

GRUBBS WATER & SEWER DEPARTMENT  
GRUBBS, ARKANSAS  
INDEPENDENT ACCOUNTANT'S REPORT ON  
APPLYING AGREED-UPON PROCEDURES  
FOR THE YEAR ENDED DECEMBER 31, 2024

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

To the Mayor and Members of the City Council  
Grubbs Water and Sewer Department  
Grubbs, Arkansas 72431

We have performed the procedures enumerated below in compliance with Ark. Code Ann. 14-234-119 to 122, of the Grubbs Water and Sewer Department as of December 31, 2024, and for the year then ended. The Grubbs Water and Sewer Department's management is responsible for the Entity's accounting records.

The management of the Grubbs Water and Sewer Department has agreed to and acknowledged that the procedures performed are appropriate to meet the intended compliance with Ark. Code Ann. 14-234-119 to 122. Additionally, the Mayor and Council of the City of Grubbs have agreed to and acknowledged that the procedures performed are appropriate for its purpose. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest of a user of this report and may not meet the needs of all users of the report and as such, users are responsible for determining whether the procedures performed are appropriate for their purpose.

The procedures and associated findings are as follows:

**Cash and Investments**

1. A) We performed a proof of cash for the year and reconciled year-end bank balances to book balances.
- B) We obtained confirmation of the cash on deposit with depository institutions
- C) We agreed the proof of cash ending balances to the book balances.

## Cash and Investments (cont'd)

Merchant & Planters Bank	
Cash - Revenue Account	\$ 7,394
Cash - Meter Deposit Account	13,113
Cash - Operating & Maintenance	5,148
Cash - Reserve Account	5,151
Cash - Bond Debt Service	564
	<u>\$ 31,370</u>

We found no exceptions as a result of the procedures.

## Cash Receipts

2. A) We agreed the deposits per the proof of cash for the year with the deposits per the cash receipts journal.
- B) We agreed ten customer payments on the accounts receivable subledger to deposit and billing documents.

We found no exceptions as a result of these procedures.

## Accounts Receivable

3. A) We agreed the ten customer billings to the accounts receivable subledger.
- B) We reviewed five customer adjustments for proper authorization.

We found no exceptions as a result of the procedures.

## Cash Disbursements

4. A) We agreed the disbursements per the proof of cash for the year with the disbursements per the cash disbursements journal within 5%.
- B) We analyzed all property, plant and equipment disbursements.
- C) We selected ten disbursements and determined that they were adequately documented.

We found no exceptions as a result of these procedures.

## Property, Plant, and Equipment

5. A) We determined that all additions and disposals were properly accounted for in the records.

We found no exceptions as a result of the procedures.

## Long-term Debt

6. A) We scheduled long-term debt and verified changes in the balances for the year.

B) Long-term debt was confirmed with the lenders. The balances are summarized below:

	<u>12/31/2023</u>	<u>Additions</u>	<u>Reductions</u>	<u>12/31/2024</u>
4.5% USDA Notes Payable in annual installments of \$2,418 through 2036	\$ 233,417	\$ -	\$ (18,900)	\$ 214,517
4.5% USDA Notes Payable in monthly installments of \$533 through 2039	69,969	-	(3,315)	66,654
6.25% Merchant and Planters Bank Notes Payable in monthly installments of \$487 through 2028	22,837	-	(4,533)	18,304
	<u>\$ 326,223</u>	<u>\$ -</u>	<u>\$ (26,748)</u>	<u>\$ 299,475</u>

C) Terms of the loan agreement require that transfers be made to a debt service reserve account. We noted that the appropriate transfers were not made. The required debt service balance at December 31, 2024 is \$ 35,412. At year end, the actual amount was \$ 5151, which is a deficit of \$ 30,261.

We were engaged by the Grubbs Water and Sewer Department to perform this agreed upon procedure 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 audit, examination or review, the objective of which would be the expression of an opinion or conclusion, respectively on the specified elements, accounts or items. 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 Grubbs Water and Sewer Department 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 Grubbs Water and Sewer Department and is not intended to be and should not be used by anyone other than the specified party.

Meyer & Ward

Meyer & Ward, P.A.  
Certified Public Accountants  
Wynne, Arkansas 72396

August 22, 2025

GRUBBS WATER AND SEWER DEPARTMENT  
FINANCIAL STATEMENTS – CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2024  
AND  
INDEPENDENT ACCOUNTANT'S  
COMPILATION REPORT

MEYER AND WARD, P.A.  
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GRUBBS WATER AND SEWER DEPARTMENT  
GRUBBS, ARKANSAS  
FOR THE YEAR ENDED DECEMBER 31, 2024

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CERTIFIED PUBLIC ACCOUNTANTS  
P.O. BOX 1045  
WYNNE, AR 72396

**INDEPENDENT ACCOUNTANT'S COMPILATION REPORT**

To the Mayor and Members of the City Council  
Grubbs Water and Sewer Department  
Grubbs, Arkansas 72431

Management is responsible for the accompanying financial statements of Grubbs Water and Sewer Department, which comprise the statement of assets, liabilities, and net position – cash basis and the related statement of revenues, expenses and changes in net position- cash basis as of December 31, 2024 and for the year then ended 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 statements 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.

The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has omitted the management's discussion and analysis that the cash basis of accounting requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Government Accounting Standards Board, who considers it to be an essential part of the financial reporting and for placing the basic financial statements in an appropriate operational, economic or historical context.

Management has elected to omit substantially all the disclosures required by the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Grubbs Water and Sewer Department's financial position and results of operations. Accordingly, the financial statements are not designed for those who are not informed about such matters.

*Meyer & Ward*

Meyer and Ward, P.A.  
Certified Public Accountants  
Wynne, AR 72396

August 22, 2025

**GRUBBS WATER AND SEWER DEPARTMENT  
STATEMENT OF ASSETS, LIABILITIES, AND NET POSITION - CASH BASIS  
DECEMBER 31, 2024**

**ASSETS**

**Current Assets**

Cash on Hand	\$ 300
Cash - Revenue Account	7,394
Cash - Operating and Maintenance	5,148
Total Current Assets	12,842

**Restricted Assets**

Cash- Meter Deposits	13,113
Cash - Reserve	5,151
Cash - Bond Debt Service	564
Total Restricted Assets	18,828

**Property Plant and Equipment**

Utility Plant	659,900
Less Accumulated Depreciation	(456,546)
Net Property Plant and Equipment	203,354

<b>Total Assets</b>	<b>\$ 235,024</b>
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**GRUBBS WATER AND SEWER DEPARTMENT  
STATEMENT OF ASSETS, LIABILITIES, AND NET POSITION - CASH BASIS  
DECEMBER 31, 2024**

**LIABILITIES**

**Current Liabilities**

Current Portion of Notes Payable	\$ 28,064
Customer Deposit Payable	18,060
Garbage Payable	2,150
Payroll Taxes Withheld	13,780
Sales Tax Payable	2,110
Due to City	1,399
Total Current Liabilities	<u>65,563</u>

**Long-Term Liabilities**

Notes Payable - Net of Current Portion	<u>271,411</u>
Total liabilities	<u>336,974</u>

**Net Position**

Net investment in Capital Assets	(96,121)
Unrestricted	<u>(5,829)</u>
Total Net Position	<u>(101,950)</u>

<b>Total Liabilities and Net Postion</b>	<u><u>\$ 235,024</u></u>
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**GRUBBS WATER AND SEWER DEPARTMENT  
STATEMENT OF REVENUES EXPENSES AND CHANGES IN NET POSITION - CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

<b>Operating Revenues</b>	
Water Revenue	\$ 106,726
Sewer Revenue	31,391
Other Revenue	17,104
Total Operating Revenue	<u>155,221</u>
<b>Operating Expenses</b>	
Water Purchase	38,439
Contract Labor	45,000
Depreciation	17,698
Gas & Oil	990
Dues and Fees	2,347
License and Permits	157
Payroll Taxes	1,181
Professional Services	7,500
Postage	1,525
Repairs and Replacements	14,546
Salaries	15,275
Supplies and Maintenance	3,610
Telephone	911
Utilities	7,070
Total Expenses	<u>156,249</u>
<b>Operating Income (Loss)</b>	<u>(1,028)</u>
<b>Other Revenues (Expenses)</b>	
Transfers in from City	4,459
Interest Income (Expense)	(14,487)
Total Other Revenues (Expenses)	<u>(10,028)</u>
Change in Net Position	(11,056)
Beginning Net Position	<u>(90,894)</u>
<b>Ending Net Position</b>	<u><u>\$ (101,950)</u></u>

*SEE INDEPENDENT ACCOUNTANT'S COMPILATION REPORT*