

CITY OF MUSKOGEE  
FOUNDATION, INC.

FINANCIAL REPORT

June 30, 2022 and 2021

## CONTENTS

	Page
INDEPENDENT AUDITOR'S REPORT	1-2
FINANCIAL STATEMENTS	
Statements of financial position	3
Statements of activities and changes in net assets	4
Statements of functional expenses	5-6
Statements of cash flows	7
Notes to financial statements	8-13

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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
City of Muskogee Foundation, Inc.

### **Opinion**

We have audited the accompanying financial statements of City of Muskogee Foundation, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities and changes in net assets, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of City of Muskogee Foundation, Inc. as of June 30, 2022 and 2021, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis for Opinion**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of City of Muskogee Foundation, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Responsibilities of Management for the Financial Statements**

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Muskogee Foundation, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 City of Muskogee Foundation, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Muskogee Foundation, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

*Luton & Co., PLLC*

Edmond, Oklahoma  
November 16, 2022

CITY OF MUSKOGEE FOUNDATION, INC.

STATEMENTS OF FINANCIAL POSITION

Years Ended June 30, 2022 and 2021

ASSETS	2022	2021
<b>ASSETS</b>		
Cash and cash equivalents	\$ 2,958,694	\$ 5,819,341
Interest receivable	292,041	206,717
Marketable securities	131,710,485	149,747,627
Notes receivable	9,171,646	9,171,646
Furniture and equipment, net of accumulated depreciation of \$2,172 and \$2,036	<u>3,948</u>	<u>-</u>
	<u>\$ 144,136,814</u>	<u>\$ 164,945,331</u>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>LIABILITIES</b>		
Accounts payable	\$ 41,700	\$ 46,583
Accrued interest payable	170,962	249,095
Notes payable	5,931,626	7,082,626
Grants payable	<u>21,144,569</u>	<u>31,817,285</u>
	27,288,857	39,195,589
 <b>NET ASSETS</b>		
Net assets without donor restrictions	<u>116,847,957</u>	<u>125,749,742</u>
	<u>\$ 144,136,814</u>	<u>\$ 164,945,331</u>

The Notes to Financial Statements are an integral part of these statements.

CITY OF MUSKOGEE FOUNDATION, INC.

STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS

Years ended June 30, 2022 and 2021

	2022	2021
Revenues		
Interest and dividends	\$ 3,045,476	\$ 2,880,352
Unrealized gains (losses)	(22,825,218)	20,100,567
Realized gains	5,462,470	11,274,609
	<u>(14,317,272)</u>	<u>34,255,528</u>
Expenses		
Program expenses	(6,176,717)	13,948,186
Management and administration	761,230	816,418
Fundraising	-	-
	<u>(5,415,487)</u>	<u>14,764,604</u>
Increase in net assets	(8,901,785)	19,490,924
Net assets, beginning of year	<u>125,749,742</u>	<u>106,258,818</u>
Net assets, end of year	<u>\$ 116,847,957</u>	<u>\$ 125,749,742</u>

The Notes to Financial Statements are an integral part of these statements.

CITY OF MUSKOGEE FOUNDATION, INC.

STATEMENTS OF FUNCTIONAL EXPENSES

Years ended June 30, 2022 and 2021

	2022			
	Program Expenses	Management and Administration	Fundraising	Total
Contract services	\$ -	\$ 78,743	\$ -	\$ 78,743
Management fees	-	470,900	-	470,900
Grant expense	(6,307,351)	-	-	(6,307,351)
Interest expense	-	182,522	-	182,522
Insurance	-	4,894	-	4,894
Accounting	-	12,500	-	12,500
Legal fees	-	11,535	-	11,535
Program expense	130,634	-	-	130,634
Depreciation expense	-	136	-	136
	<u>\$ (6,176,717)</u>	<u>\$ 761,230</u>	<u>\$ -</u>	<u>\$ (5,415,487)</u>

The Notes to Financial Statements are an integral part of these statements.

CITY OF MUSKOGEE FOUNDATION, INC.

STATEMENTS OF FUNCTIONAL EXPENSES

Years ended June 30, 2022 and 2021

	2021			Total
	Program Expenses	Management and Administration	Fundraising	
Contract services	\$ -	\$ 72,906	\$ -	\$ 72,906
Management fees	-	453,964	-	453,964
Grant expense	13,948,186	-	-	13,948,186
Interest expense	-	272,337	-	272,337
Insurance	-	4,661	-	4,661
Accounting	-	12,100	-	12,100
Legal fees	-	450	-	450
	<u>\$ 13,948,186</u>	<u>\$ 816,418</u>	<u>\$ -</u>	<u>\$ 14,764,604</u>

The Notes to Financial Statements are an integral part of these statements.



CITY OF MUSKOGEE FOUNDATION, INC.

STATEMENTS OF CASH FLOWS

Years ended June 30, 2022 and 2021

	2022	2021
Cash flows from operating activities:		
Change in net assets	\$ (8,901,785)	\$ 19,490,924
Adjustments to reconcile change in net assets to net cash used in operating activities:		
(Gains) losses in investments	17,362,748	(31,375,176)
Increase (decrease) in interest receivable	(85,324)	151,889
Increase (decrease) in accounts payable	(4,883)	12,123
Increase (decrease) in accrued interest payable	(78,133)	(137,134)
Increase (decrease) in grants payable	(10,672,716)	7,801,742
Net cash provided (used) by operating activities	<u>(2,380,093)</u>	<u>(4,055,632)</u>
Cash flows from investing activities:		
Proceeds from sales and maturities of marketable securities	10,845,362	28,391,545
Purchase of marketable securities	<u>(10,170,832)</u>	<u>(21,670,352)</u>
Net cash provided (used) by investing activities	<u>674,530</u>	<u>6,721,193</u>
Cash flows from financing activities:		
Payment of principal	(1,151,000)	(1,151,000)
Purchase of fixed assets	<u>(4,084)</u>	<u>-</u>
Net cash provided (used) by financing activities	<u>(1,155,084)</u>	<u>(1,151,000)</u>
Net increase (decrease) in cash	(2,860,647)	1,514,561
Cash and cash equivalents, beginning of year	<u>5,819,341</u>	<u>4,304,780</u>
Cash and cash equivalents, end of year	<u>\$ 2,958,694</u>	<u>\$ 5,819,341</u>
Interest expense paid	<u>\$ 260,654</u>	<u>\$ 409,471</u>

The Notes to Financial Statements are an integral part of these statements.

CITY OF MUSKOGEE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2022 and 2021

Note 1. Organization and Summary of Significant Accounting Policies

Organization

City of Muskogee Foundation, Inc. (the Foundation) was established as a result of the long-term lease of Muskogee Regional Medical Center (MRMC) operations. MRMC is a public trust under Oklahoma law. The City of Muskogee is the sole beneficiary of this Trust. The Foundation was charged with the management of the funds on behalf of the City of Muskogee. The Foundation's mission is to utilize its resources to work cooperatively with the City of Muskogee to develop, support, promote and improve programs relating to education, arts, culture, community revitalization and beautification, social services, health care, economic development, infrastructure, housing and recreation for the City of Muskogee.

The City of Muskogee is the sole member of the Foundation. As the sole member, it appoints the Board of Directors. The City Council (the City's governing body) appoints eleven of the thirteen members of the Board of Directors of the Foundation. The remaining two members serve by virtue of their positions with the city as Mayor and City Manager. Two of the eleven members of the board appointed by the City Council must be members of the City Council.

Basis of presentation

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor-imposed restrictions.

Net assets without donor restrictions – Net assets available for use in general operations and not subject to donor or certain grantor restrictions.

Net assets with donor restrictions – Net assets subject to donor or certain grantor imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained perpetuity. Donor imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

The Foundation had no net assets with donor restrictions at June 30, 2022 and 2021.

Revenue recognition

Revenues, gains, and other support are reported as increases in net assets without donor restrictions if the restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor restricted contributions are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restriction and reported in the statements of activities and changes in net assets as net assets released from restrictions. Expenses are reported as decreases in net assets without donor restrictions only. Gains and losses on investments and other assets and liabilities are reported as increases or decreases in net assets without donor restrictions, unless their use is restricted by explicit donor stipulation or by law.

Investment and investment return

Investments in equity securities having a readily determinable fair value and all debt securities are carried at fair value. Investment return includes dividend, interest and other investment income, realized and unrealized gains and losses on investments carried at fair value and realized gains and losses on other investments.

CITY OF MUSKOGEE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2022 and 2021

Note 1. Organization and Summary of Significant Accounting Policies, continued

Use of estimates

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

Cash and cash equivalents

For purposes of the statements of cash flows, the Foundation considers all highly liquid investments purchased with a maturity of three months or less to be cash equivalents.

Receivables

The Foundation charges any uncollectable accounts directly to current operations. All accounts at June 30, 2022 and 2021 are thought to be collectible.

Property and equipment

Maintenance and repairs which do not improve or extend the useful lives of the assets are expensed as incurred. Additions and betterments greater than \$2,000 are capitalized. Upon retirement or replacement, the costs and accumulated depreciation are removed from the respective accounts and the differences are included in changes in net assets.

Fixed assets are recorded at cost or fair value, if donated, and depreciated using the straight-line method over the estimated useful life as follows:

Furniture and equipment	5 years
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The depreciation expense for the years ending June 30, 2022 and 2021 was \$136 and zero, respectively.

Income tax status

The Foundation has been granted exemption from taxes under Section 501(c)(3) of the Internal Revenue Code.

Note 2. Marketable Securities and Fair Value

Investments are measured at fair value in the statements of financial position. Realized and unrealized gains and losses are reported in the statements of activities and changes in net assets. Accounting standards establish a three-level hierarchy for the valuation of financial instruments:

Level I – Quoted priced in active markets for identical assets or liabilities.

Level II – Observable inputs other than Level I prices, such as quoted prices for similar asset or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities.

Level III – Unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets or liabilities.

CITY OF MUSKOGEE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2022 and 2021

Note 2. Marketable Securities and Fair Value, continued

The Foundation's marketable securities consist primarily of mutual funds and equities. A summary of the marketable securities as of June 30, sorted by hierarchy, is as follows:

Mutual Funds (Level I)	2022		2021	
	Cost	Market Value	Cost	Market Value
Equity				
Vanguard Institutional Index Inst	\$ 5,905,177	\$ 24,216,727	\$ 6,643,027	\$ 31,654,927
Vanguard Mid-Cap Index Inst	3,188,588	5,552,719	3,443,394	7,226,230
Vanguard Small-Cap Value Index Inst	9,424,213	15,739,779	10,362,689	19,746,211
Vanguard Tot Int'l Stk Indx Inst	12,465,609	11,450,051	12,099,129	14,270,330
Vanguard Value Index Inst	1,803,165	5,982,330	2,088,237	7,207,792
Vanguard Small-Cap Value ETF	1,709,260	5,444,309	1,709,260	6,310,631
Schwab Fnd Emerg Mkts LG	4,858,668	3,989,353	4,736,000	4,830,343
Schwab Fnd Intl LG Co Indx Inst	4,619,810	3,962,712	4,736,000	4,790,963
Fixed Income				
Pimco Moderate Duration Instl	21,055,944	19,359,662	18,617,882	18,779,907
Vanguard Short Term Bond Index Inst	25,704,451	24,718,728	21,034,113	21,587,724
Vanguard Total Bond Market Inst	<u>11,936,831</u>	<u>11,294,115</u>	<u>12,353,832</u>	<u>13,342,569</u>
	<u>\$102,671,716</u>	<u>\$131,710,485</u>	<u>\$97,823,563</u>	<u>\$149,747,627</u>

Unrealized gains and (losses) arising during 2022 and 2021 total \$(22,825,218) and \$20,100,567, respectively and have been included in the accompanying statements of activities and changes in net assets. Realized gains for 2022 and 2021 of \$5,462,470 and \$11,274,609, respectively are also included in the statements of activities and changes in net assets. Total proceeds from security sales were \$10,845,362 and \$28,391,545 for 2022 and 2021, respectively and the gain or loss was determined using the specific identification method.

The investments are overseen by investment managers which have been provided with the investment policy adopted by the board of directors and directed to follow that policy. Additionally, the Foundation maintains an investment committee that provides oversight with regard to the investments.

Growth and income is the Foundation's overall investment objective. The intent of the objective is to provide both current income and future growth to accommodate the Foundation's spending policy plus normal inflation, thereby preserving the constant dollar value and purchasing power of the Foundation for future generations.

Investment performance will be reviewed over a five-year time horizon or market cycle, using the most appropriate benchmarks for the types of investments held. The goal of each asset class is to achieve the total return of its benchmark while maintaining a risk level similar to, or less than, that of the benchmark. The total overall goal for the Foundation is to achieve a real rate of return after inflation that is equal to the spending rate identified in the spending policy.

The Board expects the Foundation's asset allocation policy to reflect and be consistent with the investment objectives and risk tolerance expressed throughout the investment policy. The following guidelines will be used by the investment committee in determining the allocation of the Foundation's assets:

CITY OF MUSKOGEE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS  
June 30, 2022 and 2021

Note 2. Marketable Securities and Fair Value, continued

Fixed income – The fixed income equity component, including cash and equivalents, shall normally constitute 30% to 50% of total fund assets.

Equities – The equity component of the portfolio shall normally constitute 50% to 70% of the total fund assets

Note 3. Management Agreement

The Foundation has entered into a management agreement with the Foundation Management, Inc., (FMI), an Oklahoma corporation, to conduct and oversee the day-to-day operations of the Foundation as well as investment management of funds received. Under the terms of the agreement, FMI receives a monthly fee equal to the product of .0018 times divided by 1/12th the aggregate market value of the assets of the Foundation as of the last day of each calendar month. In addition, the agreement states that for each calendar month, FMI will receive a financial consultant fee equal to the product of .0012 times divided by 1/12th of the assets under management as of the last day of the month. Total management expense for the years ended June 30, 2022 and 2021 was \$470,900 and \$453,964, respectively.

Note 4. Grants Payable

During 2022, the Foundation approved 37 grants to 21 local applicants and the City of Muskogee and during 2021, the Foundation approved 38 grants to 20 local applicants and the City of Muskogee.

A summary of the grants payable activity is as follows:

Grants payable, July 1, 2020	\$24,015,543
Grants awarded	15,316,061
Grants cancelled	(1,367,875)
Disbursements	<u>(6,146,444)</u>
Grants payable, June 30, 2021	31,817,285
Grants awarded	5,625,307
Grants cancelled	(11,932,658)
Disbursements	<u>(4,365,365)</u>
Grants payable, June 30, 2022	<u>\$21,144,569</u>

CITY OF MUSKOGEE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2022 and 2021

Note 5. Notes Receivable

The notes receivable at June 30, 2022 and 2021 consist of the following:

	2022	2021
Notes receivable (A)	\$ 5,500,000	\$ 5,500,000
Notes receivable (B)	<u>3,671,646</u>	<u>3,671,646</u>
	<u>\$ 9,171,646</u>	<u>\$ 9,171,646</u>

- (A) Loan to the Muskogee Urban Renewal Authority to purchase real property for redevelopment. Payments of interest only to be made semi-annually for twenty years at prime rate less .25 basis points. Matures on January 27, 2035 and shall be payable in a single principal payment of \$5,500,000 plus any accrued and unpaid interest.
- (B) Loan to Muskogee Redevelopment Authority to purchase land near State Highway 69 and Shawnee Bypass; payments of interest only to be made annually for five years at prime rate less .25 basis points. Matured on March 1, 2020, but was renewed for an additional five years under the same terms.

Additionally, the board of directors approved a two-year balloon loan to the Muskogee City - County Port Authority in the amount of \$2,500,000 at an interest rate of Prime - .25%, principal due at maturity and interest due quarterly. No funds were drawn on the loan. This agreement expired May 2022.

Note 6. Related Party Transactions

During the fiscal year ending June 30, 2022 and 2021, the Foundation had the following related party transactions with the City of Muskogee and its Authorities:

	2022	2021
Interest income	\$ 165,000	\$ 275,149
Grants disbursed	\$ 2,847,072	\$ 4,310,923
Grants awarded (net of \$11,915,658 and \$1,630,400 cancelled in 2022 and 2021, respectively.)	\$(8,234,658)	\$10,904,799

Note 7. Notes Payable

The Foundation was obligated on the following notes at June 30, 2022 and 2021. All of the loans are collateralized by investments.

	2022	2021
Note payable to BancFirst to fund Muskogee Little Theatre building construction grant. Variable interest rate of .25% under prime. Ten annual principal payments of \$500,000 and one payment of principal and interest of \$412,682 due on July 15, 2025.	\$2,320,380	\$2,820,380

CITY OF MUSKOGEE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS  
June 30, 2022 and 2021

Note 7. Notes Payable, continued

	2022	2021
Note payable to BancFirst to fund the Urban Renewal Authority grant for acquisition of property on Shawnee Bypass. Variable interest rate of .25% under prime. Nine annual principal payments of \$400,000 and one payment of principal and interest of \$412,200 due on July 15, 2024.	2,700,000	3,100,000
Note payable to BancFirst to fund construction of a new building for the Martin Luther King Center. Variable interest rate of .25% under prime. Nine annual principal payments of \$251,000 and one final payment of principal and interest of \$258,789 due August 15, 2025. Regular annual payments of accrued unpaid interest are also due.	<u>\$ 911,246</u>	<u>\$1,162,246</u>
	<u>\$5,931,626</u>	<u>\$7,082,626</u>

Future maturities as of June 30, are as follows:

2023	\$1,151,000
2024	1,151,000
2025	1,151,000
2026	1,058,246
2027	720,380
Thereafter	<u>700,000</u>
	<u>\$5,931,626</u>

Note 8. Liquidity and Availability

Financial assets available for general expenditures, that is without donor restriction or other restrictions limiting their use, within one year of the statement of financial position, comprise the following:

Cash and cash equivalents	\$ 2,958,694
Interest receivable	292,041
Marketable securities	<u>131,710,485</u>
	<u>\$134,961,220</u>

Although the Foundation's investments are available to meet current obligations and needs, it is their intent to keep the additional funds invested until needed.

Note 9. Subsequent Events

Management has evaluated subsequent events, if any, through the report date of November 16, 2022, the date the report was available to be issued, and has determined that no additional events occurred which would require disclosure in these financial statements.