

**TOWN OF FORT SUPPLY  
FORT SUPPLY, OKLAHOMA**

**AGREED UPON PROCEDURES  
AND ACCOMPANYING  
INDEPENDENT AUDITOR'S REPORT**

**FOR THE YEAR ENDED  
JUNE 30, 2019**



801 Frisco, Clinton, OK 73601  
580.323.1766 | 580.323.1768 fax

**Members of American  
Institute of Certified  
Public Accountants**

**Members of Oklahoma  
Society of Certified**

## **Independent Accountant’s Report on Applying Agreed-Upon Procedures**

To the Specified Users of the Report:

Town Board, Town of Fort Supply  
Fort Supply, Oklahoma

Trustees of the Fort Supply Public Works Authority  
Fort Supply, Oklahoma

Oklahoma Office of State Auditor and Inspector  
Oklahoma City, Oklahoma

Management is responsible for the accompanying financials statements of the Town of Fort Supply which comprises the Summary of Changes in Fund Balances (Modified Cash Basis) for the Town of Fort Supply, the Budgetary Comparison Schedule for the General Fund (Modified Cash Basis), and the Statement of Revenues, Expenses, and Changes in Fund Balance – Modified Cash Basis for the Fort Supply Public Works Authority for the fiscal year ended June 30, 2019, 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 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.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user’s conclusions about the Town’s assets, liabilities, equity, revenues, and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We have performed the procedures enumerated within Appendix A and Appendix B 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 Fort Supply (the Town) and the Fort Supply Public Works Authority (the “Authority”) in meeting its financial accountability requirements as prescribed by such state laws and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2019. Management of the Town of Fort Supply 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 and the additional requirements prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1.-3.

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 in Appendix A or B, either for the purpose for which this report has been requested or for any other purpose.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on financial accountability and compliance with contractual requirements. Accordingly, we do not express such an opinion. 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.

A handwritten signature in black ink, appearing to be the initials 'RSM' followed by a stylized flourish.

RSMeacham CPAs & Advisors  
Clinton, OK  
July 31, 2019

**Town of Fort Supply, Oklahoma  
Procedures and Findings  
For the Year Ended June 30, 2019**

As to the Town of Fort Supply as of and for the fiscal year ended June 30, 2019:

- I. 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. 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 and encumbrances 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. 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. 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.

- V. 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. 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. 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 instances of noncompliance noted.

**TOWN OF FORT SUPPLY, OKLAHOMA  
SUMMARY OF CHANGES IN FUND BALANCES (MODIFIED CASH BASIS)  
FOR THE YEAR ENDED JUNE 30, 2019**

---

	<u>Beginning of Year Fund Balance</u>	<u>Current Year Change</u>	<u>End of Year Fund Balance</u>
<b>TOWN OF FORT SUPPLY</b>			
General Fund	\$ 45,704	\$ 18,149	\$ 63,853
Public Works Authority	\$ 863,231	\$ 118,862	\$ 982,093

**TOWN OF FORT SUPPLY, OKLAHOMA  
BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND - MODIFIED CASH BASIS  
FOR THE YEAR ENDED JUNE 30, 2019**

	<u>Approved Budget</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
<b>Beginning Budgetary Fund Balance:</b>	\$ 11,975	\$ 45,704	\$ 33,729
<b>Resources (Inflows):</b>			
Tax revenues	59,037	61,567	2,530
Other Revenue	48,561	48,870	309
Transfer in	41,750	40,421	(1,329)
<b>Total current year resources</b>	<u>149,348</u>	<u>150,858</u>	<u>1,510</u>
<b>Amounts available for appropriation</b>	<u>\$ 161,323</u>	<u>\$ 196,562</u>	<u>\$ 35,239</u>
<b>Charges to Appropriations (Outflows):</b>			
<b>General Government:</b>			
Personal services	44,500	42,363	2,137
Materials and supplies	5,500	5,364	136
Other charges and services	40,000	28,695	11,305
Capital Outlay	8,000	20,163	(12,163)
<b>Total General Government</b>	<u>98,000</u>	<u>96,585</u>	<u>1,415</u>
<b>Fire Department:</b>			
Personal Services	1,200	-	1,200
Materials and supplies	10,860	13,558	(2,698)
Other charges and services	29,139	18,612	10,527
<b>Total Fire Department</b>	<u>41,199</u>	<u>32,170</u>	<u>9,029</u>
<b>Street and Alley</b>			
Personal Services	1,500	1,500	-
<b>Total Street and Alley</b>	<u>1,500</u>	<u>1,500</u>	<u>-</u>
<b>Cemetery</b>			
Materials and supplies	5,000	1,674	3,326
<b>Total Cemetery</b>	<u>5,000</u>	<u>1,674</u>	<u>3,326</u>
<b>Community Building</b>			
Other Charges and Services	1,050	780	270
Capital Outlay	1,000	-	1,000
<b>Total Community Building</b>	<u>2,050</u>	<u>780</u>	<u>1,270</u>
<b>Total Charges to Appropriations</b>	147,749	132,709	15,040
<b>Change in Fund Balance</b>	1,599	18,149	(16,550)
<b>Ending Budgetary Fund Balance</b>	<u>\$ 13,574</u>	<u>\$ 63,853</u>	<u>\$ 17,179</u>

**Fort Supply Public Works Authority  
Procedures and Findings  
For the Year Ended June 30, 2019**

As to the Fort Supply Public Works Authority, as of and for the year ended June 30, 2019:

- I. Prepare a schedule of revenues, expenditures and changes in fund balance for each fund 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 III. No instances of noncompliance noted.

- II. 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 instances of noncompliance noted.

- III. 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.

- IV. 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. 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. 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: No instances of noncompliance noted.

**FORT SUPPLY PUBLIC WORKS AUTHORITY FORT SUPPLY, OKLAHOMA**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE - MODIFIED CASH BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

<b>Operating Revenues:</b>	
Charges for services:	
Electric	\$ 282,857
Water	73,954
Sewer	22,350
Sanitation	36,856
Grant income	161,549
Other	59,152
Total Operating Revenues	<u>636,718</u>
<b>Operating Expenses:</b>	
Administration	75,459
Electric	218,922
Water	134,684
Sanitation	30,281
Sewer	18,307
Total Operating Expenses	<u>477,653</u>
Operating Income	\$ 159,065
<b>Non-Operating Revenues/(Expenses):</b>	
Interest Income	300
Net transfers to/(from) General Fund	<u>(40,503)</u>
Total Non-Operating Revenues/(Expenses)	<u>(40,203)</u>
<b>Change in fund balance</b>	<b>\$ 118,862</b>
<b>Fund Balance - beginning</b>	<b><u>863,231</u></b>
<b>Fund Balance - ending</b>	<b><u><u>\$ 982,093</u></u></b>