

**CITY OF PRAIRIE GROVE
WATER AND SEWER DEPARTMENT
Prairie Grove, Arkansas
FINANCIAL STATEMENTS
and
SUPPLEMENTARY INFORMATION
For the Years Ended
December 31, 2021 and 2020
and
INDEPENDENT AUDITOR'S REPORT**

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
Prairie Grove, Arkansas
FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION
For the Years Ended December 31, 2021 and 2020

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Berry & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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Texas Society of CPAs

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INDEPENDENT AUDITOR'S REPORT

**Honorable Charles Hudson, Mayor
and Members of the City Council
City of Prairie Grove Water and Sewer Department
Prairie Grove, Arkansas**

Opinions

We have audited the accompanying financial statements of the City of Prairie Grove Water and Sewer Department, as of and for the years ended December 31, 2021 and 2020, and the related notes to the financial statements, as listed on the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the City of Prairie Grove Water and Sewer Department as of December 31, 2021 and 2020, and the respective changes in financial position, and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Prairie Grove Water and Sewer Department, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Water Department and do not purport to, and do not, present fairly the financial position of the City of Prairie Grove, Arkansas, as of December 31, 2021 and 2020, and the changes in its financial position, or, where applicable, its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibility of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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Honorable Charles Hudson, Mayor
and Members of the City Council
City of Prairie Grove
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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures including examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Prairie Grove Water and Sewer Department's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Prairie Grove Water and Sewer Department's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 5, 2022 on our consideration of the City of Prairie Grove Water and Sewer Department's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Prairie Grove Water and Sewer Department's internal control over financial reporting and compliance.



BERRY & ASSOCIATES, P.A.
Little Rock, Arkansas
August 5, 2022

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
STATEMENTS OF NET POSITION
December 31, 2021 and 2020

ASSETS

	<u>2021</u>	<u>2020</u>
CURRENT ASSETS		
Cash and cash equivalents	\$ 4,009,282	\$ 3,456,467
Investments	138,592	138,936
Accounts receivable	269,220	258,757
Inventory	113,074	90,992
Prepaid expenses	18,700	14,500
Total current assets	<u>4,548,868</u>	<u>3,959,652</u>
NON-CURRENT ASSETS		
Restricted assets		
Cash and cash equivalents	856,303	964,037
Capital assets		
Capital assets, net of depreciation	<u>13,425,500</u>	<u>13,703,461</u>
TOTAL ASSETS	<u><u>\$ 18,830,671</u></u>	<u><u>\$ 18,627,150</u></u>

LIABILITIES AND NET POSITION

CURRENT LIABILITIES		
Current portion of long-term debt	\$ 290,000	\$ 284,700
Accounts payable	60,032	61,258
Payroll taxes payable	-	304
Sales tax payable	13,342	-
Accrued interest payable	18,873	25,802
Due to City of Prairie Grove	<u>51,668</u>	<u>43,380</u>
Total current liabilities	<u>433,915</u>	<u>415,444</u>
CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS		
Meter deposits	256,846	247,978
NON-CURRENT LIABILITIES		
Long-term debt, net of current portion	<u>4,450,000</u>	<u>4,846,654</u>
TOTAL LIABILITIES	<u><u>5,140,761</u></u>	<u><u>5,510,076</u></u>
NET POSITION		
Net investment in capital assets	8,685,500	8,572,107
Temporarily restricted	-	161,698
Unrestricted	<u>5,004,410</u>	<u>4,383,269</u>
Total net position	<u>13,689,910</u>	<u>13,117,074</u>
TOTAL LIABILITIES AND NET POSITION	<u><u>\$ 18,830,671</u></u>	<u><u>\$ 18,627,150</u></u>

The accompanying notes to the financial statements are an integral part of these statements.

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
STATEMENTS OF REVENUES, EXPENSES, AND CHANGE IN NET POSITION
For the Years ended December 31, 2021 and 2020

	2021	2020
OPERATING REVENUES		
Water revenue	\$ 1,254,029	\$ 1,239,784
Sewer revenues	1,176,851	1,183,384
Connections fees	209,636	237,057
Late charges	54,781	53,297
Other income	284,481	147,660
Total operating revenues	<u>2,979,778</u>	<u>2,861,182</u>
OPERATING EXPENSES		
Salaries expense	590,895	512,189
Payroll taxes	45,664	40,057
Employee benefits	78,886	77,206
Office expenses	34,131	35,513
Dues and subscriptions	22,204	20,619
Professional fees	27,823	55,402
Insurance	63,754	55,793
Chemicals and other supplies	103,242	89,690
Small tools	980	-
Other sewer expense	75,776	75,391
Utilities and telephone	141,006	127,941
Travel and training expenses	2,532	1,259
Uniform expense	4,672	5,230
Repairs and maintenance	311,894	359,122
Depreciation	507,015	495,256
Water purchases	349,479	369,471
Miscellaneous expenses	15,564	26,102
Total operating expenses	<u>2,375,517</u>	<u>2,346,241</u>
OPERATING INCOME	<u>604,261</u>	<u>514,941</u>
NONOPERATING REVENUE (EXPENSES)		
Interest income	3,909	8,994
Other income	-	795
Unrealized capital gains (losses)	(344)	3,189
Interest expense	(125,684)	(147,430)
Net nonoperating expenses	<u>(122,119)</u>	<u>(134,452)</u>
OTHER FINANCING SOURCES		
Transfers in	<u>90,694</u>	<u>414,042</u>
CHANGE IN NET POSITION	572,836	794,531
NET POSITION - BEGINNING OF YEAR	<u>13,117,074</u>	<u>11,984,516</u>
NET POSITION - END OF YEAR	<u>\$ 13,689,910</u>	<u>\$ 13,117,074</u>

The accompanying notes to the financial statements are an integral part of these statements.

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
STATEMENTS OF CASH FLOWS
For the Years Ended December 31, 2021 and 2020

	<u>2021</u>	<u>2020</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash received from customers	\$ 2,969,315	\$ 2,830,797
Cash payments to suppliers	(1,284,133)	(1,363,302)
Other income received	-	795
Cash payments to employees	(590,895)	(512,189)
Net cash provided operating activities	<u>1,094,287</u>	<u>956,101</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Purchases of capital assets	(40,330)	(639,476)
Costs paid on construction in progress	(188,724)	(9,000)
Principal payments on long-term debt	(5,131,354)	(271,045)
Proceeds from long-term debt	4,740,000	-
Change in restricted cash and cash equivalents	107,734	(18,832)
Interest payments on long-term debt	(132,613)	(148,434)
Net cash used by capital and related financing activities	<u>(645,287)</u>	<u>(1,086,787)</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:		
Operating transfers in	90,694	414,042
Net cash provided by non-capital financing activities	<u>90,694</u>	<u>414,042</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Increase (decrease) of investments	344	(3,187)
Increase in meter deposits payable	8,868	11,590
Interest received	3,909	8,994
Net cash provided by investing activities	<u>13,121</u>	<u>17,397</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	552,815	300,753
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>3,456,467</u>	<u>3,155,714</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u><u>\$ 4,009,282</u></u>	<u><u>\$ 3,456,467</u></u>

The accompanying notes to the financial statements are an integral part of these statements.

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
STATEMENTS OF CASH FLOWS, CONTINUED
For the Years Ended December 31, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Reconciliation of operating income to net cash provided by operating activities:		
Operating Income	\$ 604,261	\$ 514,941
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	507,015	495,256
Provision for unrealized (gain) loss on investments	(344)	3,189
(Increase) Decrease in:		
Accounts receivable	(10,463)	(30,385)
Inventory	(22,082)	-
Prepaid expenses	(4,200)	3,000
Increase (Decrease) in:		
Accounts payable	(1,226)	(335)
Accrued wages payable	-	(16,967)
Payroll taxes payable	(304)	(286)
Sales tax payable	13,342	(11,037)
Retainage payable	-	(1,275)
Due to city	8,288	-
	<u>490,026</u>	<u>441,160</u>
Net cash provided by operating activities	<u>\$ 1,094,287</u>	<u>\$ 956,101</u>

The accompanying notes to the financial statements are an integral part of these statements.

**CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
December 31, 2021 and 2020**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Organization

The City of Prairie Grove, Arkansas, Water and Sewer Department is an enterprise fund. Enterprise funds are proprietary funds used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The fund is used to record the revenues and expenses from the operation of the water and sewer system.

Basis of Presentation and Accounting

The accounts of the Department are organized on the basis of a proprietary fund type, specifically an enterprise fund. The activities of this fund are accounted for with a separate set of self-balancing accounts that comprise the Department's assets, liabilities, net position, revenues and expenses. Enterprise Funds account for activities (i) that are financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity; or (ii) that are required by laws or regulations that the activity's costs of providing services, including capital costs (such as depreciation or debt service), be recovered with fees and charges, rather than with taxes or similar revenues; or (iii) that the pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs (such as depreciation or debt service).

The accounting and financial reporting treatment applied to the Department is determined by its measurement focus. The transactions of the Department are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operations are included on the statement of net position. Net position (i.e., total assets net of total liabilities) are segregated into invested in capital assets, net of related debt; restricted for debt service; and unrestricted components.

Estimates

Management of the Department has made certain estimates and assumptions relating to the reporting of assets and liabilities and revenues and expenses to prepare these financial statements in conformity with generally accepted accounting principles. Actual results may differ from those estimates.

Cash and Cash Equivalents

The Department considers all highly liquid investments (including restricted cash and investments) with maturities of three months or less when purchased to be cash equivalents. Certificate of deposits are presented at fair value. Short-term investments generally mature or are otherwise available for withdrawal in less than one year.

Inventories

Inventories consist of expendable supplies held for consumption. Inventory is valued at the lower of cost or market, on a first-in, first-out basis. Cost is deemed to approximate market value.

Allowance for Bad Debts

The Department has elected to record bad debts using the direct write-off method. Generally accepted accounting principles require that the allowance method be used to recognize bad debts; however as of December 31, 2020 management had determined that no additional accounts needed to be written off. Bad debt expense for the year ended December 31, 2021 was \$0.

Budgets and Budgetary Accounting

Prior to the beginning of the new fiscal year, the Council Members adopt an annual budget for the Department. The budget of the Department is adopted under a basis consistent with GAAP, except that depreciation, certain capital expenses, and nonoperation income and expense items are not considered. All annual appropriations lapse at the fiscal year-end.

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
December 31, 2021 and 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (con't):

Capital Assets

The cost of additions and major replacements of retired units of property are capitalized. The Department defines capital assets as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of two years. Cost includes direct labor, outside services, materials and transportation, employee fringe benefits, overhead, and interest on funds borrowed to finance construction. The cost and accumulated depreciation of property sold or retired is deducted from capital assets and any profit or loss resulting from the disposal is credited or charged in the nonoperating section of the statements of revenues, expenses and changes in net position. The cost of current repairs, maintenance, and minor replacements is charged to expense. Construction in progress primarily relates to upgrades of existing facilities.

Depreciation has been provided over estimated useful lives of the assets using the straight-line method. The estimated useful lives are as follows:

Asset	Years
Machinery & equipment	5-7
Buildings	40
Building improvements	5-10
Office equipment	5-7
Vehicles	5
Water and sewer system	40

Long-Term Debt and Costs

Long-term debt is reported at face value, net of applicable discounts and deferred loss on refunding. Costs related to the issuance of debt are deferred and amortized over the lives of the various debt issues. Losses occurring from advance refundings of debt are deferred and amortized as interest expense over the remaining life of the old bonds, or the life of the new bonds, whichever is shorter.

Operating Revenues and Expenses

Operating revenues and expenses consist of those revenues that result from the ongoing principal operations of the Department. Operating revenues consist primarily of charges for services. Nonoperating revenues and expenses consist of those revenues and expenses that are related to financing and investing type of activities and result from nonexchange transactions or ancillary activities. When an expense is incurred for purposes for which there are both restricted and unrestricted net position available, it is the Department's policy to apply those expenses to restricted net position to the extent such are available and then to unrestricted net position.

Equity Classification

Net position comprises the various net earnings from operating income, nonoperating revenues and expenses, and capital contributions. Net position is classified in the following three components:

Net investment in capital assets-This component of net position consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvements of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of invested in capital assets, net of related debt. Rather, that portion of debt is included in the same net position component as the unspent proceeds.

Temporarily Restricted- This component of net position consists of constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted - This component of net position consists of net position that does not meet the definition of "restricted."

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
December 31, 2021 and 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (con't):

Capitalized Interest

Interest costs are capitalized when incurred on debt where proceeds were used to finance the construction of assets. Interest earned on proceeds of tax-exempt borrowing arrangements restricted to the acquisition of qualifying assets is offset against interest costs in determining the amount to be capitalized.

NOTE 2 – DEPOSITS WITH FINANCIAL INSTITUTIONS:

All funds are deposited in approved banks. The deposited funds are insured by the Federal Deposit Insurance Corporation (“FDIC”) or collateralized by securities held by the banks in the Department’s name. The deposited funds were adequately insured at December 31, 2021.

NOTE 3 – CAPITAL ASSETS:

Capital asset activity for the years ended December 31, 2021 and 2020 was as follows:

	Balance 12/31/20	Additions	Retirements and transfers	Balance 12/31/21
Land	\$ 51,346	\$ -	\$ -	\$ 51,346
Major Tools & Equipment	183,260	-	-	183,260
Buildings	80,000	-	-	80,000
Building Improvements	3,580	-	-	3,580
Office Equipment	5,784	-	-	5,784
Vehicles	247,010	25,332	-	272,342
Water and Sewer system	21,267,875	14,998	-	21,282,873
Construction in Progress	9,000	188,724	-	197,724
	<u>21,847,855</u>	<u>229,054</u>	<u>-</u>	<u>22,076,909</u>
Less Accumulated Depreciation	(8,144,394)	(507,015)	-	(8,651,409)
Total Net Capital Assets	<u>\$ 13,703,461</u>	<u>\$ (277,961)</u>	<u>\$ -</u>	<u>\$ 13,425,500</u>

	Balance 12/31/19	Additions	Retirements and transfers	Balance 12/31/20
Land	\$ 51,346	\$ -	\$ -	\$ 51,346
Major Tools & Equipment	50,689	132,571	-	183,260
Buildings	80,000	-	-	80,000
Building Improvements	3,580	-	-	3,580
Office Equipment	5,784	-	-	5,784
Vehicles	247,010	-	-	247,010
Water and Sewer system	20,760,970	506,905	-	21,267,875
Construction in Progress	-	9,000	-	9,000
	<u>21,199,379</u>	<u>648,476</u>	<u>-</u>	<u>21,847,855</u>
Less Accumulated Depreciation	(7,649,138)	(495,256)	-	(8,144,394)
Total Net Capital Assets	<u>\$ 13,550,241</u>	<u>\$ 153,220</u>	<u>\$ -</u>	<u>\$ 13,703,461</u>

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
December 31, 2021 and 2020

NOTE 4 – LONG-TERM DEBT:

Long-term debt consists of the following:

	<u>2021</u>	<u>2020</u>
Revenue bond payable to ADFA, due in semi-annual installments of \$92,814, including interest at 2.75%, beginning April 2012 through October 2032.	\$ -	\$ 1,886,354
Revenue bond payable to First Community Bank, annual installments of variable amounts, including interest at rates ranging from 1.00% to 4.15% through November 2040.	-	1,360,000
Revenue bond payable to First Community Bank, annual installments of variable amounts, including interest at rates ranging from 1.00% to 4.15% through November 2040.	-	1,885,000
Revenue bond payable to First Community Bank, annual installments of variable amounts, including interest at rates ranging from 2.00% to 3.00% through November 2040. (1)	4,740,000	-
	4,740,000	5,131,354
Less Current Portion	(290,000)	(284,700)
Long Term Portion	\$ <u>4,450,000</u>	\$ <u>4,846,654</u>

- (1) The revenue bonds have no restrictive covenants. Debt service reserve requirements for the bonds are satisfied by a Reserve Insurance Policy with Build America Mutual Assurance Company.

The annual maturities of long-term debt at December 31, 2021, are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 290,000	\$ 105,403	\$ 395,403
2023	310,000	104,231	414,231
2024	315,000	94,931	409,931
2025	325,000	85,481	410,481
2026	335,000	75,731	410,731
2027-2031	1,770,000	259,706	2,029,706
2032-2036	885,000	103,063	988,063
2037-2040	510,000	28,913	538,913
	\$ <u>4,740,000</u>	\$ <u>857,459</u>	\$ <u>5,597,459</u>

CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
December 31, 2021 and 2020

NOTE 4 – LONG-TERM DEBT:

Long-term liability activity for the years ended December 31, 2021 and 2020 is as follows:

	Balance 12/31/20	Additions	Retirements	Balance 12/31/21	Due Within One Year
Long Term Debt					
Water Revenue Bonds	\$ 5,131,354	\$ 4,740,000	\$ (5,131,354)	\$ 4,740,000	\$ 290,000

	Balance 12/31/19	Additions	Retirements	Balance 12/31/20	Due Within One Year
Long Term Debt					
Water Revenue Bonds	\$ 5,402,399	\$ -	\$ (271,045)	\$ 5,131,354	\$ 284,700

The Department has pledged future water customer revenues, net of specified operating expenses, to repay \$4,740,000 in revenue bonds. Proceeds from the bonds were used for building of the Department's water and sewer system. Principal and interest on the bonds are payable through 2040, solely from the water customer net revenues. Principal and interest paid in the year ended December 31, 2021 were \$5,131,354 and \$132,613, respectively. Principal and interest paid in the year ended December 31, 2020 were \$271,045 and \$148,434, respectively.

NOTE 5 – PENSION PLAN:

Plan Description. The City of Prairie Grove contributes to the Arkansas Public Employees Retirement System (APERS), a cost-sharing multiple-employer defined benefit pension plan that covers municipal employees whose municipalities have elected coverage under this System. APERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by State law and can be amended only by the Arkansas General Assembly. The Arkansas Public Employees Retirement System issues a publicly available financial report that includes financial statements and required supplementary information for APERS. That report may be obtained by writing to Arkansas Public Employees Retirement System, One Union National Plaza, 124 W. Capitol, Little Rock, AR 72201 or by calling 1-800-682-7377.

Funding Policy. APERS has contributory and non-contributory plans. Contributory members are required by code to contribute 5% of their salary. Each participating employer is required by code to contribute at a rate established by the Board of Trustees of the system based on the annual actuarial valuation. The current employer rate is 15.32% of annual covered payroll. The Department's contributions to APERS for the years ending December 31, 2021 and 2020 were \$78,886 and \$77,206, respectively, equal to the required contributions for the year.

**CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
NOTES TO FINANCIAL STATEMENTS
December 31, 2021 and 2020**

NOTE 5 – PENSION PLAN, con’t:

Implementation of GASB 68

In June 2012, GASB issued Statement No. 68, *Accounting and Financial Reporting for Pensions – an Amendment of GASB Statement No. 27*, which became effective with fiscal year ending June 15, 2014. The Statement establishes standards for public pension plan obligations for participating employers. Under the new statement, a cost-sharing employer whose employees receive pensions through a trust will report in the financial statements a net pension liability, deferred outflows or inflows of resources related to pensions, and pension expense based on its’ proportionate share of the collective net pension liability of all employers in the plan. A net pension liability can be volatile due to changes in actuarial estimates and the actual investment return. These financial statements do not include the disclosure related to this accounting principal, but would be included in the government wide financial statements and not the individual fund financial statements.

NOTE 6 – SUBSEQUENT EVENTS:

Management has evaluated all the activities of the Department through August 5, 2022 (the date the financial statements were available to be issued) and concluded that no subsequent events have occurred that would require recognition in the financial statements or disclosure in the notes to the financial statements as of December 31, 2021.

NOTE 7 – RESTRICTED ASSETS:

Restricted assets consist of cash reserves restricted by long-term debt covenants and cash deposits for meters by customers. The long-term debt covenants require minimum reserves for debt service reserves (see Note 2).

The following is a list of the restricted cash at December 31:

	2021	2020
Debt Service Reserves	\$ -	\$ 162,808
Bond Fund	719,730	669,969
Customer Meter Deposits	136,573	131,260
	<u>\$ 856,303</u>	<u>\$ 964,037</u>

NOTE 8 – COMMITMENTS:

The Department entered into an agreement with the Washington County Property Owners Improvement District No. 5(POID) to treat and dispose of untreated wastewater delivered by the POID. The POID pays the Department at a rate of \$6.21 per 1,000 gallons of delivered wastewater. The POID is responsible for the construction and maintenance of facilities required to deliver untreated wastewater into the Prairie Grove collection system. This contract beginning on March 8, 2018 has a term for the life of all loans/bonds obtained by the POID for the construction of the facilities required and shall continue thereafter as long as the POID continues to deliver untreated wastewater to the City of Prairie Grove. During the year ended December 31, 2021, the POID paid \$99,800 in wastewater treatment fees, recorded as sewer revenue.



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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Independent Auditor's Report

**Honorable Charles Hudson, Mayor
and Members of the City Council
City of Prairie Grove Water and Sewer Department
Prairie Grove, Arkansas**

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the City of Prairie Grove Water and Sewer Department, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the City of Prairie Grove Water and Sewer Department's financial statements and have issued our report thereon dated August 5, 2022.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Department's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, we do not express an opinion on the effectiveness of the Department's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected in a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings as items 2021-01 that we consider to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Prairie Grove Water and Sewer Department's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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Honorable Charles Hudson, Mayor
and Members of the City Council
City of Prairie Grove
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Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Department's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Berry & Associates".

Berry & Associates, P.A.
Little Rock, Arkansas
August 5, 2022

**CITY OF PRAIRIE GROVE WATER AND SEWER DEPARTMENT
SCHEDULE OF FINDINGS AND RESPONSES
For the Year Ended December 31, 2021**

2021-01 Internal Control – Segregation of Duties

Criteria: The segregation of duties and responsibilities between different individuals for custody of assets, recordkeeping and those assets and reconciliation of those asset accounts is an important control activity needed to adequately protect the entity's assets and ensure accurate financial reporting.

Condition: Presently the same individual who is responsible for service billing and adjustment, receives customer payments, and posts payments to subsidiary accounts receivable ledger. Also, the same individual who is responsible for general ledger activity including posting and writing checks also reconciles the bank statement. This finding was also noted in 2020.

Cause: The Department's limited size and staffing resources have made it difficult for management to provide sufficient staffing to fully segregate incompatible duties in a cost-effective manner.

Effect or Potential Effect: Without sufficient segregation of duties, the risk significantly increases that errors and fraud related to utility billing and collection activities, including misappropriation of assets, could occur and not be detected within a timely basis.

Recommendation: We recommend that management and the City Council should consider a formal evaluation of their risks associated with this lack of duty segregation over utility cash and receivables. In response to the identified risks, consideration should be given to identifying and implementing controls that could help mitigate the risks associated with lack of segregation of duties, such as providing increased management oversight. For example, the entity might consider soliciting the assistance of an independent volunteer to perform certain functions including to act as compensating procedures where applicable.

View of Responsible Officials: The Department concurs with the recommendation, although, the cost to correct this condition might exceed the benefit, the Department has made certain changes in procedures that will improve the overall lack of segregation of duties and has implemented compensating procedures as applicable.