on its voluntary nonexchange transactions when all applicable eligibility requirements, including expenditure-driven transactions, are met. Resources transmitted before the eligibility requirements have been met are reported as deferred revenues.

**E. Equity Classifications, Government-wide Statements**

Equity is classified as net assets and displayed in three components:

1. *Invested in capital assets, net of related debt* – Consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any notes or other borrowings attributable to those assets.

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended June 30, 2014

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**E. Equity Classifications, Government-wide Statements (continued)**

2. *Restricted net assets* – Consists of net assets with constraints placed on the use either by external groups, such as grantors or laws and regulations of other government, or law through constitutional provisions or enabling legislation.
3. *Unrestricted net assets* – All other assets that do not meet the definition of “restricted”, “invested in capital assets, net of related debt.”

**Equity Classifications, Fund Financial Statements** – Governmental fund equity is classified as fund balance. In accordance with GASB 54, the Water Quality program classifies fund balance as non-spendable, restricted, committed, assigned, and unassigned. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- A. *Non-spendable* – consists of balances that are either not in spendable form or legally or contractually required to be maintained intact. Balances most likely to be classified as nonspendable include inventory, prepaids, and interfund advances.
- B. *Restricted* – consists of balances that have constraints placed on the net asset use that are either 1) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or 2) imposed by law through constitutional provisions or enabling legislation.
- C. *Committed* – consists of assets that can only be used for specific purposes as a result of constraints imposed by formal action of the individual government’s highest level of decision-making authority. Committed amounts cannot be uncommitted except by removing the constraints through the same type of formal action.
- D. *Assigned* – consists of amounts that are constrained by the government’s intent to be used for specific purposes, but are neither restricted nor committed. Assignments of resources for a specific purpose that are not made by the government’s highest level of decision-making authority are reported in this classification.
- E. *Unassigned* – consist of the residual resources that have not been restricted, committed or assigned to a specific purpose.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available (i.e. in the case of federal or private grant revenues), the Water Quality program considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Water Quality program considers the amount to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless Water Quality has provided otherwise in its commitment or assignment actions.

**F. Revenues and Expenditures**

**Federal Grants** – Federal grants are recognized as operating revenue upon payment of allowable grant expenditures eligible for reimbursement from the U.S. Environmental Protection Agency (passed through the Oklahoma Office of the Secretary of the Environment) or other grantors and not covered by state matching or program income.

Receipts are directly deposited into the State Treasurer’s # 400 Fund account by the Office of the Secretary of the Environment. All expenditures are done through the State’s disbursement system.



**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended June 30, 2014

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**G. Cash**

For the year ended June 30, 2014, funds were directly deposited into the State Treasurer's # 400 Fund account, and held in the State Treasurer's internal investment pool - *OK Invest*.

*Investment Interest Rate Risk* – the Water Quality program does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

*Investment Credit Risk* – the Water Quality program has no investment policy that limits its investment choices other than the limitation of state law imposed on the State Treasurer as follows:

- a. U.S. Treasury Bills, Notes and Bonds and U.S. Government Agency Securities with certain ratings and maturity limitations.
- b. Collateralized or insured certificates of deposit and other evidences of deposit issued by a bank, savings bank, savings and loan association or credit union located in the state.
- c. With certain ratings and maturity limitations, negotiable certificates of deposit, bankers acceptances and commercial paper.
- d. Obligations of state and local governments, including obligations of Oklahoma state public trusts, with certain ratings and maturity limitations.
- e. Collateralized repurchase agreements tri-party repurchase agreements.
- f. Money market mutual funds and short term bond funds regulated by the SEC and in which investments consist of obligations of the U.S. Government and its agencies and instrumentalities and repurchase agreements collateralized by obligations of the U.S. Government and its agencies and instrumentalities.

The State Treasurer has determined that current holdings in *OK Invest* should be limited to obligations of the United States government, its agencies and instrumentalities, tri-party repurchase agreements collateralized at 102 % with the collateral held by a third party in the name of the Oklahoma State Treasurer and money market mutual funds which either directly or indirectly invest in U.S. Treasury and/or Agency securities and repurchase agreements related to such securities. *OK Invest* is not rated by a national rating agency. The overall weighted average maturity of *OK Invest* is less than 2 years. *OK Invest* is not insured or guaranteed by the State of Oklahoma, the Federal Deposit Insurance Corporation or any other government agency.

*Concentration of Investment Credit Risk* – the Water Quality program places no limit on the amount it may invest in any one issuer. Limits are indirectly imposed through the Fund's participation in *OK Invest*. The Water Quality program has the following concentration of credit risk: 100 % was invested in *OK Invest*, during the year.

**H. Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**NOTE 2. COMPENSATED ABSENCES**

Oklahoma Conservation Commission personnel assigned to administer the Water Quality program

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended June 30, 2014

**NOTE 2. COMPENSATED ABSENCES (continued)**

are allowed to accrue annual and sick leave which may be carried forward if not used. Sick leave accrues at 10 hours per month, with no limit on the maximum accrual. Annual leave accrues at 16.67 hours per month for employees with more than 20 years' service, 13.33 hours per month for employees with more than 10 years and less than 20 years of continuous service, 12 hours per month for employees with more than 5 years and less than 10 years of continuous service, and at 10 hours per month for employees with less than 5 years of continuous service. Unused annual leave may be accumulated to a maximum of 480 hours. Upon the employee's termination, the accrued annual leave shall be paid at the employee's pay rate in effect at the time of termination. The liability for accumulated annual leave is presented as a liability of the Oklahoma Conservation Commission in its financial statements, since the Water Quality program is strictly a reimbursement type program (reimbursed by the grant for the salary and expenses budgeted for each grant.) Any accrued sick leave is forfeited upon the employee's termination. At June 30, 2014, the total accumulated annual leave for Conservation Commission employees assigned to the Water Quality program was approximately \$ 165,000.

**NOTE 3. INDIRECT COSTS**

In March, 2003, the Oklahoma Conservation Commission obtained approval from the U.S. Department of the Interior for an indirect cost rate applicable to the Water Quality program. The indirect cost rate is a predetermined, fixed allocation, based upon 20 % of direct salaries and wages and is effective for the period from July 1, 2010 through June 30, 2014.

The indirect cost allocation formula includes direct salaries and wages paid to Water Quality program administrative staff for active tasks for the current fiscal year grant. For the fiscal year ended June 30, 2014, indirect costs of \$ 108,707.67 were budgeted, and reimbursed, under the current year grants, which was \$ 9,671.93 less than the maximum allowable according to the indirect cost rate in effect.

**NOTE 4. RISK MANAGEMENT AND INSURANCE**

The Water Quality program participates in the Risk Management Division of the Department of Central Services of the State of Oklahoma for its property insurance. Comprehensive general liability and personal injury liability are also covered by the fund.

**NOTE 5. PENSION PLANS**

*General Description*

As provided by State law, the Oklahoma Conservation Commission participates in the Oklahoma Public Employees Retirement System, a component unit of the State of Oklahoma. This System covers substantially all State and county employees and extends to local entities if they elect to participate. The system is a multi-employer, cost-sharing plan.

The Retirement Plan, administered by the System, is a defined benefit, contributory plan that provides participants with retirement, death and disability benefits. Pension benefit provisions were established by statute, and benefit provisions are amended by the State Legislature. Cost-of-living adjustments are provided to plan members and beneficiaries at the discretion of the State Legislature.

A separately issued independent audit report for the pension plan may be obtained from: Public Employees Retirement, 5801 N. Broadway Extension, Suite 400, Oklahoma City, Oklahoma 73118.

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended June 30, 2014

**NOTE 5. PENSION PLANS (continued)**

*Funding Policy*

The contribution rates for the plan are established by the State Legislature and are not based on an actuarial calculation, which is performed to determine the adequacy of the rate.

The Conservation Commission makes contributions to the plan on behalf of its employees based on their gross salary earned (excluding overtime) for the fiscal year ended June 30. The contribution rates in effect for the year ended June 30, 2014, and the rates in subsequent periods are summarized as follows:

Conservation Commission	16.5 %
Conservation Commission employees	3.5 %

In addition to the required employee participation described above, the Plan allows employees to make an irrevocable election to participate in the Plan's *Step-Up* election. The *Step-Up* election requires employees, who choose to do so, to make an additional annual contribution to the Plan equal to 2.91 % of compensation. In exchange for the additional contribution, the employee's final benefit computation factor used in calculating the retirees benefit will be increased, or "stepped-up", from the standard 2 % factor to 2.5 %. The 2.91 % factor is actuarially determined and could change in the future.

The employer contribution percentage began increasing by 1 % annually on July 1, 2006, and continued each year through the fiscal year ending June 30, 2012, when it reached a final 16.5 %.

**NOTE 6. OTHER POST-EMPLOYMENT BENEFITS**

In addition to the pension benefits described in Note 5, the State provides post-retirement health care benefits (OPEB.) The Oklahoma Public Employees Retirement System (OPERS) pays the Medicare supplement premium or \$ 105.00 per month; whichever is less, for all retirees who elect coverage at the time of retirement through the respective systems. Information specific to the Water Quality program is not available and cannot be reasonably estimated.

**NOTE 7. CONTINGENCIES**

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability to the Water Quality program. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the Water Quality program expects such amounts, if any, to be immaterial.

**NOTE 8. RELATED PARTY**

The Water Quality program utilizes office space and certain other overhead costs provided to it by the Oklahoma Conservation Commission.

**NOTE 9: MAJOR REVENUE SOURCE**

A majority of the Water Quality program's revenue is from grants from the U.S. Environmental Protection Agency (passed through the Oklahoma Secretary of the Environment). In the event these grants were discontinued or severely restricted, the activities of the Water Quality program would be curtailed accordingly.

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended June 30, 2014

**NOTE 10: ADOPTION OF NEW ACCOUNTING STANDARDS**

During the current period, the Water Quality program implemented the provisions of Governmental Accounting Standards Board (GASB) Statement Number 65 – *Items Previously Reported as Assets and Liabilities* (GASB 65) which amends or supersedes the accounting and financial reporting guidance for certain items previously required to be reported as assets or liabilities. The objective is to either properly classify certain items that were previously reported as assets and liabilities as deferred outflows of resources or deferred inflows of resources, or recognize certain items that were previously reported as assets and liabilities as outflows of resources (expenses) or inflows of resources (revenues). There were no significant changes to the financial statements as a result of implementing GASB 65.

GASB issued Statement No. 67, *Financial Reporting for Pension Plans* and Statement No. 68, *Accounting and Financial Reporting for Pensions* in June 2012 that are effective for financial statements for periods beginning after June 15, 2013 and June 15, 2014, respectively. GASB Statement No. 67 became effective during the current year, and the Water Quality program determined that there were no significant changes to the financial statements as a result of implementation. The Water Quality program is in the process of evaluating the impact, if any that will result from adopting GASB Statement No. 68.

**NOTE 11: SUBSEQUENT EVENTS**

Subsequent events have been evaluated through May 10, 2015, which is the date the financial statements were available to be issued.

## **OTHER SUPPLEMENTARY INFORMATION**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER  
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

The Board of Directors  
Oklahoma Conservation Commission

I have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities of the Water Quality program of the Oklahoma Conservation Commission, an agency of the State of Oklahoma, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Water Quality program's basic financial statements and have issued my report thereon dated May 10, 2015.

**Internal Control Over Financial Reporting**

In planning and performing my audit of the financial statements, I considered the Water Quality program's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Water Quality program's internal control. Accordingly, I do not express an opinion on the effectiveness of the Water Quality program's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Water Quality program's financial statements are free from material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink, appearing to read "Bruce G. Luttrell". The signature is written in a cursive, flowing style.

Bruce G. Luttrell, CPA, PC

May 10, 2015

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR  
EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY OMB CIRCULAR A-133**

Board of Directors  
Oklahoma Conservation Commission

**Report on Compliance for Each Major Federal Program**

I have audited the Water Quality program of the Oklahoma Conservation Commission, an agency of the State of Oklahoma's compliance with the types of compliance requirements described in the OMB Circular A-133 *Compliance Supplement* that could have a direct and material effect on each of the Water Quality program's major federal programs for the year ended June 30, 2014. The Water Quality program's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its' federal programs.

**Auditor's Responsibility**

My responsibility is to express an opinion on compliance for each of the Water Quality program's major federal programs based on my audit of the types of compliance requirements referred to above. I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Water Quality program's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances.

I believe that my audit provides a reasonable basis for my opinion on compliance for each major federal program. However, my audit does not provide a legal determination of the Water Quality program's compliance.

**Opinion on Each Major Federal Program**

In my opinion, the Water Quality program complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2014.

**Report on Internal Control over Compliance**

Management of the Water Quality program is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing my audit of compliance, I considered the Water Quality program's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the Water Quality program's internal control over compliance.



*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This purpose of this report on internal control over compliance is solely to describe the scope of my testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink, appearing to read "Bruce G. Luttrell". The signature is written in a cursive, flowing style.

Bruce G. Luttrell, CPA, PC

May 10, 2015

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
For the Year Ended June 30, 2014

<u>Federal Grantor/Pass Through Grantor/Program Title</u>	<u>Year</u>	<u>Federal CFDA Number</u>	<u>Amount of Expenditures</u>
<b>U.S. Environmental Protection Agency (EPA)</b>			
Passed-through the Oklahoma Office of the Secretary of the Environment:			
Nonpoint Source Pollution Program	6-30-14	66.460	\$ 2,957,314.67
Wetlands Program	6-30-14	66.461	<u>113,183.62</u>
<b>Total Expenditures of Federal Awards</b>			<b>\$ 3,070,498.29</b>

Note A: Basis of Presentation - The Schedule of Expenditures of Federal Awards includes the federal grant activity of the Water Quality program and is presented under the accrual basis of accounting, in conformity with accounting principles generally accepted in the United States of America.

Note B: There were no amounts passed to subrecipients.

Note C: Grantor provides adequate insurance coverage against loss on assets purchased with Federal Awards.

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
For the Year Ended June 30, 2014

**SECTION I - SUMMARY OF AUDITOR'S RESULTS**

FINANCIAL STATEMENTS

Type of auditor's report issued:	Unqualified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Reportable condition(s) identified not considered to be material weaknesses?	None reported
Noncompliance material to financial statements noted?	No

FEDERAL AWARDS

Internal control over major programs:	
Material weakness(es) identified?	No
Reportable condition(s) identified not considered to be material weaknesses?	None reported
Type of auditor's report issued on compliance for major programs:	Unqualified
Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .510(a)?	None reported

Identification of major programs:

CFDA Number	Name of Federal Program	Expenditures
66.460	Nonpoint Source Pollution Program	\$ 2,957,314.67

Dollar threshold used to distinguish between Type A and Type B programs:	\$ 300,000
Auditee qualified as low-risk auditee?	No

**SECTION II - FINANCIAL STATEMENT FINDINGS**

None

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

No matters were reported.

**WATER QUALITY PROGRAM**  
Oklahoma Conservation Commission

**STATEMENT OF RECEIPTS, EXPENDITURES AND CASH BALANCES**  
For the Year Ended June 30, 2014

	2009 319(h) <u>C9-996100-15</u>	2011 319(h) <u>C9-996100-16</u>	2012 319(h) <u>CD-00F56701</u>	2011 Special 319(h) <u>C9-00F31301</u>	2013 319(h) <u>C9-996100-17</u>	2011 104(b)(3) <u>CD-00F299-01</u>
CASH at July 1, 2013	(46,832.76)	(56,280.39)	-	(36,423.46)	(199,431.56)	(7,647.18)
319(h) Grant Revenue	45,713.00	299,403.08	148,177.72	679,594.76	1,664,484.43	
Wetlands Grant Revenue						69,063.02
OWRB Loan Proceeds						
<b>Total Cash Available</b>	<b>(1,119.76)</b>	<b>243,122.69</b>	<b>148,177.72</b>	<b>643,171.30</b>	<b>1,465,052.87</b>	<b>61,415.84</b>
<b>Expenditures Paid:</b>						
Personnel		74,679.87		118,923.31	813,354.88	39,531.05
Equipment						
Travel		8,789.42		2,728.36	17,476.62	1,625.00
Supplies		26,458.30		10,308.83	71,668.98	150.00
Subcontract		131,959.75		155,919.90	306,472.78	19,603.28
Other		1,065.60	148,177.72	560,309.69	409,280.48	
Indirect Costs					99,740.18	4,232.21
Planning & Oversight						
Design & Consultation						
Construction						
Engineering						
Fees						
Monitoring						
OCC Admin Fee						
OSU Admin Fee						
<b>Total Expenditures</b>	<b>-</b>	<b>242,952.94</b>	<b>148,177.72</b>	<b>848,190.09</b>	<b>1,717,993.92</b>	<b>65,141.54</b>
<b>CASH at June 30, 2014</b>	<b>(1,119.76)</b>	<b>169.75</b>	<b>-</b>	<b>(205,018.79)</b>	<b>(252,941.05)</b>	<b>(3,725.70)</b>

<u>2013</u> <u>104(b)(3)</u> <u>CD-00F56801</u>	<u>2014</u> <u>104(b)(3)</u> <u>CD-00F574001</u>	<u>TOTALS</u>
(3,912.66)	-	(350,528.01)
		2,837,372.99
46,746.33	1,530.59	117,339.94
		-
42,833.67	1,530.59	2,604,184.92
41,711.04	1,500.75	1,089,700.90
		-
95.00		30,714.40
		108,586.11
		613,955.71
		1,118,833.49
4,528.78	206.51	108,707.68
		-
		-
		-
		-
		-
		-
		-
<u>46,334.82</u>	<u>1,707.26</u>	<u>3,070,498.29</u>
<u>(3,501.15)</u>	<u>(176.67)</u>	<u>(466,313.37)</u>