

CITY OF MAGAZINE, ARKANSAS
WATER AND SEWER DEPARTMENT
JULY 31, 2021

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JONES and LAWTON, CPAs, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

1106 WEST B STREET

P O BOX 945

RUSSELLVILLE, AR 72811

MEMBERS

AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
ARKANSAS SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS

WAYNE A. JONES, CPA
WILLIAM L. LAWTON, JR., CPA

TEL (479) 968-2552
FAX (479) 968-8855

INDEPENDENT ACCOUNTANTS' COMPILATION REPORT ON APPLYING AGREED-UPON PROCEDURES

City Council and Management
Magazine Water and Sewer Department
Magazine, Arkansas

We have performed the procedures enumerated below, which were agreed to by the members of the City Council, as specified in the Agreed Upon Procedures as required under Arkansas Code Annotated § 14-234-119 – 122, solely to assist the specified parties in evaluating the City of Magazine Water and Sewer Department's compliance with the *Guidelines and Rules* specified below, as of July 31, 2021. The City of Magazine Water and Sewer Department's management is responsible for the compliance with those requirements.

The procedures and associated findings are as follows:

1. Cash and Investments

- a. Prepared proof of cash for the year and reconcile the year-end bank statement balance to book balance for all accounts.
- b. Confirmed with depository institutions the cash on deposit and investments.
- c. Agreed the proof of cash ending balances to the book balances within 5% or \$500, whichever is greater.

We found no exceptions as a result of these procedures.

2. Receipts

- a. Agreed the deposits per the proof of cash for the year with the deposits per the journal within 5% or \$500, whichever is greater.
- b. Agreed ten customer payments on the accounts receivable subledger to deposit and billing documents.
- c. For ten deposits, agreed the cash/check composition of the deposit with receipt information.

We found no exceptions as a result of these procedures.

3. Accounts Receivable

- a. Agreed ten customer billings to the accounts receivable subledger and meter readings.
- b. Determined that five customer adjustments were properly authorized.

All adjustments were approved by the water clerk, and we found no exceptions as a result of these procedures.

4. Disbursements

- a. Agreed the disbursements per the proof of cash for the year with the disbursements per the journal within 5% or \$500, whichever is greater. Analyzed all property, plant, and equipment disbursements.
- c. Selected all disbursements paid to employees other than payroll and ten other disbursements and determined if they were adequately documented.
- d. Reviewed maintenance expenses to determine they were properly coded and should not be capitalized.
- e. Agreed ledger payroll to payroll reports.

We found no exceptions as a result of these procedures.

5. Property, and Equipment

Determined that all additions and disposals were properly accounted for in the records. (Materiality level – 5% of total equipment or \$500, whichever is greater.)

We found no exceptions as a result of these procedures.

6. Long-term Debt NOTE THERE IS NO LTD FOR 2021

- a. Scheduled long-term debt and verified changes in all balances for the year.
- b. Confirmed loans, bonds, notes and contracts payable with lender/trustee/contractor.
- c. Determined that the appropriate debt service accounts have been established and maintained.

We found no exceptions as a result of these procedures.

7. General

- a. Reviewed cash balances for adequacy to support operating and maintenance expenditures.
- b. Determined the number of customers.
- c. Determined the rate structures.
- b. Determined that any items of financial significance were approved and documented in the minutes of the governing body's meetings.

We found no exceptions as a result of these procedures.

These agreed-upon procedure engagements were conducted 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 or review, the objective of which would be the expression of an opinion or conclusion on the effectiveness of internal controls over compliance. Accordingly, we do not express such an opinion or conclusion. If we had performed additional procedures, other matters might have come to our attention that would have been reported to you. The sufficiency of the procedures is solely the responsibility of the members of the Council. Consequently, we make no representation regarding the sufficiency of the procedures described above either for the purpose for which this report has been requested or for any other purpose.

This report is intended solely for the information and use by the City Council of Magazine, Arkansas, Management of the Water and Sewer Department, the Arkansas Department of Finance and Administration, the Office of Intergovernmental Services, and Arkansas Office of Legislative Audit Committee, and is not intended to be and should not be used by anyone other than these specified parties.

Jones and Lawton, CPAs, P.A.

Russellville, Arkansas
January 20, 2025



CITY OF MAGAZINE WATER AND SEWER DEPARTMENT
STATEMENT OF NET POSITION
JULY 31, 2021

ASSETS

Cash and Cash Equivalents (Note 2)		
Unrestricted		\$ 54,443
Restricted		124,050
Accounts Receivable (Note 3)		44,901
Inventory of Supplies		11,450
Other Current Assets		875
Property and Equipment (Note 4)		
Water System		669,182
Sewer System		1,456,716
Office Equipment		20,020
		2,145,918
Less: Accumulated Depreciation		1,436,555
		709,363
		945,082

LIABILITIES

Accounts Payable		19,442
Accrued Expenses		3,084
Customer Deposits		34,445
		56,971

NET POSITION

Net Invested in Capital Assets		709,363
Restricted		89,605
Unrestricted		89,143
		888,111
		\$ 945,082

CITY OF MAGAZINE WATER AND SEWER DEPARTMENT
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
YEAR ENDED JULY 31, 2021

OPERATING REVENUES

Water and Sewer Revenues \$ 334,043

OPERATING EXPENSES

Water Purchased	111,629
Salaries	114,057
Payroll Taxes	8,688
Employee Benefits	14,678
Repairs & Maintenance	32,997
Utilities	18,060
Supplies	10,860
Permits and Licenses	5,756
Office Expense	4,245
Auto Expense	4,586
Insurance	2,194
Dues and Subscriptions	3,913
Legal and Accounting	1,312
Miscellaneous	847
Depreciation	42,018
	<u>375,840</u>

Operating Income (Loss) (41,797)

OTHER INCOME (EXPENSE)

Interest Income 268

CHANGE IN NET POSITION (41,529)

NET POSITION, BEGINNING OF YEAR 929,640

NET POSITION, END OF YEAR \$ 888,111

CITY OF MAGAZINE WATER AND SEWER DEPARTMENT
STATEMENT OF CASH FLOWS
YEAR ENDED JULY 31, 2021

CASH FLOWS FROM OPERATING ACTIVITIES	
Cash Received from Water Customers	\$ 339,180
Payments to Suppliers	(179,460)
Payments to Employees	(128,735)
Payments for Other Admin Costs	(21,789)
Net Cash Provided by Operating Activities	<u>9,196</u>
 CASH FLOWS FROM INVESTING ACTIVITIES	
Interest Received	268
Net Cash Provided by Investing Activities	<u>268</u>
 CHANGE IN CASH AND CASH EQUIVALENTS	
	9,464
CASH AND CASH EQUIVALENTS, BEG OF YEAR	<u>169,029</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>\$ 178,493</u></u>
 SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION	
Reconciliation of Cash to the Statement of Net Position	
Unrestricted	\$ 54,443
Restricted	124,050
	<u><u>\$ 178,493</u></u>

See Independent Accountants' Compilation Report
and Notes to Financial Statements

CITY OF MAGAZINE WATER AND SEWER DEPARTMENT
STATEMENT OF CASH FLOWS
YEAR ENDED JULY 31, 2021

**Reconciliation of Operating Income to Net Cash
Provided by Operating Activities:**

Income from Operations	\$ (41,797)
Adjustments to Reconcile Operating Income to Cash Provided by Operating Activities:	
Depreciation	42,018
(Increase) Decrease in Accounts Receivable	(1,374)
(Increase) Decrease in Inventory of Supplies	(350)
(Increase) Decrease in Other Current Assets	0
Increase (Decrease) in Accounts Payable	6,876
Increase (Decrease) in Accrued Expenses	406
Increase (Decrease) in Customer Deposits	3,417
	<u>50,993</u>
Net Cash Provided by Operating Activities	<u>\$ 9,196</u>

MAGAZINE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
JULY 31, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations

The Magazine Water and Sewer Department is engaged in providing water and sewer services to the general public located in Magazine, Arkansas, and the surrounding area.

Organization

The City of Magazine Water and Sewer Department is a municipally operated system governed by the City of Magazine, Arkansas. The Department is a proprietary fund type utilizing enterprise funds to account for operations (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public safety, management control, accountability, or other purposes.

These financial statements represent only the component unit of the Water and Sewer Department funds and do not include data of other funds of the primary government necessary for reporting in conformity with accounting principles generally accepted in the United States of America.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. The basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

As a water utility, our contract with the customer is established when they complete the steps necessary to get the water service turned on. That contract is in force until they terminate their water service with us. The billing to our customers is on a regular cycle and becomes an accounts receivable balance when the bill is generated. Revenues are recognized when billed and expenses are recognized when incurred, regardless of the timing of the related cash flows.

The Department applies all Government Accounting Standards Board (GASB) pronouncements as well as the Financial Accounting Standards Board (FASB) pronouncements issued on or before November 30, 1998, unless these pronouncements conflict with or contradict GASB pronouncements.

Cash Equivalents

The Department considers cash equivalents to be short-term highly liquid investments with original maturities of three months or less which are readily convertible to known amounts of cash. For purposes of the Statements of Cash Flows, cash and cash equivalents include "Unrestricted Cash and Cash Equivalents" and "Restricted Cash and Cash Equivalents". The carrying value of cash and cash equivalents approximates fair value because of the short maturities of those financial investments.

MAGAZINE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
JULY 31, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Accounts Receivable and Bad Debts

The Magazine Water and Sewer Department services customers in Magazine, Arkansas and the surrounding area. All of the accounts receivable balance reported herein are from these customers. All accounts receivable are recorded at the gross value, and when deemed to be uncollectable, the accounts receivables are charged to bad debt expense using the allowance method for bad debts. Customers are required to make a deposit which is recorded on the balance sheet. When a bad debt is identified, the deposit can be offset against the receivable to mitigate the bad debt. Accounts receivables are presented net of the allowance for doubtful accounts.

Inventory of Supplies

Inventory is stated at cost, is determined on a first-in, first-out basis, and consist of construction and maintenance supplies related to the water and sewer systems.

Property and Equipment

Property and equipment are recorded at cost and is being depreciated over the estimated useful lives of the assets using the straight-line depreciation method. Estimated useful lives are as follows:

Water System	7-50 years
Sewer System	7-50 years
Office Equipment	5 years

Depreciation expense for the year ended July 31, 2021 amounted to \$42,018. Repairs and maintenance are expenses as incurred.

Compensated Absences

Employees of the Department are entitled to paid vacations and sick days depending on job classification, length of service, and other factors. It is important to estimate the amount of compensation for future absences and, accordingly, no liability has been recorded in the accompanying financial statements. The Department's policy is to recognize the costs of compensated absences when paid to employees.

Income Tax

The Magazine Water and Sewer Department is municipally owned and is exempt from Federal and State income tax pursuant to Internal Revenue Code 501(c)(12) and Arkansas Act 114 of 1957, which also exempts the Department from filing Tax Form 990.

Net Position Classifications

Net position is classified and displayed in the following three components:

Invested in capital assets, net of related debt – Consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

MAGAZINE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
JULY 31, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Restricted net position – Consists of net assets with constraints placed on their use either by external groups such as creditors, grantors, contributors, or laws and regulations of other governments.

Unrestricted net position – All other net assets that do not meet the definition of “invested in capital assets, net of related debt” or “restricted.”

Regulatory Environment

The quality of water emitted from the sewer treatment plants is regulated by the Environmental Protection Agency and the Arkansas Health Department. The quality of water furnished to customers is subject to the requirements of the Environmental Protection Agency under the Safe Drinking Water Act and the Arkansas Health Department.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2: CASH AND CASH EQUIVALENTS

At July 31, 2021, the System had unrestricted and restricted cash as follows:

<u>Unrestricted</u>	
Water & Sewer Revenue	\$ 54,443
<u>Restricted</u>	
Meter Fund	34,445
Depreciation Fund	<u>89,605</u>
	124,050
	<u>\$ 178,493</u>

NOTE 3: ACCOUNTS RECEIVABLE

Accounts Receivable consisted of the following at July 31, 2021:

Amounts Billed to Customers	\$ 43,211
Accrued Revenues	<u>10,690</u>
	53,901
Less Allowance for Doubtful Accounts	<u>9,000</u>
	<u>\$ 44,901</u>

MAGAZINE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
JULY 31, 2021

NOTE 4: PROPERTY AND EQUIPMENT

At July 31, 2021, the Department had property and equipment as follows:

	<u>07-31-2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>07-31-2021</u>
Water System	\$ 669,182			\$ 669,182
Sewer System	1,456,716			1,456,716
Office Equipment	20,020			20,020
	<u>\$ 2,145,918</u>			<u>\$ 2,145,918</u>

NOTE 5: WATER PURCHASE CONTRACT

The Department entered into a water purchase contract with the Booneville Water Department. This contract allows the Department to purchase treated water from the Booneville Water Department at a price of \$1.50 per 1,000 gallons, plus an additional water development fee of \$.25 per 1,000 gallons. For the year ended July 31, 2021 the Department purchased 63,744,000 gallons for \$111,628.

NOTE 6: CONCENTRATION OF RISK

The Department maintains cash balances with a local bank. The balances at this bank are secured by the Federal Deposit Insurance Corporation (FDIC) for up to \$250,000. There were no uninsured deposits at July 31, 2021.

The Department provides water services and sewer services (if applicable) to residents of Magazine, Arkansas, and the surrounding rural community. The Department grants unsecured credit to its customers. The credit risk is considered minimal because the monthly revolving accounts receivable balances are small, the customer base is very stable with minimal changes, and the limited geographical area covered.

NOTE 7: SCHEDULE OF RATES

2021 Monthly Water Rates:

- a. Minimum charge on first 1,000 gallons, \$22.75
- b. Charge of \$4.55 per 1,000 gallons for the next 4,000 gallons
- c. Charge of \$3.25 per 1,000 gallons for the next 5,000 gallons
- d. Charge of \$3.00 per 1,000 gallons for the usage over 10,000 gallons

2021 Monthly Wastewater Rates:

- a. Minimum charge on first 1,000 gallons, \$11.50
- b. Charge of \$5.40 per 1,000 gallons for the next 2,000 gallons
- c. Charge of \$1.70 per 1,000 gallons for the useage over 3,000 gallons.

NOTE 8: CUSTOMERS

The number of customers using the water and sewer services as of July 31, 2021 were 419.

MAGAZINE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
JULY 31, 2021

NOTE 9: INSURANCE COVERAGE

Company: Arkansas Municipal League
Expiration: 09-14-2021
Coverage: Vehicle liability and physical damage

Company: Arkansas Municipal League
Expiration: 02-03-2022
Coverage: Property

Company: Municipal League Workers' Compensation Trust
Expiration: 12-31-2021
Coverage: Workmen Compensation

NOTE 10: SUBSEQUENT EVENTS

Management has evaluated events through January 20, 2025, which is the date the financial statements were available to be issued.