

CITY OF MONETT

MONETT, MISSOURI

AUDITORS' REPORT

MARCH 31, 1953

BROWN AND DESKIN
CERTIFIED PUBLIC ACCOUNTANTS
GRAVENS BUILDING
FAYETTEVILLE, ARKANSAS

April 23, 1953

To The Honorable Mayor and Commissioners

City of Monett

Missouri

Gentlemen:

In accordance with your instructions, we have examined the records of cash receipts and disbursements for the City of Monett, Missouri, as maintained by the City Clerk and City Collector. We now submit our report thereon together with the following financial statements:

Statement of fund balances for the fiscal year ended March 31, 1953	Exhibit A
General fund receipts for the fiscal year ended March 31, 1953	Schedule 1
General fund disbursements for the fiscal year ended March 31, 1953	Schedule 2
Statement of interest and sinking fund requirements	Schedule 3

Comments pertaining to the financial statements and to the scope of our examination are contained in subsequent paragraphs of the report.

RECEIPTS

Total receipts by funds are shown on Exhibit A. Sinking and interest fund receipts consisted entirely of real estate, personal property and merchants taxes specifically designated by ordinance for this fund. Library fund receipts similarly consisted of the proceeds of tax levies plus book rentals and fines

collected in the amount of \$190.35. All other receipts were credited to the General Fund and are presented in detail on Schedule 1 accompanying this report.

Extensive test checks of receipts were made by reference to tax receipts, water and electric bill collection stubs, duplicate meter deposit receipt books, occupation license stubs, taxpayers' remittance advices and department head reports to the Mayor and Commissioners. The City Collector's weekly report of collections verified by the City Clerk were checked in total for the year against the amounts appearing in the City Clerk's record of cash received. The amounts were found to be in agreement with the exception of a minor collection received directly by the Clerk. Included in miscellaneous income of the police department, as shown on Schedule 1, is the proceeds of the cash sale of the old police car in the amount of \$1,000.00.

Taxes collected in the year, amounting to \$43,406.39, were as follows:

	<u>Total</u>	<u>General fund</u>	<u>Library fund</u>	<u>Sinking and interest fund</u>
Real estate -				
Current	\$ 18,832.51	\$ 6,651.29	\$ 1,107.35	\$ 11,073.87
Delinquent	2,433.29	858.40	142.99	1,431.90
Personal property -				
Current	4,635.79	1,634.85	272.83	2,728.11
Delinquent	543.02	193.07	31.47	318.48
Merchants and manufacturers -				
Current	1,706.01	602.13	100.35	1,003.53
Delinquent	47.68	17.15	2.78	27.75
Occupation licenses	2,250.47	2,250.47	-	-
Utilities	11,639.39	11,639.39	-	-
Intangible	1,025.30	1,025.30	-	-
Total taxes	<u>\$ 43,113.46</u>	<u>\$ 24,872.05</u>	<u>\$ 1,657.77</u>	<u>\$ 16,583.64</u>
Penalties and interest	<u>292.93</u>	<u>292.93</u>	<u>-</u>	<u>-</u>
Total taxes, penalties and interest	<u>\$ 43,406.39</u>	<u>\$ 25,164.98</u>	<u>\$ 1,657.77</u>	<u>\$ 16,583.64</u>

DISBURSEMENTS

Total disbursements by funds are shown on Exhibit A. The detail of general fund disbursements is presented on Schedule 2.

Extensive test checks of disbursements were made by reference to ordinances authorizing payments, vouchers, vendors' invoices, contracts, etc. The payroll for the month of March, 1953, was checked against salary authorizations contained in the City ordinances and found to be in order. All disbursements made in the year were found to have been authorized by ordinances.

Disbursements for capital outlay were made in the total amount of \$19,215.79 as shown on Schedule 2. These consisted of the following items;

Administrative Department -

Addressograph, graphotype and accessories for billing department	\$ 1,903.47	
Office furniture	227.85	
Other equipment	<u>231.75</u>	\$ 2,363.07

Electric Department -

Meters, meter sockets, transformers, cable, wire, etc.		3,178.99
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Water Department -

Ingersoll-Rand compressor and attachments	\$ 3,846.75	
Water meters, fire hydrants, meter tile and covers, pipe, valves, etc.	<u>2,805.87</u>	6,652.62

Park Department -

Park casino furnishings	\$ 841.33	
Power mower	102.80	
Garden tractor	263.20	
Storage building - golf course	523.83	
Tools, etc.	<u>45.34</u>	1,776.50

Street Department -

Caterpillar motor grader, used	\$ 650.00	
1950 Ford truck, used	950.00	
1941 Ford tractor, used	500.00	
Loader attachment for tractor	275.00	
Stop signs, school signs, tools, etc.	<u>407.51</u>	2,782.51

Police Department -

1952 Ford police car		1,946.00
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Fire Department -

300' fire hose - 2 1/2 inch	\$ 463.60	
Other	<u>52.50</u>	<u>516.10</u>

Total		<u>\$ 19,215.79</u>
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FUND BALANCES

As shown on Exhibit A, the cash balances in the various funds increased a total of \$19,799.15 during the year under review. Cash on hand was counted by us on April 1, 1953, and the various bank account balances were reconciled with the amounts confirmed directly to us by the depository banks. In connection therewith we obtained the bank statements and cancelled checks for the month of March, 1953, directly from the banks and made independent reconciliations of the accounts. The collector's petty cash fund of \$300.00, which is not included in the fund balances, was also counted on April 1, 1953, and found to be in order.

GENERAL

Accounts receivable at March 31, 1953, were as follows:

Water and electric accounts	\$ 16,960.63
Delinquent real estate, personal property and merchants taxes	5,548.72
Delinquent occupation licenses	<u>372.30</u>
	<u>\$ 22,881.65</u>

The following summary shows the amounts of delinquent real estate, personal property and merchants taxes receivable by years:

<u>Year</u>	<u>Total</u>	<u>Real estate</u>	<u>Personal</u>	<u>Merchants</u>
1947 & prior	\$ 232.84	\$ 51.39	\$ 155.69	\$ 25.76
1948	225.40	70.81	128.57	26.02
1949	538.67	113.94	342.98	81.75
1950	825.46	187.65	528.81	109.00
1951	1,402.31	513.83	778.36	110.12
1952	<u>2,324.04</u>	<u>1,256.10</u>	<u>1,033.02</u>	<u>34.92</u>
Totals	<u>\$ 5,548.72</u>	<u>\$ 2,193.72</u>	<u>\$ 2,967.43</u>	<u>\$ 387.57</u>

The above balances of the various accounts receivable were verified by footing the unpaid water and electric collection stubs and the delinquent tax records.

Accounts payable at March 31, 1953, totaled \$13,925.87. The vouchers, invoices and other supporting data were reviewed by us. Included therein is the purchase of the following equipment not listed elsewhere in this report:

1948 G.M.C. Truck	\$ 600.00
National adding machine	<u>285.00</u>
	<u>\$ 885.00</u>

Outstanding bond issues at March 31, 1953, and the annual interest and sinking fund requirements therefor are presented on Schedule 3. The outstanding balances were confirmed directly to us by the banks which are acting as paying agents. Based on tax collections in the year under review, the present tax levy of 50¢ will be adequate to meet all future maturities of bonds now outstanding.

Water and electric meter deposit transactions during the year, were as follows:

	<u>Water</u>	<u>Electric</u>	<u>Total</u>
Balance - March 31, 1952	\$ 4,983.00	\$ 19,021.00	\$ 24,004.00
Deposits received during current fiscal year	<u>940.00</u>	<u>3,129.00</u>	<u>4,069.00</u>
	\$ 5,923.00	\$ 22,150.00	\$ 28,073.00
Less - deposits refunded or applied on account	<u>548.00</u>	<u>2,009.50</u>	<u>2,557.50</u>
Balance - March 31, 1953	<u>\$ 5,375.00</u>	<u>\$ 20,140.50</u>	<u>\$ 25,515.50</u>

Current liabilities of the City at March 31, 1953, as compared with the prior year may be summarized as follows:

<u>Description</u>	<u>March 31, 1953</u>	<u>March 31, 1952</u>
Accounts payable	\$ 12,927.49	\$ 11,189.99
Accrued sales tax	998.38	921.60
Customers' deposits	25,515.50	24,004.00
Bonds payable	<u>13,500.00</u>	<u>9,500.00</u>
Totals	<u>\$ 52,941.37</u>	<u>\$ 45,615.59</u>

It may be noted that cash and accounts receivable increased \$21,903.43 in the year under review as compared to the increase of \$7,325.78 in current liabilities as shown above.

During the year under review the City purchased from the Frisco Railroad Company an improved water well and surrounding lots for the sum of \$1.00 cash plus \$5,000.00 worth of free water at current industrial rates. As at March 31, 1953, the balance due on this contract (payable in free water service) totaled \$4,836.16.

We wish to take this opportunity to express our appreciation for the facilities and cooperation afforded us during the course of our examination. If you desire any further information, we shall be pleased to furnish it upon your request.

Very truly yours,

Brown and Martin

CITY OF MONETT, MISSOURI
STATEMENT OF FUND BALANCES
FOR THE FISCAL YEAR ENDED MARCH 31, 1953

	<u>Total</u>	<u>General fund</u>	<u>Library fund</u>	<u>Sinking and interest fund</u>
Receipts -				
General fund receipts (Schedule 1)	\$258,759.44	\$258,759.44	\$ -	\$ -
Other receipts (Real estate, personal, merchants taxes, etc.)	<u>18,431.76</u>	<u>-</u>	<u>1,848.12</u>	<u>16,583.64</u>
Total receipts	<u>\$277,191.20</u>	<u>\$258,759.44</u>	<u>\$ 1,848.12</u>	<u>\$ 16,583.64</u>
Disbursements -				
General fund disbursements (Schedule 2)	\$245,131.35	\$245,131.35	\$ -	\$ -
Other disbursements:				
Books purchased	762.44	-	762.44	-
Miscellaneous expense	107.01	-	107.01	-
Bonds paid	9,500.00	-	-	9,500.00
Bond interest and service charges	<u>1,891.25</u>	<u>-</u>	<u>-</u>	<u>1,891.25</u>
Total disbursements	<u>\$257,392.05</u>	<u>\$245,131.35</u>	<u>\$ 869.45</u>	<u>\$ 11,391.25</u>
Excess of receipts over disbursements	\$ 19,799.15	\$ 13,628.09	\$ 978.67	\$ 5,192.39
<u>Add</u>				
Fund balances - March 31, 1952	<u>52,020.35</u>	<u>42,020.33</u>	<u>1,579.01</u>	<u>8,421.01</u>
Fund balances - March 31, 1953	<u>\$ 71,819.50</u>	<u>\$ 55,648.42</u>	<u>\$ 2,557.68</u>	<u>\$ 13,613.40</u>

Schedule I
General fund receipts

CITY OF MONETT, MISSOURI
GENERAL FUND RECEIPTS

FOR THE FISCAL YEAR ENDED MARCH 31, 1953

Description	Total	Taxes	Source of Revenue				
			Electric Department	Water Department	Park Department	Street Department	Police Department
Real estate and personal property taxes -	\$ 9,337.61	\$ 9,337.61	-	-	-	-	-
Merchants and manufacturers taxes	619.28	619.28	-	-	-	-	-
Penalties and interest	292.93	292.93	-	-	-	-	-
Occupation licenses	2,250.47	2,250.47	-	-	-	-	-
Utilities taxes	11,639.39	11,639.39	-	-	-	-	-
Intangible taxes	1,025.30	1,025.30	-	-	-	-	-
Sale of electric current	180,058.45	-	180,058.45	-	-	-	-
Sale of supplies, etc.	351.85	-	351.85	-	-	-	-
Pole rental	195.00	-	195.00	-	-	-	-
Sale of water	35,360.61	-	-	35,360.61	-	-	-
Water taps	795.00	-	-	795.00	-	-	-
Meter deposits	4,069.00	-	3,129.00	940.00	-	-	-
Casino rent	857.50	-	-	-	857.50	-	-
Swimming pool receipts	2,722.50	-	-	-	2,722.50	-	-
Basket rental	689.90	-	-	-	689.90	-	-
Greens fees - golf course	917.65	-	-	-	917.65	-	-
Sundry fees - golf course	11.20	-	-	-	11.20	-	-
Sale of supplies and street repairs	856.51	-	-	-	-	856.51	-
Sewer taps	200.00	-	-	-	-	200.00	-
Police court fines	614.00	-	-	-	-	-	614.00
Police department - other	180.30	-	-	-	-	-	180.30
Sales tax collected	4,082.09	-	3,347.31	734.78	102.35	31.30	1,120.28
Miscellaneous income	1,632.90	-	211.02	167.95	-	-	-
Totals	\$258,752.44	\$ 25,164.98	\$187,292.63	\$ 37,998.34	\$ 5,301.10	\$ 1,087.61	\$ 1,914.58

Pa
Exhibit A

CITY OF MONETT, MISSOURI
 GENERAL FUND DISBURSEMENTS
 FOR THE FISCAL YEAR ENDED MARCH 31, 1953

Description	Total	Administrative Expense									
		Department	Electric Department	Water Department	Park Department	Street Department	Police Department	Fire Department	Library	Other	Unallocated
Salaries and wages	\$ 97,826.70	\$ 14,202.50	\$ 11,386.57	\$ 17,431.68	\$ 10,606.70	\$ 18,003.65	\$ 14,138.78	\$ 10,324.50	\$ 14,935.22		
Payroll taxes	1,492.38	216.69	173.71	265.94	161.77	274.75	215.59	157.45	26.42		
City assessor	993.67	993.67	-	-	-	-	-	-	-		
Election expense	710.20	710.20	-	-	-	-	-	-	-		
Insurance	4,161.41	3,891.16	-	-	270.25	-	-	-	-		
Professional services	4,993.46	4,993.46	-	-	-	-	-	-	-		
Material and supplies	15,183.49	2,721.56	4,821.72	4,500.39	822.94	1,019.23	188.48	1,111.17	-		
Miscellaneous	2,538.23	627.66	-	619.72	405.49	482.94	12.74	390.28	-		
Rent	1,250.00	1,250.00	-	-	-	-	-	-	-		
Repairs, building	2,178.35	1,438.62	385.25	609.75	739.73	104.37	484.90	169.00	-		
Utilities (includes telephone)	2,757.69	775.55	450.15	299.65	288.78	2,611.26	1,205.80	-	-		
Car and truck expense	4,596.86	-	-	-	-	-	-	-	-		
Electric current purchased	70,090.08	-	70,090.08	-	-	-	-	-	-		
Equipment repairs	4,078.37	-	311.46	2,061.44	310.99	1,394.48	-	-	-		
Freight and express	4,516.51	-	82.13	434.38	-	-	-	-	-		
Meter deposit refunds	2,557.50	-	2,009.50	548.00	-	-	-	-	-		
Sales tax paid	3,875.75	-	3,358.98	516.77	-	5,771.75	-	-	-		
Paving and resurfacing	5,771.75	-	-	-	-	-	-	-	-		
Police fund	343.25	-	-	-	-	343.25	-	-	-		
Capital outlay	19,215.72	2,363.07	3,178.99	6,652.62	1,776.50	2,782.51	1,916.00	516.10	-		
Totals	\$245,131.35	\$ 34,184.14	\$ 95,248.54	\$ 33,940.34	\$ 15,383.15	\$ 32,474.94	\$ 18,530.00	\$ 12,608.50	\$ 1,761.71		

TO
 EXHIBIT A

Schedule 2
 General fund disbursements

Schedule 3
Interest and Sinking Fund

CITY OF MONETT, MISSOURI

STATEMENT OF INTEREST AND SINKING FUND REQUIREMENTS

Fiscal Year Ended March 31	Total	Interest and Fees	1 1/2% Public City Park Bonds Dated March 1, 1946	1 1/2 % Sewer Disposal Plant Bonds Dated March 1, 1946	1 1/2 % Storm Sewer Bonds Dated March 15, 1947	4% Sewage Disposal Plant Bonds Dated September 1, 1934
1954	\$ 15,124.50	\$ 1,624.50	\$ -	\$ 5,000.00	\$ 6,000.00	\$ 2,500.00
1955	14,346.00	1,346.00	-	5,000.00	6,000.00	2,000.00
1956	12,088.00	1,088.00	-	5,000.00	6,000.00	-
1957	13,912.00	912.00	3,000.00	-	10,000.00	-
1958	13,704.00	704.00	3,000.00	-	10,000.00	-
1959	15,496.00	196.00	3,000.00	-	12,000.00	-
1960	14,256.00	256.00	3,000.00	-	11,000.00	-
1961	2,032.00	32.00	2,000.00	-	-	-
Totals	\$100,958.50	\$ 6,458.50	\$ 14,000.00	\$ 15,000.00	\$ 61,000.00	\$ 4,500.00