

THE CITY OF CHECOTAH, OKLAHOMA

ANNUAL FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORTS

AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2016

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As of and for the Year Ended June 30, 2016

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INDEPENDENT AUDITORS' REPORT

To the Users of the City of Checotah, Oklahoma, Annual Financial Report

Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Checotah, Oklahoma (the "City") as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City'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 the modified cash basis of accounting described in Note 1(B); this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for 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.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States 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 we 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 auditors' 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 auditors consider internal control relevant to the City'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 City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting

INDEPENDENT AUDITORS' REPORT, CONTINUED

policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

(Continued)

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Basis for Adverse Opinion on Aggregate Discretely Presented Component Units

Management has not included the Checotah Industrial Development Authority (CIDA) nor the Heartland Heritage Center Authority (HHCA) in the City's financial statements. Accounting principles generally accepted in the United States require the CIDA and HHCA to be presented as discretely presented component units. The omission of the CIDA and HHCA had no impact on the governmental activities, the business-type activities, each major fund, or the aggregate remaining fund information of the City as of or for the year ended June 30, 2016.

Adverse Opinion on Aggregate Discretely Presented Component Units

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on Aggregate Discretely Presented Component Units" paragraph, the financial statements referred to above do not present fairly the financial position of the aggregate discretely presented component units of the City as of June 30, 2016, or the changes in financial position or cash flows thereof for the year then ended in accordance with the basis of accounting described in Note 1(B).

Unmodified Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of June 30, 2016, and the respective changes in modified cash basis financial position and, where applicable, cash flows thereof for the year then ended in accordance with the modified cash basis of accounting described in Note 1(B).

Basis of Accounting

We draw attention to Note 1(B) of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States. Our opinions are not modified with respect to this matter.

(Continued)

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INDEPENDENT AUDITORS' REPORT, CONTINUED

Other Matters

Report on Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The management's discussion and analysis, budgetary comparison information, and other information, such as the non-major governmental funds combining statements—modified cash basis, the general fund combining accounts schedules—modified cash basis, the schedule of debt service coverage requirement, the schedule of expenditures of federal awards, and the schedule of expenditures of state awards, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The management's discussion and analysis on pages 9 through 15, and the budgetary comparison information on pages 42 through 43 have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on such information.

The non-major governmental funds combining statements—modified cash basis, the general fund combining accounts schedules—modified cash basis, the schedule of debt service coverage requirement, the schedule of expenditures of federal awards, and the schedule of expenditures of state 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. Such 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. In our opinion, such information is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

(Continued)

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 23, 2016, on our consideration of the City's internal control over financial reporting and on our 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 our 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 City's internal control over financial reporting and compliance.

Finley + Cook, PLLC

INDEPENDENT AUDITORS' REPORT, CONTINUED

Shawnee, Oklahoma
November 23, 2016

CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2016

The management of the City of Checotah is pleased to provide this annual financial report to its citizens, taxpayers and other report users to demonstrate its accountability and communicate the City's financial condition and activities as of and for the year ended June 30, 2016. Management of the City is responsible for the fair presentation of this annual report, for maintaining appropriate internal controls over financial reporting, and for complying with applicable laws, regulations, and provisions of grants and contracts. The City reports its financial statements and schedules on a modified cash basis which is a comprehensive basis of accounting other than generally accepted accounting principles. All of the financial analyses in this report must be considered within the context of the limitations of the modified cash basis of accounting.

FINANCIAL HIGHLIGHTS

- As reported on a modified cash basis, the City's total net position increased by \$1,074,123, and the assets of the City exceed its liabilities at June 30, 2016, by \$6,550,605 (net position). Of this amount, \$2,951,548 (unrestricted net position) is available to meet the government's ongoing needs.
- At June 30, 2016, the City's governmental funds reported combined ending fund balances on a modified cash basis of \$4,154,009.
- At the end of fiscal year 2016, unassigned fund balance on a modified cash basis for the General Fund was \$1,024,169 or 28.4% of General Fund revenues.

ABOUT THE CITY

The City of Checotah is an incorporated municipality with a population of approximately 3,400 located in McIntosh County in southeastern Oklahoma. The City is an Aldermanic form of government that provides for three branches of government:

- Legislative – the City Council is an eight-member governing body elected by the citizens at large
- Executive – the Mayor is the Chief Executive Officer and is elected by the citizens
- Judicial – the Municipal Judge is a practicing attorney appointed by the City Council

The City provides typical municipal services such as public safety, cemetery, streets and public works, culture and recreation, utility services including water, wastewater, and economic development activities.

The City's Financial Reporting Entity

With the exceptions noted below, this annual report includes all activities for which the City Council is financially accountable. These activities, defined as the City's financial reporting entity, are operated within separate legal entities.

The City's financial reporting entity consists of the following separate legal entities.

- **The City of Checotah** – that operates the public safety, cemetery, streets and public works, health and welfare, culture and recreation, and administrative activities
- **The Checotah Public Works Authority (CPWA)** – that operates the water and wastewater services of the City – blended as a proprietary fund - *considered part of the primary government presentation for reporting purposes*
- **The Checotah Recreational Authority (CRA)** – that promotes and provides financing for projects or facilities relating to the development of recreation and/or tourism within and near the jurisdictional boundaries of the City – *reported as a discretely presented component unit*
- **The Heartland Heritage Center Authority (HHCA)** – that promotes and provides financing opportunities to stimulate economic growth, development and well-being in or near the City – *would be reported as a discretely presented component unit but is excluded from this report*
- **The Checotah Industrial Development Authority (CIDA)** – that provides financing to businesses for the purpose of acquiring facilities for industrial or manufacturing, in or near the City - *would be reported as a discretely presented component unit but is excluded from this report*
- **The Checotah Educational Facilities Authority (CEFA)** – that promotes, finances, and develops projects or facilities relating to the development of educational institutions within the City – *would be reported as a discretely presented component unit, but is currently inactive*

OVERVIEW OF THE FINANCIAL STATEMENTS

With the exceptions noted above, the financial statements of the reporting entity presented herein include all of the activities of the City of Checotah (the “City”), the Checotah Public Works Authority (the “Authority”), and the Checotah Recreational Authority (CRA). Included in this report are governmentwide statements for each of the two categories of activities - governmental and business-type, in addition to separate presentation for the discretely presented component unit.

The government-wide financial statements present the complete financial picture of the City as applicable to the modified cash basis of accounting. They present governmental and business-type activities separately and combined. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds.

Reporting the City as a Whole

The Statement of Net Position and Statement of Activities

One of the most important questions to ask about the City's finances is, "Has the City's overall financial condition improved, declined or remained steady as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. You will need to consider other non-financial factors, however, such as changes in the City's sales tax base, the condition of the City's roads, and quality of service to assess the overall health of the City. You will also need to keep in mind that these governmentwide statements are prepared in accordance with the modified cash basis of accounting and include only those City assets and liabilities resulting from cash transactions with selected modifications.

In the Statement of Net Position and the Statement of Activities, we divide the City's primary government into three kinds of activities: *Governmental activities* - Most of the City's basic services are reported here, including the police, fire, administration, and streets. Sales taxes, franchise fees, fines, and state and federal grants finance most of these activities; and *Business-type activities* - Activities where the City charges a fee to customers to help cover all or most of the cost of certain services it provides are reported here. The City's water and wastewater utilities are reported as business-type activities. *Discretely component unit*- Accounts for activities of the City's reporting entity that do not meet the criteria for blending, and include the Checotah Recreational Authority

Reporting the City's Most Significant Funds - Fund Financial Statements

Fund Financial Statements

The fund financial statements provide detailed information about the City's most significant (major) funds -- not the City as a whole. Some funds are required to be established by State law and by debt covenants. However, the City Council may also establish certain other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money. The City utilizes two kinds of funds - *governmental and proprietary*.

Governmental funds - All of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. Governmental funds report their activities on a modified cash basis of accounting. For example, these funds report the acquisition of capital assets and payments for debt principal as expenditures and not as changes to asset and debt balances. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps you determine (through a review of changes to fund balance) whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. The differences of results in the governmental fund financial statements to those in the government-wide financial statements are explained in a reconciliation following each governmental fund financial statement.

Proprietary funds - When the City, through the Public Works Authority, charges customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds are also reported on the modified cash basis of accounting. The City's proprietary fund is the Checotah Public Works Authority that accounts for the operation of the water and wastewater activities.

CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2016

Notes to the Financial Statements

The notes provide additional information that is essential to gain an understanding of the data provided in the government-wide and fund financial statements. The Notes to the Financial Statements can be found on pages 26-40 of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents Budgetary Comparison Schedules for the General Fund and the Ambulance Fund, federal and state award schedules, combining and individual fund financial statements and schedules, and a debt service coverage schedule.

THE CITY AS A WHOLE

For the year ended June 30, 2016, net position on a modified cash basis for the governmental and business-type activities increased \$1,074,123.

Net Position (Modified Cash Basis)			
June 30, 2016			
	Governmental Activities	Business-type Activities	Total
Beginning net position	\$ 3,460,187	\$ 2,016,295	\$ 5,476,482
Increase	693,822	380,301	1,074,123
Ending net position	\$ 4,154,009	\$ 2,396,596	\$ 6,550,605

Following is a summary of net position reported on a modified cash basis for the City of Checotah primary government.

	Change		Business-type		Percentage Governmental Activities		Activities		Total
	2016	2015	2016	2015	2016	2015	2016	2015	Total
Assets									
Total assets									

**CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis**

As of and for the Year Ended June 30, 2016

	\$	\$	\$	\$	\$	\$	\$
	4						
	<u>157,963</u>	<u>3,462,460</u>	<u>2,461,503</u>	<u>2,080,914</u>	<u>619,466</u>	<u>5,543,374</u>	<u>19.41%</u>
Liabilities	4,157,963	3,462,460	2,461,503	2,080,914	6,619,466	5,543,374	19.41%
Total liabilities	<u>3,954</u>	<u>2,273</u>	<u>64,907</u>	<u>61,649</u>	<u>68,861</u>	<u>63,922</u>	
Net position:							
Restricted	3,954	2,273	64,907	61,649	68,861	63,922	
Unrestricted							
Total net position	<u>3,103,337</u>	<u>2,655,926</u>	<u>495,720</u>	<u>433,391</u>	<u>3,599,057</u>	<u>3,089,317</u>	
	1,050,672	804,261	1,900,876	1,582,904	2,951,548	2,387,165	
	<u>\$ 4,154,009</u>	<u>\$ 3,460,187</u>	<u>\$ 2,396,596</u>	<u>\$ 2,016,295</u>	<u>\$ 6,550,605</u>	<u>\$ 5,476,482</u>	

A portion of the net position, \$3,599,057, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position, \$2,951,548, may be used to meet the government's ongoing needs. City's

**Changes in Net Position (Modified Cash Basis)
Year Ended June 30, 2016**

	Governmental Activities	Business-type Activities	Total	Total Percentage Change
Revenues:				
Program revenues:				

CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2016

	2016	2015	2016	2015	2016	2015	
							\$
Charges for Services8.41%	\$ 456,851	\$ 393,107	\$ 1,571,561	\$ 1,477,924	\$ 2,028,412	1,871,031	
Grants & Contributions106.29%	21,190	10,272	-	-	21,190		
Capital Grants & Contributions2151.62%	22,500	5,000	90,081	-		10,272	
General Revenues:					112,581		
Sales Tax6.54%	4,175,829	3,919,530	-	-		5,000	
Other Taxes-5.41%	133,230	140,845	-	-			
Other General Revenues-19.43%	172,693	214,295	6,248	7,799	4,175,829	3,919,530	Total
Revenues7.80%	4,982,293	4,683,049	1,667,890	1,485,723	133,230		140,845
Program Expenses:					178,941		
General Government-26.33%	\$ 676,161	\$ 917,798	-	-		222,094	
Public Safety12.55%	1,602,675	1,423,939	-	-	6,650,183		
Streets and Facilities Maintenance-	1,602,675	1,423,939	-	-		6,168,772	10.26%
Culture and Recreation-16.64%	571,034	636,336	-	-			
Water7.25%	3,827	4,591	-	-			
Sewer6.06%	-	-	1,957,144	1,824,773	676,161	917,798	
Total Expenses0.85%	-	-	765,219	721,526	1,602,675		1,423,939
Excess (Deficiency)67.88%	2,853,697	2,982,664	2,722,363	2,546,299		571,034	
Net Transfers -	2,128,596	1,700,385	(1,054,473)	(1,060,576)	3,827	636,336	
Increase in Net Position67.88%	(1,434,774)	(1,461,324)	1,434,774	1,461,324		4,591	
Beginning Net Position13.23%	\$ 693,822	\$ 239,061	\$ 380,301	\$ 400,748	765,219	1,824,773	
Ending Net Position	3,460,187	3,221,126	2,016,295	1,615,547	5,576,060	721,526	19.61%
	\$ 4,154,009	\$ 3,460,187	\$ 2,396,596	\$ 2,016,295	5,528,963		

Governmental Activities

The City's governmental activities had an increase in net position of \$693,822. The increase is due in part to an increase in sales tax and charges for services along with a decrease in total expenses.

Net Revenue (Expense) of Governmental Activities
(In Thousands)

1,074,123	639,809
-	-
\$ 1,074,123	639,809
5,476,482	4,836,673
\$ 6,550,605	5,476,482

Net Revenue
Total Expense % Inc. (Expense) % Inc. of Services (Dec.) of Services (Dec.)

	2016	2015		2016	2015	
General government	\$ 676	\$ 688	-2%	\$ (649)	\$ (679)	-4%
Public safety	1,603	1,654	-3%	(1,176)	(1,286)	-9%
Streets and facilities maintenance	571	636	-10%	(533)	(614)	-13%
Culture and recreation	4	5	-20%	5	5	0%
Total	\$ 2,854	\$ 2,983	-4%	\$ (2,353)	\$ (2,574)	-9%

CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2016

Business-type Activities

The business-type activities had an increase in net position of \$380,301. This increase is primarily due to net transfers in exceeding net expenses reported.

Net Revenue (Expense) of Business-Type Activities
(In Thousands)

	Total Expense		% Inc. (Expense)	Net Revenue		% Inc. of Services Dec. of Services Dec.
	2016	2015		2016	2015	
Water	\$ 1,957	\$ 1,825	7%	\$ (740)	\$ (694)	7%
Wastewater	<u>765</u>	<u>721</u>	6%	<u>(321)</u>	<u>(374)</u>	-14%
Total	<u>\$ 2,722</u>	<u>\$ 2,546</u>	7%	<u>\$ (1,061)</u>	<u>\$ (1,068)</u>	-1%

A FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As the City completed its 2016 fiscal year, the governmental funds reported a combined fund balance of \$4,154,009. For the year ended June 30, 2016, the General Fund's total fund balance increased by \$239,995 to \$1,026,826 or 28.4% of annual revenues.

Budgetary Highlights

For the year ended June 30, 2016, the General Fund reported actual budgetary basis revenues over final estimates by \$118,029 or a 1.9% positive variance. General Fund actual expenditures were under final appropriations by \$121,784 or a 2.0% positive variance.

The Ambulance Fund reported actual budgetary basis revenues under final estimates by \$42,345 or an 11.0% negative variance for the year ended June 30, 2016. Ambulance Fund actual expenditures were under final appropriations by \$38,761 or a 10.1% positive variance.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

One of the primary responsibilities of City management is to prepare and submit to the City Council an annual budget for the upcoming year that is balanced, meets the needs and expectations of the City, and is

**CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2016**

appropriate to the economic conditions of the City. This management is committed to the fiduciary responsibility that we have in managing public resources.

The fact that the City has an aging infrastructure, and, if there are more government issued unfunded mandates could lead to a financial challenge. As of the 16-17 fiscal year budget, cuts were made in all departments.

Although the pain of the economic downturn is still being felt, we are being optimistic given the sales tax revenue for the first four months of FY 16-17 is up somewhat over this same period last fiscal year.

Other information that will affect future economic factors and rates includes:

- The last water rate increase enacted under the ordinance passed in March of 2014 was taken beginning on July 1, 2016.

Contacting the City's Financial Management

This report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City Clerk's office at 414 W. Gentry, Checotah, Oklahoma 74426-2444 or telephone at 918-473-5411.

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2016**

BASIC FINANCIAL STATEMENTS – GOVERNMENT-WIDE

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2016**

Statement of Net Position (Modified Cash Basis) – June 30, 2016

	Governmental Activities	Business-type Activities	Total	Component Unit Checotah Recreational Authority
ASSETS				
Cash and cash equivalents	\$ 3,375,266	\$ 2,483,582	\$ 5,858,848	\$ 18,630
Investments	754,618	6,000	760,618	-
Internal Balances	28,079	(28,079)	-	-
18,630	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	-	Total Assets	4,157,963	2,461,503
	-	-	2,461,503	6,619,466
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
LIABILITIES				
Due to bondholders	2,933	-	2,933	-
Due to governmental agencies Long-term liabilities:	1,021	-	1,021	-
Due within one year - utility deposits	-	12,981	12,981	-
Due in more than one year - utility deposits	-	<u>51,926</u>	<u>51,926</u>	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total liabilities	3,954	64,907	68,861	-
NET POSITION				
Restricted for:				
Public safety	102,997	-	102,997	-
Capital improvements	2,971,581	-	2,971,581	-
Cemetery	28,759	-	28,759	-
Debt service	-	495,720	495,720	-
Unrestricted	<u>1,050,672</u>	<u>1,900,876</u>	<u>2,951,548</u>	<u>18,630</u>
Total net position	<u>\$ 4,154,009</u>	<u>\$ 2,396,596</u>	<u>\$ 6,550,605</u>	<u>\$ 18,630</u>

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2016**

See accompanying notes to the basic financial statements.

Statement of Activities (Modified Cash Basis)– Year Ended June 30, 2016

Functions/Programs	Program Revenue				Net (Expense) Revenue and Changes in Net Position			Component Unit
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total	Checotah Recreational Authority
Primary government								
Governmental Activities								
General Government	\$ 676,161	\$ 5,085	\$ -	\$ 22,500	\$ (648,576)	\$ -	\$ (648,576)	\$ -
Public Safety	1,602,675	405,241	21,190	-	(1,176,244)	-	(1,176,244)	-
Streets and facilities maintenance	571,034	37,800	-	-	(533,234)	-	(533,234)	-
Culture and Recreation	3,827	8,725	-	-	4,898	-	4,898	-
Total governmental activities	2,853,697	456,851	21,190	22,500	(2,353,156)	-	(2,353,156)	-
Business-type activities:								
Water	1,957,144	1,216,902	-	-	-	(740,242)	(740,242)	-
Wastewater	765,219	354,659	-	90,081	-	(320,479)	(320,479)	-
Total business-type activities	2,722,363	1,571,561	-	90,081	-	(1,060,721)	(1,060,721)	-
Total primary government	5,576,060	2,028,412	21,190	112,581	(2,353,156)	(1,060,721)	(3,413,877)	-
Component Unit								
Checotah Recreational Authority	20,753	9,488	19,300	-	-	-	-	8,035
Total component units	20,753	9,488	19,300	-	-	-	-	8,035
General revenues:								
Taxes:								
Sales and use taxes					\$ 4,175,829	\$ -	\$ 4,175,829	-
Franchise taxes and public service taxes					133,230	-	133,230	-
Intergovernmental revenue not restricted to specific programs					130,880	-	130,880	-
Unrestricted investment earnings					13,154	5,678	18,832	12
Miscellaneous					28,659	570	29,229	-
Transfers					(1,434,774)	1,434,774	-	-
Total general revenues and transfers					3,046,978	1,441,022	4,488,000	12
Change in net position					693,822	380,301	1,074,123	8,047
Net position - beginning					3,460,187	2,016,295	5,476,482	10,583
Net position - ending					\$ 4,154,009	\$ 2,396,596	\$ 6,550,605	\$ 18,630

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BASIC FINANCIAL STATEMENTS – GOVERNMENTAL FUNDS

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Governmental Funds Balance Sheet (Modified Cash Basis) – June 30, 2016

	<u>General Fund</u>	<u>Restricted Sales Tax</u>	<u>Capital Improvement Fund</u>	<u>Ambulance Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS						
Cash and cash equivalents	\$ 908,570	\$ 967,645	\$ 1,381,973	\$ 94,427	\$ 22,651	\$ 3,375,266
Investments	128,350	611,268	-	-	15,000	754,618
Due from other funds	<u>14,350</u>	<u>-</u>	<u>34,263</u>	<u>-</u>	<u>-</u>	<u>48,613</u>
Total assets	<u>1,051,270</u>	<u>1,578,913</u>	<u>1,416,236</u>	<u>94,427</u>	<u>37,651</u>	<u>4,178,497</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Due to other funds	20,490	44	-	-	-	20,534
Due to bondholders	2,933	-	-	-	-	2,933
Payable to other governments	<u>1,021</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,021</u>
Total liabilities	<u>24,444</u>	<u>44</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,488</u>
Fund balances:						
Restricted for:						
Public Safety	-	-	-	94,427	8,570	102,997
Capital Improvements	-	1,555,582	1,415,999	-	-	2,971,581
Cemetery	-	-	-	-	28,759	28,759
Assigned to:						
Public Safety	2,657	-	-	-	-	2,657
Cemetery	-	-	-	-	322	322
Capital Improvements	-	23,287	237	-	-	23,524
Unassigned	<u>1,024,169</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,024,169</u>
Total fund balances	<u>1,026,826</u>	<u>1,578,869</u>	<u>1,416,236</u>	<u>94,427</u>	<u>37,651</u>	<u>4,154,009</u>
Total liabilities and fund balances	<u>\$ 1,051,270</u>	<u>\$ 1,578,913</u>	<u>\$ 1,416,236</u>	<u>\$ 94,427</u>	<u>\$ 37,651</u>	<u>\$ 4,178,497</u>

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See accompanying notes to the basic financial statements.

Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balance (Modified Cash Basis) – Year Ended June 30, 2016

	<u>General Fund</u>	<u>Restricted Sales Tax</u>	<u>Capital Improvement Fund</u>	<u>Ambulance Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
REVENUES						
Taxes	\$ 3,303,624	\$ 1,005,435	\$ -	\$ -	\$ -	\$ 4,309,059
Intergovernmental	174,458	-	-	-	-	174,458
Licenses and permits	5,085	-	-	-	-	5,085
Charges for services	41,875	-	-	341,421	4,650	387,946
Fees and fines	56,700	-	-	-	4,344	61,044
Investment earnings	6,738	6,416	-	-	-	13,154
Miscellaneous	20,030	-	11,283	234	-	31,547
	<u>3,608,510</u>	<u>1,011,851</u>	<u>11,283</u>	<u>341,655</u>	<u>8,994</u>	<u>4,982,293</u>
Total revenues						
	<u>3,608,510</u>	<u>1,011,851</u>	<u>11,283</u>	<u>341,655</u>	<u>8,994</u>	<u>4,982,293</u>
EXPENDITURES						
Current:						
General Government:						
Managerial	89,160	-	-	-	-	89,160
City Clerk	3,219	-	-	-	-	3,219
Attorney	20,172	-	-	-	-	20,172
General Government	237,595	-	4,897	-	-	242,492
City Treasurer	11,006	-	-	-	-	11,006
Planning & Zoning	821	-	-	-	-	821
Property	-	6,540	-	-	-	6,540
Code Enforcement	86,620	-	-	-	-	86,620
Public Safety:						
Police	880,654	-	-	-	7,020	887,674
Municipal Court	17,981	-	-	-	-	17,981
Emergency Services	23,990	-	-	-	-	23,990
Ambulance	-	-	224,384	319,859	-	544,243
Fire	28,057	-	-	-	-	28,057
Animal Shelter	11,283	-	-	-	-	11,283
Public Works:						
Water	-	7,000	-	-	-	7,000
Maintenance	542,927	-	-	-	-	542,927
Culture and recreation	3,827	-	-	-	-	3,827
Cemetery	-	-	-	-	497	497
Capital Outlay	104,334	159,925	87,089	25,380	-	376,728
Total Expenditures	<u>2,061,646</u>	<u>173,465</u>	<u>316,370</u>	<u>345,239</u>	<u>7,517</u>	<u>2,904,237</u>
Excess (deficiency) of revenues over expenditures	<u>1,546,864</u>	<u>838,386</u>	<u>(305,087)</u>	<u>(3,584)</u>	<u>1,477</u>	<u>2,078,056</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	2,859,947	-	1,005,435	-	-	3,865,382
Transfers out	(4,166,816)	(582,799)	(500,001)	-	-	(5,249,616)
Total other financing sources and uses	<u>(1,306,869)</u>	<u>(582,799)</u>	<u>505,434</u>	<u>-</u>	<u>-</u>	<u>(1,384,234)</u>
Net change in fund balances	239,995	255,587	200,347	(3,584)	1,477	693,822
Fund balances - beginning	786,831	1,323,282	1,215,889	98,011	36,174	3,460,187
Fund balances - ending	<u>\$ 1,026,826</u>	<u>\$ 1,578,869</u>	<u>\$ 1,416,236</u>	<u>\$ 94,427</u>	<u>\$ 37,651</u>	<u>\$ 4,154,009</u>

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BASIC FINANCIAL STATEMENTS – PROPRIETARY FUND

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Proprietary Fund Statement of Net Position (Modified Cash Basis) – June 30, 2016

	<u>Checotah Public Works Authority Enterprise Fund</u>
ASSETS	
Current assets:	
Cash and cash equivalents \$ 1,922,955 Investments	6,000
Restricted:	
Cash and cash equivalents	508,299
Due from other funds	<u>490</u>
Total current assets	<u>2,437,744</u>
Non-current assets:	
Restricted:	
Cash and cash equivalents	<u>52,328</u>
Total non-current assets	<u>52,328</u>
Total assets	<u>2,490,072</u>
LIABILITIES	
Current Liabilities:	
Due to other funds	28,569
Deposits subject to refund	<u>12,981</u>
Total current liabilities	<u>41,550</u>
Non-current liabilities:	
Deposits subject to refund	<u>51,926</u>
Total non-current liabilities	<u>51,926</u>
Total liabilities	<u>93,476</u>
NET POSITION	
Restricted for debt service	495,720
Unrestricted	<u>1,900,876</u>
Total net position	<u>\$ 2,396,596</u>

See accompanying notes to the basic financial statements.

**Proprietary Fund Statement of Revenues, Expenses and Changes in Net Position (Modified Cash Basis) –
Year Ended June 30, 2016**

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	<u>Checotah Public Works Authority Enterprise Fund</u>
REVENUES	
Water	\$ 1,180,323
Wastewater	343,997
Fees, taps and penalties	46,801
Miscellaneous	<u>440</u>
Total operating revenues	<u>1,571,561</u>
OPERATING EXPENSES	
Administration	409,964
Water	1,095,772
Wastewater	<u>424,153</u>
Total Operating Expenses	<u>1,929,889</u>
Operating income (loss)	<u>(358,328)</u>
NON-OPERATING REVENUES (EXPENSES)	
Interest and investment revenue	5,678
Miscellaneous revenue	570
Debt service:	
Principal retirement	(617,777)
Interest expense	<u>(124,157)</u>
Total non-operating revenue (expenses)	<u>(735,686)</u>
Income (loss) before contributions and transfers	(1,094,014)
Capital contributions - grant	90,081
Transfers in	3,599,104
Transfers out	<u>(2,214,870)</u>
Change in net position	380,301
Total net position - beginning	<u>2,016,295</u>
Total net position - ending	<u>\$ 2,396,596</u>

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See accompanying notes to the basic financial statements.

Proprietary Fund Statement of Cash Flows (Modified Cash Basis) – Year Ended June 30, 2016

	Checotah Public Works Authority Enterprise Fund
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	\$ 1,572,131
Payments to suppliers	(974,244)
Payments to employees	(955,645)
Receipts of customer meter deposits	15,602
Refunds of customer meter deposits	(15,314)
Interfund receipts/payments	<u>(24,447)</u>
Net cash provided by (used in) operating activities	<u>(381,917)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Transfers from other funds	3,599,104
Transfers to other funds	<u>(2,214,870)</u>
Net cash provided by noncapital financing activities	<u>1,384,234</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Principal paid on debt	(617,777)
Capital contribution - grant	90,081
Interest and fiscal agent fees paid on debt	<u>(124,157)</u>
Net cash provided by (used in) capital and related financing activities	<u>(651,853)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest and dividends	<u>5,678</u>
Net cash provided by investing activities	<u>5,678</u>
Net increase in cash and cash equivalents	356,142
Balances - beginning of year	<u>2,127,440</u>
Balances - end of year	<u>\$ 2,483,582</u>
Reconciliation to Statement of Net Position:	
Cash and cash equivalents	1,922,955
Restricted cash and cash equivalents - current	508,299
Restricted cash and cash equivalents - noncurrent	<u>52,328</u>
Total cash and cash equivalents, end of year	2,483,582
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:	
Operating income (loss)	\$ (358,328)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:	
Miscellaneous revenue	570
Change in assets and liabilities:	
Due from other funds	(490)
Due to other funds	(23,957)
Deposits subject to refund	<u>288</u>
Net cash provided by (used in) operating activities	<u>\$ (381,917)</u>

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See accompanying notes to the basic financial statements.

FOOTNOTES TO THE BASIC FINANCIAL STATEMENTS

1. Summary of Significant Accounting Policies

A. Financial Reporting Entity

The City's financial reporting entity consists of the primary government and four discretely-presented component units as follows.

- **The City of Checotah** – that operates the public safety, cemetery, streets and public works, health and welfare, culture and recreation, and administrative activities, governed by the City Council
- **The Checotah Public Works Authority (CPWA)** – that operates the water and wastewater services of the City governed by the City Council members as trustees– blended as a proprietary fund - *considered part of the primary government presentation for reporting purposes*
- **The Checotah Recreational Authority (CRA)** – that promotes and provides financing for projects or facilities relating to the development of recreation and/or tourism within and near the jurisdictional boundaries of the City governed by separate trustees appointed by the City Council – *reported as a discretely presented component unit*
- **The Heartland Heritage Center Authority (HHCA)** – that promotes and provides financing to stimulate economic growth, development and well-being in or near the City governed by separate trustees appointed by the City Council – *would be reported as a discretely presented component unit but is excluded from this report*
- **The Checotah Industrial Development Authority (CIDA)** – that provides financing to businesses for the purpose of acquiring facilities for industrial or manufacturing, in or near the City - *would be reported as a discretely presented component unit but is excluded from this report*
- **The Checotah Educational Facilities Authority (CEFA)** – that promotes, finances, and develops projects or facilities relating to the development of educational institutions within the City – *would be reported as a discretely presented component unit, but is currently inactive*

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In determining the financial reporting entity, the City complies with the provisions of Governmental Accounting Standards Council Statement No. 14, *The Financial Reporting Entity*, as amended by Statement 61, except for the exclusion of the Checotah Industrial Development Authority, the Heartland Heritage Center Authority, and the Educational Facilities Authority as discussed above. These entities have been excluded from the City's reporting entity in this financial report due to the timing of the City's release of its audited financial statements.

The component units are Public Trusts established pursuant to Title 60 of Oklahoma State law. Public Trusts (Authorities) have no taxing power. The Authorities are generally created to finance City services through issuance of revenue bonds or other non-general obligation debt and to enable the City Council to delegate certain functions to the governing body (Trustees) of the Authority. The Authorities generally retain title to assets which are acquired or constructed with Authority debt or other Authority generated resources. In addition, the City has leased certain existing assets at the creation for the Authorities to the Trustees on a long-term basis. The City, as beneficiary of the Public Trusts, receives title to any residual assets when a Public Trust is dissolved.

B. Basis of Presentation and Accounting

Government-Wide Financial Statements:

The statement of net position and activities are reported on a modified cash basis of accounting. The modified cash basis of accounting is based on the recording of cash and cash equivalents and changes therein, and only recognizes revenues, expenses, assets and liabilities resulting from cash transactions adjusted for modifications that have substantial support in generally accepted accounting principles. These modifications include adjustments for the following balances arising from cash transactions:

- cash-based interfund receivables and payables
- other cash-based receivables/payables
- investments
- utility deposit liabilities

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected, and accrued revenue and receivables) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

Program revenues within the statement of activities are derived directly from each activity or from parties outside the City's taxpayers. The City has the following program revenues in each activity:

- General government: License and permits, rents and royalties
- Public safety: Fine revenue, operating and capital grants
- Streets and facilities maintenance: Gas excise taxes, commercial vehicle taxes and cemetery lot sales
- Culture and recreation: Operating and capital grants

Business-type activities are also reported on a modified cash basis.

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Governmental Funds:

The City's governmental funds are comprised of the following:

Major Funds:

- General Fund - accounts for all activities not accounted for in other special-purpose funds.
- Restricted Sales Tax Fund – a capital project fund that accounts for a one-cent sales tax legally restricted for street improvements, sewer improvements and utility equipment.
- Capital Improvement – a capital project fund that accounts for funds designated for capital outlay and debt service on capital related debt and other city services deemed necessary by City Council.
- Ambulance Fund – a special revenue fund that accounts for revenue collected from ambulance service provided by the City of Checotah.

Non-Major Funds (Reported as Other Governmental Funds):

Special Revenue Funds:

- Police Training Fund - accounts for \$10 per police fine collected for police training.

Capital Project Fund:

- Cemetery Care Fund - accounts for 12.5 percent of cemetery revenue restricted by State law for cemetery capital improvements.

The governmental funds are reported on a modified cash basis of accounting. Only current financial assets and liabilities resulting from cash transactions are included on the fund balance sheets. The operating statements present sources and uses of available spendable financial resources during a given period. These fund financial statements use fund balance as their measure of available spendable financial resources at the end of the period.

Proprietary Fund:

The City's proprietary fund is comprised of the following:

Enterprise Fund:

- Checotah Public Works Authority – accounts for the operation of the water and wastewater activities.

The proprietary fund is also reported on a modified cash basis.

For purposes of the statement of revenues, expenses and changes in fund net position, operating revenues and expenses are considered those whose cash flows are related to operating activities, while revenues and expenses related to financing, capital and investing activities are reported as non-operating or transfers and contributions.

C. Cash, Cash Equivalents, and Investments

Cash and cash equivalents includes all demand and savings accounts, certificates of deposit or short-term investments with an original maturity of three-months or less, and money market accounts. Investments consist of long-term certificates of deposits and are reported at cost.

D. Capital Assets and Depreciation

Due to the use of the modified cash basis of accounting, as described in Note 1.B., capital assets and related depreciation are not reported in the financial statements.

E. Long-Term Debt

Due to the use of the modified cash basis of accounting, as described in Note 1.B., long-term debt obligations are not reported in the financial statements. However, the amount of long-term debt issued and outstanding at the end of the fiscal year is reported as a commitment in Note 9.

F. Compensated Absences

As a result of the use of the modified cash basis of accounting, as described in Note 1.B., liabilities related to accrued compensated absences are not recorded in the financial statements. Expenditures/expenses related to compensated absences are recorded when paid. The amount of accrued compensated absences for accumulated, unpaid compensatory time that would be due to employees upon termination is reported as a commitment in Note 9.

G. Fund Balances and Net Position

Net Position:

Net position is displayed in two components:

- a. *Restricted net position* - Consists of net position with constraints placed on the use either by 1) external groups such as creditors, grantors, contributors, or laws and regulations of other governments, or 2) law through constitutional provisions or enabling legislation.
- b. *Unrestricted net position* - All other net position that does not meet the definition of “restricted”.

It is the City’s policy to first use restricted net position prior to the use of unrestricted net position when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

Fund Statements:

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable, restricted, committed, assigned and unassigned. These classifications are defined as:

- a. Nonspendable – includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

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- b. Restricted – consists of fund balance with constraints placed on the use of resources either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or (2) laws through constitutional provisions or enabling legislation.
- c. Committed – included amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the city’s highest level of decision-making authority. The City’s highest level of decision-making authority is made by ordinance.
- d. Assigned – includes amounts that are constrained by the city’s intent to be used for specific purposes but are neither restricted nor committed. Assignments of fund balance may be made by city council action or management decision when the city council has delegated that authority. Assignments for transfers and interest income for governmental funds are made through budgetary process.
- e. Unassigned – represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes within the general fund.

It is the City’s policy to first use restricted fund balance prior to the use of the unrestricted fund balance when an expense is incurred for purposes for which both restricted and unrestricted fund balance are available. The City’s policy for the use of unrestricted fund balance amounts require that committed amounts would be reduced first, followed by assigned amounts and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Proprietary fund equity is classified the same as in the government-wide statements.

H. Internal and Interfund Balances and Transfers

The City’s policy is to eliminate interfund transfers and balances in the statement of activities and net position to avoid the grossing up of balances. Only the residual balances transferred between governmental and business-type activities are reported as internal transfers and internal balances then offset in the total column in the government-wide statements. Internal transfers and balances between funds are not eliminated in the fund financial statements.

2. Deposits and Investments

For the year ended June 30, 2016, the City recognized \$18,832 of investment income. Due to the minimal rates of return on allowable investments in the current environment, most of the City’s deposits are in demand and short-term time deposits.

At June 30, 2016, the primary government held the following deposits and investments:

Primary Government	Carrying Value
<hr/>	
Deposits:	
Petty cash	\$ 800
Demand deposits	5,805,720

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Time deposits - certificates of deposit	Credit	760,618
Investments:	<u>Rating</u>	
Open-ended Money Market Mutual Funds - Goldman Sachs Financial Square	Aaa	<u>52,328</u>
Total Deposits and Investments		\$ 6,619,466

Reconciliation to Statement of Net Position:

Cash and cash equivalents		\$ 5,858,848
Investments		<u>760,618</u>
		\$ 6,619,466

Component Unit

Checotah Recreational Authority:

Demand deposits		\$ 18,630
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Custody Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the government deposits may not be returned to it. The City is governed by the State Public Deposit Act which requires that the City obtain and hold collateral whose fair value exceeds the amount of uninsured deposits. Investment securities are exposed to custody credit risk if the securities are uninsured, are not registered in the name of the government, and if held by either a counterparty or a counterparty's trust, department or agent, but not in the government's name.

As of June 30, 2016, the City was under-collateralized by \$916,096 at People's National Bank and, therefore, was exposed to some custodial credit risk as defined above.

Investment Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The City has no investment policy that limits investments based on maturity. The City discloses its exposure to interest rate risk by disclosing the maturity dates of its various investments, where applicable.

At June 30, 2016, the City's investments with maturity dates were limited to time deposits that were not exposed to interest rate risk.

Investment Credit Risk

The City has no investment policy that limits its investment choices other than the limitations of state law that generally authorize investments in: (1) full faith and credit, direct obligations of the U. S.

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Government, its agencies and instrumentalities, and the State of Oklahoma and certain mortgage insured federal debt; (2) certificates of deposit or savings accounts that are either insured or secured with acceptable collateral; (3) negotiable certificates of deposit, prime bankers acceptances, prime commercial paper and repurchase agreements with certain limitations; (4) county, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district; and government money market funds regulated by the SEC. These investment limitations do not apply to the City's public trusts.

As of June 30, 2016, the City's investments consisted of \$52,328 of money market open-ended mutual funds invested in U.S. Treasury securities with a credit rating of Aaa as rated by Moody's.

Concentration of Investment Credit Risk

Exposure to concentration of credit risk is considered to exist when investments in any one issuer represent a significant percent of total investments of the City (any over 5% are disclosed). Investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this consideration. The City has no investment policy regarding concentration of credit risk.

At June 30, 2016, the City had no concentration of credit risk as defined above.

Restricted cash and Investments – The amounts reported as restricted assets on the proprietary fund statement of net position are comprised of amounts restricted for utility deposits, debt service, debt reserve, or capital asset construction purposes. The restricted assets as of June 30, 2016 are as follows:

	Current	Non-Current
	Cash and Cash	Cash and Cash
<u>Type of Restricted Assets</u>	<u>Equivalents</u>	<u>Equivalents</u>
Utility Deposits	\$ 6 4,907	\$ -
2012 Refunding Bond Trust Accounts	3 6,507	52,328
Asset Replacement Account	3 80,130	-
Loan Reserve Account	<u>2 6,755</u>	<u>-</u>
Total Restricted Assets	<u>\$ 5 08,299</u>	<u>\$ 52,328</u>

3. Sales Tax Revenue

Sales tax revenue represents a 4 cent local tax on each dollar of taxable sales within the City, of which 3 cents is voter-restricted for debt service on CPWA debt and capital improvements in accordance with a City ordinance. Three cents of the sales tax is received and recorded in the General Fund and then transferred to the CPWA for debt service. The unused sales tax is then transferred back to the General Fund. One cent is received and recorded in the Restricted Sales Tax Fund per Ordinance 497 passed by voters effective on and after May 1, 1996.

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4. Property Tax Levy

The City presently levies no property tax. In accordance with state law, a municipality may only levy a property tax to retire general obligation debt approved by the voters and to pay judgments rendered against the City.

5. Customer Deposits

Refundable customer deposits reported as a liability within the Statement of Net Position are comprised of utility customer deposits payable.

	<u>\$ 64,907</u>
Current portion	\$ 12,981
Non-current portion	<u>51,926</u>
Total Customer Deposits	<u>\$ 64,907</u>

6. Internal and Interfund Balances and Transfers

Balances:

Internal balances between funds and activities for the year ended June 30, 2016, were as follows:

Due From	Due To	Amount	Nature of Balance
General Fund	Capital Improvement Fund	\$ 20,000	Expenses paid on behalf of other fund
General Fund	Checotah Public Works Authority	490	Expenses paid on behalf of other fund
Restricted Sales Tax	General Fund	44	Expenses paid on behalf of other fund
Checotah Public Works Authority	General Fund	43	Expenses paid on behalf of other fund
Checotah Public Works Authority	General Fund - Use Tax Account	14,263	To record loan payments
Checotah Public Works Authority	Capital Improvement Fund	<u>14,263</u>	To record loan payments
Total		<u>\$ 49,103</u>	

Reconciliation to Fund Financial Statements:

	Due From	Due To	Net Internal Balances
Governmental Funds	\$ 48,613	\$ (20,534)	\$ 28,079
Proprietary Funds	<u>490</u>	<u>(28,569)</u>	<u>(28,079)</u>
Total	<u>\$ 49,103</u>	<u>\$ (49,103)</u>	<u>\$ -</u>

Transfers:

Internal transfers between funds and activities for the year ended June 30, 2016, were as follows:

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>	<u>Nature of Transfer</u>
General Fund	Capital Improvement Fund	\$ 1,005,435	Sales tax transfer
General Fund	Checotah Public Works Authority	3,016,305	Sales tax pledge
General Fund - Use Tax Account	General Fund	145,076	Operational subsidy
Capital Improvement Fund	General Fund	500,001	Operational subsidy

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Checotah Public Works Authority	General Fund	2,010,870	Sales tax transfer
Checotah Public Works Authority	General Fund	204,000	Operational subsidy
Restricted Sales Tax Fund	Checotah Public Works Authority	204,000	Operational subsidy
Restricted Sales Tax Fund	Checotah Public Works Authority	<u>378,799</u>	Subsidy for debt service
		<u>\$ 7,464,486</u>	

Reconciliation:

	<u>Transfers In</u>	<u>Transfers Out</u>	<u>Net Transfers</u>
Governmental Funds	\$ 3,865,382	\$ (5,249,616)	\$ (1,384,234)
Proprietary Funds	<u>3,599,104</u>	<u>(2,214,870)</u>	<u>1,384,234</u>
Total	<u>\$ 7,464,486</u>	<u>\$ (7,464,486)</u>	<u>\$ -</u>

Reconciliation to Statement of Activities:

	<u>Net Transfers</u>
Net Transfers	\$ 1,384,234
Business-type activities from governmental funds	<u>50,540</u>
Total Transfers - Internal Activity	<u>\$ 1,434,774</u>

7. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employee health and life; and natural disasters. The City manages these various risks of loss by securing commercial insurance for all risks, except for participation in the Oklahoma Municipal Assurance Group risk entity pool for certain coverage. Management believes such insurance coverage is sufficient to preclude any significant uninsured losses to the City. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

8. Pension Plan Participation

The City of Checotah participates in three pension or retirement plans:

1. Oklahoma Firefighter's Pension and Retirement System (OFPRS) – a statewide cost-sharing plan
2. Oklahoma Police Pension and Retirement System (OPPRS) – a statewide cost-sharing plan
3. Oklahoma Municipal Retirement System Master Defined Benefit Plan and Trust (OMRF-DBP) – an agent multiple-employer defined benefit plan

OFPRS:

Plan Summary Information. The City of Checotah, as the employer, participates in a statewide costsharing multiple employer defined benefit pension plan through the Oklahoma Firefighter's Pension and Retirement System (OFPRS). The OFPRS defined benefit pension plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Pursuant to the requirements of Title 11, section 22-102, the City must participate in the plan if they employ full-time or volunteer firefighters.

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The OFPRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to OFPRS, 6601 Broadway Extension, Suite 100, Oklahoma City, OK 73116.

Funding Policy. OFPRS plan members that are volunteer firefighters are not required to contribute to the plan. The City is required by state law to contribute \$60 per year for each volunteer firefighter. The plan is funded by contributions from participants, employers, insurance premium taxes, and state appropriations, as necessary.

The OFPRS contributions are as follows:

<u>Fiscal Year</u>	<u>Required Contribution</u>	<u>Amount Contributed</u>
2014	\$1,080	\$1,080
2015	\$1,320	\$1,320
2016	\$1,080	\$1,080

OPPRS:

Plan Summary Information. The City of Checotah, as the employer, participates in a statewide costsharing multiple employer defined benefit pension plan through the Oklahoma Police Pension and Retirement System (OPPRS). The OPPRS defined benefit pension plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Pursuant to the requirements of Title 11, section 22-102, the City must participate in the plan if they employ a certain number of fulltime police officers.

The OPPRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to:

OPPRS
1001 N.W. 63rd St., Suite 305 Oklahoma
City, OK 73116-7335

Funding Policy. The City is required by state law to contribute 13% of covered payroll per year for each police officer. Employees contribute 8% of covered payroll. The plan is funded by contributions from participants, employers, insurance premium taxes, and state appropriations, as necessary.

The OPPRS contributions are as follows:

<u>Fiscal Year</u>	<u>Required Contribution</u>	<u>Amount Contributed</u>
2014	\$42,792	\$42,792
2015	\$45,181	\$45,181
2016	\$44,985	\$44,985

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OMRF Defined Benefit Plan:

The City contributes to the City of Checotah Plan and Trust in the form of The Oklahoma Municipal Retirement System Master Defined Benefit Plan and Trust, an agent multiple employer - defined benefit plan, for all eligible employees except for those covered by the Police and Firefighter Pension Systems. Administration of the City's individual plan rests with the City Council. The overall operations of OMRF are supervised by a nine-member Council of Trustees elected by the participating municipalities. JP Morgan Chase of Oklahoma City acts as administrator and securities custodian.

Eligibility Factors, Contribution Methods and Benefit Provisions

Provision	OMRF Plan
a. Eligible to Participate	Full-time, non-uniformed employees of the City upon hire.
b. Contribution Requirements:	
-Authorization	By City ordinance
-Actuarially Determined	Yes
-Employer Rate	4.83% of covered payroll (City elected to stay at 7.18%)
-Employee Rate	3.00% of earnings
c. Period Required to Vest	10 years of credited service
d. Eligibility for Distribution	-Normal retirement at age 65 with 10 years of service -Early retirement at age 55 with 10 years of service -Disability retirement with 10 years of service -Marital death benefit with 10 years of service
e. Benefit Determination Base	Final average salary - the average of the five highest consecutive annual salaries out of the last 10 calendar years of service
f. Benefit Determination Methods:	
-Normal Retirement	1.5% of final average salary multiplied by credited years of service
-Early Retirement	Actuarially reduced benefit based upon age and years of service at termination
-Disability Retirement	Same as normal retirement
-Death Benefit	50% of employee's accrued benefit, but terminates upon spouse remarriage
-Prior to 10 Years Service	Return of employee contributions with accrued interest
g. Form of Benefit Payments	Normal form is a 60 months certain and life thereafter basis. Employee may elect, with City consent, optional form based on actuarial equivalent.

Contribution Information

Fiscal Year	Required Contribution	Amount Contributed
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2014	\$91,597	\$91,597
2015	\$95,087	\$95,087
2016	\$65,163	\$96,520

OMRF issues separate plan financial statements which may be obtained by contacting the Oklahoma Municipal Retirement Fund, 525 Central Park Drive, Suite 320, Oklahoma City, Oklahoma, 73105.

9. Commitments and Contingencies

Long-Term Debt and Debt Service Requirements

For the year ended June 30, 2016, the reporting entity's long-term debt changed as follows:

Type of Debt	Balance Due			Balance Due		Amount Due	
	July 1, 2015	Additions	Deductions	June 30, 2016	Within Year	One Year	
<i>Business-Type Activities:</i>							
Notes Payable	\$ 4,940,133	\$ -	\$ 382,777	\$ 4,557,356	\$	384,537	
Revenue Bonds Payable	2,700,000	-	235,000	2,465,000	\$	240,000	
Total Business-Type Activities	7,640,133	-	617,777	7,022,356	\$	624,537	

Governmental activities had no long-term debt payable from taxes and other general revenues at June 30, 2016.

Business-type activities long-term debt payable from net revenues generated by the utility revenue and pledged sales tax include the following:

Checotah Public Works Authority:

Notes Payable:

2007 Series Interim Construction Drinking Water SRF Promissory Note to Oklahoma Water Resources Board, original issue amount available for draw of \$5,360,000, secured by utility revenues, payable in semi-annual installments, interest rate at 3.69%, final maturity September 15, 2028.	\$3,502,300
USDA Loan payable, original issue amount of \$1,231,800, secured by utility revenues, payable in monthly installments of \$3,905, interest rate at 2.25%, final maturity December 28, 2047.	1,055,056

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	Total Notes Payable	<u>\$4,557,356</u>
Current portion		\$ 384,537
Non-current portion		<u>4,172,819</u>
Total Notes Payable		<u>\$4,557,356</u>

Revenue Bonds Payable:

2012B Utility System Refunding Revenue Bonds, original issue amount of \$2,930,000, dated August 31, 2012, issued by the Checotah Public Works Authority, secured by utility revenue and pledged sales tax, principal maturing annually ranging from \$230,000 to \$305,000, interest payable semiannually with rates from 3.0%, final maturity May 1, 2025.

	<u>\$2,465,000</u>
	<u>\$2,465,000</u>
Current portion \$ 240,000 Non-current portion	<u>2,225,000</u>
Total Revenue Bonds Payable	<u>\$2,465,000</u>

Long-term debt service requirements to maturity are as follows:

Year Ended June 30,	<u>Business-Type Activities</u>			
	<u>Notes Payable</u>		<u>Revenue Bonds Payable</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2017	\$ 384,537	\$ 40,562	\$ 240,000	\$ 72,150
2018	386,303	38,224	250,000	64,875
2019	388,129	35,867	260,000	57,300
2020	389,973	33,491	265,000	49,500
2021	391,959	31,096	275,000	41,475
2022-2026	1,820,419	118,841	1,175,000	80,625
2027-2031	153,052	82,248	-	-
2032-2036	171,256	63,044	-	-
2037-2041	191,628	42,672	-	-
2042-2046	214,424	19,876	-	-
2047-2048	65,676	1,120	-	-
Total	<u>\$ 4,557,356</u>	<u>\$ 507,041</u>	<u>\$ 2,465,000</u>	<u>\$ 365,925</u>

Pledge of Future Revenues

Sales Tax and Utility Net Revenues Pledge - The City has pledged three cents (or 75%) of future sales tax revenues and net utility revenues to repay the \$2,930,000 of the 2012B Utility System Refunding Revenue Bonds and \$5,360,000 of the OWRB 2007 Series Interim Construction Drinking Water SRF Promissory Note. Proceeds from the bonds and note provided financing for capital assets. The bonds and note are

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payable from pledged sales tax revenues, net utility revenues and investment income of the CPWA and are payable through 2025 and 2028, respectively. The total principal and interest payable for the remainder of the life of these bonds is \$6,421,724. Pledged sales taxes and net utility revenues received in the current year were \$2,445,278. Debt service payments of \$695,074 for the current fiscal year were 28% of pledged sales taxes and net utility revenues.

Compensated Absences:

As a result of the City's use of the modified cash basis of accounting, accrued liabilities related to compensated absences (vacation, sick and comp leave) earned but unpaid at year-end are not reflected in the basic financial statements. The compensated absence commitment at June 30, 2016, is summarized as follows:

- General Fund – accrued compensated absences \$32,106
- CPWA – accrued compensated absences \$10,049

Litigation:

The City is party to various legal proceedings which normally occur in the course of governmental operations. The financial statements do not include accruals or provisions for loss contingencies that may result from these proceedings. State statutes provide for the levy of an ad valorem tax over a three-year period by a City "Sinking Fund" for the payment of any court assessed judgment rendered against the City. These statutory provisions do not apply to the City's public trust Authorities. While the outcome of the above noted proceedings cannot be predicted, due to the insurance coverage maintained by the City and the State statute relating to judgments, the City feels that any settlement or judgment not covered by insurance would not have a material adverse effect on the financial condition of the City.

Federal and State Award Programs:

The City of Checotah participates in various federal or state grant/loan programs from year to year. In 2016, the City's involvement in federal and state award programs was not significant. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. The City has not been notified of any noncompliance with federal or state award requirements.

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SUPPLEMENTARY AND OTHER INFORMATION

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Budgetary Comparison Schedules (Modified Cash Basis) – Year Ended June 30, 2016

	GENERAL FUND			
	Budgeted Amounts		Actual	Final Budget
	Original	Final	Amounts	Positive (Negative)
Beginning Budgetary Fund Balance:	\$ 14,229	\$ 8,179	\$ 642,636	\$ 634,457
Resources (Inflows):				
Taxes	2,939,000	3,059,000	3,149,535	90,535
Intergovernmental	125,500	170,205	174,458	4,253
Charges for services	39,800	40,000	41,875	1,875
Fines and Forfeitures	50,000	50,000	56,700	6,700
Licenses and Permits	2,000	4,300	5,085	785
Investment Income	4,500	5,500	6,735	1,235
Miscellaneous	7,901	19,878	18,577	
Other Financing Sources - Transfers In	<u>2,810,000</u>	<u>2,846,000</u>	<u>2,859,947</u>	<u>(1,301)</u>
Total Resources	<u>5,978,701</u>	<u>6,194,883</u>	<u>6,312,912</u>	<u>118,029</u>
Amounts available for appropriation	<u>5,992,930</u>	<u>6,203,062</u>	<u>6,955,548</u>	<u>752,486</u>
Charges to Appropriations (Outflows):				
Managerial	96,355	96,355	89,160	7,195
City Clerk	3,545	3,545	3,219	326
City Attorney	22,485	22,485	20,172	2,313
Municipal Court	19,820	19,820	17,981	1,839
Police	960,150	967,617	920,378	47,239
Fire	53,970	61,810	50,292	11,518
Recreation	5,070	5,070	3,827	1,243
City Treasurer	11,010	11,010	11,006	4
General Government	231,500	251,910	237,595	14,315
Emergency Services	30,235	30,585	23,990	6,595
Maintenance	697,940	712,005	571,034	140,971
Animal Shelter	12,000	12,000	11,283	717
Planning and Zoning	5,000	5,000	821	4,179
Code Enforcement	111,850	111,850	98,780	13,070
Other Financing Uses - Transfers Out	3,732,000	3,892,000	4,021,740	
Total Charges to Appropriations	<u>5,992,930</u>	<u>6,203,062</u>	<u>6,081,278</u>	<u>(129,740)</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 874,270</u>	<u>\$ 874,270</u>
Reconciliation to Statement of Revenues, Expenditures and Changes in Fund Balance:				
Use Tax Account			149,899	
Dare Account			<u>2,657</u>	
Total General Fund Fund Balance			<u>\$ 1,026,826</u>	

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Budgetary Comparison Schedules (Modified Cash Basis) – Year Ended June 30, 2016 (Continued)

	AMBULANCE FUND			
	Budgeted Amounts		Actual	Final Budget
	Original	Final	Amounts	Positive (Negative)
Beginning Budgetary Fund Balance	\$ -	\$ -	\$ 98,011	\$ 9 8,011
Resources (Inflows):				
Charges for services	284,000	284,000	341,421	5 7,421
Miscellaneous	-	-	234	234
	384,000	384,000	341,655	(42,345)
	384,000	384,000	439,666	55,666
Transfers in	100,000	100,000	-	(100,000)
Total Resources				
Amounts available for appropriation				
Charges to appropriations (outflows):				
	384,000	384,000	345,239	38,761
	\$ -	\$ -	94,427	94,427
Public safety	384,000	384,000	345,239	38,761
Total Charges to Appropriations				
Ending Budgetary Fund Balance				

Footnotes to Budgetary Comparison Schedules:

1. The budgetary comparison schedules are reported on the same modified cash basis as governmental funds within the basic financial statements.
2. The legal level of appropriation control is the department level within a fund. Transfers of appropriation within a fund require Mayor's approval, while supplemental appropriations require City Council approval.
3. Expenditures exceeded appropriations at the legal level of control in the General Fund as follows:

General Fund – Non-departmental – Transfers Out	\$129,740
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NonMajor Governmental Funds Combining Balance Sheet (Modified Cash Basis) – June 30, 2016

	Special Revenue Fund	Capital Project Fund	Total Other Governmental Funds
	Police Training Fund	Cemetery Care Fund	
ASSETS			
Cash and cash equivalents	\$ 8,570	\$ 14,081	\$ 22,651
Investments	-	15,000	15,000
Total assets	8,570	29,081	37,651
LIABILITIES AND FUND BALANCES			
Liabilities	-	-	-
Total liabilities	-	-	-
Fund balances:			
Restricted for:			
Public safety	8,570	-	8,570
Cemetery	-	28,759	28,759
Assigned to:			
Cemetery	-	322	322
Total fund balances	8,570	29,081	37,651
Total liabilities and fund balances	\$ 8,570	\$ 29,081	\$ 37,651

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NonMajor Governmental Funds Combining Schedule of Revenues, Expenditures and Changes in Fund Balances (Modified Cash Basis) – Year Ended June 30, 2016

	Special Revenue Fund	Capital Project Fund	
	<u>Police Training Fund</u>	<u>Cemetery Care Fund</u>	<u>Total-Other Governmental Funds</u>
REVENUES			
Charges for services	\$ -	\$ 4,650	\$ 4,650
Fees and fines	<u>4,344</u>	<u>-</u>	<u>4,344</u>
Total revenues	<u>4,344</u>	<u>4,650</u>	<u>8,994</u>
EXPENDITURES			
Current:			
Public Safety	7,020	-	7,020
Cemetery	<u>-</u>	<u>497</u>	<u>497</u>
Total Expenditures	<u>7,020</u>	<u>497</u>	<u>7,517</u>
Net change in fund balances			<u>7,517</u>
	(2,676)	4,153	1,477
Fund balances - beginning	<u>11,246</u>	<u>24,928</u>	<u>36,174</u>
Fund balances - ending	<u>\$ 8,570</u>	<u>\$ 29,081</u>	<u>\$ 37,651</u>

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General Fund Accounts Combining Balance Sheet (Modified Cash Basis) – June 30, 2016

	General Fund	Use Tax Account	Dare Account	Total
ASSETS				
Cash and cash equivalents	\$ 770,277	\$ 135,636	\$ 2,657	\$ 908,570
Investments	128,350	-	-	128,350
Due from other funds	87	14,263	-	14,350
Total assets	898,714	149,899	2,657	1,051,270
LIABILITIES AND FUND BALANCES				
Liabilities:				
Due to other funds	20,490	-	-	20,490
Due to bondholders	2,933	-	-	2,933
Payable to other governments	1,021	-	-	1,021
Total liabilities	24,444	-	-	24,444
Fund balances:				
Assigned to:				
Public safety	-	-	2,657	2,657
Unassigned	874,270	149,899	-	1,024,169
Total fund balances	874,270	149,899	2,657	1,026,826
Total liabilities and fund balances	\$ 898,714	\$ 149,899	\$ 2,657	\$ 1,051,270

General Fund Accounts Combining Schedule of Revenues, Expenditures and Changes in Fund Balances (Modified Cash Basis) – Year Ended June 30, 2016

	General Fund	Use Tax Account	Dare Account	Total
REVENUES				
Taxes	\$ 3,149,535	\$ 154,089	-	\$ 3,303,624
Intergovernmental	174,458	-	-	174,458
Licenses and permits	5,085	-	-	

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				5,085
Charges for services	41,875	-	-	41,875
Fees and fines	56,700	-	-	56,700
Investment earnings	6,735	-	3	6,738
Miscellaneous	<u>18,577</u>	-	<u>1,453</u>	<u>20,030</u>
Total revenues	<u>3,452,965</u>	<u>154,089</u>	<u>1,456</u>	<u>3,608,510</u>
EXPENDITURES				
Current:				
General Government:				
Managerial	89,160	-	-	89,160
City Clerk	3,219	-	-	3,219
Attorney	20,172	-	-	20,172
General Government	237,595	-	-	237,595
City Treasurer	11,006	-	-	11,006
Planning & Zoning	821	-	-	821
Code Enforcement	86,620	-	-	86,620
Public Safety:				
Police	878,546	-	2,108	880,654
Municipal Court	17,981	-	-	17,981
Emergency Services	23,990	-	-	23,990
Fire	28,057	-	-	28,057
Animal Shelter	11,283	-	-	11,283
Maintenance	542,927	-	-	542,927
Culture and recreation	3,827	-	-	3,827
Capital Outlay	<u>104,334</u>	-	-	<u>104,334</u>
Total Expenditures	<u>2,059,538</u>	<u>-</u>	<u>2,108</u>	<u>2,061,646</u>
Excess (deficiency) of revenues over				
expenditures	<u>1,393,427</u>	<u>154,089</u>	<u>(652)</u>	<u>1,546,864</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	2,859,947	-	-	2,859,947
Transfers out	<u>(4,021,740)</u>	<u>(145,076)</u>	<u>-</u>	<u>(4,166,816)</u>

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Total other financing sources and uses	<u>(1,161,793)</u>	<u>(145,076)</u>	<u>-</u>	<u>(1,306,869)</u>
Net change in fund balances	231,634	9,013	(652)	239,995
Fund balances - beginning	<u>642,636</u>	<u>140,886</u>	<u>3,309</u>	<u>786,831</u>
Fund balances - ending	<u>\$ 874,270</u>	<u>\$ 149,899</u>	<u>\$ 2,657</u>	<u>\$ 1,026,826</u>

Schedule of Expenditures of Federal Awards (Modified Cash Basis) – Year Ended June 30, 2016

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

Federal/State Grantor/Pass through agency Grantor/Program Title	Federal CFDA Number	Agency or Pass Thru Number	Program or Award Amount	Federal Expenditures
FEDERAL ASSISTANCE:				
<u>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT:</u>				
Passed through the Oklahoma Department of Commerce				
Community Development Block Grant	14.228	16416 CDBG 10	\$350,000	\$152,258
Community Development Block Grant	14.228	14814 CDBG 11	27,500	22,500
Total U.S. Department of the Housing and Urban Development			<u>377,500</u>	<u>174,758</u>
<u>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES:</u>				
Indian Health Service - Sanitation Facilities Construction Program	93.445	OK 15-U09	281,541	281,541
Total U.S. Department of Health and Human Services			<u>281,541</u>	<u>281,541</u>
<u>U.S. DEPARTMENT OF TRANSPORTATION:</u>				
Passed through Oklahoma Highway Safety Office				
State and Community Highway Safety	20.616	M5HVE-15-03-98-00	4,500	331
Total U.S. Department of Transportation			<u>4,500</u>	<u>331</u>
<u>FEDERAL EMERGENCY MANAGEMENT AGENCY:</u>				
Passed through Oklahoma Department of Emergency Management:				
Severe Storm Damage	97.036	FEMA DR 4222	14,415	14,415
Total Federal Emergency Management Agency			<u>14,415</u>	<u>14,415</u>
TOTAL FEDERAL ASSISTANCE			<u>\$ 677,956</u>	<u>\$ 471,045</u>

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Schedule of Expenditures of State Awards (Modified Cash Basis) – Year Ended June 30, 2016

**SCHEDULE OF EXPENDITURES OF STATE AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

Federal/State Grantor/Pass through agency Grantor/Program Title	Agency or Pass Thru Number	Program or Award Amount	Contract Expenditures
STATE AWARDS:			
OKLAHOMA DEPARTMENT OF AGRICULTURE:			
Operational Fire Grant	N/A	\$4,290	\$4,290
EASTERN OKLAHOMA DEVELOPMENT DISTRICT:			
2015 REAP Fund	N/A	30,000	30,000
2016 REAP Fund	N/A	24,547	24,547
TOTAL STATE AWARDS		\$58,837	\$58,837

Schedule of Debt Service Coverage Requirements – Year Ended June 30, 2016

	2012B Refunding Revenue Bonds and 2007 OWRB DWSRF
GROSS REVENUE AVAILABLE:	
Pledged operating revenues (water and sewer)	\$1,524,320
Investment income	5,678
Sales tax appropriated and transferred from the City General Fund	3,016,305
Total Gross Revenue Available	4,546,303
OPERATING EXPENDITURES:	
Total Operating Expenditures	1,929,889
Net Revenue Available for Debt Service	\$2,616,414

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2016**

Maximum Debt Service on all Obligations Payable From

Revenues of the System	\$697,266 (1)
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Computed Coverage	<u>375%</u>
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Coverage Requirement	<u>125%</u>
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(1) Even though 2012B Refunding Revenue Bonds requires average annual debt service for current fiscal year and the 2007 OWRB DWSRF Loan payable is required at maximum, the coverage shown is maximum on all the debts, thus covering annual debt service as well.

INTERNAL CONTROL AND COMPLIANCE



**INDEPENDENT AUDITORS' 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**

To the Users of the City of Checotah, Oklahoma, Annual Financial Report

We have audited, in accordance with the auditing standards generally accepted in the United States 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, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Checotah, Oklahoma (the "City") as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 23, 2016. Our report includes an explanatory paragraph which noted that the financial statements were prepared on the modified cash basis, which is a basis of accounting other than accounting principles generally accepted in the United States. Our report also includes a paragraph which disclaims an opinion on management's discussion and analysis and budgetary comparison information. In addition, our report includes a paragraph which renders an adverse opinion on the aggregate discretely presented component units due to the exclusion of the Checotah Industrial Development Authority and the Heartland Heritage Center Authority.

Internal Control Over Financial Reporting

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

(Continued)

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**INDEPENDENT AUDITORS' 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, CONTINUED**

Internal Control Over Financial Reporting, Continued

Our 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 our audit we did not identify any deficiencies in internal control that we 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 City's financial statements are free of material misstatement, we 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 our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and responses as Item 2016-001.

City's Response to Finding

The City's response to the finding identified in our audit is described in the schedule of findings and responses. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City'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 City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Finley + Cook, PLLC

Shawnee, Oklahoma
November 23, 2016

CITY OF CHECOTAH, OKLAHOMA

SCHEDULE OF FINDINGS AND RESPONSES

Year Ended June 30, 2016

FINDINGS RELATED TO THE FINANCIAL STATEMENTS WHICH ARE REQUIRED TO BE REPORTED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

2016-001. Budgetary Compliance

Condition: For the year ended June 30, 2016, the City was not in compliance with the Municipal Budget Act of 1979 (the "Act") due to the fact that expenditures exceeded appropriations at the legal level of control for the General Fund as follows:

<u>Fund</u>	<u>Department</u>	<u>Expenditures Exceeding Appropriations</u>
General Fund	Other financing uses— transfers out	\$ <u>129,740</u>

Criteria: The Act requires the budget to be monitored and budget amendments made so that actual expenditures do not exceed budgeted amounts.

Cause: Due to changes in administrative staff the budget to actual expenditures were not properly monitored.

Effect: The City was not in compliance with the requirements of the Act.

Recommendation: Procedures should be in place to monitor and avoid such items.

Views of Responsible Officials and Planned Corrective Actions: This was an isolated incident and oversight. Actual expenditures may have exceeded actual appropriations due to unforeseen circumstances, however, they did not exceed actual total revenues for the General Fund. We had a change in the finance administrator staff on April 29, 2016. In the future, Management will review all funds and departments prior to year-end to ensure that all required budget amendments are completed.