

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
FINANCIAL STATEMENTS  
DECEMBER 31, 2021 and 2020**

**MEYER & WARD, P.A.  
CERTIFIED PUBLIC ACCOUNTANTS  
P.O. BOX 1045  
WYNNE, ARKANSAS 72396**

BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS

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**INDEPENDENT AUDITOR'S REPORT**

To the City Council  
City of Bay, Arkansas 72411

**Report on the Audit of the Financial Statements**

***Opinions***

We have audited the accompanying financial statements of the business-type activities of the Bay 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 Bay Water and Sewer Department's basic financial statements as listed in 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 business-type activities of the Bay Water and Sewer Department, as of December 31, 2021, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Basis for Opinions***

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 Bay 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 opinions.

***Emphasis of Matter***

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

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the department's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## ***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 a substantial likelihood that, individually or in the aggregate, they would influence the judgment 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 the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include 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 Bay 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 judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Bay 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.

## ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4–6 and 20 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## ***Other Information***

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements,

or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated April 21, 2023, on our consideration of the Bay 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 solely 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 the effectiveness of the Bay Water and Sewer Department's 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 Bay Water and Sewer Department's internal control over financial reporting and compliance.

Meyer & Ward

Meyer & Ward, P.A.  
Certified Public Accountants  
Wynne, Arkansas 72396  
April 21, 2023

**BAY WATER AND SEWER DEPARTMENT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2021**

Within this section of the Bay Water and Sewer Department's financial report, the Department's management provides narrative discussion and analysis of the financial activities of the Department for the year ended December 31, 2021. The Water and Sewer Department's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

**Using this annual report**

The annual report consists of a series of financial statements.

The Statement of Net Position and the Statement of Revenues, Expenses and Changes in Net Position provide information about the Water and Sewer Department as a whole and present a longer term view of the Department's finances. The Statement of Cash Flows provides a summary of the changes in cash and cash equivalents for the year. Information is included in the notes to financial statements to disclose accounting policies and additional financial detail amounts shown in the financial statements. A report on internal control is also included.

**Reporting on Bay Water and Sewer Department as a whole**

Our analysis of the Water and Sewer Department as a whole follow in the next section. The Department operates as a business-type activity providing water and sewer services to its customers. Its revenues must be sufficient to cover the cost of operations, payments of indebtedness, and cost of improvements to the system. One of the most important questions asked about the Water and Sewer Department's finances is: "Is the Department as a whole better off as a result of this year's activities?" The Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position report information about the Water and Sewer Department as a whole, and its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Water and Sewer Department's net position and the changes which have occurred in the year. You can think of the Department's net position (the difference between its assets and liabilities) as one way to measure the Water and Sewer Department's financial health.

Over time, increases or decreases in the net position are one indicator of whether the financial health is improving or deteriorating. You will need to consider other nonfinancial factors, however, such as the conditions of the water and sewer system, to assess the overall health of the Department.

**BAY WATER AND SEWER DEPARTMENT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2021**

Financial highlights are presented below. Future year information will include comparative prior year data when available.

	<u>2021</u>	<u>2020</u>	<u>2019</u>
<b>Financial Highlights</b>			
Beginning Net Position	\$ 203,703	\$ 147,091	\$ 152,759
Increase (Decrease) in Net Position	<u>(1,842)</u>	<u>56,612</u>	<u>(5,668)</u>
Ending Net Position	<u>\$ 201,861</u>	<u>\$ 203,703</u>	<u>\$ 147,091</u>

Assets, liabilities, and net position for 2021, 2020 and 2019 are as follows:

	<u>2021</u>	<u>2020</u>	<u>2019</u>
Current Assets	\$ 55,305	\$ 52,038	\$ 41,236
Restricted Assets	114,340	108,857	95,391
Capital Assets	<u>673,968</u>	<u>714,937</u>	<u>730,876</u>
Total Assets	<u>\$ 843,613</u>	<u>\$ 875,832</u>	<u>\$ 867,503</u>
Current Liabilities	\$ 105,819	\$ 99,783	\$ 104,315
Long-term Liabilities	<u>535,933</u>	<u>572,346</u>	<u>616,097</u>
Total Liabilities	<u>\$ 641,752</u>	<u>\$ 672,129</u>	<u>\$ 720,412</u>
Net Position			
Unrestricted	\$ 39,931	\$ 36,327	\$ 7,638
Restricted for Debt Service	60,606	60,243	59,883
Net Investment in Capital Assets	<u>101,324</u>	<u>107,133</u>	<u>79,570</u>
Total Net Position	<u>\$ 201,861</u>	<u>\$ 203,703</u>	<u>\$ 147,091</u>

**BAY WATER AND SEWER DEPARTMENT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2021**

The following schedule presents a summary of revenues and expenditures for the years ended December 31, 2021, 2020, and 2019:

	<u>2021</u>	<u>2020</u>	<u>2019</u>
Operating Revenues	\$ 336,769	\$ 340,477	\$ 291,111
Operating Expenses	<u>335,389</u>	<u>288,684</u>	<u>301,458</u>
Operating Income	1,380	51,793	(10,347)
Other Income (Expenses)	<u>(3,222)</u>	<u>4,819</u>	<u>4,679</u>
	<u>\$ (1,842)</u>	<u>\$ 56,612</u>	<u>\$ (5,668)</u>

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets**

At year end December 31, 2021 and 2020, the Department had \$ 673,968 and \$ 714,937 respectively invested in capital assets. This represents a net decrease of \$ 40,969 which is the result of depreciation expense recognized.

**Debt**

At year end, the Water and Sewer Department had \$ 572,644 in outstanding debt. This represents a decrease of \$ 35,160 of principal payments made.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES**

The Water and Sewer Department has no plans for any major changes for the upcoming year.

**CONTACTING THE AUTHORITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our customers, suppliers, and creditors with a general overview of the Water and Sewer Department's finances and to show the Department's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Paul Keith, Mayor of Bay, Arkansas.



**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY ARKANSAS  
STATEMENTS OF NET POSITION  
DECEMBER 31, 2021 and 2020**

**ASSETS**

	<u>2021</u>	<u>2020</u>
Current Assets:		
Cash on Hand and in Banks	\$ 12,443	\$ 14,978
Accounts Receivable	5,242	4,040
Unbilled Revenue	37,620	32,795
Refund Receivable	-	225
Total Current Assets	<u>55,305</u>	<u>52,038</u>
Restricted Assets:		
Cash - Customer Deposits	41,948	36,899
Debt Service CDs	60,606	60,243
Meter Deposit CD	<u>11,786</u>	<u>11,715</u>
Total Restricted Assets	<u>114,340</u>	<u>108,857</u>
Property, Plant and Equipment		
Buildings	12,593	12,593
Equipment	111,827	111,827
Land	12,038	12,038
Water and Sewer System	<u>1,971,550</u>	<u>1,971,550</u>
	2,108,008	2,108,008
Less Accumulated Depreciation	<u>(1,434,040)</u>	<u>(1,393,071)</u>
Net Property, Plant and Equipment	<u>673,968</u>	<u>714,937</u>
Total Assets	<u><u>\$ 843,613</u></u>	<u><u>\$ 875,832</u></u>

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

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY ARKANSAS  
STATEMENTS OF NET POSITION  
DECEMBER 31, 2021 and 2020**

**LIABILITIES AND NET POSITION**

	<u>2021</u>	<u>2020</u>
Current Liabilities		
Accounts Payable	\$ 909	\$ 2,272
Sanitation Payable	11,707	10,427
Sales Tax Payable	1,966	-
Accrued Interest Payable	184	189
Current Portion of Long Term Debt	36,711	35,458
Total Current Liabilities	<u>51,477</u>	<u>48,346</u>
Current Liabilities Payable from Restricted Assets		
Customer Meter Deposits	<u>54,342</u>	<u>51,437</u>
Long - Term Liabilities		
First Community Bank	60,229	81,724
Bonds Payable - USDA	512,415	526,080
	572,644	607,804
Less Current Portion	<u>(36,711)</u>	<u>(35,458)</u>
Net Long - Term Liabilities	<u>535,933</u>	<u>572,346</u>
Total Liabilities	<u>641,752</u>	<u>672,129</u>
Net Position		
Net Investment in Capital Assets	101,324	107,133
Restricted for Debt Service	60,606	60,243
Unrestricted	39,931	36,327
Total Net Position	<u>201,861</u>	<u>203,703</u>
Total Liabilities and Net Position	<u><u>\$ 843,613</u></u>	<u><u>\$ 875,832</u></u>

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

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
STATEMENTS OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION  
FOR THE YEARS ENDED DECEMBER 31, 2021 AND 2020**

	<u>2021</u>	<u>2020</u>
Operating Revenues:		
Water Fees	\$ 200,328	\$ 200,637
Sewer Fees	116,911	118,748
Other Revenues	<u>19,530</u>	<u>21,092</u>
Total Operating Revenues	<u>336,769</u>	<u>340,477</u>
Operating Expenses:		
Operating Supplies	52,063	31,639
Salaries and Wages	107,026	102,231
Dues and Fees	4,067	3,646
Auto and Truck Expense	4,215	3,478
Depreciation	40,969	40,676
Employee Benefits	2,179	2,071
Insurance Expense	31,817	28,562
Laboratory Expense	6,815	8,081
Miscellaneous	3,120	3,968
Office Expense	8,718	6,539
Professional Fees	-	5,600
Rent/Lease	2,625	2,394
Travel	2,643	1,057
Repairs and Maintenance	22,327	8,075
Utilities Expense	<u>46,805</u>	<u>40,667</u>
Total Operating Expense	<u>335,389</u>	<u>288,684</u>
OPERATING INCOME ( LOSS)	<u>1,380</u>	<u>51,793</u>
Non-operating Revenues ( Expenses)		
Interest Income	457	451
Interest Expense	(25,460)	(27,936)
Grant Revenue	-	15,000
Transfers from (to) City	<u>21,781</u>	<u>17,304</u>
Total Non-operating Revenues (Expenses)	<u>(3,222)</u>	<u>4,819</u>
Change in Net Position	(1,842)	56,612
Beginning Net Position	<u>203,703</u>	<u>147,091</u>
Ending Net Position	<u>\$ 201,861</u>	<u>\$ 203,703</u>

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

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
STATEMENTS OF CASH FLOWS  
FOR THE YEARS ENDED DECEMBER 31, 2021 AND 2020**

	2021	2020
Cash Flows from Operating Activities		
Receipts from Customers	\$ 333,872	\$ 343,155
Payments to Suppliers	(185,511)	(146,180)
Payments to Employees	(107,026)	(102,231)
Net Cash Provided by (Used in) Operating Activities	<u>41,335</u>	<u>94,744</u>
Cash Flows from Non-Capital Financing Activities		
Transfers (to) from Restricted Accounts	(5,483)	(13,466)
Net Cash Provided by (Used in) Investing Activities	<u>(5,483)</u>	<u>(13,466)</u>
Cash Flows from Capital and Related Financing Activities		
Cash Received From New Financing	-	-
Principal Paid on Capital Debt	(35,160)	(43,502)
Transfers from (to) Governmental Fund (City General)	21,781	6,434
Proceeds from Grants	-	15,000
Purchase of Capital Assets	-	(24,737)
Interest Paid on Capital Debt	(25,465)	(28,207)
Net Cash Provided by (Used in) Capital and Related Financing Activities	<u>(38,844)</u>	<u>(75,012)</u>
Cash Flows from Investing Activities		
Interest Income	457	451
Net Cash Provided by (Used in) Investing Activities	<u>457</u>	<u>451</u>
Increase (Decrease) in Cash and Cash Equivalents	(2,535)	6,717
Cash and Cash Equivalents, Beginning of Year	14,978	8,261
Cash and Cash Equivalents, End of Year	<u>\$ 12,443</u>	<u>\$ 14,978</u>
Reconciliation of Operating Income to Net Cash Provided by Operating Activities		
Operating Income	1,380	51,793
Depreciation	40,969	40,676
(Increase) Decrease in Accounts Receivable	(5,802)	(4,085)
Increase (Decrease) in Sales Tax Payables	1,966	-
Increase (Decrease) in Accounts Payable	(83)	(403)
Increase (Decrease) in Customer Deposits	2,905	6,763
Net Cash Provided by Operating Activities	<u>\$ 41,335</u>	<u>\$ 94,744</u>

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

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2021 and 2020**

**NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICES**

Organization and Financial Reporting – Bay Water and Sewer Department is a component unit of the City of Bay, Arkansas. The accompanying financial statements present only the Bay Water and Sewer Department and do not include all funds, account groups, and programs controlled by the City of Bay. Other activities, funds, and account groups and programs are included in a government wide audit performed by the Arkansas Division of Legislative Audit. The Water and Sewer Department consists of an enterprise fund with the purpose of providing water and sewer services to the general public within the City and the rural residents of the surrounding area.

Basis of accounting – The Bay Water and Sewer Department uses the accrual basis of accounting in accordance with generally accepted accounting principles. The enterprise fund is used to account for operations that are financed and operated in a manner similar to a private business. Revenues are recognized when earned, and expenses are recognized when incurred.

Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that could affect certain reported amounts and disclosures. Accordingly, actual results could differ from these estimates.

Cash and Cash Equivalents – The Bay Water and Sewer Department considers all cash, savings accounts, and certificate of deposits purchased with a maturity of three months or less to be cash equivalents. However, all cash balances designated as restricted per loan agreements or other purposes are excluded from Cash Equivalents.

Accounts Receivable - Accounts receivable arise from sales of water and sewer services to local customers. Accounts receivable are presented at net estimated realizable value. The direct charge off method is used to record bad debt expense. No material difference results from use of the direct charge off method rather than the allowance method as required by generally accepted accounting principles.. Accounts receivable are collateralized by customer deposits.

Property and Equipment – Property and Equipment are stated at cost. Expenditures for major renewals and betterments are capitalized, while minor repairs, replacements, and maintenance which does not improve or extend the life of such assets are charged to operations as incurred. Depreciation is provided by the straight-line method over the estimated lives of the assets, which range from 5 - 7 years for office furniture and equipment, to 40 years for the water and sewer system.

Restricted Assets – The Bay Water and Sewer Department is required under the terms of various bond ordinances to establish and maintain prescribed cash balances that can only be used for specific purposes.

Risk Management - The Bay Water and Sewer Department minimizes risk of loss through purchase of commercial insurance coverage.

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

Sales Tax – The Bay Water and Sewer Department collects sales taxes on water sold, and remits taxes collected monthly to the State of Arkansas Department of Finance and Administration. Water fees are presented in the accompanying financial statements net of sales taxes.

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2021 and 2020**

**NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICES (CONT'D)**

Compensated absences – No accrual has been made for compensated absences because the amounts would not be material.

Net Position – Net Position is categorized as investments in capital assets (net of related debt), restricted for debt services (pursuant to debt agreements), or unrestricted.

Advertising – Advertising costs are charged to expenses when incurred.

Credit Risk – Financial instruments which subject the Department to concentration of credit risk consist principally of temporary cash investments. The Department places its temporary cash investments with financial institutions, and its policy is to limit the amount of credit risk exposure. The Department's policy is to limit such investments to amounts covered by FDIC coverage and securities pledged to collateralize deposits. Credit risk from accounts receivable is limited due to the large number of customers and security deposits held as collateral.

**NOTE B – DEPOSITS WITH FINANCIAL INSTITUTIONS**

The Water and Sewer Department's policy is for deposits to be secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance. The Water and Sewer Department's deposits are categorized to give an indication of the level of risk assumed by the Water and Sewer Department. The categories are described as follows:

Category 1- Insured or collateralized by the Water and Sewer Department or by its agent in the Water and Sewer Department's name.

Category 2- Collateralized with securities held by the pledging financial institution's trust department or by its agent in the Water and Sewer Department's name.

Category 3- Uncollateralized.

At December 31, 2021, cash deposits categorized by level of risks are as follows:

Carrying Amount	Category		
	1	2	3
<u>\$ 126,783</u>	<u>\$ 126,783</u>	<u>          </u>	<u>          </u>

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2021 and 2020**

**NOTE C – PROPERTY AND EQUIPMENT**

A summary of property, plant and equipment for the Water and Sewer Department is presented below:

	December 31, 2020	Additions	Deletions	December 31, 2021
Land	\$ 12,038			\$ 12,038
Buildings	12,593			12,593
System Plant, Wells, & Lines	1,971,550			1,971,550
Equipment	111,827		-	111,827
	2,108,008	-	-	2,108,008
Less Accumulated Depreciation	(1,393,071)	(40,969)		(1,434,040)
Net Property, Plant, and Equipment	<u>\$ 714,937</u>	<u>\$ (40,969)</u>	<u>\$ -</u>	<u>\$ 673,968</u>

**NOTE D – LONG TERM NOTES PAYABLE**

The following is a summary of the Bay Water and Sewer Department's long-term notes payable:

	2021	2020
USDA, 4.375 % , monthly \$ 728, through June 2044, secured by future revenues	\$ 117,500	\$ 121,012
USDA, 4.375 % , monthly \$ 2,306 through June 2044, secured by future revenues	394,915	405,068
First Community Bank, 4.5%, monthly \$2,006 through January 2021. Refinanced subsequent to year end at 4%, due in monthly installments of \$ 2039 through July, 2024, unsecured.	60,229	81,724
	\$ 572,644	\$ 607,804
Less Current Portion	(36,711)	(35,458)
Net Long-Term Notes Payable	<u>\$ 535,933</u>	<u>\$ 572,346</u>

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2021 and 2020**

**NOTE D – LONG TERM NOTES PAYABLE (CON'T'D)**

A summary of notes payable activity is as follows:

	12/31/2020	Additions	Reductions	12/31/2021
First Community Bank	\$ 81,724		\$ 21,495	\$ 60,229
USDA	526,080	-	13,665	512,415
Total	<u>\$ 607,804</u>	<u>\$ -</u>	<u>\$ 35,160</u>	<u>\$ 572,644</u>

A Schedule of the future payments required is as follows:

For the Years Ending December 31,	Principal	Interest	Total
2022	\$ 36,711	\$ 24,168	\$ 60,879
2023	38,276	22,604	60,880
2024	29,924	21,097	51,021
2025	16,262	20,146	36,408
2026	16,988	19,420	36,408
For the five years ending December 31,			
2031	96,957	85,083	182,040
2036	120,596	61,444	182,040
2041	150,087	31,953	182,040
2046	66,843	3,708	70,551
	<u>\$ 572,644</u>	<u>\$ 289,623</u>	<u>\$ 862,267</u>

**NOTE E – RESTRICTED ACCOUNTS**

The Debt Service Reserve cash accounts have been established pursuant to agreements with U.S. Rural Development. These accounts are required to maintain monthly transfers as defined by loan agreements and are restricted for retirement of long-term debt and repairs.

The required balance for the Debt Service Reserve accounts at December 31, 2021 is \$36,408. The actual amounts held in the Debt Service Reserve cash accounts at December 31, 2021 is \$60,606, for a surplus in the Debt Service Reserve of \$24,198. The required balance for the Debt Service reserve accounts at December 31, 2020 was \$ 36,408. The actual amount held in the Debt Service Reserve cash account was \$ 60,243.

The Customer Meter Deposit Cash account is reserved for customer meter deposits. The cash balance should equal or exceed the Customer Meter Deposit liability. At December 31, 2021 and 2020, the Customer Meter Deposit liability exceeded the cash balances held by \$ 608 and \$ 2,823 respectively.



**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2021 and 2020**

**NOTE F – RETIREMENT PLAN**

The Department maintains a pension plan for all water and sewer employees and has contracted with a private insurance carrier, who maintains the account for the Department. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investments earnings. The plan requires the Department to contribute to the insurance carrier an amount up to 5% of employee contribution match of the employee's base salary. Eligibility commences upon retirement. Earnings are credited to the employees account quarterly. Employees are entitled only to the funds deposited by them and on their behalf; therefore, there is no unfunded liability. The department's contribution to the plan for the years ended December 31, 2021 and 2020 was \$5,048, and \$4,479 respectively..

**NOTE G – SUBSEQUENT EVENTS**

Management has evaluated subsequent events through the date of this report; no items were noted which would require disclosure.

**MEYER & WARD, P.A.**  
**CERTIFIED PUBLIC ACCOUNTANTS**  
**P.O. BOX 1045**  
**WYNNE, AR 72396**

**INDEPENDENT AUDITOR'S 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**

Members of the City Council  
Bay, 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 business-type activities of the Bay 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 Water and Sewer Department's basic financial statements and have issued our report thereon dated April 21, 2023.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Bay Water and Sewer 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 Bay Water and Sewer Department's internal control. Accordingly, we do not express an opinion on the effectiveness of the Water and Sewer 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 a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Water and Sewer Department's financial statements will not be prevented or detected and corrected on 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 over financial reporting 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 over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses that we consider to be significant deficiencies (#21-001)

**Compliance and Other Matters**

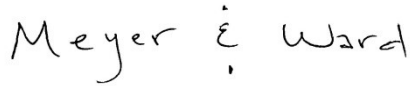
As part of obtaining reasonable assurance about whether the Bay Water and Sewer Department's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. 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 that are required to be reported under *Government Auditing Standards*.

**Bay Water and Sewer Department's Response to Findings**

Bay Water and Sewer Department's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The Bay Water and Sewer Department's response was not subjected to the auditing procedures applied in the audit of the financial statement and, accordingly, we express no opinion on it.

**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 Water and Sewer 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 Water and Sewer Department's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Meyer & Ward". The signature is written in a cursive, flowing style.

Meyer & Ward, P.A.  
Certified Public Accountants  
Wynne, Arkansas 72396  
April 21, 2023

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
SCHEDULE OF FINDINGS AND RESPONSES  
DECEMBER 31, 2021**

# 21-001 Segregation of Duties

CONDITION: The Bay Water and Sewer Department does not have enough employees for the appropriate segregation of duties necessary for effective internal controls.

CRITERIA: Segregation of duties provides for independent review and approval of all transactions at various stages of the financial reporting process. Adequate segregation of duties is an essential part of an effective internal control structure.

EFFECT: Inadequate segregation of duties reduces the Department's internal control over financial reporting, processing of transactions, and safeguarding of assets.

RECOMMENDATION: The Department's management should review all transactions, accounting records, and reconciliations in order to compensate for the limited number of employees. Such a review should be performed at least monthly and documented.

RESPONSE: Additional employees for the purpose of improving internal controls would not be cost-beneficial. Currently, all employees are supervised by management, and financial records and reports are reviewed monthly by the Council.

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE YEAR ENDED DECEMBER 31, 2021**

Prior year finding #20-01 – Lack of Segregation of Duties

This finding has been repeated as finding #21-001.

**BAY WATER AND SEWER DEPARTMENT  
CITY OF BAY, ARKANSAS  
BUDGETARY COMPARISON SCHEDULE  
FOR THE YEAR ENDED DECEMBER 31, 2021**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Operating Revenues:			
Water Fees	\$ 200,328	\$ 484,253	\$ 283,925
Sewer Fees	116,911	-	(116,911)
Other Revenues	19,530	1,000	(18,530)
Total Operating Revenues	<u>336,769</u>	<u>485,253</u>	<u>148,484</u>
Operating Expenses:			
Operating Supplies	52,063	61,250	9,187
Salaries and Wages	107,026	90,000	(17,026)
Dues and Fees	4,067	8,600	4,533
Auto and Truck Expense	4,215	5,000	785
Depreciation	40,969	-	(40,969)
Employee Benefits	2,179	1,000	(1,179)
Insurance Expense	31,817	25,880	(5,937)
Laboratory Expense	6,815	6,000	(815)
Miscellaneous	3,120	2,750	(370)
Office Expense	8,718	7,400	(1,318)
Professional Fees	-	5,000	5,000
Rent/Lease	2,625	2,000	(625)
Sanitation Expense		114,000	114,000
Travel	2,643	3,000	357
Loan Payments		45,714	45,714
Sales Tax		28,000	28,000
Repairs and Maintenance	22,327	8,500	(13,827)
Utilities Expense	46,805	42,900	(3,905)
Total Operating Expense	<u>335,389</u>	<u>456,994</u>	<u>121,605</u>
OPERATING INCOME ( LOSS)	<u>1,380</u>	<u>28,259</u>	<u>26,879</u>
Non-operating Revenues ( Expenses)			
Interest Income	457	40	(417)
Interest Expense	(25,460)		25,460
Transfers from (to) City	21,781		(21,781)
Total Non-operating Revenues (Expenses)	<u>(3,222)</u>	<u>40</u>	<u>3,262</u>
Change in Net Position	<u>\$ (1,842)</u>	<u>\$ 28,299</u>	<u>\$ 30,141</u>