

**Independent Accountant's Report
On Applying Agreed-Upon Procedures**

To the Specified Users of the Report:

Town Council, Town of Dibble
Dibble, Oklahoma

Trustees of the Dibble Public Works Authority
Dibble, Oklahoma

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

Management is responsible for the accompanying financial statements of Town of Dibble and Dibble Public Works Authority, which comprise the accompanying Summary of Changes in Fund Balance-Modified Cash Basis of the Town of Dibble and Public Trusts, Dibble, Oklahoma as of June 30, 2019 and the related Budgetary Comparison Schedules of General Fund-Modified Cash Basis, and Statement of Revenues, Expenses and Changes in Fund Balance, with Budgetary Comparison Schedule of Dibble Public Works Authority for the year ended June 30, 2019; management is also responsible for determining that the basis of accounting and statutory presentation is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements included in the accompanying format, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements have been prepared in a format and basis of accounting as prescribed by Oklahoma statutes that demonstrates adherence to the modified cash basis of accounting and budget laws of the State of Oklahoma, and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

Additionally, 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 Oklahoma Statutes §11-17 (105-107) and §60-180.1-.3 and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2019. The sufficiency of these procedures is solely the responsibility of management of the Town of Dibble and Public Works Authority. Consequently, we 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 Dibble**, as of and for the fiscal year ended June 30, 2019:

1. **Procedures Performed:** From the Town's trial balances, we prepared a 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 exceptions were found as a result of applying the procedure.

2. **Procedures Performed:** From the Town's trial balances, we prepared a budget and actual financial schedule for the General 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) 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 prepared a budget for the General Fund and the Public Works Authority. We noted in applying the procedure that actual expense exceeded the appropriation in the single line item for Police Other Services; all other expenditure categories and in total, were less than appropriated amounts.

3. **Procedures Performed:** We agreed 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 exceptions were found as a result of applying the procedure.

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: Deposits in financial institutions exceeded insured or collateralized amounts by \$10,684 at June 30, 2019.

Recommendation: The Town should secure additional pledges of securities by the financial institution to ensure that deposits in excess of insured limits are adequately collateralized.

5. **Procedures Performed:** We compared use of material restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: Park donations received in the current and prior years totaling \$4,442 remain unspent for plans to make park improvements in the near future. No instances of noncompliance with respect to restricted revenues were identified as a result of applying the procedure.

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: No exceptions were found as a result of applying the procedure.

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 report any noted instances of noncompliance.

Findings: The Town reports that it has no reserve account or debt requirements.

8. **Procedures Performed:** From the Town's trial balance, we compiled a schedule of grant activity for each grant/contract (see Exhibit 4) 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 exceptions were found as a result of applying the procedure.

As to the **Dibble Public Works Authority**, as of and for the fiscal year ended June 30, 2019:

1. **Procedures Performed:** From the Authority's trial balances, we prepared a schedule of revenues, expenses and changes in fund balance, with budgetary comparison schedule-modified cash basis (see accompanying Exhibit 3) and compared the schedule results to the applicable trust prohibitions for creating fund balance deficits to report any noted instance of noncompliance.

Findings: The Dibble Public Works Authority began the year with a deficit fund balance of \$44,749 which was cured during the year by transfers from General Fund.

2. **Procedures Performed:** We agreed 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 exceptions were found as a result of applying the procedure.

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: No exceptions were found as a result of applying the procedure. Bank deposits were less than FDIC insurance coverage.

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

Findings: No exceptions were noted as a result of applying the procedure.

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: No exceptions were found as a result of applying the procedure.

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 report any noted instances of noncompliance.

Findings: No exceptions were found as a result of applying the procedures to the Authority's Debt Service. However, the Authority has not kept an accurate record of historic meter deposits maintained; accordingly, the correct liability for customer deposits is unknown and the procedure cannot be applied.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the additional requirements 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, the objective of which would be the expression of an opinion or conclusion, respectively, on the financial accounting records or on compliance. 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.

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.



Jayna Vaughn, PC
Duncan, Oklahoma
May 13, 2020

TOWN OF DIBBLE AND PUBLIC TRUSTS
Dibble, Oklahoma

SUMMARY OF CHANGES IN FUND BALANCE-MODIFIED CASH BASIS
For the Fiscal Year Ended June 30, 2019

	<u>Beginning of Year Fund Balances</u>	<u>Current Year Receipts</u>	<u>Current Year Disbursements</u>	<u>End of Year Fund Balance</u>
TOWN:				
General Fund (Includes Court)	\$ 688,188	\$ 710,732	\$ (533,920)	\$ 865,000
New Building Fund	7,857	593,307	(36,789)	564,375
Town Subtotal	<u>696,045</u>	<u>1,304,039</u>	<u>(570,709)</u>	<u>1,429,375</u>
PUBLIC WORKS AUTHORITY:				
Dibble Public Works Authority	(44,749)	146,220	(67,858)	33,613
Public Works Subtotal	<u>(44,749)</u>	<u>146,220</u>	<u>(67,858)</u>	<u>33,613</u>
Overall Totals	<u>\$ 651,296</u>	<u>\$ 1,450,259</u>	<u>\$ (638,567)</u>	<u>\$ 1,462,988</u>

TOWN OF DIBBLE AND PUBLIC TRUSTS
Dibble, Oklahoma

BUDGETARY COMPARISON SCHEDULE-MODIFIED CASH BASIS
GENERAL FUND

For the Fiscal Year Ended June 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Over (Under)
	Original	Final		
Beginning Fund Balance	\$ 570,966	\$ 688,188	\$ 688,188	\$ -
REVENUES				
Taxes	\$ 264,500	\$ 264,500	\$ 293,642	\$ 29,142
Intergovernmental	8,000	8,000	13,014	\$ 5,014
Fines	230,000	230,000	340,480	110,480.00
Grant Revenue			1,992	1,992.00
Rental Income			7,649	7,649.00
Permits			22,925	22,925.00
Miscellaneous	22,600	22,600	27,496	4,896.00
Restitution			1,194	1,194.00
Interest Income	500	500	2,340	1,840.00
Total Resources (Inflows)	<u>\$ 525,600</u>	<u>\$ 525,600</u>	<u>\$ 710,732</u>	<u>\$ 185,132</u>
Amounts available for appropriation	<u>\$ 1,096,566</u>	<u>\$ 1,213,788</u>	<u>\$ 1,398,920</u>	<u>\$ 185,132</u>
EXPENSES				
General Government				
Personal Services	\$ 39,000	\$ 59,000	\$ 46,873	\$ (12,127)
Maintenance & Operations	52,400	45,400	28,713	(16,687)
Other Services & Charges	39,000	36,000	26,752	(9,248)
Capital Outlay	2,000	2,000	379	(1,621)
Community Center				
Maintenance & Operations	8,600	19,600	12,583	(7,017)
Police				
Personal Services	119,000	143,000	135,481	(7,519)
Maintenance & Operations	43,000	50,000	33,695	(16,305)
Other Services & Charges	35,000	33,000	36,868	3,868
Capital Outlay	8,000	52,000	47,930	(4,070)
Debt Service	20,010	-	-	-
Fire				
Personal Services	4,000	4,000	-	(4,000)
Maintenance & Operations	11,800	14,800	11,380	(3,420)
Capital Outlay	1,000	1,000	-	(1,000)
Street				
Maintenance & Operations	-	44,000	40,364	(3,636)
Court				
Other Services & Charges	27,000	44,000	33,025	
Park				
Maintenance & Operations	500	1,500	846	(654)
Other financing sources (uses):				
Transfers to other funds	-	120,000	79,031	(40,969)
Total Charges to Appropriations	<u>\$ 410,310</u>	<u>\$ 669,300</u>	<u>\$ 533,920</u>	<u>\$ (124,405)</u>
Ending Fund Balance	<u>\$ 686,256</u>	<u>\$ 544,488</u>	<u>\$ 865,000</u>	<u>\$ 320,512</u>

TOWN OF DIBBLE AND PUBLIC TRUSTS
Dibble, Oklahoma

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE-MODIFIED CASH BASIS
with BUDGETARY COMPARISON SCHEDULE

DIBBLE PUBLIC WORKS AUTHORITY
For the Fiscal Year Ended June 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Over (Under)
	Original	Final		
Beginning Fund Balance	\$ (37,395)	\$ (44,749)	\$ (44,749)	\$ -
Operating Revenues:				
Charges for services:				
Water & Sewer Revenues	\$ 75,000	\$ 75,000	\$ 67,184	\$ (7,816)
Total Operating Revenue	<u>\$ 75,000</u>	<u>\$ 75,000</u>	<u>\$ 67,184</u>	<u>\$ (7,816)</u>
Operating Expenses:				
All Operating	\$ 84,300	\$ 84,300	\$ 67,858	\$ (16,442)
Total Operating Expenses	<u>\$ 84,300</u>	<u>\$ 84,300</u>	<u>\$ 67,858</u>	<u>\$ (16,442)</u>
Operating Income (Loss)	<u>\$ (9,300)</u>	<u>\$ (9,300)</u>	<u>\$ (674)</u>	<u>\$ 8,626</u>
Non-Operating Revenues (Expenses):				
Interest			\$ 5	\$ 5
Capital Outlay			-	-
Non-Operating Revenues (Expenses)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5</u>	<u>\$ 5</u>
Net (Loss) Before Transfers	\$ (9,300)	\$ (9,300)	\$ (669)	\$ 8,631
Transfers Out			-	
Transfers In			<u>79,031</u>	<u>79,031</u>
Changes in Fund Balance	\$ (9,300)	\$ (9,300)	\$ 78,362	\$ 87,662
Ending Fund Balance	<u>\$ (46,695)</u>	<u>\$ (54,049)</u>	<u>\$ 33,613</u>	<u>\$ 87,662</u>

TOWN OF DIBBLE AND PUBLIC TRUSTS
DIBBLE, Oklahoma
SCHEDULE OF GRANT ACTIVITY-MODIFIED CASH BASIS
For the Fiscal Year Ended June 30, 2019

	Award Amount	Prior Year(s) Receipts	Prior Year(s) Disbursements	Beginning of Year Unexpended Grant Funds	Current Year Receipts	Current Year Disbursements	End of Year Unexpended Grant Funds
TOWN:							
OMAG Police Body Cameras	\$ 3,252	3,252	-	3,252	1,992	3,252	-
OMAG Safety Equipment	1,992	-	-	-	-	1,992	-
Town Subtotal	5,244	3,252	-	3,252	1,992	5,244	-
PUBLIC WORKS AUTHORITY:							
NONE							
PWA Subtotal	-	-	-	-	-	-	-
Overall Totals	\$ 5,244	\$ 3,252	\$ -	\$ 3,252	\$ 1,992	\$ 5,244	\$ -