

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

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

**FOR THE YEAR ENDED
JUNE 30, 2020**



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Members of American
Institute of Certified
Public Accountants

Members of Oklahoma
Society of Certified
Public Accountants

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, 2020, 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, 2020. 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 'RSMeacham', written in a cursive style.

RSMeacham CPAs & Advisors
Clinton, OK
July 30, 2020

**Town of Fort Supply, Oklahoma
Procedures and Findings
For the Year Ended June 30, 2020**

As to the Town of Fort Supply as of and for the fiscal year ended June 30, 2020:

- 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, 2020**

	<u>Beginning of Year Fund Balance</u>	<u>Current Year Change</u>	<u>End of Year Fund Balance</u>
TOWN OF FORT SUPPLY			
General Fund	\$ 63,853	\$ (49,133)	\$ 14,720
Public Works Authority	\$ 982,093	\$ 154,309	\$ 1,136,402

**TOWN OF FORT SUPPLY, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND - MODIFIED CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2020**

	<u>Approved Budget</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
Beginning Budgetary Fund Balance:	\$ 50,950	\$ 63,853	\$ 12,903
Resources (Inflows):			
Tax revenues	47,095	52,210	5,115
Licenses and permits	100	100	-
Other Revenue	21,881	19,328	(2,553)
Transfer in	57,100	6,259	(50,841)
Total current year resources	<u>126,176</u>	<u>77,897</u>	<u>(48,279)</u>
Amounts available for appropriation	<u>\$ 177,126</u>	<u>\$ 141,750</u>	<u>\$ (35,376)</u>
Charges to Appropriations (Outflows):			
General Government:			
Personal services	52,928	50,897	2,031
Materials and supplies	11,405	8,169	3,236
Other charges and services	35,185	28,769	6,416
Capital Outlay	3,500	-	3,500
Total General Government	<u>103,018</u>	<u>87,835</u>	<u>15,183</u>
Fire Department:			
Personal Services	-	-	-
Materials and supplies	8,476	5,888	2,588
Other charges and services	5,781	5,068	713
Capital Outlay	20,007	20,000	7
Total Fire Department	<u>34,264</u>	<u>30,956</u>	<u>3,308</u>
Cemetery			
Materials and supplies	2,200	1,875	325
Total Cemetery	<u>2,200</u>	<u>1,875</u>	<u>325</u>
Community Building			
Materials and supplies	-	-	-
Other Charges and Services	1,360	769	591
Capital Outlay	3,495	3,495	-
Total Community Building	<u>4,855</u>	<u>4,264</u>	<u>591</u>
Transfers Out	2,100	2,100	-
Total Charges to Appropriations	<u>146,437</u>	<u>127,030</u>	<u>19,407</u>
Change in Fund Balance	(20,261)	(49,133)	28,872
Ending Budgetary Fund Balance	<u>\$ 30,689</u>	<u>\$ 14,720</u>	<u>\$ 41,775</u>

**Fort Supply Public Works Authority
Procedures and Findings
For the Year Ended June 30, 2020**

As to the Fort Supply Public Works Authority, as of and for the year ended June 30, 2020:

- 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, 2020

Operating Revenues:

Charges for services:

Electric	\$	317,837
Water		84,266
Sewer		23,237
Sanitation		37,724
Grant income		116,825
Other		54,258
Total Operating Revenues		<u>634,147</u>

Operating Expenses:

Administration		66,932
Electric		203,439
Water		146,810
Sanitation		31,850
Sewer		29,560
Total Operating Expenses		<u>478,591</u>
Net Operating Income	\$	155,556

Non-Operating Revenues/(Expenses):

Interest Income		2,912
Net transfers to/(from) General Fund		(4,159)
Total Non-Operating Revenues/(Expenses)		<u>(1,247)</u>

Change in fund balance	\$	154,309
Fund Balance - beginning		<u>982,093</u>
Fund Balance - ending	\$	<u><u>1,136,402</u></u>