

THE CITY OF CHECOTAH, OKLAHOMA

ANNUAL FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORTS

AS OF AND FOR THE FISCAL YEAR ENDED JUNE 30, 2017

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TABLE OF CONTENTS

	Page
Independent Auditor’s Report on Financial Statements	5-8
Management’s Discussion and Analysis – Other Information	9-15
The Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Position (Modified Cash Basis).....	17
Statement of Activities (Modified Cash Basis).....	18
Governmental Funds Financial Statements:	
Balance Sheet (Modified Cash Basis).....	20
Statement of Revenues, Expenditures and Changes in Fund Balances (Modified Cash Basis).....	21
Proprietary Fund Financial Statements:	
Statement of Net Position (Modified Cash Basis)	23
Statement of Revenues, Expenses and Changes in Net Position (Modified Cash Basis).....	24
Statement of Cash Flows (Modified Cash Basis).....	25
Footnotes to the Basic Financial Statements	27-40
Supplementary and Other Information:	
Budgetary Comparison Information	
Budgetary Comparison Schedule (Modified Cash Basis) – General Fund.....	42
Budgetary Comparison Schedule (Modified Cash Basis) – Ambulance Fund.....	43
Footnotes to Budgetary Comparison Schedules.....	43
Combining Non-Major Governmental Fund Statements	
Combining Balance Sheet (Modified Cash Basis).....	44
Combining Statement of Revenues, Expenditures and Changes in Fund Balances (MCB).....	45
Combining General Fund Account Schedules	
Combining Balance Sheet (Modified Cash Basis).....	46
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances (MCB).....	47
Combining Enterprise Fund Account Schedules	
Combining Schedule of Net Position (Modified Cash Basis).....	48
Combining Schedule of Revenues, Expenses and Changes in Fund Net Position (MCB)...	49

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

TABLE OF CONTENTS

Federal Awards Information

Schedule of Expenditures of Federal Awards (Modified Cash Basis)..... 50

State Awards Information

Schedule of Expenditures of State Awards (Modified Cash Basis)..... 51

Debt Service Coverage Information

Schedule of Debt Service Coverage Requirement 51

Internal Control and Compliance Information

Independent Auditor’s Report on Internal Control and Compliance Over Financial
Reporting in Accordance with Government Auditing Standards..... 53-54
Schedule of Findings and Responses..... 55-56



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, 2017, 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 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)

INDEPENDENT AUDITORS' REPORT, CONTINUED

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, 2017.

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, 2017, 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, 2017, 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)

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)

INDEPENDENT AUDITORS' REPORT, CONTINUED

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 28, 2017, 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

Shawnee, Oklahoma
November 28, 2017

CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2017

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, 2017. 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 \$794,515, and the assets of the City exceed its liabilities at June 30, 2017, by \$7,345,120 (net position). Of this amount, \$3,090,849 (unrestricted net position) is available to meet the government's ongoing needs.
- At June 30, 2017, the City's governmental funds reported combined ending fund balances on a modified cash basis of \$5,337,594.
- At the end of fiscal year 2017, unassigned fund balance on a modified cash basis for the General Fund was \$1,605,812 or 36.4% 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 normally 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 normally 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 normally 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 government-wide 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 government-wide 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 includes 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.

CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2017

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.

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 27-40 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, 2017, net position on a modified cash basis for the governmental and business-type activities increased \$794,515.

Net Position (Modified Cash Basis)

	June 30, 2017		
	Governmental Activities	Business-type Activities	Total
Beginning net position	\$ 4,154,009	\$ 2,396,596	\$ 6,550,605
Change in net position	1,183,585	(389,070)	794,515
Ending net position	\$ 5,337,594	\$ 2,007,526	\$ 7,345,120

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

	Governmental Activities		Business-type Activities		Total		Total Percentage Change
	2017	2016	2017	2016	2017	2016	
	\$		\$		\$		
Assets	5,340,855	4,157,963	2,074,194	2,461,503	7,415,049	6,619,466	12.0%
Total assets	5,340,855	4,157,963	2,074,194	2,461,503	7,415,049	6,619,466	12.0%
Liabilities	3,261	3,954	66,668	64,907	69,929	68,861	1.6%
Total liabilities	3,261	3,954	66,668	64,907	69,929	68,861	1.6%
Net position:							
Restricted	3,696,165	2,247,531	558,106	532,608	4,254,271	2,780,139	53.0%
Unrestricted	1,641,429	1,906,478	1,449,420	1,863,988	3,090,849	3,770,466	-18.0%
Total net position	\$ 5,337,594	\$ 4,154,009	\$ 2,007,526	\$ 2,396,596	\$ 7,345,120	\$ 6,550,605	12.1%

A portion of the City's net position, \$4,254,271, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position, \$3,090,849, may be used to meet the government's ongoing needs.

CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2017

Changes in Net Position (Modified Cash Basis)
Year Ended June 30, 2017

	Governmental Activities		Business-type Activities		Total		Total Percentage Change
	2017	2016	2017	2016	2017	2016	
Revenues:							
Program revenues:							
Charges for Services	\$ 432,202	\$ 456,851	\$ 1,572,114	\$ 1,571,561	\$ 2,004,316	\$ 2,028,412	-1.2%
Grants & Contributions	39,690	21,190	-	-	39,690	21,190	87.3%
Capital Grants & Contributions	1,500	22,500	409,039	90,081	410,539	112,581	264.7%
General Revenues:							
Sales Tax	5,096,027	4,175,829	-	-	5,096,027	4,175,829	22.0%
Other Taxes	133,232	133,230	-	-	133,232	133,230	0.0%
Other General Revenues	235,108	173,942	11,448	6,248	246,556	180,190	36.8%
Total Revenues	5,937,759	4,983,542	1,992,601	1,667,890	7,930,360	6,651,432	19.2%
Program Expenses:							
General Government	\$ 432,988	\$ 676,161	-	-	432,988	676,161	-36.0%
Public Safety	1,536,110	1,602,675	-	-	1,536,110	1,602,675	-4.2%
Streets and Facilities Maintenance	1,040,948	571,034	-	-	1,040,948	571,034	82.3%
Culture and Recreation	7,005	3,827	-	-	7,005	3,827	83.0%
Water	-	-	2,044,456	1,957,144	2,044,456	1,957,144	4.5%
Sewer	-	-	2,074,338	765,219	2,074,338	765,219	171.1%
Total Expenses	3,017,051	2,853,697	4,118,794	2,722,363	7,135,845	5,576,060	28.0%
Excess (Deficiency)	2,920,708	2,129,845	(2,126,193)	(1,054,473)	794,515	1,075,372	-26.1%
Net Transfers	(1,737,123)	(1,434,774)	1,737,123	1,434,774	-	-	-
Change in Net Position	\$ 1,183,585	\$ 695,071	\$ (389,070)	\$ 380,301	\$ 794,515	\$ 1,075,372	-26.1%
Beginning Net Position	4,154,009	3,458,938	2,396,596	2,016,295	6,550,605	5,475,233	19.6%
Ending Net Position	\$ 5,337,594	\$ 4,154,009	\$ 2,007,526	\$ 2,396,596	\$ 7,345,120	\$ 6,550,605	12.1%

Governmental Activities

The City's governmental activities had an increase in net position of \$1,183,585. The increase is due in part to an increase in sales tax.

	Total Expense of Services		% Inc. (Dec.)	Net Revenue (Expense) of Services		% Inc. (Dec.)
	2017	2016		2017	2016	
General government	\$ 433	\$ 676	-36%	\$ (421)	\$ (649)	-35%
Public safety	1,536	\$ 1,603	-4%	(1,112)	(1,176)	-6%
Streets and facilities maintenance	1,041	571	82%	(1,014)	(533)	90%
Culture and recreation	7	4	75%	3	5	-40%
Total	\$ 3,017	\$ 2,854	6%	\$ (2,544)	\$ (2,353)	8%

CITY OF CHECOTAH, OKLAHOMA
Management's Discussion and Analysis
As of and for the Year Ended June 30, 2017

Business-type Activities

The business-type activities had a decrease in net position of \$389,070. This decrease is primarily due to an increase in water and sewer expenses.

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

	Total Expense of Services		% Inc. Dec.	Net Revenue (Expense) of Services		% Inc. Dec.
	2017	2016		2017	2016	
	Water	\$ 2,044		\$ 1,957	4%	
Wastewater	2,074	765	171%	(1,312)	(321)	309%
Total	\$ 4,118	\$ 2,722	51%	\$ (2,138)	\$ (1,061)	102%

A FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As the City completed its 2017 fiscal year, the governmental funds reported a combined fund balance of \$5,337,594. For the year ended June 30, 2017, the General Fund's total fund balance increased by \$581,288 to \$1,608,114, or 36.4% of annual revenues.

Budgetary Highlights

For the year ended June 30, 2017, the General Fund reported actual budgetary basis revenues over final estimates by \$1,367,322 or a 22.4% positive variance. General Fund actual expenditures were under final appropriations by \$289,846 or a 4.0% positive variance.

The Ambulance Fund reported actual budgetary basis revenues under final estimates by \$85,247, a 20.6% negative variance for the year ended June 30, 2017. Ambulance Fund actual expenditures were under final appropriations by \$88,163, a 23% 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 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 17-18 fiscal year budget, department budgets remain consistent with previous year's budget.

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 17-18 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, 2017**

BASIC FINANCIAL STATEMENTS – GOVERNMENT-WIDE

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Statement of Net Position (Modified Cash Basis) – June 30, 2017

	Governmental Activities	Business-type Activities	Total	Component Unit Checotah Recreational Authority
ASSETS				
Cash and cash equivalents	\$ 4,579,190	\$ 2,068,243	\$ 6,647,433	\$ 15,512
Investments	761,616	6,000	767,616	-
Internal Balances	49	(49)	-	-
Total Assets	<u>5,340,855</u>	<u>2,074,194</u>	<u>7,415,049</u>	<u>15,512</u>
LIABILITIES				
Due to bondholders	2,138	-	2,138	-
Due to governmental agencies	1,123	-	1,123	-
Long-term liabilities:				
Due within one year - utility deposits	-	13,354	13,354	-
Due in more than one year - utility deposits	-	53,314	53,314	-
Total liabilities	<u>3,261</u>	<u>66,668</u>	<u>69,929</u>	<u>-</u>
NET POSITION				
Restricted for:				
Public safety	136,619	-	136,619	-
Capital improvements	3,529,456	-	3,529,456	-
Cemetery	30,090	-	30,090	-
Debt service	-	558,106	558,106	-
Unrestricted	1,641,429	1,449,420	3,090,849	15,512
Total net position	<u>\$ 5,337,594</u>	<u>\$ 2,007,526</u>	<u>\$ 7,345,120</u>	<u>\$ 15,512</u>

See accompanying notes to the basic financial statements.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Statement of Activities (Modified Cash Basis)– Year Ended June 30, 2017

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	\$ 432,988	\$ 2,754	\$ 9,637	\$ -	\$ (420,597)	\$ -	\$ (420,597)	\$ -
Public Safety	1,536,110	394,538	30,053	-	(1,111,519)	-	(1,111,519)	-
Streets and facilities maintenance	1,040,948	26,450	-	-	(1,014,498)	-	(1,014,498)	-
Culture and Recreation	7,005	8,460	-	1,500	2,955	-	2,955	-
Total governmental activities	<u>3,017,051</u>	<u>432,202</u>	<u>39,690</u>	<u>1,500</u>	<u>(2,543,659)</u>	<u>-</u>	<u>(2,543,659)</u>	<u>-</u>
Business-type activities:								
Water	2,044,456	1,218,662	-	-	-	(825,794)	(825,794)	-
Wastewater	2,074,338	353,452	-	409,039	-	(1,311,847)	(1,311,847)	-
Total business-type activities	<u>4,118,794</u>	<u>1,572,114</u>	<u>-</u>	<u>409,039</u>	<u>-</u>	<u>(2,137,641)</u>	<u>(2,137,641)</u>	<u>-</u>
Total primary government	<u>7,135,845</u>	<u>2,004,316</u>	<u>39,690</u>	<u>410,539</u>	<u>(2,543,659)</u>	<u>(2,137,641)</u>	<u>(4,681,300)</u>	<u>-</u>
Component Unit								
Checotah Recreational Authority	77,949	26,882	47,931	-				(3,136)
Total component units	<u>77,949</u>	<u>26,882</u>	<u>47,931</u>	<u>-</u>				<u>(3,136)</u>
General revenues:								
Taxes:								
Sales and use taxes					\$ 5,096,027	\$ -	\$ 5,096,027	-
Franchise taxes and public service taxes					133,232	-	133,232	-
Intergovernmental revenue not restricted to specific programs					143,496	-	143,496	-
Unrestricted investment earnings					16,276	6,661	22,937	18
Miscellaneous					75,336	4,787	80,123	-
Transfers					(1,737,123)	1,737,123	-	-
Total general revenues and transfers					<u>3,727,244</u>	<u>1,748,571</u>	<u>5,475,815</u>	<u>18</u>
Change in net position					<u>1,183,585</u>	<u>(389,070)</u>	<u>794,515</u>	<u>(3,118)</u>
Net position - beginning					4,154,009	2,396,596	6,550,605	18,630
Net position - ending					<u>\$ 5,337,594</u>	<u>\$ 2,007,526</u>	<u>\$ 7,345,120</u>	<u>\$ 15,512</u>

See accompanying notes to the basic financial statements.

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

BASIC FINANCIAL STATEMENTS – GOVERNMENTAL FUNDS

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Governmental Funds Balance Sheet (Modified Cash Basis) – June 30, 2017

	<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	\$ 1,502,784	\$ 1,157,454	\$ 1,766,921	\$ 127,324	\$ 24,707	\$ 4,579,190
Investments	128,498	618,118	-	-	15,000	761,616
Due from other funds	93	-	20,000	-	-	20,093
Total assets	<u>1,631,375</u>	<u>1,775,572</u>	<u>1,786,921</u>	<u>127,324</u>	<u>39,707</u>	<u>5,360,899</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Due to other funds	20,000	44	-	-	-	20,044
Due to bondholders	2,138	-	-	-	-	2,138
Payable to other governments	1,123	-	-	-	-	1,123
Total liabilities	<u>23,261</u>	<u>44</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>23,305</u>
Fund balances:						
Restricted for:						
Public Safety	-	-	-	127,324	9,295	136,619
Capital Improvements	-	1,742,772	1,786,684	-	-	3,529,456
Cemetery	-	-	-	-	30,090	30,090
Assigned to:						
Public Safety	2,302	-	-	-	-	2,302
Cemetery	-	-	-	-	322	322
Capital Improvements	-	32,756	237	-	-	32,993
Unassigned	1,605,812	-	-	-	-	1,605,812
Total fund balances	<u>1,608,114</u>	<u>1,775,528</u>	<u>1,786,921</u>	<u>127,324</u>	<u>39,707</u>	<u>5,337,594</u>
Total liabilities and fund balances	<u>\$ 1,631,375</u>	<u>\$ 1,775,572</u>	<u>\$ 1,786,921</u>	<u>\$ 127,324</u>	<u>\$ 39,707</u>	<u>\$ 5,360,899</u>

See accompanying notes to the basic financial statements.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balance
(Modified Cash Basis) – Year Ended June 30, 2017

	<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	\$ 4,054,187	\$ 1,175,072	\$ -	\$ -	\$ -	\$ 5,229,259
Intergovernmental	184,811	-	-	-	-	184,811
Licenses and permits	2,754	-	-	-	-	2,754
Charges for services	31,616	-	-	327,850	3,294	362,760
Fees and fines	59,793	-	-	-	4,494	64,287
Investment earnings	6,807	9,469	-	-	-	16,276
Miscellaneous	77,432	-	-	180	-	77,612
Total revenues	<u>4,417,400</u>	<u>1,184,541</u>	<u>-</u>	<u>328,030</u>	<u>7,788</u>	<u>5,937,759</u>
EXPENDITURES						
Current:						
General Government:						
Managerial	90,939	-	-	-	-	90,939
City Clerk	3,209	-	-	-	-	3,209
Attorney	28,333	-	-	-	-	28,333
General Government	188,371	-	1,500	-	-	189,871
City Treasurer	11,467	-	-	-	-	11,467
Planning & Zoning	742	-	-	-	-	742
Property	-	7,060	-	-	-	7,060
Code Enforcement	92,004	-	-	-	-	92,004
Public Safety:						
Police	855,844	-	-	-	3,769	859,613
Municipal Court	17,465	-	-	-	-	17,465
Emergency Services	13,497	-	-	-	-	13,497
Ambulance	-	-	169,065	275,350	-	444,415
Fire	19,795	-	-	-	-	19,795
Animal Shelter	11,708	-	-	-	-	11,708
Public Works:						
Sewer	-	99,500	-	-	-	99,500
Maintenance	562,330	-	-	-	-	562,330
Culture and recreation	3,005	-	-	-	-	3,005
Cemetery	-	-	-	-	963	963
Capital Outlay	291,262	299,085	133,819	19,783	1,000	744,949
Total Expenditures	<u>2,189,971</u>	<u>405,645</u>	<u>304,384</u>	<u>295,133</u>	<u>5,732</u>	<u>3,200,865</u>
Excess (deficiency) of revenues over expenditures	<u>2,227,429</u>	<u>778,896</u>	<u>(304,384)</u>	<u>32,897</u>	<u>2,056</u>	<u>2,736,894</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	3,449,885	-	1,175,072	-	-	4,624,957
Transfers out	<u>(5,096,026)</u>	<u>(582,237)</u>	<u>(500,003)</u>	<u>-</u>	<u>-</u>	<u>(6,178,266)</u>
Total other financing sources and uses	<u>(1,646,141)</u>	<u>(582,237)</u>	<u>675,069</u>	<u>-</u>	<u>-</u>	<u>(1,553,309)</u>
Net change in fund balances	581,288	196,659	370,685	32,897	2,056	1,183,585
Fund balances - beginning	1,026,826	1,578,869	1,416,236	94,427	37,651	4,154,009
Fund balances - ending	<u>\$ 1,608,114</u>	<u>\$ 1,775,528</u>	<u>\$ 1,786,921</u>	<u>\$ 127,324</u>	<u>\$ 39,707</u>	<u>\$ 5,337,594</u>

See accompanying notes to the basic financial statements.

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

BASIC FINANCIAL STATEMENTS – PROPRIETARY FUND

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Proprietary Fund Statement of Net Position (Modified Cash Basis) – June 30, 2017

	<u>Checotah Public Works Authority Enterprise Fund</u>
ASSETS	
Current assets:	
Cash and cash equivalents	\$ 1,443,469
Investments	6,000
Restricted:	
Cash and cash equivalents	571,896
Total current assets	<u>2,021,365</u>
Non-current assets:	
Restricted:	
Cash and cash equivalents	52,878
Total non-current assets	<u>52,878</u>
Total assets	<u>2,074,243</u>
 LIABILITIES	
Current Liabilities:	
Due to other funds	49
Deposits subject to refund	13,354
Total current liabilities	<u>13,403</u>
Non-current liabilities:	
Deposits subject to refund	53,314
Total non-current liabilities	<u>53,314</u>
Total liabilities	<u>66,717</u>
 NET POSITION	
Restricted for debt service	558,106
Unrestricted	1,449,420
Total net position	<u>\$ 2,007,526</u>

See accompanying notes to the basic financial statements.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Proprietary Fund Statement of Revenues, Expenses and Changes in Net Position (Modified Cash Basis) – Year Ended June 30, 2017

	<u>Checotah Public Works Authority Enterprise Fund</u>
REVENUES	
Water	\$ 1,180,269
Wastewater	342,828
Fees, taps and penalties	48,530
Miscellaneous	487
Total operating revenues	<u>1,572,114</u>
OPERATING EXPENSES	
Administration	424,138
Water	1,180,479
Wastewater	1,591,116
Total Operating Expenses	<u>3,195,733</u>
Operating income (loss)	<u>(1,623,619)</u>
NON-OPERATING REVENUES (EXPENSES)	
Interest and investment revenue	6,661
Miscellaneous revenue	4,787
Debt service:	
Principal retirement	(624,536)
Interest expense	(114,711)
Total non-operating revenue (expenses)	<u>(727,799)</u>
Income (loss) before contributions and transfers	<u>(2,351,418)</u>
Capital contributions - grant	409,039
Transfers in	4,107,454
Transfers out	<u>(2,554,145)</u>
Change in net position	<u>(389,070)</u>
Total net position - beginning	2,396,596
Total net position - ending	<u>\$ 2,007,526</u>

See accompanying notes to the basic financial statements.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Proprietary Fund Statement of Cash Flows (Modified Cash Basis) – Year Ended June 30, 2017

	Checotah Public Works Authority Enterprise Fund
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	\$ 1,576,901
Payments to suppliers	(2,212,584)
Payments to employees	(983,149)
Receipts of customer meter deposits	14,715
Refunds of customer meter deposits	(12,954)
Interfund receipts/payments	(28,030)
Net cash provided by (used in) operating activities	(1,645,101)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Transfers from other funds	4,107,454
Transfers to other funds	(2,554,145)
Net cash provided by noncapital financing activities	1,553,309
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Principal paid on debt	(624,536)
Capital contribution - grant	409,039
Interest and fiscal agent fees paid on debt	(114,711)
Net cash provided by (used in) capital and related financing activities	(330,208)
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest and dividends	6,661
Net cash provided by investing activities	6,661
Net increase (decrease) in cash and cash equivalents	(415,339)
Balances - beginning of year	2,483,582
Balances - end of year	\$ 2,068,243
Reconciliation to Statement of Net Position:	
Cash and cash equivalents	1,443,469
Restricted cash and cash equivalents - current	571,896
Restricted cash and cash equivalents - noncurrent	52,878
Total cash and cash equivalents, end of year	2,068,243
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:	
Operating income (loss)	\$ (1,623,619)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:	
Miscellaneous revenue	4,787
Change in assets and liabilities:	
Due from other funds	490
Due to other funds	(28,520)
Deposits subject to refund	1,761
Net cash provided by (used in) operating activities	\$ (1,645,101)

See accompanying notes to the basic financial statements.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

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 (including one blended component unit) 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 normally 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 normally 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 normally be reported as a discretely presented component unit, but is currently inactive*

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.

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

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.

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.
- 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.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

- 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, 2017, the City recognized \$22,937 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, 2017, the primary government held the following deposits and investments:

<u>Primary Government</u>	<u>Carrying Value</u>
Deposits:	
Petty cash	800
Demand deposits	6,593,755
Time deposits - certificates of deposit	767,616
Investments:	<u>Credit Rating</u>
Open-ended Money Market Mutual Funds - Goldman Sachs Financial Square	Aaa 52,878
Total Deposits and Investments	<u><u>\$ 7,415,049</u></u>
 Reconciliation to Statement of Net Position:	
Cash and cash equivalents	\$ 6,647,433
Investments	767,616
	<u><u>\$ 7,415,049</u></u>
 <u>Component Unit</u>	
Checotah Recreational Authority:	
Demand deposits	<u><u>\$ 15,512</u></u>

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

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.

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, 2017, 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. 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, 2017, the City's investments consisted of \$52,878 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, 2017, 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, 2017 are as follows:

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

<u>Type of Restricted Assets</u>	Current Cash and Cash <u>Equivalents</u>	Non-Current Cash and Cash <u>Equivalents</u>
Utility Deposits	66,668	\$ -
2012 Refunding Bond Trust Accounts	36,622	52,878
Asset Replacement Account	437,151	-
Loan Reserve Account	31,455	-
Total Restricted Assets	\$ 571,896	\$ 52,878

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.

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>\$ 66,668</u>
Current portion	\$ 13,354
Non-current portion	<u>53,314</u>
Total Customer Deposits	<u>\$ 66,668</u>

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

6. Internal and Interfund Balances and Transfers

Balances:

Internal balances between funds and activities for the year ended June 30, 2017, were as follows:

<u>Due From</u>	<u>Due To</u>	<u>Amount</u>	<u>Nature of Balance</u>
General Fund	Capital Improvement Fund	\$ 20,000	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
General Fund	Checotah Public Works Authority	6	banking errors - cash recs; sales tax
Total		<u>\$ 20,093</u>	

Reconciliation to Fund Financial Statements:

	<u>Due From</u>	<u>Due To</u>	<u>Net Internal Balances</u>
Governmental Funds	\$ 20,093	\$ (20,044)	\$ 49
Proprietary Funds	-	(49)	(49)
Total	<u>\$ 20,093</u>	<u>\$ (20,093)</u>	<u>\$ -</u>

Transfers:

Internal transfers between funds and activities for the year ended June 30, 2017, were as follows:

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>	<u>Nature of Transfer</u>
General Fund	Capital Improvement Fund	\$ 1,175,072	Sales tax transfer
General Fund	Checotah Public Works Authority	3,525,217	Sales tax pledge
General Fund - Use Tax Account	General Fund	395,737	Operational subsidy
Capital Improvement Fund	General Fund	500,003	Operational subsidy
Checotah Public Works Authority	General Fund	2,350,145	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	378,237	Subsidy for debt service
		<u>\$ 8,732,411</u>	

Reconciliation:

	<u>Transfers In</u>	<u>Transfers Out</u>	<u>Net Transfers</u>
Governmental Funds	\$ 4,624,957	\$ (6,178,266)	\$ (1,553,309)
Proprietary Funds	4,107,454	(2,554,145)	1,553,309
Total	<u>\$ 8,732,411</u>	<u>\$ (8,732,411)</u>	<u>\$ -</u>

Reconciliation to Statement of Activities:

	<u>Net Transfers</u>
Net Transfers	\$ 1,553,309
Business-type activities from governmental funds	183,814
Total Transfers - Internal Activity	<u>\$ 1,737,123</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 cost-sharing 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.

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>
2015	\$1,320	\$1,320
2016	\$1,080	\$1,080
2017	\$1,020	\$1,020

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

OPPRS:

Plan Summary Information. The City of Checotah, as the employer, participates in a statewide cost-sharing 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>
2015	\$45,181	\$45,181
2016	\$44,985	\$44,985
2017	\$42,012	\$42,012

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.

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

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	3.85% 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

<u>Fiscal Year</u>	<u>Required Contribution</u>	<u>Amount Contributed</u>
2015	\$95,087	\$95,087
2016	\$65,163	\$96,520
2017	\$48,260	\$90,002

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.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

9. Commitments and Contingencies

Long-Term Debt and Debt Service Requirements

For the year ended June 30, 2017, the reporting entity's long-term debt changed as follows:

<u>Type of Debt</u>	<u>Balance Due</u> <u>July 1, 2016</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance Due</u> <u>June 30, 2017</u>	<u>Amount Due</u> <u>Within One Year</u>
<i>Business-Type Activities:</i>					
Notes Payable	\$ 4,557,356	\$ -	\$ 384,536	\$ 4,172,820	\$ 386,303
Revenue Bonds Payable	<u>2,465,000</u>	<u>-</u>	<u>240,000</u>	<u>2,225,000</u>	<u>250,000</u>
Total Business-Type Activities	<u>\$ 7,022,356</u>	<u>\$ -</u>	<u>\$ 624,536</u>	<u>\$ 6,397,820</u>	<u>\$ 636,303</u>

Governmental activities had no long-term debt payable from taxes and other general revenues at June 30, 2017.

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. \$3,141,124

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. 1,031,696

Total Notes Payable \$4,172,820

Current portion	\$ 386,303
Non-current portion	<u>3,786,517</u>
Total Notes Payable	<u>\$4,172,820</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. \$2,225,000
\$2,225,000

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Current portion	\$ 250,000
Non-current portion	<u>1,975,000</u>
Total Revenue Bonds Payable	<u><u>\$2,225,000</u></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>
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	393,973	28,681	280,000	33,150
2023-2027	1,455,696	107,770	895,000	47,475
2028-2032	156,531	78,769	-	-
2033-2037	175,149	59,151	-	-
2038-2042	195,985	38,315	-	-
2043-2047	219,298	15,002	-	-
2048	19,824	113	-	-
Total	<u>\$ 4,172,820</u>	<u>\$ 466,479</u>	<u>\$ 2,225,000</u>	<u>\$ 293,775</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 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 \$5,731,335. Pledged sales taxes and net utility revenues received in the current year were \$3,831,303. Debt service payments of \$692,387 for the current fiscal year were 18.1% 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, 2017, is summarized as follows:

- City – accrued compensated absences \$16,222
- CPWA – accrued compensated absences \$8,918

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

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 2017, 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.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

SUPPLEMENTARY AND OTHER INFORMATION

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Budgetary Comparison Schedules (Modified Cash Basis) – Year Ended June 30, 2017

	GENERAL FUND			
	Budgeted Amounts		Actual Amounts	Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ 804,089	\$ 804,089	\$ 874,270	\$ 70,181
Resources (Inflows):				
Taxes	3,060,000	3,060,000	3,658,450	598,450
Intergovernmental	130,200	132,799	184,811	52,012
Charges for services	37,000	37,000	31,616	(5,384)
Fines and Forfeitures	50,000	50,000	59,793	9,793
Licenses and Permits	4,300	4,300	2,754	(1,546)
Investment Income	5,500	5,500	6,806	1,306
Miscellaneous	12,501	14,501	77,307	62,806
Other Financing Sources - Transfers In	2,800,000	2,800,000	3,449,885	649,885
Total Resources	6,099,501	6,104,100	7,471,422	1,367,322
Amounts available for appropriation	6,903,590	6,908,189	8,345,692	1,437,503
Charges to Appropriations (Outflows):				
Managerial	92,646	92,646	90,939	1,707
City Clerk	3,545	3,545	3,209	336
City Attorney	30,625	30,625	28,333	2,292
Municipal Court	19,864	19,864	17,465	2,399
Police	901,733	905,891	863,977	41,914
Fire	55,560	55,560	35,790	19,770
Recreation	5,070	5,070	3,005	2,065
City Treasurer	11,616	11,616	11,467	149
General Government	208,050	237,172	195,771	41,401
Emergency Services	28,911	28,911	13,497	15,414
Maintenance	681,871	962,965	821,583	141,382
Animal Shelter	12,000	12,000	11,708	292
Planning and Zoning	5,000	5,000	742	4,258
Code Enforcement	106,621	108,470	92,004	16,466
Other Financing Uses - Transfers Out	3,900,000	4,700,290	4,700,289	1
Total Charges to Appropriations	6,063,112	7,179,625	6,889,779	289,846
Ending Budgetary Fund Balance	\$ 840,478	\$ (271,436)	\$ 1,455,913	\$ 1,727,349
Reconciliation to Statement of Revenues, Expenditures and Changes in Fund Balance:				
Use Tax Account			149,899	
Dare Account			2,302	
Total General Fund Fund Balance			\$ 1,608,114	

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

Budgetary Comparison Schedules (Modified Cash Basis) – Year Ended June 30, 2017 (Continued)

	AMBULANCE FUND			
	Budgeted Amounts		Actual Amounts	Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ 81,795	\$ 81,795	\$ 94,427	\$ 12,632
Resources (Inflows):				
Charges for services	284,000	284,000	327,850	43,850
Miscellaneous	-	-	180	180
Transfers in	129,277	129,277	-	(129,277)
Total Resources	<u>413,277</u>	<u>413,277</u>	<u>328,030</u>	<u>(85,247)</u>
Amounts available for appropriation	<u>495,072</u>	<u>495,072</u>	<u>422,457</u>	<u>(72,615)</u>
Charges to appropriations (outflows):				
Public safety	411,625	383,296	295,133	88,163
Total Charges to Appropriations	<u>411,625</u>	<u>383,296</u>	<u>295,133</u>	<u>88,163</u>
Ending Budgetary Fund Balance	<u>\$ 83,447</u>	<u>\$ 111,776</u>	<u>127,324</u>	<u>\$ 15,548</u>

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.

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

NonMajor Governmental Funds Combining Balance Sheet (Modified Cash Basis) – June 30, 2017

	Special Revenue Fund	Capital Project Fund	Total Other Governmental Funds
	Police Training Fund	Cemetery Care Fund	
ASSETS			
Cash and cash equivalents	\$ 9,295	\$ 15,412	\$ 24,707
Investments	-	15,000	15,000
Total assets	9,295	30,412	39,707
LIABILITIES AND FUND BALANCES			
Liabilities	-	-	-
Total liabilities	-	-	-
Fund balances:			
Restricted for:			
Public safety	9,295	-	9,295
Cemetery	-	30,090	30,090
Assigned to:			
Cemetery	-	322	322
Total fund balances	9,295	30,412	39,707
Total liabilities and fund balances	\$ 9,295	\$ 30,412	\$ 39,707

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

NonMajor Governmental Funds Combining Schedule of Revenues, Expenditures and Changes in Fund Balances (Modified Cash Basis) – Year Ended June 30, 2017

	Special Revenue Fund	Capital Project Fund	
	Police Training Fund	Cemetery Care Fund	Total-Other Governmental Funds
REVENUES			
Charges for services	\$ -	\$ 3,294	\$ 3,294
Fees and fines	4,494	-	4,494
Total revenues	<u>4,494</u>	<u>3,294</u>	<u>7,788</u>
EXPENDITURES			
Current:			
Public Safety	3,769	-	3,769
Cemetery	-	963	963
Capital Outlay	-	1,000	1,000
Total Expenditures	<u>3,769</u>	<u>1,963</u>	<u>5,732</u>
Net change in fund balances	725	1,331	2,056
Fund balances - beginning	8,570	29,081	37,651
Fund balances - ending	<u>\$ 9,295</u>	<u>\$ 30,412</u>	<u>\$ 39,707</u>

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

General Fund Accounts Combining Balance Sheet (Modified Cash Basis) – June 30, 2017

	General Fund	Use Tax Account	Dare Account	Total
ASSETS				
Cash and cash equivalents	\$ 1,350,188	\$ 150,294	\$ 2,302	\$ 1,502,784
Investments	128,498	-	-	128,498
Due from other funds	488	(395)	-	93
Total assets	1,479,174	149,899	2,302	1,631,375
 LIABILITIES AND FUND BALANCES				
Liabilities:				
Due to other funds	20,000	-	-	20,000
Due to bondholders	2,138	-	-	2,138
Payable to other governments	1,123	-	-	1,123
Total liabilities	23,261	-	-	23,261
 Fund balances:				
Assigned to:				
Public safety	-	-	2,302	2,302
Unassigned	1,455,913	149,899	-	1,605,812
Total fund balances	1,455,913	149,899	2,302	1,608,114
Total liabilities and fund balances	\$ 1,479,174	\$ 149,899	\$ 2,302	\$ 1,631,375

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

General Fund Accounts Combining Schedule of Revenues, Expenditures and Changes in Fund Balances (Modified Cash Basis) – Year Ended June 30, 2017

	General Fund	Use Tax Account	Dare Account	Total
REVENUES				
Taxes	\$ 3,658,450	\$ 395,737	\$ -	\$ 4,054,187
Intergovernmental	184,811	-	-	184,811
Licenses and permits	2,754	-	-	2,754
Charges for services	31,616	-	-	31,616
Fees and fines	59,793	-	-	59,793
Investment earnings	6,806	-	1	6,807
Miscellaneous	77,307	-	125	77,432
Total revenues	<u>4,021,537</u>	<u>395,737</u>	<u>126</u>	<u>4,417,400</u>
EXPENDITURES				
Current:				
General Government:				
Managerial	90,939	-	-	90,939
City Clerk	3,209	-	-	3,209
Attorney	28,333	-	-	28,333
General Government	188,371	-	-	188,371
City Treasurer	11,467	-	-	11,467
Planning & Zoning	742	-	-	742
Code Enforcement	92,004	-	-	92,004
Public Safety:				
Police	855,363	-	481	855,844
Municipal Court	17,465	-	-	17,465
Emergency Services	13,497	-	-	13,497
Fire	19,795	-	-	19,795
Animal Shelter	11,708	-	-	11,708
Maintenance	562,330	-	-	562,330
Culture and recreation	3,005	-	-	3,005
Capital Outlay	291,262	-	-	291,262
Total Expenditures	<u>2,189,490</u>	<u>-</u>	<u>481</u>	<u>2,189,971</u>
Excess (deficiency) of revenues over expenditures	<u>1,832,047</u>	<u>395,737</u>	<u>(355)</u>	<u>2,227,429</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	3,449,885	-	-	3,449,885
Transfers out	<u>(4,700,289)</u>	<u>(395,737)</u>	<u>-</u>	<u>(5,096,026)</u>
Total other financing sources and uses	<u>(1,250,404)</u>	<u>(395,737)</u>	<u>-</u>	<u>(1,646,141)</u>
Net change in fund balances	581,643	-	(355)	581,288
Fund balances - beginning	874,270	149,899	2,657	1,026,826
Fund balances - ending	<u>\$ 1,455,913</u>	<u>\$ 149,899</u>	<u>\$ 2,302</u>	<u>\$ 1,608,114</u>

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Enterprise Fund Accounts Combining Statement of Net Position (Modified Cash Basis) – June 30, 2017

	<u>CPWA</u>	<u>WW CAPITAL PROJECT</u>	<u>Total</u>
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 1,193,247	\$ 250,222	\$ 1,443,469
Investments	6,000	-	6,000
Restricted:			
Cash and cash equivalents	571,896	-	571,896
Total current assets	<u>1,771,143</u>	<u>250,222</u>	<u>2,021,365</u>
Non-current assets:			
Restricted:			
Cash and cash equivalents	52,878	-	52,878
Total non-current assets	<u>52,878</u>	<u>-</u>	<u>52,878</u>
Total assets	<u>1,824,021</u>	<u>250,222</u>	<u>2,074,243</u>
LIABILITIES			
Current Liabilities:			
Due to other funds	49	-	49
Deposits subject to refund	13,354	-	13,354
Total current liabilities	<u>13,403</u>	<u>-</u>	<u>13,403</u>
Non-current liabilities:			
Deposits subject to refund	53,314	-	53,314
Total non-current liabilities	<u>53,314</u>	<u>-</u>	<u>53,314</u>
Total liabilities	<u>66,717</u>	<u>-</u>	<u>66,717</u>
NET POSITION			
Restricted for debt service	558,106	-	558,106
Unrestricted	1,199,198	250,222	1,449,420
Total net position	<u>\$ 1,757,304</u>	<u>\$ 250,222</u>	<u>\$ 2,007,526</u>

CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017

Enterprise Fund Accounts Combining Statement of Revenues, Expenditures and Changes in Fund Net Position (Modified Cash Basis) – Year Ended June 30, 2017

	<u>CPWA</u>	<u>WW CAPITAL PROJECT</u>	<u>Total</u>
REVENUES			
Charges for services:			
Water	\$ 1,180,269	\$ -	\$ 1,180,269
Sewer	342,828	-	342,828
Penalties	48,530	-	48,530
Miscellaneous	487	-	487
Total operating revenues	<u>1,572,114</u>	<u>-</u>	<u>1,572,114</u>
OPERATING EXPENSES			
Administration	424,138	-	424,138
Water	1,180,479	-	1,180,479
Wastewater	270,237	1,320,879	1,591,116
Total Operating Expenses	<u>1,874,854</u>	<u>1,320,879</u>	<u>3,195,733</u>
Operating income (loss)	<u>(302,740)</u>	<u>(1,320,879)</u>	<u>(1,623,619)</u>
NON-OPERATING REVENUES (EXPENSES)			
Interest and investment revenue	6,661	-	6,661
Miscellaneous revenue	4,787	-	4,787
Debt service:			
Principal retirement	(624,536)	-	(624,536)
Interest expense	(114,711)	-	(114,711)
Total non-operating revenue (expenses)	<u>(727,799)</u>	<u>-</u>	<u>(727,799)</u>
Income (loss) before transfers	<u>(1,030,539)</u>	<u>(1,320,879)</u>	<u>(2,351,418)</u>
Capital contributions - grant	24,547	384,492	409,039
Transfers in	4,107,454	-	4,107,454
Transfers out	(2,554,145)	-	(2,554,145)
Interaccount Transfers in	-	1,186,609	1,186,609
Interaccount Transfers out	(1,186,609)	-	(1,186,609)
Change in net position	<u>(639,292)</u>	<u>250,222</u>	<u>(389,070)</u>
Total net position - beginning	2,396,596	-	2,396,596
Total net position - ending	<u>\$ 1,757,304</u>	<u>\$ 250,222</u>	<u>\$ 2,007,526</u>

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

Schedule of Expenditures of Federal Awards (Modified Cash Basis) – Year Ended June 30, 2017

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

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	16412 CDBG 06	\$ 42,230	\$ 42,230
Community Development Block Grant	14.228	16413 CDBG 07	22,683	22,683
Community Development Block Grant	14.228	16414 CDBG 08	35,883	35,883
Community Development Block Grant	14.228	16415 CDBG 09	16,905	16,905
Community Development Block Grant	14.228	16416 CDBG 10	232,299	80,041
Total U.S. Department of the Housing and Urban Development			\$ 350,000	\$ 197,742
<u>FEDERAL EMERGENCY MANAGEMENT AGENCY:</u>				
Passed through Oklahoma Department of Emergency Management:				
Severe Storm Damage	97.036	FEMA DR 4222	\$ 6,201	\$ 6,201
Total Federal Emergency Management Agency			\$ 6,201	\$ 6,201
TOTAL FEDERAL ASSISTANCE			\$ 356,201	\$ 203,943

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

Schedule of Expenditures of State Awards (Modified Cash Basis) – Year Ended June 30, 2017

**SCHEDULE OF EXPENDITURES OF STATE AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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	\$ 3,817	\$ 3,817
OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT:			
FEMA PW 1220	FEMA DR 4222	1,033	1,033
FEMA PW 400	FEMA DR 4222	2,402	2,402
DISTRICT ATTORNEY'S COUNCIL:			
2016 SAFE OKLAHOMA	N/A	25,000	19,804
TOTAL STATE AWARDS		\$ 32,252	\$ 27,056

Schedule of Debt Service Coverage Requirements – Year Ended June 30, 2017

	2012B Refunding Revenue Bonds and 2007 OWRB DWSRF
GROSS REVENUE AVAILABLE:	
Pledged operating revenues (water and sewer)	\$1,523,086
Investment income	6,661
Sales tax appropriated and transferred from the City General Fund	3,525,217
Total Gross Revenue Available	5,054,964
OPERATING EXPENDITURES:	
Total Operating Expenditures	1,223,661
Net Revenue Available for Debt Service	\$3,831,303
Maximum Debt Service on all Obligations Payable From Revenues of the System	\$697,266 (1)
Computed Coverage	549%
Coverage Requirement	125%

(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.

**CITY OF CHECOTAH, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2017**

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, 2017, 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 28, 2017. 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)

**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 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 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.

Finlay + Cook, PLLC

Shawnee, Oklahoma
November 28, 2017

CITY OF CHECOTAH, OKLAHOMA

SCHEDULE OF FINDINGS AND RESPONSES

Year Ended June 30, 2017

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

None.

CITY OF CHECOTAH, OKLAHOMA

SCHEDULE OF FINDINGS AND RESPONSES, CONTINUED

Year Ended June 30, 2017

FOLLOW-UP ON PRIOR YEAR FINDINGS

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.

2017 Follow-Up: The finding is considered resolved.