

INDEPENDENT ACCOUNTANTS REPORT  
ON APPLYING AGREED UPON PROCEDURES  
TOWN OF WRIGHT CITY, OKLAHOMA  
JUNE 30, 2020

RALPH OSBORN  
CERTIFIED PUBLIC ACCOUNTANT  
500 SOUTH CHESTNUT  
P.O. BOX 1015  
BRISTOW, OKLAHOMA 74010-1015  
osborncpa0487@sbcglobal.net

# Ralph Osborn

*Certified Public Accountant*

500 South Chestnut  
P.O. Box 1015  
Bristow, OK 74010  
osborncpa0487@sbcglobal.net

(918) 367-2208  
(888) 413-2208  
Fax (918) 367-1034  
or (888) 261-6468

Independent Accountant's Report  
On Applying Agreed Upon Procedures  
To the Specified Users of the Report:

Town Board of Trustees, Town of Wright City  
Wright City, Oklahoma

Trustees of Wright City Public Works Authority  
Wright City, Oklahoma

Oklahoma Office of State Auditor and Inspector  
Oklahoma City, Oklahoma

## **Report on Compiled Financial Statements and Schedules**

Management is responsible for the accompanying financial statements and schedules of the Town of Wright City and Wright City Public Works Authority, Wright City, Oklahoma, which comprise a Summary of Changes in Fund Balances-Modified Cash Basis as of the year ended June 30, 2020, and the related Budgetary Comparison Schedule of the General Fund-Modified Cash Basis, Budgetary Comparison Schedule of the Street & Alley Fund-Modified Cash Basis, Budgetary Comparison Schedule of the Cemetery Fund-Modified Cash Basis, Statement of Revenues, Expenses and Changes in Fund Balance of Wright City Public Works Authority-Modified Cash Basis for the year then ended in accordance with the modified cash basis of accounting, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. I have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. I did not audit or review the accompanying financial statements and schedules nor were I required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements and schedules.

The financial statements and schedules have been prepared in a format and basis of accounting, as prescribed by Oklahoma Statutes, that demonstrates compliance with the modified cash basis and budget laws of the State of Oklahoma which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all of the disclosure ordinarily included in financial statements and schedules prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements and schedules, they might influence the user's conclusions about the Town's assets, liabilities, equity, revenues, and expenses. Accordingly, these financial statements and schedules are not designed for those who are not informed about such matters.

## **Report on Applying Agreed-upon Procedures**

I have performed the procedures enumerated below, which were agreed to by the specified users of the report, as identified above, and as defined within the applicable state laws of the State of Oklahoma solely to assist the Town of Wright City and Wright City Public Works Authority in meeting its financial accountability requirements as prescribed by Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2020. Management of the Town of Wright City and Wright City Public Works Authority is responsible for the Town's and Authority's financial accountability and its compliance with those legal and contractual requirements. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants to meet the requirements prescribed in Oklahoma Statutes § 11-17.105-.107. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

## **Procedures and Findings**

As to the **Town of Wright City** as of and for the fiscal year ended June 30, 2020.

1. **Procedures Performed:** From the Town's trial balances, I prepared a modified cash basis schedule of changes in fund balances for each fund (see accompanying Exhibit 1) and compared the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

**Findings:** No instances of noncompliance noted.

2. **Procedures Performed:** Form the Town's trial balances, I attempted to prepare a modified cash basis budget and actual financial schedule for the General Fund, Street & Alley Fund, and Cemetery Fund and any other significant funds (any fund whose revenues, expenditures or ending fund balance exceeds 10% of the Town's total revenues, expenditures or fund balances) listing separately each federal fund (see accompanying Exhibit 2, 3 and 4) and compared the actual expenditures and encumbrances reported to the authorized appropriations to report any noted instances of noncompliance with the appropriation limitations.

**Findings:** The Town did not prepare a budget as required by Oklahoma State Statute.

3. **Procedures Performed:** I agreed the Town's material bank account balances to bank statements, and traced timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

**Findings:** No instances of noncompliance noted.

4. **Procedures Performed:** I compared the Town's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

**Findings:** As of June 30, 2020, all of the Towns deposits and investments were covered by federal deposit insurance or were fully collateralized.

5. **Procedures Performed:** I compared the Town's use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

**Findings:** No instances of noncompliance noted.

6. **Procedures Performed:** I compared the accounting for the Town's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

**Findings:** No instances of noncompliance noted.

7. **Procedures Performed:** I compared the Town's account balances in reserve accounts to contractually required reserve balances and debt service requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

**Findings:** The Town had no contractual or debt service requirements. This procedure does not apply.

As to the Town of Wright City Grant Programs, as of and for the fiscal year ended June 30, 2020:

8. **Procedures Performed:** From the Town's trial balances, I prepared schedules of grant activity for each grant/contract and compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance.

**Findings:** No instances of noncompliance noted.

As to the **Wright City Public Works Authority** as of and for the fiscal year ended June 30, 2020.

1. **Procedures Performed:** From the Authority's trial balances, I prepared a schedule of revenues, expenditures/expenses changes in fund balances/net assets for each fund (see accompanying Exhibit 5) and compared the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

**Findings:** No instances of noncompliance noted.

2. **Procedures Performed:** I agreed the Authority's material bank account balances to the bank statements, and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

**Findings:** No instances of noncompliance to be reported noted.

3. **Procedures Performed:** I compared the Authority's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

**Findings:** No instances of noncompliance noted.

- 4. Procedures Performed:** I compared the Authority's use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

**Findings:** No instances of noncompliance noted.

- 5. Procedures Performed:** I compared the accounting for the Authority's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

**Findings:** No instances of noncompliance noted.

- 6. Procedures Performed:** I compared the Authority's account balances in reserve accounts to contractually required reserve balances and debt service requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

**Findings:** No instances of noncompliance noted.

As to the Wright City Public Works Authority Grant Programs, as of and for the fiscal year ended June 30, 2020:

- 7. Procedures Performed:** From the Authority's trial balances, I attempted to prepared schedules of grant activity for each grant/contract and compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance.

**Findings:** The Wright City Public Works Authority did not accurately report Grant revenues and expenses.

I were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion on compliance, and an opinion or conclusion on the related financial statements and schedules. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the specified users, as identified above, and is not intended to be and should not be used by anyone other than these specified parties.

**Sincerely,**



**Ralph Osborn**  
**August 18, 2023**

TOWN OF WRIGHT CITY AND WRIGHT CITY PUBLIC WORKS AUTHORITY  
 WRIGHT CITY, OKLAHOMA  
 SUMMARY OF CHANGES IN FUND BALANCES  
 MODIFIED CASH BASIS  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2020  
 (UNAUDITED)  
 Exhibit 1

	Beginning of Year Fund <u>Balances</u>	Current Year <u>Receipts</u>	Interfund <u>Transfers</u>	Current Year <u>Disbursements</u>	End of Year <u>Fund Balances</u>
Town of Wright City:					
General Fund	\$ 30,497	\$ 247,747	\$ -	\$ (252,576)	\$ 25,668
Street Fund	2,424	8,494	-	(9,829)	1,089
Cemetery Fund	11,276	7,068	\$ -	(4,992)	13,352
Town Subtotal	<u>\$ 44,197</u>	<u>\$ 263,309</u>	<u>\$ -</u>	<u>\$ (267,397)</u>	<u>\$ 40,109</u>
Wright City Public Works Authority:					
General Account	\$ 995,542	\$ 510,445	\$ -	\$ (437,811)	\$ 1,068,176
PWA Subtotal	<u>\$ 995,542</u>	<u>\$ 510,445</u>	<u>\$ -</u>	<u>\$ (437,811)</u>	<u>\$ 1,068,176</u>
Overall Totals	<u>\$1,039,739</u>	<u>\$ 773,754</u>	<u>\$ -</u>	<u>\$ (705,208)</u>	<u>\$ 1,108,285</u>

Please see accompanying Accountants Reports

TOWN OF WRIGHT CITY  
 WRIGHT CITY, OKLAHOMA  
 BUDGETARY COMPARISON SCHEDULE  
 MODIFIED CASH BASIS  
 GENERAL FUND  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2020  
 (UNAUDITED)  
 Exhibit 2

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final	Amounts	Positive (Negative)
Beginning Budgetary Fund Balance:	\$ -	\$ -	\$ 25,431	\$ 25,431
<b>Resources (Inflows):</b>				
Sales Tax	-	-	108,101	108,101
Use Tax	-	-	13,883	13,883
Franchise Tax	-	-	12,148	12,148
Alcohol and Gas Excise Tax	-	-	18,326	18,326
Occupation Tax	-	-	590	590
Cigar Tax	-	-	1,002	1,002
Fire Protection	-	-	7,079	7,079
Police Protection	-	-	4,686	4,686
Reimbursements	-	-	35	35
Fines	-	-	69,086	69,086
Intergovernmental	-	-	5,642	5,642
Miscellaneous	-	-	1,207	1,207
Rental Income	-	-	5,890	5,890
Interest Income	-	-	72	72
Total Inflows	-	-	247,747	247,747
<b>Amounts Available for Appropriation</b>				
	\$ -	\$ -	\$ 273,178	\$ 273,178
<b>Charges to Appropriations (Outflows):</b>				
Personal Services	-	-	127,088	(127,088)
Insurance	-	-	10,688	(10,688)
Commission Fees	-	-	5,797	(5,797)
Maintenance and Operations	-	-	82,817	(82,817)
Fire Expenses	-	-	1,479	(1,479)
Court Expenses	-	-	6,801	(6,801)
Medical Clinic Expenses	-	-	1,617	(1,617)
Capital outlay	-	-	16,290	(16,290)
Total Charges to Appropriations	-	-	252,577	(252,577)
Ending Budgetary Fund Balance:	\$ -	\$ -	\$ 20,601	\$ 20,601

Please see accompanying Accountants Reports

TOWN OF WRIGHT CITY  
 WRIGHT CITY, OKLAHOMA  
 BUDGETARY COMPARISON SCHEDULE  
 MODIFIED CASH BASIS  
 STREET & ALLEY FUND  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2020  
 (UNAUDITED)  
 Exhibit 3

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final	Amounts	Positive (Negative)
Beginning Budgetary Fund Balance:	\$ -	\$ -	\$ 2,424	\$ 2,424
<b>Resources (Inflows):</b>				
Street Light Income	-	-	-	-
Motor Vehicle Tax	-	-	7,909	7,909
Miscellaneous	-	-	585	585
Total Inflows	-	-	8,494	8,494
<b>Amounts Available for Appropriation</b>				
	\$ -	\$ -	\$ 10,918	\$ 10,918
<b>Charges to Appropriations (Outflows):</b>				
Utilities	-	-	5,302	(5,302)
Maintenance and operations	-	-	4,526	(4,526)
Total Charges to Appropriations	-	-	9,828	(9,828)
Ending Budgetary Fund Balance:	\$ -	\$ -	\$ 1,090	\$ 1,090

Please see accompanying Accountants Reports



TOWN OF WRIGHT CITY  
 WRIGHT CITY, OKLAHOMA  
 BUDGETARY COMPARISON SCHEDULE  
 MODIFIED CASH BASIS  
 CEMETERY FUND  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2020  
 (UNAUDITED)  
 Exhibit 4

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final	Amounts	Positive (Negative)
Beginning Budgetary Fund Balance:	\$ -	\$ -	\$ 11,276	\$ 11,276
<b>Resources (Inflows):</b>				
Cemetery Maintenance Fee	-	-	6,940	6,940
Miscellaneous	-	-	45	45
Interest Income	-	-	83	83
Total Inflows	-	-	7,068	7,068
<b>Amounts Available for Appropriation</b>				
	\$ -	\$ -	\$ 18,344	\$ 18,344
<b>Charges to Appropriations (Outflows):</b>				
Contract Labor	-	-	-	-
Maintenance and Operations	-	-	4,992	(4,992)
Total Charges to Appropriations	-	-	4,992	(4,992)
Ending Budgetary Fund Balance:	\$ -	\$ -	\$ 13,352	\$ 13,352

Please see accompanying Accountants Reports

TOWN OF WRIGHT CITY, OKLAHOMA  
 WRIGHT CITY PUBLIC WORKS AUTHORITY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
 MODIFIED CASH BASIS  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2020  
 (UNAUDITED)  
 Exhibit 5

Operating Revenues:	
Water Services	\$ 139,834
Sewer Services	146,317
Sanitation Services	65,291
Solid Waste Fees	-
Other Revenue	8,053
Penalties	4,725
Water Tap	250
Sewer Tap	250
Reconnection Fees	398
Miscellaneous Revenue	<u>1,475</u>
Total Operating Revenues	<u>366,593</u>
Operating Expenses:	
Water Purchases	59,658
Salaries and Benefits	89,314
Commissions Expense	310
Water Professional Fees	1,231
Sewer Professional Fees	1,231
Chemicals	37,367
Water Office Expenses	1,681
Sewer Office Expenses	1,681
Water Insurance	5,155
Sewer Insurance	5,155
Water Miscellaneous	2,341
Sewer Miscellaneous	892
Water Permits and Fees	6,078
Sewer Permits and Fees	6,078
Water Contract Labor	-
Sewer Contract Labor	-
Water Supplies	8,631
Sewer Supplies	8,631
Water Maintenance, Operations, and Repairs	21,694
Sewer Maintenance, Operations, and Repairs	21,336
Rent	6,091
Sewer Construction Expenses	300
Capital Outlay	93,452
Sanitation Services	52,815
Solid Waste Fees	<u>-</u>
Total Operating Expenses	<u>431,122</u>
Operating Income (Loss)	(64,529)
Non-Operating Revenues (Expenses) :	
Investment Income	163
Interest Expense	(614)
Grant Income	127,800
Sale of Assets	<u>3,333</u>
Total Non-Operating Revenues (Expenses)	<u>130,682</u>
Net Income (Loss) before transfers	66,152
Transfers In (Out)	<u>6,481</u>
Changes in Fund Balance	72,634
Fund Balance - Beginning	<u>995,542</u>
Fund Balance - Ending	<u>\$1,068,175</u>

Please see accompanying Accountants Reports