



Independent Accountant's Report

To the Specified Users of the Report:

Town Board, Town of Blair
Blair, Oklahoma

Trustees of the Blair Public Works Authority
Blair, Oklahoma

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

South Western Oklahoma Development Authority
Burns Flat, Oklahoma

State of Oklahoma Department of Agriculture, Food, and Forestry
Oklahoma City, Oklahoma

Management is responsible for the accompanying Summary of Changes in Fund Balances-Cash Basis of the Town of Blair (the "Town") and Public Works Authority (the "Authority"), Blair, Oklahoma and the related Budgetary Comparison Schedule of General Fund-Cash Basis, Statement of Revenues, Expenses and Changes in Fund Balance of Public Works Authority-Cash Basis, and Schedule of Grant Activity-Cash Basis for the fiscal year ended June 30, 2024, collectively referred to as the City's ("financial statements and schedules") in a format and basis of accounting, as prescribed by Oklahoma Statutes, that demonstrates compliance with the cash basis and budget laws of the State of Oklahoma, which is a comprehensive basis of accounting other than generally accepted accounting principles. 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 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 subject matter. 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.

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

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

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

HSPG & ASSOCIATES, PC

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, 2024. Management of the Town of Blair is responsible for the Town's financial accountability and its compliance with those legal and contractual requirements. This agreed-upon procedures engagement was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. 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.

HSPG & Associates, P.C.

December 20, 2024

Procedures and Findings:

As to the **Town of Blair** as of and for the fiscal year ended June 30, 2024:

1. **Procedure Performed:** From the Town's trial balances, we prepared a summary of changes in fund balances – cash basis 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 were noted.

2. **Procedures Performed:** From the Town's trial balances, we prepared a budgetary comparison schedule – cash basis for the General Fund (see accompanying Exhibit 2) and compared the actual expenditures reported to the authorized appropriations to report any noted instances of noncompliance with the appropriation limitations.

Findings: The Town over spent its appropriations in the following areas:

- General Government \$16,709
- Street & Alley \$ 538

General Government - Through discussion with Town management, the Town received and spent grant funds during the year and did not update the appropriations to reflect the additional expense. The grant fund expenditures were approved by the Town council during the year.

Street & Alley – Through discussion with Town management, the Town did not update the appropriations for expenditures that exceeded the original amount. All expenditures were approved by the Town council during the year.

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 significant or unusual instances of reconciling items were noted as uncleared.

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: All of the Town's deposits are insured or collateralized.

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

Findings: 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: No instances of noncompliance were noted.

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: No instances of noncompliance were noted.

Procedures and Findings:

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

1. **Procedure Performed:** From the Authority's trial balances, we prepared a summary of changes in fund balances – cash basis 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 were noted.

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

Findings: No instances of noncompliance were noted.

3. **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 significant or unusual instances of reconciling items were noted as uncleared.

4. **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: All of the Authority's deposits are insured or collateralized.

5. **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 instances of noncompliance were noted.

6. **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 instances of noncompliance were noted.

7. **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 instances of noncompliance were noted.

Procedures and Findings:

As to the **Town of Blair and Public Works Authority Grant Programs** as of and for the fiscal year ended June 30, 2024:

1. From the Town and Authority's trial balances, we prepared a schedule of grant activity – cash basis for each grant contract (see accompanying 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 instances of noncompliance were noted.

**TOWN OF BLAIR AND PUBLIC AUTHORITY
SUMMARY OF CHANGES IN FUND BALANCES - CASH BASIS (UNAUDITED)
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Beginning of Year Fund Balances</u>	<u>Current Year Receipts</u>	<u>Current Year Disbursements</u>	<u>Transfers</u>	<u>End of Year Fund Balances</u>
CITY:					
General Fund	\$ 136,747	\$ 518,817	\$ 608,518	\$ 91,814	\$ 138,860
City Subtotal	<u>136,747</u>	<u>518,817</u>	<u>608,518</u>	<u>91,814</u>	<u>138,860</u>
PUBLIC WORKS AUTHORITY:					
PWA Utilities Fund	230,876	432,170	383,232	(91,814)	188,000
Meter Deposits Fund	13,740	3,994	4,250	-	13,484
PWA Subtotal	<u>244,616</u>	<u>436,164</u>	<u>387,482</u>	<u>(91,814)</u>	<u>201,484</u>
Overall Totals	<u>\$ 381,363</u>	<u>\$ 954,981</u>	<u>\$ 996,000</u>	<u>\$ -</u>	<u>\$ 340,344</u>

See Accountant's Report

TOWN OF BLAIR, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS (UNAUDITED)
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive (Negative)
Beginning Fund Balance:	\$ 136,747	\$ 136,747	\$ 136,747	\$ -
Resources (Inflows):				
Taxes:				
Sales tax	212,995	212,995	213,834	839
Franchise tax	24,173	24,173	20,663	(3,510)
Licenses and permits	-	-	263	263
Occupational tax	2,456	2,456	3,062	606
Cigar tax	1,445	1,445	1,342	(103)
Total Taxes	241,069	241,069	239,164	(1,905)
Intergovernmental:				
Alcoholic beverage tax	7,741	7,741	7,064	(677)
Gas and vehicle tax	6,556	6,556	6,378	(178)
Grants	7,183	148,263	118,928	(29,335)
Total Intergovernmental	21,480	162,560	132,370	(30,190)
Other Revenue:				
Rent	1,450	1,450	1,438	(12)
Street lights	-	-	1,476	1,476
Fire assessment fees	13,909	13,909	13,357	(552)
Meal Site	20,522	20,522	21,095	573
Donations	-	-	1,611	1,611
Fire Calls	-	-	-	-
Court fines	1,831	1,831	3,137	1,306
Collection fees	-	-	100	100
Refunds	6,963	6,963	3,604	(3,359)
Fire membership contributions	7,900	7,900	3,910	(3,990)
Park revenue	4,063	4,063	16,435	12,372
Insurance claims	-	-	48,025	48,025
Sale of excess property	-	-	28,000	28,000
Medical Runs	1,000	1,000	-	(1,000)
Total Other Revenue	57,638	57,638	142,188	84,550
Investment Income:	104	104	110	6
Miscellaneous Income:	2,889	30,704	4,985	(25,719)
Other Financing Sources:				
Transfers from other funds	-	-	-	-
Total Resources (Inflows)	323,180	492,075	518,817	26,742
Amounts available for appropriation	\$ 459,927	\$ 628,822	\$ 655,564	\$ 26,742

(Continued)

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TOWN OF BLAIR, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS (UNAUDITED)
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive (Negative)
Charges to Appropriations (Outflows):				
General Government:				
Personal services	\$ 90,000	\$ 79,922	\$ 70,574	\$ 9,348
Materials and supplies	14,017	14,017	31,723	(17,706)
Other services and charges	91,820	347,892	89,280	258,612
Capital outlay	-	-	270,096	(270,096)
Park expense	9,761	9,761	6,628	3,133
Total General Government	<u>205,598</u>	<u>451,592</u>	<u>468,301</u>	<u>(16,709)</u>
Street & Alley:				
Materials and supplies	7,156	7,156	7,694	(538)
Capital Outlay	-	-	-	-
Total Street & Alley	<u>7,156</u>	<u>7,156</u>	<u>7,694</u>	<u>(538)</u>
Fire:				
Personal services	1,400	1,200	480	720
Materials and supplies	3,962	3,962	15,205	(11,243)
Other services and charges	26,549	54,564	27,328	27,236
Capital outlay	-	7,500	7,500	-
Total Fire	<u>31,911</u>	<u>67,226</u>	<u>50,513</u>	<u>16,713</u>
Police:				
Personal services	54,000	70,000	61,917	8,083
Materials and supplies	982	982	4,261	(3,279)
Other services and charges	12,970	12,970	15,832	(2,862)
Capital outlay	-	-	-	-
Total Police	<u>67,952</u>	<u>83,952</u>	<u>82,010</u>	<u>1,942</u>
Total Charges to Appropriations (Outflows)	<u>312,617</u>	<u>609,926</u>	<u>608,518</u>	<u>1,408</u>
Other Financing Sources:				
Transfers from other funds	-	-	91,814	91,814
Net Inflows and Outflows	<u>10,563</u>	<u>(117,851)</u>	<u>2,113</u>	<u>119,964</u>
Ending Fund Balance	<u>\$ 147,310</u>	<u>\$ 18,896</u>	<u>\$ 138,860</u>	<u>\$ 119,964</u>

(Concluded)

See Accountant's Report

TOWN OF BLAIR, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE - CASH BASIS (UNAUDITED)
TOWN OF BLAIR PUBLIC WORKS AUTHORITY
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

Operating Revenues:

Charges for services:	
Water	\$ 195,270
Sewer	38,235
Sanitation	169,415
Installation	-
Penalties	12,691
Other	1,560
Total Operating Revenues	<u>417,171</u>

Operating Expenses:

Water	206,907
Sewer	42,822
Sanitation	124,901
Other	1,059
Total Operating Expenses	<u>375,689</u>

Operating Income (Loss)	41,482
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Non-Operating Revenues (Expenses):

Investment income	1,876
Insurance proceeds	17,117
Proceeds from borrowings	-
Capital outlay	(11,793)
Debt service	-
Total Non-Operating Revenues (Expenses)	<u>7,200</u>

Net Income (Loss) Before Contributions and Transfers	48,682
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Transfers from other funds	<u>(91,814)</u>
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Change in fund balance	(43,132)
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Fund Balance - beginning	<u>244,616</u>
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Fund Balance - ending	<u>\$ 201,484</u>
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See Accountant's Report

TOWN OF BLAIR, OKLAHOMA
SCHEDULE OF GRANT ACTIVITY - CASH BASIS (UNAUDITED)
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

Grant Program Agency and Description:	Prior Year Unexpended Funds	Receipts	Disbursements	Unexpended Funds
TOWN:				
South Western Oklahoma Development Authority CENA 2024 Grant Community Expansion of Nutrition Assistance	\$ -	\$ 8,934	\$ 8,934	\$ -
State of Oklahoma Department of Agriculture, Food and Forestry Annual Operational Grant	-	9,994	9,994	-
The Wichita Falls Area Community Foundation WFACF Volunteer Fire Department Fund	7,500		7,500	-
South Western Oklahoma Development Authority REAP 2023 Grant Asphalt Street Overlay Project	-	100,000	100,000	-
2023 CARES Act Coronavirus Relief Funds American Rescue Plan Act	130,208	-	45,190	85,018
Total Grant Program Activity	<u>\$ 137,708</u>	<u>\$ 118,928</u>	<u>\$ 171,618</u>	<u>\$ 85,018</u>

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