

**TOWN OF SENTINEL, OKLAHOMA  
SENTINEL, OKLAHOMA**

**AGREED UPON PROCEDURES  
AND ACCOMPANYING  
PRACTITIONER'S REPORT**

**FOR THE YEAR ENDED  
JUNE 30, 2024**



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Members of American  
Institute of Certified  
Public Accountants

Members of Oklahoma  
Society of Certified  
Public Accountants

## Practitioner's Report on Applying Agreed-Upon Procedures

To the Specified Users of the Report:

Town Board, Town of Sentinel  
Sentinel, Oklahoma

Trustees of the Sentinel Public Works Authority  
Sentinel, Oklahoma

Oklahoma Office of State Auditor and Inspector  
Oklahoma City, Oklahoma

We have performed the procedures enumerated below 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, 2024. Management of the Town of Sentinel and the Sentinel Public Works Authority are responsible for the Town's and Authority's financial accountability and its compliance with those legal and contractual requirements.

The Town of Sentinel and the Sentinel Public Works Authority has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting its financial accountability requirements as prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1-.3. 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 Sentinel as of and for the fiscal year ended June 30, 2024:

- I. **Procedures Performed:** Prepare a schedule of changes in fund balances for each fund from the Town's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

**Findings:** See Exhibit I. No instances of noncompliance noted.

- II. **Procedures Performed:** Prepare a budget and actual financial schedule for the General Fund and any other significant funds listing separately each federal fund and compare the actual expenditures reported to the authorized appropriations to report any noted instances on noncompliance with the appropriation limitations.

**Findings:** See Exhibit II. No instances of noncompliance noted.

- III. **Procedures Performed:** Agree the Town's material bank account balances to 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 noted.

- IV. **Procedures Performed:** Compare the Town's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

**Findings:** No instances of noncompliance noted. All deposits were insured or collateralized at June 30, 2024.

- V. **Procedures Performed:** Compare use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

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

- VI. **Procedures Performed:** Compare 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.

- VII. **Procedures Performed:** Compare 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 report any noted instances of noncompliance.

**Findings:** No such compliance requirements were identified that were applicable to the City. No instances of noncompliance noted.

- VIII. **Procedures Performed:** For the grants received during the year, prepare a schedule of grant funds awarded, received, expended and the remaining balances. Compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance with the grant agreement.

**Findings:** See Exhibit III. No instances of noncompliance noted.

As to the Sentinel Public Works Authority, as of and for the year ended June 30, 2024:

- I. **Procedures Performed:** Prepare a schedule of revenues, expenditures and changes in fund balance-cash basis from the Authority's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

**Findings:** See Exhibit IV. No instances of noncompliance noted.

- II. **Procedures Performed:** Agree the Authority's material bank account balances to 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 unusual reconciling items were noted that did not clear on a timely basis.

- III. **Procedures Performed:** Compare 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. All deposits were insured or collateralized at June 30, 2024.

- IV. **Procedures Performed:** Compare 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.

- V. **Procedures Performed:** Compare 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.

- VI. **Procedures Performed:** Compare 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 report any noted instances of noncompliance.

**Findings:** The Authority has outstanding debt with Rural Development. No instances of noncompliance noted.

We were engaged by The Town of Sentinel and the Sentinel Public Works Authority to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and the additional requirements prescribed in 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, to meet the requirements prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1.-3. 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 of Sentinel and the Sentinel Public Works Authority and to meet our 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.



**rsmeacham**  
CPAs • ADVISORS

Clinton, Oklahoma  
January 10, 2025

**rsmeacham**  
CPAs • ADVISORS

**TOWN OF SENTINEL, OKLAHOMA  
SENTINEL PUBLIC WORKS AUTHORITY  
SUMMARY OF CHANGES IN BUDGETARY FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2024**

	<b>Beginning of Year Fund Balance</b>	<b>Current Year Change</b>	<b>End of Year Fund Balance</b>
<b>TOWN OF SENTINEL</b>			
* General Fund	\$ 552,454	\$ (103,407)	\$ 449,047
Street & Alley Fund	195,809	5,011	200,820
Cemetery Fund	249,034	7,778	256,812
<b>TOWN TOTAL</b>	<u>\$ 997,297</u>	<u>\$ (90,618)</u>	<u>\$ 906,679</u>
<b>SENTINEL PUBLIC WORKS AUTHORITY</b>	\$ 1,025,671	210,965	\$ 1,236,636

\* Includes Community House

**TOWN OF SENTINEL, OKLAHOMA**  
**BUDGETARY COMPARISON SCHEDULE**  
**GENERAL FUND**  
**STREET & ALLEY FUND**  
**CEMETERY FUND**  
**FOR THE YEAR ENDED JUNE 30, 2024**

	Approved Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
<b>GENERAL FUND</b>			
<b>Beginning Unrestricted Budgetary Fund Balance:</b>	\$ 713,564	\$ 552,454	\$ (161,110)
<b>Resources (Inflows):</b>			
<b>Taxes:</b>			
Sales tax	201,850	196,495	(5,355)
Use tax	30,990	30,964	(26)
Franchise tax	23,058	22,231	(827)
Cigarette tax	1,268	1,270	2
<b>Total Taxes</b>	<u>257,166</u>	<u>250,960</u>	<u>(6,206)</u>
<b>Intergovernmental:</b>			
Alcoholic Beverage tax	19,801	19,912	111
Fire Grants	23,110	23,110	-
<b>Total Intergovernmental</b>	<u>42,911</u>	<u>43,022</u>	<u>111</u>
<b>Other Revenue:</b>			
Rents	-	210	210
Fines & forfeitures	100	73	(27)
Donations	14,000	13,095	(905)
Community House Revenue	25,000	24,193	(807)
Swimming Pool Revenues	4,500	5,076	576
Community House Grants	5,091	9,438	4,347
Miscellaneous other revenues	26,000	22,406	(3,594)
<b>Total Other Revenue</b>	<u>74,691</u>	<u>74,491</u>	<u>(200)</u>
<b>Total current year resources</b>	<u>374,768</u>	<u>368,473</u>	<u>(6,295)</u>
<b>Amounts available for appropriation</b>	<u>1,088,332</u>	<u>920,927</u>	<u>(167,405)</u>
<b>Charges to Appropriations (Outflows):</b>			
<b>General Government:</b>			
Personal Services	1,916	1,615	301
Materials and Supplies	1,500	1,829	(329)
Other Services and Charges	55,500	55,387	113
Capital Outlay	27,000	26,800	200
<b>Total General Government:</b>	<u>85,916</u>	<u>85,631</u>	<u>285</u>

**Exhibit II (continued)**

	<b>Approved Budget</b>	<b>Actual Amounts</b>	<b>Variance with Final Budget Positive (Negative)</b>
<b>City Hall</b>			
Personal Services	64,278	63,697	581
Materials and Supplies	4,500	4,650	(150)
Other Services and Charges	7,500	7,587	(87)
Total City Hall	76,278	75,934	344
<b>Swimming Pool</b>			
Personal Services	13,365	9,796	3,569
Materials and Supplies	2,000	2,086	(86)
Other Services and Charges	9,000	8,963	37
Total Swimming Pool	24,365	20,845	3,520
<b>Parks</b>			
Other Services and Charges	1,000	906	94
Total Parks	1,000	906	94
<b>Community House</b>			
Personal Services	18,070	12,899	5,171
Materials and Supplies	17,000	15,231	1,769
Other Services and Charges	9,930	10,792	(862)
Capital Outlay	21,350	21,350	-
Total Community House	66,350	60,272	6,078
<b>Libray</b>			
Other Services and Charges	3,500	2,724	776
Total Libray	3,500	2,724	776
<b>Police</b>			
Personal Services	71,668	64,881	6,787
Materials and Supplies	10,000	12,979	(2,979)
Other Services and Charges	6,000	1,100	4,900
Capital Outlay	-	-	-
Total Police	87,668	78,960	8,708
<b>Fire</b>			
Personal Services	2,500	2,080	420
Materials and Supplies	1,500	226	1,274
Other Services and Charges	7,000	4,860	2,140
Capital Outlay	17,500	17,429	71
Total Fire	28,500	24,595	3,905
<b>Total Charges to Appropriations</b>	373,577	349,867	23,710
<b>Other Financing Sources (Uses)</b>			
Interest Income	12,000	19,502	7,502
Transfers-out	(141,515)	(141,515)	-
<b>Total Other Financing Sources (Uses)</b>	(129,515)	(122,013)	7,502
<b>Change in Fund Balance</b>	(128,324)	(103,407)	
<b>Ending Budgetary Fund Balance</b>	\$ 585,240	\$ 449,047	

**Exhibit II (continued)**

	<b>Approved Budget</b>	<b>Actual Amounts</b>	<b>Variance with Final Budget Positive (Negative)</b>
<b>STREET &amp; ALLEY FUND</b>			
<b>Beginning Unrestricted Budgetary Fund Balance:</b>	\$ 191,808	\$ 195,809	\$ 4,001
<b>Resources (Inflows):</b>			
<b>Operating Revenues</b>			
Motor vehicle tax	5,291	5,508	217
Gas excise tax	1,252	1,320	68
Other Revenues	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<u>6,543</u>	<u>6,828</u>	<u>285</u>
<b>Total current year resources</b>	<u>6,543</u>	<u>6,828</u>	<u>285</u>
<b>Amounts available for appropriation</b>	<u>198,351</u>	<u>202,637</u>	<u>4,286</u>
<b>Charges to Appropriations (Outflows):</b>			
<b>Street &amp; Alley Expenses</b>			
Materials and Supplies	6,500	1,419	5,081
Other Services and Charges	10,500	11,175	(675)
Total Street & Alley Expenses	<u>17,000</u>	<u>12,594</u>	<u>4,406</u>
<b>Other Financing Sources (Uses)</b>			
Interest Income	4,800	4,777	(23)
Transfers-in	6,000	6,000	-
Transfers-out	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>10,800</u>	<u>10,777</u>	<u>(23)</u>
<b>Change in Fund Balance</b>	343	5,011	
<b>Ending Budgetary Fund Balance</b>	<u>\$ 192,151</u>	<u>\$ 200,820</u>	

**Exhibit II (continued)**

	<b>Approved Budget</b>	<b>Actual Amounts</b>	<b>Variance with Final Budget Positive (Negative)</b>
<b>CEMETERY FUND</b>			
<b>Beginning Unrestricted Budgetary Fund Balance:</b>	\$ 148,250	\$ 249,034	\$ 100,784
<b>Resources (Inflows):</b>			
<b>Operating Revenues</b>			
Plot revenues	1,850	2,065	215
Interments	6,750	6,550	(200)
Donations	7,100	8,095	995
Other Revenues	150	143	(7)
<b>TOTAL OPERATING REVENUES</b>	<u>15,850</u>	<u>16,853</u>	<u>1,003</u>
<b>Total current year resources</b>	<u>15,850</u>	<u>16,853</u>	<u>1,003</u>
<b>Amounts available for appropriation</b>	<u>164,100</u>	<u>265,887</u>	<u>101,787</u>
<b>Charges to Appropriations (Outflows):</b>			
Personal Services	15,478	8,718	6,760
Materials and Supplies	5,500	4,621	879
Other Services and Charges	2,000	787	1,213
Total Cemetery Expenses	<u>22,978</u>	<u>14,126</u>	<u>8,852</u>
<b>Other Financing Sources (Uses)</b>			
Interest Income	3,500	5,051	1,551
<b>Total Other Financing Sources (Uses)</b>	<u>3,500</u>	<u>5,051</u>	<u>1,551</u>
<b>Change in Fund Balance</b>	(3,628)	7,778	
<b>Ending Budgetary Fund Balance</b>	<u>\$ 144,622</u>	<u>\$ 256,812</u>	

Exhibit III

TOWN OF SENTINEL, OKLAHOMA  
SCHEDULE OF GRANTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

Grant revenue	Funding period	Project description	Award	Amount received	Amount expended	Receipts less expenditures
<i>Grant received from:</i>						
Oklahoma Department of Ag, Food & Forestry	FY24	Fire Operations	23,110	23,110	23,110	-
SWODA REAP Fund	FY22-23	Waterline Replacement	75,000	60,250	55,119	5,131
CENA Grant	July 1, 2023 - June 17, 2024	Senior Citizens Center	9,438	9,438	9,438	-
Total			<u>\$ 107,548</u>	<u>\$ 92,798</u>	<u>\$ 87,667</u>	<u>\$ 5,131</u>

**SENTINEL PUBLIC WORKS AUTHORITY SENTINEL, OKLAHOMA**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE - CASH BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2024**

	<b>Public Works Authority</b>
<b>Operating Revenues:</b>	
Charges for services:	
Water	\$ 275,044
Sewer	133,681
Sanitation	124,538
Other	18,274
Total Operating Revenues	<u>551,537</u>
<b>Operating Expenses:</b>	
Administration	3,208
Water	319,474
Sewer	58,088
Sanitation	84,290
Depreciation Expense	37,595
Total Operating Expenses	<u>502,655</u>
Operating Income (Loss)	\$ 48,882
<b>Non-Operating Revenues:</b>	
Interest Income	21,437
Grant income	60,250
Grant expenses	(55,119)
Total Non-Operating Revenues	<u>26,568</u>
<b>Net Income Before Contributions and Transfers</b>	75,450
<b>Change in fund balance</b>	\$ 210,965
<b>Fund Balance - beginning</b>	1,025,671
<b>Fund Balance - ending</b>	<u>\$ 1,236,636</u>

## Exhibit V

**TOWN OF SENTINEL, OKLAHOMA  
PUBLIC WORKS AUTHORITY  
BALANCE SHEET-MODIFIED CASH BASIS  
JUNE 30, 2024**

	<u>2024</u>
<b>ASSETS</b>	
Current assets:	
Cash, including time deposits	\$ 679,031
Total current assets	<u>679,031</u>
Restricted assets:	
Cash, including time deposits	<u>83,222</u>
Total restricted assets	<u>83,222</u>
Non-current assets:	
Capital assets (net)	<u>515,824</u>
Total non-current assets	<u>515,824</u>
<b>Total assets</b>	<u><u>1,278,077</u></u>
<b>LIABILITIES</b>	
Liabilities, payable from restricted assets:	
Accounts Payable	2,891
Meter deposits payable	<u>38,550</u>
Total liabilities payable from restricted assets	<u>41,441</u>
<b>Total liabilities</b>	<u>41,441</u>
<b>FUND BALANCE</b>	
Restricted	
Restricted for Debt Service	-
Restricted for Meter Liability	38,550
Investment in Capital Assets	515,824
Unrestricted	<u>682,262</u>
Total fund balance	<u>1,236,636</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>1,278,077</u></u>