

**Town of Bradley**

Independent Accountant's Report on Applying  
Agreed Upon Procedures  
Year Ended June 30, 2024

Town of Bradley, Oklahoma  
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## Independent Accountants' Report on Applying Agreed-Upon Procedures

### *To the Specified Users of the Report:*

Town Board, Town of Bradley  
Bradley, Oklahoma

Oklahoma Office of State Auditor and Inspector  
Oklahoma City, Oklahoma

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 applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2024. Management of the Town of Bradley (the Town) are responsible for the Town's financial accountability and its compliance with those legal and contractual requirements.

The Town has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting their financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2024. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

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

1. ***Procedures Performed:*** From the Town's trial balances, we prepared a schedule of changes in fund balances for each fund (see accompanying Exhibit A) 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 fund balance deficits were noted.***

2. ***Procedures Performed:*** From the Town's trial balances, we prepared a budget and actual financial schedule for the General Fund (see accompanying Exhibit) 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 Estimate of Needs was established for any fund.***

3. ***Procedures Performed:*** We agreed the Town's bank account balances to bank statements and traced the timely clearance to report any reconciling items that have not cleared.

***Findings: All bank accounts were not reconciled.***

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: The Town's deposits were fully insured as of June 30, 2024.***

5. ***Procedures Performed:*** We compared the Town's use of restricted revenues and resources that exceeded \$250 to their restrictions to report any noted instances of noncompliance.

***Findings: Materially restricted revenues and expenditures that exceeded \$250 consisted of the Street & Alley revenues and expenditures. No instances of noncompliance were noted regarding these restricted revenues.***

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: All required funds have been established.***

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 determine compliance with reserve account and debt service coverage requirements of bond indentures.

***Findings: This procedure was not performed. The Town of Bradley has no debt service or reserve account requirements.***

We were engaged by the Town of Bradley to perform this agreed-upon procedures engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants to meet the requirements prescribed by Oklahoma Statutes 11-17.105-.107. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Town meeting their financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2024. 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.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

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 those specified parties.

*Rahkal Henderson Willis, PLLC*

Ardmore, Oklahoma  
August 12, 2025

**Town of Bradley, Oklahoma**  
**Summary of Changes in Fund Balances – Modified Cash Basis**  
**For the Year Ended June 30, 2024**

|                | Fund Balances<br>Cash Basis |                  |                     | Fund Balances<br>Cash Basis |  |
|----------------|-----------------------------|------------------|---------------------|-----------------------------|--|
|                | <u>Beginning</u>            | <u>Revenue</u>   | <u>Expenditures</u> | <u>Ending</u>               |  |
| CITY:          |                             |                  |                     |                             |  |
| General Fund   | \$ 546,266                  | \$ 39,261        | \$ 80,996           | \$ 504,531                  |  |
| Grant Fund     | 460                         | -                | -                   | 460                         |  |
| Overall Totals | <u>\$ 546,726</u>           | <u>\$ 39,261</u> | <u>\$ 80,996</u>    | <u>\$ 504,991</u>           |  |

**Town of Bradley, Oklahoma**  
**Budget Comparison Schedule – Modified Cash Basis**  
**General Fund**  
**For the Year Ended June 30, 2024**

|  | Budgeted Amounts |       | Actual        | Variance with                          |
|--|------------------|-------|---------------|--|
|  | Original         | Final |               | Final Budget<br>Positive<br>(Negative) |
| <b>Beginning Budgetary Fund Balance:</b>     | \$ -             | \$ -  | 546,266       | \$ 546,266                             |
| <b>Resources (Inflows):</b>                  |                  |       |               |  |
| <b>Taxes</b>                                 |                  |       |               |  |
| Sales Tax                                    | -                | -     | 21,016        | 21,016                                 |
| Tobacco Tax                                  | -                | -     | 149           | 149                                    |
| Alcohol Beverage Tax                         | -                | -     | 914           | 914                                    |
| Franchise Tax                                | -                | -     | 2,484         | 2,484                                  |
| Motor Vehicle Tax                            | -                | -     | 615           | 615                                    |
| Total Taxes                                  | -                | -     | 25,178        | 25,178                                 |
| <b>Other Revenue</b>                         |                  |       |               |  |
| Garbage Income                               | -                | -     | 13,477        | 13,477                                 |
| Interest Income                              | -                | -     | 533           | 533                                    |
| Rental Income                                | -                | -     | 68            | 68                                     |
| Miscellaneous                                | -                | -     | 5             | 5                                      |
| Total Other Revenue                          | -                | -     | 14,083        | 14,083                                 |
| <b>Total Resources (Inflows)</b>             | -                | -     | <b>39,261</b> | <b>39,261</b>                          |
| <b>Charges to Appropriations (Outflows):</b> |                  |       |               |  |
| Personal Services                            | -                | -     | 6,400         | (6,400)                                |
| Maintenance & Operations                     | -                | -     | 74,596        | (74,596)                               |
| Total Outflows                               | -                | -     | 80,996        | (80,996)                               |
| <b>Excess of Inflows over Outflows and</b>   |                  |       |               |  |
| <b>Other Financing Sources (Uses)</b>        | -                | -     | (41,735)      | (41,735)                               |
| <b>Ending Budgetary Fund Balance:</b>        | \$ -             | \$ -  | \$ 504,531    | \$ 504,531                             |

**Town of Bradley, Oklahoma  
Schedule of Grant Activity – Modified Cash Basis  
For the Year Ended June 30, 2024**

No grant activity for the 2023-2024 fiscal year.