

**TOWN OF ROSE BUD**

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**AGREED-UPON PROCEDURES**

**For the Year Ended December 31, 2021**

# COBB AND SUSKIE, LTD.

CERTIFIED PUBLIC ACCOUNTANTS

650 S. Shackleford Road • Suite 400 • P. O. Box 21675 • Little Rock, Arkansas 72221-1675  
(501) 225-2133 • Fax (501) 223-2839

Michael L. Cobb

Anne Suskie Pinyan

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

City Council of Rose Bud, Arkansas

We have performed the procedures enumerated below on the accounting records of the General, Special Revenue (Street and Court Automation) and Capital Projects Fund for the year ended December 31, 2021 of the Town of Rose Bud, Arkansas, solely to assist you with respect to compliance with Arkansas state statutes (as listed below) as of and for the year ended December 31, 2021. The Town of Rose Bud's management is responsible for the accounting records for these funds and for compliance with Arkansas state statutes.

The City Council of the Town of Rose Bud, Arkansas, has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of ensuring compliance with Arkansas state statutes as of and for the year ended December 31, 2021. 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 for the General, Special Revenue (Street and Court Automation) and Capital Projects Fund are as follows:

### Cash and Investments

1. We determined that the ending book balance is within 10% or \$500, whichever is greater, of the proof of cash ending balance.

We found no exceptions as a result of the above procedure.

### Receipts

2.
  - a. We determined that total receipts per journal are within 10% or \$500, whichever is greater, of deposits per proof of cash.
  - b. We determined state turnback, sales tax, fire protection funds, and pension funds paid by the State of Arkansas were deposited in the proper fund.
  - c. We added one month's receipts issued and determined they are within 10% or \$100, whichever is greater, of deposits per bank accounts for all funds.
  - d. We added all receipts for the year and determined they are within 10% or \$500, whichever is greater, of deposits per proof of cash for the bond and fine and court funds.

## Receipts (Continued)

2. e. We determined that the entity contained an “affected highway” as defined in Ark. Code Ann. § 12-8-402. We determined that revenues resulting from fines and costs for traffic offense citations, arrests made and moneys resulting from ancillary actions related to the enforcement of a traffic offense (including failure to appear and failure to pay if the traffic offense is a misdemeanor; violation of state law; or violation of a local ordinance for the municipality) by the municipality’s law enforcement agency did not exceed 30% of the municipality’s total expenditures (excluding capital expenditures, water and sewer department expenditures, fiduciary fund expenditures, enterprise fund expenditures, and debt service expenditures).

We found no exceptions as a result of the above procedures.

## Disbursements

3. a. We determined total disbursements per the journal are within 10% or \$500, whichever is greater, of disbursements per proof of cash.  
b. For the General and Street Funds, we determined that total disbursements did not exceed total appropriations by more than 20%.  
c. For 10% of disbursements (maximum of 30 for all funds, with at least one disbursement per fund), we determined that disbursements were documented in accordance with any applicable code provisions. (Materiality level – 10% of the total dollars of selected disbursements or \$500, whichever is greater.)  
d. For one month we determined that court costs were remitted to the Department of Finance and Administration (DFA).

We found no exceptions as a result of the above procedure.

## Uniform Traffic Tickets

4. a. We randomly selected ten uniform traffic tickets and traced them to the court docket and receipt for payment or to an outstanding warrant, the continued cases list, or dismissal of the case by the Judge.  
b. We determined that not more than 50% of speeding citations were issued for ten (10) per hour or less over the posted speed limit.

We found no exceptions as a result of the above procedure.

## State Law Compliance

5. We evaluated the extent to which the Town of Rose Bud complied with the following state laws as of and for the year ended December 31, 2021.
  - a. Municipal Accounting Law (§§ 14-59-101 et seq.)
  - b. District/City Courts Accounting Law (§§ 16-10-201 to -210)
  - c. Improvement Contracts (§§ 22-9-202 to -204)
  - d. Budgets (§§ 14-58-201 to -203)
  - e. Investment of Public Funds (§§ 19-1-501 et seq.)
  - f. Deposit of Public Funds (§§ 19-8-101 to -107)
  - g. Review of Report by Governing Body (§§ 10-4-418)
  - h. Arkansas Speed Trap Law (§§ 12-8-401 to -403)
  - i. Purchases and Payments of Claims, etc. (§§ 14-58-301 et seq.)

We found no exceptions as a result of the above procedure.

We were engaged by the City Council of the Town of Rose Bud, Arkansas to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. 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 compliance with Arkansas state statutes. 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 of Rose Bud and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the City Council of the Town of Rose Bud, Arkansas state executive and oversight management, and other parties as required by Arkansas Code, and is not intended to be and should not be used by anyone other than these specified parties. However, pursuant to Ark. Code Ann. Section 10-4-417, all reports presented to the Legislative Joint Auditing Committee are matters of public record and distribution is not limited.

*Cobb and Sustie, Ltd.*

Certified Public Accountants  
January 9, 2023

**TOWN OF ROSE BUD, ARKANSAS**

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**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED DECEMBER 31, 2021**

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The City Council of the,  
Town of Rose Bud, Arkansas

Management is responsible for the accompanying schedule of cash receipts, disbursements and changes in cash basis fund balances, combining schedule of cash receipts, disbursements and changes in cash basis fund balances – special revenue funds, and selected information (the “Statements”) of Town of Rose Bud, Arkansas (the “City”) as of December 31, 2021, in accordance with the cash basis of accounting and for determining that the 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 financial statement 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 the financial statement.

Management has elected to omit substantially all the disclosures ordinarily included in the financial statements prepared under the cash basis of accounting. If the omitted disclosures were included with the Statements, they might influence the user’s conclusions about the City’s financial position, results of operations and cash flows. Accordingly, these Statements are not designed for those who are not informed about such matters.



Certified Public Accountants  
January 9, 2023

TOWN OF ROSE BUD, ARKANSAS  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND  
CHANGES IN CASH BASIS FUND BALANCES  
FOR THE YEAR ENDED DECEMBER 31, 2021  
(See independent accountant's compilation report.)  
(Unaudited)

	General <u>Fund</u>	Special Revenue <u>Funds</u>	Capital Project Fund - <u>Sewer</u>
Cash Balance, January 1, 2021	\$ 276,723	\$ 88,258	\$ 363,912
Receipts:			
State Aid	7,875	3,372	-
Property Taxes	12,770	-	-
Sales Taxes	359,073	40,840	135,999
Fines, Forfeitures, and Costs	287,109	14,916	-
Interest	88	88	48
Local Permits and Fees	69,704	-	-
Utility Charges	-	-	42,709
Other	60,838	25,378	3,000
Transfers In	32,208	20,000	15,000
Total Receipts	<u>829,665</u>	<u>104,594</u>	<u>196,756</u>
Disbursements:			
General Government	234,295	-	-
Law Enforcement	201,458	-	-
Highways and Streets	-	77,198	-
Sanitation	-	-	-
Recreation and Culture	112,628	-	-
Social Services	5,060	-	-
Transfers Out	170,999	-	-
Other	73,396	-	249,884
Total Disbursements	<u>797,836</u>	<u>77,198</u>	<u>249,884</u>
Cash Balance, December 31, 2021	<u>\$ 308,552</u>	<u>\$ 115,654</u>	<u>\$ 310,784</u>



TOWN OF ROSE BUD, ARKANSAS  
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND  
CHANGES IN CASH BASIS FUND BALANCES - SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2021  
(See independent accountant's compilation report.)  
(Unaudited)

	<u>Street</u>	<u>Court Automation</u>	<u>Total</u>
Cash Balance, January 1, 2021	\$ 57,095	\$ 31,163	\$ 88,258
Receipts:			
State Aid	3,372	-	3,372
Property Taxes	-	-	-
Sales Taxes	40,840	-	40,840
Fines, Forfeitures, and Costs	-	14,916	14,916
Interest	88	-	88
Other	25,378	-	25,378
Transfers In	20,000	-	20,000
Total Receipts	<u>89,678</u>	<u>14,916</u>	<u>104,594</u>
Disbursements:			
General Government	-	-	-
Highways and Streets	77,198	-	77,198
Government Courts	-	-	-
Total Disbursements	<u>77,198</u>	<u>-</u>	<u>77,198</u>
Cash Balance, December 31, 2021	<u>\$ 69,575</u>	<u>\$ 46,079</u>	<u>\$ 115,654</u>

TOWN OF ROSE BUD, ARKANSAS  
SELECTED INFORMATION  
(Substantially All Disclosures Ordinarily Included Under the  
Cash Basis of Accounting Are Not Included)  
FOR THE YEAR ENDED DECEMBER 31, 2021  
(See independent accountant's compilation report.)  
(Unaudited)

1. The schedule of cash receipts, disbursements and changes in cash basis fund balances, combining schedule of cash receipts, disbursements and changes in cash basis fund balances – special revenue funds, and selected information do not include other funds of the Town of Rose Bud.
2. The schedule of cash receipts, disbursements and changes in cash basis fund balances, combining schedule of cash receipts, disbursements and changes in cash fund balances are prepared on the cash basis of accounting. Therefore, income and expenses are recognized only as cash is received or paid, and receivables, payables, and accrued expenses are not reflected.
3. Cash balances on the financial schedules include demand accounts and certificates of deposit.
4. The Municipality's capital assets records are summarized below as of December 31, 2021:

	December 31,
	<u>2021</u>
Land	\$ 337,500
Buildings	828,886
Equipment	<u>542,364</u>
Total	<u><u>\$ 1,708,750</u></u>

5. The Town of Rose Bud, Arkansas did not have any recognized or nonrecognized subsequent events occur after December 31, 2021, the date of the financial statements. Subsequent events have been evaluated through January 9, 2023, the date the financial statements were available to be issued.