

**TOWN OF BRADLEY, OKLAHOMA**

**INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING  
AGREED-UPON PROCEDURES**

**AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2018**

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

To the Specified Users of the Report:

Town Council, Town of Bradley  
Bradley, 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 Bradley, Bradley, Oklahoma, which comprise a Summary of Changes in Fund Balances-Modified Cash Basis as of the year ended June 30, 2018, and the related Budgetary Comparison Schedule-Modified Cash Basis-General Fund, Budgetary Comparison Schedule-Modified Cash Basis-CDBG Fund, and Schedule of Grant Activity-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. 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 accompanying financial statements and schedules 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 or 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 disclosures 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**

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 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, 2018. Management of the Town of Bradley is responsible for the Town's financial accountability and its compliance with those legal and contractual requirements. 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.

## Procedures and Findings

As to the **Town of Bradley** as of and for the fiscal year ended June 30, 2018:

1. **Procedures Performed:** From the Town's trial balances, we compiled 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 compiled a budget and actual financial schedule for the General Fund and Street & Alley Fund (see accompanying Exhibit 2-1 and 2-2) and compared the actual expenditures and encumbrances reported to the authorized appropriations to report any noted instances of noncompliance with the appropriation limitations.

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

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

5. **Procedures Performed:** We compared use of material-restricted revenues and resources to their restrictions 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 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 had no debt, therefore no debt service coverage requirements of bond indentures were evaluated for compliance.

As to the **Town of Bradley Grant Programs**, as of and for the fiscal year ended June 30, 2018:

1. **Procedures Performed:** From the Town's trial balances, we compiled a schedule of grant activity for each grant/contract (see accompanying Exhibit 3) 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.

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 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 information and 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.

*Angel, Johnston + Blasingame, P.C.*

Angel, Johnston and Blasingame, P.C.  
October 21, 2018

TOWN OF BRADLEY  
Bradley, Oklahoma

SUMMARY OF CHANGES IN FUND BALANCES-MODIFIED CASH BASIS  
For the Fiscal year ended June 30, 2018  
(Unaudited)

	<u>Beginning of Year Fund Balances</u>	<u>Current Year Receipts</u>	<u>Current Year Disbursements</u>	<u>End of Year Fund Balances</u>
<b>TOWN:</b>				
General Fund	\$ 466,391	73,194	20,557	\$ 519,028
CDBG Fund	460	-	-	460
<b>Town Total</b>	<u>\$ 466,851</u>	<u>\$ 73,194</u>	<u>\$ 20,557</u>	<u>\$ 519,488</u>

TOWN OF BRADLEY  
Bradley, Oklahoma

BUDGETARY COMPARISON SCHEDULE-MODIFIED CASH BASIS  
GENERAL FUND  
For the Fiscal Year Ended June 30, 2018  
(Unaudited)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
<b>Beginning Budgetary Fund Balance:</b>	\$ 466,391	\$ 466,391	\$ 466,391	\$ -
<b>Resources (Inflow):</b>				
<b>Taxes:</b>				
Franchise tax	1,858	1,858	2,158	301
Sales Tax	51,195	51,195	67,490	16,295
Motor Vehicle Tax	802	802	912	
Alcohol beverage Tax	831	831	931	99
Gas Excise Tax	214	214	247	33
Tobacco Tax	678	678	815	138
Total Taxes	55,577	55,577	72,554	16,866
<b>Miscellaneous Revenue:</b>				
Interest	413	413	491	78
Rent	447	447	150	(297)
Total Miscellaneous Revenue	859	859	641	(219)
<b>Other Financing Sources:</b>				
Transfers from other funds	-	-	-	-
Total Other Financing Sources	-	-	-	-
<b>Total Resources (Inflows)</b>	56,436	56,436	73,194	16,648
<b>Amounts available for appropriation</b>	522,827	522,827	539,585	16,648
<b>Charges to Appropriations (Outflows):</b>				
Personal Services	100,000	100,000	8,794	91,207
Maintenance & Operations	122,827	122,827	11,764	111,063
Capital Outlay	300,000	300,000	-	300,000
Total Other	522,827	522,827	20,557	502,270
<b>Other Financing Uses:</b>				
Transfers to other funds	-	-	-	-
<b>Total Charges to Appropriations (Outflows)</b>	522,827	522,827	20,557	502,270
<b>Unallocated (Restricted) Funds</b>	-	-	-	-
<b>Ending Budgetary Fund Balance</b>	\$ -	\$ -	\$ 519,028	\$ (519,028)
Current Year Encumbrances			-	
<b>Ending Fund Balance</b>			\$ 519,028	

TOWN OF BRADLEY  
Bradley, Oklahoma

BUDGETARY COMPARISON SCHEDULE-MODIFIED CASH BASIS  
CDBG FUND  
For the Fiscal Year Ended June 30, 2018  
(Unaudited)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
<b>Beginning Budgetary Fund Balance:</b>	\$ 460	\$ 460	\$ 460	\$ -
<b>Resources (Inflow):</b>				
<b>Other Financing Sources:</b>				
Transfers from other funds	-	-	-	-
Total Other Financing Sources	-	-	-	-
<b>Total Resources (Inflows)</b>	-	-	-	-
<b>Amounts available for appropriation</b>	460	460	460	-
<b>Charges to Appropriations (Outflows):</b>				
Capital Outlay	460	460	-	460
Total Other	460	460	-	460
<b>Other Financing Uses:</b>				
Transfers to other funds	-	-	-	-
<b>Total Charges to Appropriations (Outflows)</b>	460	460	-	460
<b>Unallocated (Restricted) Funds</b>	-	-		-
<b>Ending Budgetary Fund Balance</b>	\$ -	\$ -	\$ 460	\$ (460)
Current Year Encumbrances			-	
<b>Ending Fund Balance</b>			\$ 460	

TOWN OF BRADLEY  
Bradley, Oklahoma

SCHEDULE OF GRANT ACTIVITY-MODIFIED CASH BASIS  
For the Fiscal Year Ended June 30, 2018  
(Unaudited)

	<u>Award Amount</u>	<u>Prior Year(s) Receipts</u>	<u>Prior Year(s) Disbursements</u>	<u>Beginning of Year Unexpended Grant Funds</u>	<u>Current Year Receipts</u>	<u>Current Year Disbursements</u>	<u>End of Year Unexpended Grant Funds</u>
<b>TOWN:</b>							
No grant activity in current year							
<b>Town Total</b>	\$ <u>          -</u>	\$ <u>          -</u>	\$ <u>          -</u>	\$ <u>          -</u>	\$ <u>          -</u>	\$ <u>          -</u>	\$ <u>          -</u>