

Town of Dougherty, Oklahoma

Independent Accountants' Report on Applying Agreed
Upon Procedures
Year Ended June 30, 2023

TOWN OF DOUGHERTY, OKLAHOMA
Table of Contents

Independent Accountants' Report on Applying Agreed Upon Procedures	1
Exhibit A - Summary of Changes in Fund Balances – Modified Cash Basis	5
Exhibit B – Budgetary Comparison Schedule – Modified Cash Basis – General Fund	6
Exhibit B-1 – Budgetary Comparison Schedule – Modified Cash Basis – Grant Fund	7
Exhibit C – Statement of Revenues, Expenses and Changes in Fund Balances – Modified Cash Balances - Public Works Authority	8
Exhibit D – Schedule of Grant Activity – Modified Cash Basis	10

**Independent Accountants' Compilation Report and
Report on Applying Agreed-Upon Procedures**

To the Specified Users of the Report:

Town Board, Town of Dougherty
Dougherty, Oklahoma 73032

Trustees of the Dougherty Public Works Authority
Dougherty, Oklahoma 73032

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

Oklahoma Forestry Services
Oklahoma City, Oklahoma

We 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 and Public Works Authority in meeting its financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2023. Management of the City of Wilson (the Town) and the Wilson Public Works Authority (the Authority) are responsible for the Town's and the Authority's financial accountability and its compliance with those legal and contractual requirements.

The Town and the Authority has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting their financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2023. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

Procedures and Findings

As to the **Town of Dougherty** as of and for the fiscal year ended June 30, 2023:

1. ***Procedures Performed:*** From the Town's trial balances, we prepared a schedule of changes in fund balances for each fund (see accompanying Exhibit A) 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 fund balance deficits were noted.

2. ***Procedures Performed:*** From the Town's trial balances, we prepared a budget and actual financial schedule for the General Fund (see accompanying Exhibits B) and the Grant Fund (see accompanying Exhibits B-1) 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 General Fund's General Government Department exceeded budget by \$245.

3. ***Procedures Performed:*** We agreed the Town's bank account balances to bank statements and traced the timely clearance to report any reconciling items that have not cleared.

Findings: The material bank account is the General Fund and Grant Fund. The accounts appear to be properly reconciled without exception.

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

Findings: The Town's deposits were fully insured as of June 30, 2023.

5. ***Procedures Performed:*** We compared the Town's use of restricted revenues and resources that exceeded \$500 to their restrictions to report any noted instances of noncompliance.

Findings: Restricted revenues and resources that exceeded \$500 consisted of the Town's grants for the Fire Fund. No instances of noncompliance were noted.

6. ***Procedures Performed:*** We 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: All required funds have been established.

7. ***Procedures Performed:*** We compared the Town's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to determine compliance with reserve account and debt service coverage requirements of bond indentures.

Findings: This procedure was not performed. The Town of Dougherty has no debt service or reserve account requirements.

As to the **Dougherty Public Works Authority** as of and for the fiscal year ended June 30, 2023:

1. ***Procedures Performed:*** From the Authority's trial balances, we prepared a schedule in fund balances for each fund (see accompanying Exhibit A) and compared the schedule results to the applicable trust prohibitions for creating fund balance deficits to report any noted instances of noncompliance.

Findings: No instances of fund balance deficits were noted.

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

Findings: The material bank account is the Public Works Authority Operating Fund. The account appears properly reconciled without exception.

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

Findings: The Authority's deposits were fully insured as of June 30, 2023.

4. ***Procedures Performed:*** We compared use of restricted revenues and resources that exceeded \$500 to their restrictions to report any noted instances of noncompliance.

Findings: There were no materially restricted revenues. This procedure was not performed.

5. ***Procedures Performed:*** We 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: All required funds have been established.

6. ***Procedures Performed:*** We compared the Authority's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to determine compliance with reserve account and debt service coverage requirements of bond indentures.

Findings: This procedure was not performed. The Public Works Authority has no debt service or reserve account requirements.

As to the **Town of Dougherty and Dougherty Public Works Authority**, as of and for the fiscal year ended June 30, 2023:

1. ***Procedures Performed:*** From the Town's and Authority's trial balances, we compiled a schedule of grant activity for each grant/contract (see accompanying Exhibit D) and compared the receipts and disbursements to grant agreements and

supporting information to report any noted instances of noncompliance with the grant agreement.

Findings: No instances of noncompliance were noted.

2. ***Procedures Performed:*** From the Authority's trial balances, we compiled a schedule of revenues, expenses, and changes in fund balances for each fund (see accompanying Exhibit C).

We were engaged to perform this agreed-upon procedures engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants to meet the requirements prescribed by Oklahoma Statutes 11-17.105-.107 and 60-180.1-.3. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Town and the Authority meeting their financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2023. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Town and the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

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 those specified parties.

Rahhal Henderson Willis, PLLC

Rahhal Henderson Willis PLLC
Ardmore, Oklahoma
March 11, 2024

TOWN OF DOUGHERTY, OKLAHOMA
Summary of Changes in Fund Balances – Modified Cash Basis
For the Year Ended June 30, 2023

	Fund Balances Beginning	Revenue	Expenditures	Fund Balances Ending
CITY:				
General Fund	\$ 7,615	\$ 31,014	\$ 34,605	\$ 4,024
Fire Department Fund	7,557	10,203	4,468	13,292
Grant Fund	<u>17,892</u>	<u>137,756</u>	<u>137,186</u>	<u>18,462</u>
Town Fund Balance	<u>33,064</u>	<u>178,973</u>	<u>176,259</u>	<u>35,778</u>
 PUBLIC WORKS AUTHORITY:				
PWA Fund	14,421	165,982	122,133	58,270
Improvement Fund	10,003	-	2,500	7,503
Meter Deposits	<u>2,390</u>	<u>460</u>	<u>170</u>	<u>2,680</u>
PWA Fund Balance	<u>26,814</u>	<u>166,442</u>	<u>124,803</u>	<u>68,453</u>
 Overall Totals	 <u><u>\$ 59,878</u></u>	 <u><u>\$ 345,415</u></u>	 <u><u>\$ 301,062</u></u>	 <u><u>\$ 104,231</u></u>

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TOWN OF DOUGHERTY, OKLAHOMA
Budgetary Comparison Schedule – Modified Cash Basis
General Fund
For the Year Ended June 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ 2,100	\$ 3,130	\$ 7,615	\$ 4,485
Resources (Inflows):				
Sales Tax	8,590	11,590	11,658	68
Use Tax	3,000	3,000	2,569	(431)
Alcoholic Beverage Tax	2,900	2,900	2,788	(112)
Tobacco/Cigarette Tax	70	70	77	7
Gasoline Excise Tax	360	360	344	(16)
Motor Vehicle Tax	1,620	1,620	1,401	(219)
Franchise Tax	6,020	6,020	6,101	81
Donations	1,200	1,200	1,000	(200)
Rent Income	-	-	1,800	1,800
Miscellaneous Income	-	1,970	776	(1,194)
Total Inflows	23,760	28,730	28,514	(216)
Charges to Appropriations (Outflows):				
General Government	25,860	34,360	34,605	(245)
Total Outflows	25,860	34,360	34,605	(245)
Excess of Inflows over Outflows before Other Financing Sources (Uses)	-	(2,500)	1,524	4,024
Other Financing Sources (Uses)				
Transfers In	-	2,500	2,500	-
Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	-	2,500	2,500	-
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>4,024</u>	<u>\$ 4,024</u>

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TOWN OF DOUGHERTY, OKLAHOMA
Budgetary Comparison Schedule – Modified Cash Basis
Grant Fund
For the Year Ended June 30, 2023

	Budgeted Amounts		Actual	Variance P (N)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ 17,890	\$ 17,890	\$ 17,892	\$ 2
Resources (Inflows):				
Loan Proceeds	-	116,725	116,724	(1)
ARPA Receipts	<u>19,570</u>	<u>19,570</u>	<u>19,571</u>	<u>1</u>
Total Inflows	19,570	136,295	136,295	-
Charges to Appropriations (Outflows):				
Loan Expenditures	-	118,186	118,186	-
ARPA Expenditures	<u>37,460</u>	<u>37,460</u>	<u>19,000</u>	<u>18,460</u>
Total Outflows	37,460	155,646	137,186	18,460
Excess of Inflows over Outflows before Other Financing Sources (Uses)	-	(1,461)	17,001	18,462
Other Financing Sources (Uses)				
Transfers In	<u>-</u>	<u>1,461</u>	<u>1,461</u>	<u>-</u>
Total Other Financing Sources (Uses)	-	1,461	1,461	-
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,462</u>	<u>\$ 18,462</u>

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Statement of Revenues, Expenses and Changes in Fund Balances
Modified Cash Basis
Dougherty Public Works Authority
For the Year Ended June 30, 2023

	<u>PWA</u>	<u>IMPROVEMENT</u>	<u>DEPOSIT</u>	<u>TOTAL</u>
REVENUES:				
Water	\$ 117,597	\$ -	\$ -	\$ 117,597
Sewer	22,908	-	-	22,908
Garbage	25,150	-	-	25,150
Water Deposits	-	-	460	460
Miscellaneous	323	-	-	323
Interest Income	4	-	-	4
TOTAL REVENUES	<u>165,982</u>	<u>-</u>	<u>460</u>	<u>166,442</u>
EXPENDITURES:				
Administrative Department				
<i>Personal Services</i>				
Payroll	6,620	-	-	6,620
Payroll Taxes	632	-	-	632
<i>Total Personal Services</i>	<u>7,252</u>	<u>-</u>	<u>-</u>	<u>7,252</u>
<i>Material & Supplies</i>				
Office Supplies	1,366	-	-	1,366
Postage	1,223	-	-	1,223
Repairs & Maintenance	213	-	-	213
<i>Total Materials & Supplies</i>	<u>2,802</u>	<u>-</u>	<u>-</u>	<u>2,802</u>
<i>Other Services & Charges</i>				
Audit Fees	14,782	-	-	14,782
Contract Labor	90	-	-	90
Insurance	5,545	-	-	5,545
Membership Fees	95	-	-	95
Publications	183	-	-	183
Security System	347	-	-	347
Software Fees	1,848	-	-	1,848
Electric	2,085	-	-	2,085
Telephone	2,506	-	-	2,506
<i>Total Other Services & Charges</i>	<u>27,481</u>	<u>-</u>	<u>-</u>	<u>27,481</u>
<i>Total Administrative Department</i>	<u>37,535</u>	<u>-</u>	<u>-</u>	<u>37,535</u>
Water Department				
<i>Personal Services</i>				
Payroll	8,393	-	-	8,393
<i>Total Personal Services</i>	<u>8,393</u>	<u>-</u>	<u>-</u>	<u>8,393</u>
<i>Material & Supplies</i>				
Fuel	431	-	-	431
Insurance	579	-	-	579
Repair & Maint	1,398	-	-	1,398
Supplies	246	-	-	246
Water Purchased	26,285	-	-	26,285
<i>Total Materials & Supplies</i>	<u>28,939</u>	<u>-</u>	<u>-</u>	<u>28,939</u>

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EXHIBIT C

Statement of Revenues, Expenses and Changes in Fund Balances
Modified Cash Basis
Dougherty Public Works Authority
For the Year Ended June 30, 2023

	<u>PWA</u>	<u>IMPROVEMENT</u>	<u>DEPOSIT</u>	<u>TOTAL</u>
<i>Other Services & Charges</i>				
Cell Phone Services	481	-	-	481
Contract Labor	5,769	-	-	5,769
DEQ Fees	30	-	-	30
Fees	2	-	-	2
Permits	473	-	-	473
Refund of Deposits	-	-	170	170
Utilities	1,053	-	-	1,053
Total Other Services & Charges	7,808	-	170	7,978
<i>Capital Outlay</i>				
Capital Outlay-Tractor	5,027	-	-	5,027
Total Capital Outlay	5,027	-	-	5,027
Total Water Department	50,167	-	170	50,337
Sewer Department				
<i>Material & Supplies</i>				
Repair & Maint	430	-	-	430
Supplies	1,553	-	-	1,553
Total Material & Supplies	1,983	-	-	1,983
<i>Other Services & Charges</i>				
Contract Labor	1,370	-	-	1,370
Fees	372	-	-	372
Utilities	3,149	-	-	3,149
Total Other Services & Charges	4,891	-	-	4,891
Total Sewer Department	6,874	-	-	6,874
Garbage Department				
Garbage Contractor	19,616	-	-	19,616
Total Garbage Department	19,616	-	-	19,616
Debt Service				
School Repair Loan Payment (Vision)	6,480	-	-	6,480
Total Debt Service	6,480	-	-	6,480
Total Expenditures	120,672	-	170	120,842
OTHER SOURCES:				
Transfers Out	(1,461)	(2,500)	-	(3,961)
TOTAL OTHER SOURCES/(USES)	(1,461)	(2,500)	-	(3,961)
REVENUE OVER (UNDER)	<u>\$ 43,849</u>	<u>\$ (2,500)</u>	<u>\$ 290</u>	<u>\$ 41,639</u>

See Accountant's Compilation Report

TOWN OF DOUGHERTY, OKLAHOMA
Schedule of Grant Activity – Modified Cash Basis
For the Year Ended June 30, 2023

FEDERAL GRANTOR/PASS-THROUGH GRANTOR/ PROGRAM TITLE	PASS-THROUGH GRANTOR'S PROJECT NUMBER	AWARD AMOUNT	PRIOR YEAR UNSPENT BALANCE	RECEIVED 2022-2023	EXPENDED AMOUNT	BALANCE
<i><u>FEDERAL FUNDS PASSED THROUGH STATE AGENCY</u></i>						
OKLAHOMA DEPARTMENT OF COMMERCE	ARPA	\$ 38,774	\$ 37,274	\$ -	\$ -	\$ 37,274
TOTAL FEDERAL FUNDED		38,774	37,274	-	-	37,274
<i><u>STATE FUNDS</u></i>						
OKLAHOMA FORESTRY SERVICES	FIRE OPERATIONAL	10,053	1,668	10,053	4,468	7,253
TOTAL STATE FUNDED		10,053	1,668	10,053	4,468	7,253
TOTAL GRANT ACTIVITY		\$ 48,827	\$ 38,942	\$ 10,053	\$ 4,468	\$ 44,527

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