

INDEPENDENT ACCOUNTANTS REPORT  
ON APPLYING AGREED UPON PROCEDURES  
TOWN OF WRIGHT CITY, OKLAHOMA  
JUNE 30, 2021

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# Ralph Osborn

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## Independent Accountant's Report On Applying Agreed Upon Procedures

To the Specified Users of the Report:

Town Board of Trustees, Town of Wright City  
Wright City, Oklahoma

Trustees of Wright City Public Works Authority  
Wright City, Oklahoma

Oklahoma Office of State Auditor and Inspector  
Oklahoma City, Oklahoma

### **Report on Compiled Financial Statements and Schedules**

Management is responsible for the accompanying financial statements and schedules of the Town of Wright City and Wright City Public Works Authority, Wright City, Oklahoma, which comprise a Summary of Changes in Fund Balances-Modified Cash Basis as of the year ended June 30, 2021, and the related Budgetary Comparison Schedule of the General Fund-Modified Cash Basis, Budgetary Comparison Schedule of the Street & Alley Fund-Modified Cash Basis, Budgetary Comparison Schedule of the Cemetery Fund-Modified Cash Basis, Statement of Revenues, Expenses and Changes in Fund Balance of Wright City Public Works Authority-Modified Cash Basis for the year then ended in accordance with the modified cash basis of accounting, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. I have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. I did not audit or review the accompanying financial statements and schedules nor were I required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements and schedules.

The financial statements and schedules have been prepared in a format and basis of accounting, as prescribed by Oklahoma Statutes, that demonstrates compliance with the modified cash basis and budget laws of the State of Oklahoma which is a basis of accounting other than accounting principles generally accepted in the United States of America.

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

## **Report on Applying Agreed-upon Procedures**

I 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 of Wright City and Wright City Public Works Authority in meeting its financial accountability requirements as prescribed by Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2021. Management of the Town of Wright City and Wright City Public Works Authority is responsible for the Town's and Authority's financial accountability and its compliance with those legal and contractual requirements. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants to meet the requirements prescribed in Oklahoma Statutes § 11-17.105-.107. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, I 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 Wright City** as of and for the fiscal year ended June 30, 2021.

1. **Procedures Performed:** From the Town's trial balances, I prepared a modified cash basis 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 instances of noncompliance noted.

2. **Procedures Performed:** Form the Town's trial balances, I attempted to prepare a modified cash basis budget and actual financial schedule for the General Fund, Street & Alley Fund, and Cemetery 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, 3 and 4) 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 did not prepare a budget as required by Oklahoma State Statute.

3. **Procedures Performed:** I agreed the Town's material bank account balances to bank statements, and traced 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.

4. **Procedures Performed:** I compared the Town's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

**Findings:** As of June 30, 2021, all of the Towns deposits and investments were covered by federal deposit insurance or were fully collateralized.

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

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

6. **Procedures Performed:** I 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 noted.

7. **Procedures Performed:** I compared the Town's account balances in reserve accounts to contractually required reserve balances and debt service requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

**Findings:** The Town had no contractual or debt service requirements. This procedure does not apply.

As to the Town of Wright City Grant Programs, as of and for the fiscal year ended June 30, 2021:

8. **Procedures Performed:** From the Town's trial balances, I prepared schedules of grant activity for each grant/contract and compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance.

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

As to the **Wright City Public Works Authority** as of and for the fiscal year ended June 30, 2021.

1. **Procedures Performed:** From the Authority's trial balances, I prepared a schedule of revenues, expenditures/expenses changes in fund balances/net assets for each fund (see accompanying Exhibit 5) 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 noted.

2. **Procedures Performed:** I agreed the Authority's material bank account balances to the 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 to be reported noted.

3. **Procedures Performed:** I compared 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.

- 4. Procedures Performed:** I 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 noted.

- 5. Procedures Performed:** I 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 noted.

- 6. Procedures Performed:** I compared the Authority's account balances in reserve accounts to contractually required reserve balances and debt service requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

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

As to the Wright City Public Works Authority Grant Programs, as of and for the fiscal year ended June 30, 2021:

- 7. Procedures Performed:** From the Authority's trial balances, I attempted to prepared schedules of grant activity for each grant/contract and compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance.

**Findings:** The Wright City Public Works Authority did not accurately report Grant revenues and expenses.

I 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 on compliance, and an opinion or conclusion on the related financial statements and schedules. Accordingly, I do not express such an opinion or conclusion. Had I 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.

Sincerely,



Ralph Osborn  
August 18, 2023

TOWN OF WRIGHT CITY AND WRIGHT CITY PUBLIC WORKS AUTHORITY  
 WRIGHT CITY, OKLAHOMA  
 SUMMARY OF CHANGES IN FUND BALANCES  
 MODIFIED CASH BASIS  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2021  
 (UNAUDITED)  
 Exhibit 1

|                                     | Beginning of<br>Year Fund<br><u>Balances</u> | Current<br>Year<br><u>Receipts</u> | Interfund<br><u>Transfers</u> | Current Year<br><u>Disbursements</u> | End of Year<br><u>Fund Balances</u> |
|-------------------------------------|--|------------------------------------|-------------------------------|--------------------------------------|-------------------------------------|
| Town of Wright City:                |  |                                    |                               |                                      |                                     |
| General Fund                        | \$ 26,773                                    | \$ 349,310                         | \$ -                          | \$ (306,989)                         | \$ 69,094                           |
| Street Fund                         | 1,495  | 7,440                              | -                             | (7,175)                              | 1,760                               |
| Cemetery Fund                       | 13,353                                       | 3,863                              | \$ -                          | (2,419)                              | 14,797                              |
| Town Subtotal                       | <u>\$ 41,621</u>                             | <u>\$ 360,614</u>                  | <u>\$ -</u>                   | <u>\$ (316,581)</u>                  | <u>\$ 85,651</u>                    |
| Wright City Public Works Authority: |  |                                    |                               |                                      |                                     |
| General Account                     | <u>\$1,084,560</u>                           | <u>\$ 906,376</u>                  | <u>\$ -</u>                   | <u>\$ (912,572)</u>                  | <u>\$ 1,078,364</u>                 |
| PWA Subtotal                        | <u>\$1,084,560</u>                           | <u>\$ 906,376</u>                  | <u>\$ -</u>                   | <u>\$ (912,572)</u>                  | <u>\$ 1,078,364</u>                 |
| Overall Totals                      | <u>\$1,126,181</u>                           | <u>\$1,266,990</u>                 | <u>\$ -</u>                   | <u>\$ (1,229,153)</u>                | <u>\$ 1,164,015</u>                 |

Please see accompanying Accountants Reports

TOWN OF WRIGHT CITY  
 WRIGHT CITY, OKLAHOMA  
 BUDGETARY COMPARISON SCHEDULE  
 MODIFIED CASH BASIS  
 GENERAL FUND  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2021  
 (UNAUDITED)  
 Exhibit 2

|  | Budgeted Amounts |       | Actual     | Variance with<br>Final Budget |
|--|------------------|-------|------------|-------------------------------|
|  | Original         | Final | Amounts    | Positive<br>(Negative)        |
| Beginning Budgetary Fund Balance:            | \$ -             | \$ -  | \$ 26,773  | \$ 26,773                     |
| <b>Resources (Inflows):</b>                  |                  |       |            |                               |
| Sales Tax                                    | -                | -     | 146,809    | 146,809                       |
| Use Tax                                      | -                | -     | 23,584     | 23,584                        |
| Franchise Tax                                | -                | -     | 11,770     | 11,770                        |
| Alcohol and Gas Excise Tax                   | -                | -     | 22,118     | 22,118                        |
| Occupation Tax                               | -                | -     | 300        | 300                           |
| Cigar Tax                                    | -                | -     | 1,270      | 1,270                         |
| Fire Protection                              | -                | -     | 6,952      | 6,952                         |
| Police Protection                            | -                | -     | 5,288      | 5,288                         |
| Reimbursements                               | -                | -     | 1,014      | 1,014                         |
| Fines  | -                | -     | 58,151     | 58,151                        |
| Intergovernmental                            | -                | -     | 62,676     | 62,676                        |
| Miscellaneous                                | -                | -     | 4,101      | 4,101                         |
| Rental Income                                | -                | -     | 5,120      | 5,120                         |
| Interest Income                              | -                | -     | 157        | 157                           |
| Total Inflows                                | -                | -     | 349,310    | 349,310                       |
| <b>Amounts Available for Appropriation</b>   |                  |       |            |                               |
|  | \$ -             | \$ -  | \$ 376,083 | \$ 376,083                    |
| <b>Charges to Appropriations (Outflows):</b> |                  |       |            |                               |
| Personal Services                            | -                | -     | 149,738    | (149,738)                     |
| Insurance                                    | -                | -     | 21,862     | (21,862)                      |
| Commission Fees                              | -                | -     | 4,941      | (4,941)                       |
| Maintenance and Operations                   | -                | -     | 100,090    | (100,090)                     |
| Fire Expenses                                | -                | -     | 3,842      | (3,842)                       |
| Court Expenses                               | -                | -     | 8,561      | (8,561)                       |
| Medical Clinic Expenses                      | -                | -     | 2,330      | (2,330)                       |
| Capital outlay                               | -                | -     | 15,625     | (15,625)                      |
| Total Charges to Appropriations              | -                | -     | 306,989    | (306,989)                     |
| Ending Budgetary Fund Balance:               | \$ -             | \$ -  | \$ 69,094  | \$ 69,094                     |

Please see accompanying Accountants Reports

TOWN OF WRIGHT CITY  
 WRIGHT CITY, OKLAHOMA  
 BUDGETARY COMPARISON SCHEDULE  
 MODIFIED CASH BASIS  
 STREET & ALLEY FUND  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2021  
 (UNAUDITED)  
 Exhibit 3

|                                       | Budgeted Amounts |       | Actual<br>Amounts | Variance with<br>Final Budget |
|---------------------------------------|------------------|-------|-------------------|-------------------------------|
|                                       | Original         | Final |                   | Positive<br>(Negative)        |
| Beginning Budgetary Fund Balance:     | \$ -             | \$ -  | \$ 1,495          | \$ 1,495                      |
| Resources (Inflows):                  |                  |       |                   |                               |
| Interest Income                       | -                | -     | 1                 | 1                             |
| Motor Vehicle Tax                     | -                | -     | 6,519             | 6,519                         |
| Miscellaneous                         | -                | -     | 920               | 920                           |
| Total Inflows                         | -                | -     | 7,440             | 7,440                         |
| Amounts Available for Appropriation   |                  |       |                   |                               |
|                                       | \$ -             | \$ -  | \$ 8,935          | \$ 8,935                      |
| Charges to Appropriations (Outflows): |                  |       |                   |                               |
| Utilities                             | -                | -     | 5,265             | (5,265)                       |
| Maintenance and operations            | -                | -     | 1,910             | (1,910)                       |
| Total Charges to Appropriations       | -                | -     | 7,175             | (7,175)                       |
| Ending Budgetary Fund Balance:        | \$ -             | \$ -  | \$ 1,760          | \$ 1,760                      |

Please see accompanying Accountants Reports



TOWN OF WRIGHT CITY  
 WRIGHT CITY, OKLAHOMA  
 BUDGETARY COMPARISON SCHEDULE  
 MODIFIED CASH BASIS  
 CEMETERY FUND  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2021  
 (UNAUDITED)  
 Exhibit 4

|  | Budgeted Amounts |       | Actual    | Variance with<br>Final Budget<br>Positive<br>(Negative) |
|--|------------------|-------|-----------|---|
|  | Original         | Final | Amounts   | (Negative)  |
| Beginning Budgetary Fund Balance:            | \$ -             | \$ -  | \$ 13,353 | \$ 13,353   |
| <b>Resources (Inflows):</b>                  |                  |       |           |   |
| Cemetery Maintenance Fee                     | -                | -     | 3,626     | 3,626   |
| Miscellaneous                                | -                | -     | 225       | 225   |
| Interest Income                              | -                | -     | 12        | 12  |
| Total Inflows                                | -                | -     | 3,863     | 3,863   |
| <b>Amounts Available for Appropriation</b>   |                  |       |           |   |
|  | \$ -             | \$ -  | \$ 17,216 | \$ 17,216   |
| <b>Charges to Appropriations (Outflows):</b> |                  |       |           |   |
| Contract Labor                               | -                | -     | -         | -   |
| Maintenance and Operations                   | -                | -     | 2,419     | (2,419)   |
| Total Charges to Appropriations              | -                | -     | 2,419     | (2,419)   |
| Ending Budgetary Fund Balance:               | \$ -             | \$ -  | \$ 14,797 | \$ 14,797   |

Please see accompanying Accountants Reports

TOWN OF WRIGHT CITY, OKLAHOMA  
 WRIGHT CITY PUBLIC WORKS AUTHORITY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
 MODIFIED CASH BASIS  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2021  
 (UNAUDITED)  
 Exhibit 5

|  |                    |
|--|--------------------|
| Operating Revenues:                        |                    |
| Water Services                             | \$ 162,548         |
| Sewer Services                             | 156,359            |
| Sanitation Services                        | 73,940             |
| Solid Waste Fees                           | -                  |
| Other Revenue                              | 5,486              |
| Penalties                                  | 4,886              |
| Water Tap                                  | 250                |
| Sewer Tap                                  | 1,250              |
| Reconnection Fees                          | 4                  |
| Miscellaneous Revenue                      | <u>634</u>         |
| Total Operating Revenues                   | <u>405,357</u>     |
| Operating Expenses:                        |                    |
| Water Purchases                            | 74,737             |
| Salaries and Benefits                      | 93,593             |
| Commissions Expense                        | 173                |
| Water Professional Fees                    | 5,161              |
| Sewer Professional Fees                    | 786                |
| Chemicals                                  | 24,448             |
| Water Office Expenses                      | 2,008              |
| Sewer Office Expenses                      | 1,394              |
| Water Insurance                            | 6,288              |
| Sewer Insurance                            | 6,332              |
| Water Miscellaneous                        | 2,743              |
| Sewer Miscellaneous                        | 2,090              |
| Water Permits and Fees                     | 1,725              |
| Sewer Permits and Fees                     | 2,375              |
| Water Contract Labor                       | -                  |
| Sewer Contract Labor                       | -                  |
| Water Supplies                             | 28,787             |
| Sewer Supplies                             | 26,366             |
| Water Maintenance, Operations, and Repairs | 22,073             |
| Sewer Maintenance, Operations, and Repairs | 25,810             |
| Rent                                       | 875                |
| Sewer Construction Expenses                | 5,625              |
| Capital Outlay                             | 489,589            |
| Sanitation Services                        | 21,469             |
| Solid Waste Fees                           | <u>52,813</u>      |
| Total Operating Expenses                   | <u>897,260</u>     |
| Operating Income (Loss)                    | (491,903)          |
| Non-Operating Revenues (Expenses) :        |                    |
| Investment Income                          | 86                 |
| Interest Expense                           | (8,336)            |
| Grant Income                               | 492,539            |
| Sale of Assets                             | <u>-</u>           |
| Total Non-Operating Revenues (Expenses)    | <u>484,289</u>     |
| Net Income (Loss) before transfers         | (7,614)            |
| Transfers In (Out)                         | <u>1,418</u>       |
| Changes in Fund Balance                    | (6,196)            |
| Fund Balance - Beginning                   | <u>1,084,560</u>   |
| Fund Balance - Ending                      | <u>\$1,078,364</u> |

Please see accompanying Accountants Reports