

City of Dyer
Meeting Agenda

09/22/2020

5:30 pm

- I. **Pledge**
- II. **Call to order**
- III. **Roll call**
- IV. **Public Forum.**
- V. **Variance Request:**
 - 1. Red Hill Road Lot 3 Single-Family Residential to Multi- Family
 - 2. Lot #1 Ridge View Estates (Horizon Lane) M-1(mixed use between commercial and residential) does not include multi-Family Residential. Asking for it to include Multi-Family.
- VI. **Approval:** Approval of August 2020 Minutes
[Dyer City Council Minutes August 25, 2020 \(1\)](#)
- VII. **Approval of** Approval August 2020 Financials
[Statement of Revenue and Expenditures General Aug 2020](#)
[Statement of Revenue and Expenditures Street Aug 2020](#)
[Statement of Revenue and Expenditures Watersewersanitation Aug 2020](#)
- VIII. **Mayors Report:** Mayor Morse

IX. **Administrative Assistant/Public Works Report:** Veronica Robins

1. Water Audit [Water Audit 2019](#)
2. Water Meter Account (\$10,919.97)
3. Water meters (Alma's Donation) IPearl (\$6000.00 for set up for wand and 16 meters with transfer software)
4. Franchise Tax Arkansas Valley Electric
5. Fall Festival?
6. BH Energy Gave Chairs to city
7. Hand to Hand gave food to city
8. Story Time sponsored by citizen Tammy Coombes and Citizens Bank and trust and Veronica Robins.

X. **City Attorney:** Sean Brister
Update on Annexation

XI. **Police Report:** Chief Josh Winford

XII. **Fire Report:** Chief Josh Winford

XIII. **Old Business:**

Court ordinance to move to Mulberry (3rd Month)

Resolution for sale of property on Rhodes Street (2nd Month)

XIV. **New Business**

Resolution Mileage (Sean Brister)

Ordinance Franchise Tax (Sean Brister)

XV. **Adjournment**

Dyer City Council Meeting August 25, 2020

Mayor Morse called Dyer City Council Meeting to Order at 5:30 pm.

The Pledge of Allegiance was said, and roll call was completed.

Roll Call:

Alderman Randy Beard present

Alderman Robert Porter present

Alderman Donna Staton present

Alderman Nancy Smith absent

Alderman Myrna Burns absent

Alderman Katherine Fry absent

Public Forum:

Michael Scantlin addressed the council requesting to be allowed to be on the Fire Department.

Mayor Morse and the council discussed this and decided that it should be at Chief Josh Winford discretion

A motion was made by Alderman Robert Porter to let the Fire Chief decide if Michael Scantlin could return to the Fire Department and it was seconded by Alderman Randy Beard.

Roll Call:

Alderman Randy Beard yes

Alderman Robert Porter yes

Alderman Donna Staton yes

Mayor Bill Morse yes

Approval of July 2020 Meeting Minutes.

A motion was made by Alderman Randy Beard to accept Minutes and was seconded by Alderman Donna Staton.

Roll Call:

Alderman Randy Beard yes

Alderman Robert Porter yes

Alderman Donna Staton yes

Mayor Bill Morse yes

Approval of July 2020 Financial Reports for Water, Street, Sanitation, General.

Alderman Randy Beard questioned the entries current period, year to date columns and Veronica stated it was called to her attention today and that she did not realize it had changed to that and would make sure it was changed back for the next month. Veronica went on to explain the report to the council.

Alderman Robert Porter made a motion to approve the July 2020 Financials and Alderman Donna Staton seconded the motion.

Roll Call:

Alderman Randy Beard yes

Alderman Robert Porter yes
Alderman Donna Staton yes
Mayor Bill Morse yes

Mayor Report: None

Administrative Assistant Veronica Robins gave report where we were on McAdoo Family driveway. Next month we will have 2 Variance requests for exceptions to building on property. Water leak last month cost \$11,000. Lonnie Robins has been driving the lines checking for leaks and was approached by an individual about leaking water and all leaks are fixed.

City Attorney: Sean Brister
Annexation is still in litigation and he has filed a motion for summary judgement.

Police Chief: None

Fire Chief: None

Old Business: Annexation Ordinance.

Annexation Ordinance was tabled last month. Alderman Randy Beard made a motion to table the Annexation Ordinance and Alderman Robert Porter seconded the motion

Roll call:

Alderman Randy Beard yes
Alderman Robert Porter yes
Alderman Donna Staton yes
Mayor Bill Morse yes

New Business:

City Attorney is still waiting on approval to change the location of the court cases for Dyer to Mulberry Court System.

Alderman Donna Staton made a motion to authorize City Attorney to foreclose and place vacant lot on Rhodes street up for Public sale. Alderman Randy Beard seconded motion.

Roll Call:

Alderman Randy Beard yes
Alderman Robert Porter yes
Alderman Donna Staton yes
Mayor Bill Morse yes

A motion was made to adjourn by Alderman Robert Porter and seconded by Alderman Randy Beard at 5:49 pm

Roll call:

Alderman Randy Beard yes
Alderman Robert Porter yes

Alderman Donna Staton yes

Mayor Bill Morse yes

Mayor_____

Rec/Treasurer_____

General Fund

2:49 PM

Statement of Revenue and Expenditures

Acct		Current	Year-To-Date	Annual Budget	Annual Budget	Jan 2020
		Period	Jan 2020	Jan 2020	Jan 2020	Dec 2020
		Aug 2020	Jan 2020	Jan 2020	Jan 2020	Dec 2020
		Aug 2020	Aug 2020	Dec 2020	Dec 2020	Percent of
		Actual	Actual		Variance	Budget
Revenue & Expenditures						
Revenue						
	2017 DC Police Car Loan Revenue	0.00	20,000.00	0.00	(20,000.00)	0.0%
4210	Act 833 Revenue	0.00	0.00	4,208.42	4,208.42	0.0%
4180	Community Bldg Rent	0.00	275.00	1,625.00	1,350.00	16.9%
4200	Community Building Deposit Fun	0.00	100.00	0.00	(100.00)	0.0%
4240	Crawford County:Crawford Count	0.00	29,062.81	13,306.98	(15,755.83)	218.4%
4100	Franchise Fee	37.93	14,534.65	28,269.46	13,734.81	51.4%
4280	General Election	0.00	40.00	0.00	(40.00)	0.0%
4320	Interest Income	30.56	279.08	0.00	(279.08)	0.0%
4500	Miscellaneous Incom	1,510.00	1,808.00	0.00	(1,808.00)	0.0%
4120	Permit Income	33.00	1,292.40	5,272.30	3,979.90	24.5%
4360	Reimbursement Income	0.00	83.20	0.00	(83.20)	0.0%
4020	State of AR City Sales Tax	4,323.90	24,813.33	35,187.23	10,373.90	70.5%
4040	State of AR County Sales Tax	11,992.76	77,218.06	104,322.15	27,104.09	74.0%
4060	State of AR MLM0100	0.00	7,734.28	1,904.32	(5,829.96)	406.1%
4080	State Turn Back TPR0400	0.00	925.53	0.00	(925.53)	0.0%
4160	Ticket Revenue	2,595.82	22,115.08	40,955.87	18,840.79	54.0%
4900	Transfer In	0.00	24,904.69	0.00	(24,904.69)	0.0%
	Revenue	\$20,523.97	\$225,186.11	\$235,051.73	\$9,865.62	
	Gross Profit	\$20,523.97	\$225,186.11	\$235,051.73	\$0.00	
Expenses						
6100	Advertising and Promotion	232.00	320.16	0.00	(320.16)	0.0%
6140	Automobile Expense	0.00	0.00	5,000.00	5,000.00	0.0%
6180	Check Printing Charge	171.75	171.75	500.00	328.25	34.4%
6200	Clothing	0.00	54.56	0.00	(54.56)	0.0%
6220	Community Bldg Deposit Refund	0.00	100.00	0.00	(100.00)	0.0%
6240	Community Event	0.00	2,453.52	0.00	(2,453.52)	0.0%
6280	Computer and Internet Expenses	0.00	1,042.73	1,500.00	457.27	69.5%
6300	Continuing Ed	0.00	0.00	1,000.00	1,000.00	0.0%
6320	Continuing Ed - Hotel	0.00	0.00	500.00	500.00	0.0%
6340	Continuing Ed - Meals	0.00	0.00	500.00	500.00	0.0%
6360	Continuing Ed - Mileage	0.00	0.00	500.00	500.00	0.0%
6380	Council Pay	900.00	6,000.00	15,000.00	9,000.00	40.0%
6400	Crawford Jail Fees	0.00	3,760.00	12,000.00	8,240.00	31.3%
6420	Drug Testing	0.00	0.00	250.00	250.00	0.0%
6440	Dues and Subscriptions	21.32	2,004.45	800.00	(1,204.45)	250.6%
6480	Equipment Purchases	0.00	19,765.99	0.00	(19,765.99)	0.0%
6520	Fire Calls & Meetings	0.00	1,707.95	2,400.00	692.05	71.2%
6560	Fuel	441.67	2,432.11	0.00	(2,432.11)	0.0%
6580	Fuel - Unit 3	0.00	125.67	0.00	(125.67)	0.0%
6600	Fuel - Unit 3418	0.00	730.53	2,000.00	1,269.47	36.5%
6620	Fuel - Unit 3980	0.00	246.02	2,000.00	1,753.98	12.3%
6640	Fuel - Unit 7191	0.00	0.00	2,000.00	2,000.00	0.0%
6660	Fuel - Unit 7923	0.00	137.00	2,000.00	1,863.00	6.9%
6680	Hazardous Material Fund	0.00	0.00	292.00	292.00	0.0%
6040	Health Insurance	689.21	10,355.04	15,922.20	5,567.16	65.0%
6700	Insurance - Property & Liabili	0.00	6,829.00	6,000.00	(829.00)	113.8%
6720	Insurance - Vehicle	0.00	1,932.19	3,250.00	1,317.81	59.5%
6740	Insurance - Worker's Comp	0.00	3,630.00	4,000.00	370.00	90.8%
6800	Legal Services	1,262.50	8,437.50	15,822.00	7,384.50	53.3%

General Fund

2:49 PM

Statement of Revenue and Expenditures

6820	Licenses	0.00	25.00	800.00	775.00	3.1%
6020	Payroll Taxes	442.61	3,582.69	17,094.08	13,511.39	21.0%
6860	Permit Inspections	0.00	900.00	3,500.00	2,600.00	25.7%
	Police Car Loan Expense	456.07	1,368.21	0.00	(1,368.21)	0.0%
6880	Professional Fees	37.91	563.90	0.00	(563.90)	0.0%
6940	ReImbursement	84.89	1,513.23	0.00	(1,513.23)	0.0%
6980	Repairs & Maint - Buildings	218.42	2,202.70	10,000.00	7,797.30	22.0%
7000	Repairs & Maint - Vehicles	0.00	3,290.53	0.00	(3,290.53)	0.0%
6000	Salaries	5,281.23	44,284.31	80,578.59	36,294.28	55.0%
7080	Supplies	215.13	6,771.83	0.00	(6,771.83)	0.0%
7100	Supplies - Office Supplies	287.96	2,107.33	800.00	(1,307.33)	263.4%
7120	Supplies - Postage	0.00	289.32	0.00	(289.32)	0.0%
8000	Transfer Out	0.00	23.24	0.00	(23.24)	0.0%
7210	Utilities - Cable	140.00	952.00	0.00	(952.00)	0.0%
7160	Utilities - Electric	1,975.69	5,790.88	7,289.49	1,498.61	79.4%
7180	Utilities - Gas	111.95	4,430.23	4,773.70	343.47	92.8%
7200	Utilities - Telephone	633.70	6,245.38	6,958.91	713.53	89.7%
Expenses		\$13,604.01	\$156,576.95	\$225,030.97	\$68,454.02	
Revenue Less Expenditures		\$6,919.96	\$68,609.16	\$10,020.76	\$0.00	
Net Change in Fund Balance		\$6,919.96	\$68,609.16	\$10,020.76	\$0.00	

Fund Balances

Beginning Fund Balance	91,813.19	30,123.99	0.00	0.00	0.0%
Net Change in Fund Balance	6,919.96	68,609.16	10,020.76	0.00	0.0%
Ending Fund Balance	98,733.15	98,733.15	0.00	0.00	0.0%

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Street Fund

2:54 PM

Statement of Revenue and Expenditures

	Current Period Aug 2020 Aug 2020 Actual	Year-To-Date Jan 2020 Aug 2020 Actual	Annual Budget Jan 2020 Dec 2020	Annual Budget Jan 2020 Dec 2020 Variance	Jan 2020 Dec 2020 Percent of Budget
Revenue & Expenditures					
Revenue					
Crawford County:Crawford Count	0.00	8,718.80	19,013.00	10,294.20	45.86%
Interest Income	86.56	403.32	0.00	(403.32)	0.00%
Municipal 4 Lane Highway	1,884.64	14,055.41	15,748.00	1,692.59	89.25%
Municipal Highway Severance	0.00	395.57	1,753.00	1,357.43	22.57%
Municipal Special Distribution	3,351.92	25,839.23	29,821.00	3,981.77	86.65%
Municipal Wholesale Fuel Tax	462.56	3,589.87	0.00	(3,589.87)	0.00%
Reimbursement Income	0.00	35,736.40	0.00	(35,736.40)	0.00%
Revenue	\$5,785.68	\$88,738.60	\$66,335.00	(\$22,403.60)	
Gross Profit	\$5,785.68	\$88,738.60	\$66,335.00	\$0.00	
Expenses					
Automobile Expense	0.00	0.00	1,000.00	1,000.00	0.00%
Check Printing Charge	0.00	0.00	100.00	100.00	0.00%
Computer and Internet Expenses	0.00	0.00	500.00	500.00	0.00%
Dues and Subscriptions	0.00	0.00	200.00	200.00	0.00%
Equipment Purchases	700.00	700.00	0.00	(700.00)	0.00%
Fuel	105.62	621.95	2,000.00	1,378.05	31.10%
Health Insurance	142.13	2,738.65	6,054.00	3,315.35	45.24%
Insurance - Vehicle	0.00	230.25	200.00	(30.25)	115.13%
Insurance - Worker's Comp	0.00	0.00	650.00	650.00	0.00%
Legal Services	156.25	1,093.75	1,875.00	781.25	58.33%
Medical Bill Expense	0.00	230.00	0.00	(230.00)	0.00%
Payroll Taxes	100.77	1,179.57	2,438.00	1,258.43	48.38%
Permit Inspections	0.00	14.53	0.00	(14.53)	0.00%
Repairs & Maint	0.00	2,584.23	2,500.00	(84.23)	103.37%
Repairs & Maint - Vehicles	691.68	792.05	0.00	(792.05)	0.00%
Salaries	1,326.73	14,729.96	27,218.00	12,488.04	54.12%
Street Loan Payment Expense	1,500.00	13,500.00	18,000.00	4,500.00	75.00%
Supplies	828.39	7,551.80	0.00	(7,551.80)	0.00%
Supplies - Office Supplies	0.00	0.00	100.00	100.00	0.00%
Utilities - Electric	489.25	3,959.39	3,500.00	(459.39)	113.13%
Expenses	\$6,040.82	\$49,926.13	\$66,335.00	\$16,408.87	
Revenue Less Expenditures	(\$255.14)	\$38,812.47	\$0.00	\$0.00	
Net Change in Fund Balance	(\$255.14)	\$38,812.47	\$0.00	\$0.00	
Fund Balances					
Beginning Fund Balance	59,020.84	19,953.23	0.00	0.00	0.00%
Net Change in Fund Balance	(255.14)	38,812.47	0.00	0.00	0.00%
Ending Fund Balance	58,765.70	58,765.70	0.00	0.00	0.00%

Report Options

Fund: Street Fund

Period: 8/1/2020 to 8/31/2020

Detail Level: Level 1 Accounts

Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: Street Fund Budget

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Water & Sewer Fund

2:51 PM

Statement of Revenue and Expenditures

	Current Period Aug 2020 Aug 2020 Actual	Year-To-Date Jan 2020 Aug 2020 Actual	Annual Budget Jan 2020 Dec 2020	Annual Budget Jan 2020 Dec 2020 Variance	Jan 2020 Dec 2020 Percent of Budget
Revenue & Expenditures					
Revenue					
Interest Income	63.99	783.18	0.00	(783.18)	0.00%
Reimbursement Income	0.00	16,994.60	0.00	(16,994.60)	0.00%
Water Meter Deposit	125.00	4,242.23	0.00	(4,242.23)	0.00%
Water Tap Fee	0.00	670.00	0.00	(670.00)	0.00%
Water/Sewer/Sanitation Income	39,636.57	270,293.30	385,470.00	115,176.70	70.12%
Revenue	\$39,825.56	\$292,983.31	\$385,470.00	\$92,486.69	
Gross Profit	\$39,825.56	\$292,983.31	\$385,470.00	\$0.00	
Expenses					
Audit Fees	0.00	1,700.00	4,500.00	2,800.00	37.78%
Automobile Expense	0.00	0.00	5,000.00	5,000.00	0.00%
Check Printing Charge	0.00	0.00	500.00	500.00	0.00%
Clothing	0.00	0.00	1,200.00	1,200.00	0.00%
Community Event	0.00	0.00	1,500.00	1,500.00	0.00%
Computer and Internet Expenses	0.00	0.00	2,500.00	2,500.00	0.00%
Continuing Ed	0.00	0.00	2,000.00	2,000.00	0.00%
Continuing Ed - Hotel	0.00	0.00	1,500.00	1,500.00	0.00%
Continuing Ed - Meals	0.00	0.00	1,000.00	1,000.00	0.00%
Continuing Ed - Mileage	0.00	0.00	350.00	350.00	0.00%
Dues and Subscriptions	1,154.00	1,178.95	1,000.00	(178.95)	117.90%
Emergency Sanitation	0.00	0.00	3,500.00	3,500.00	0.00%
Equipment Purchases	0.00	0.00	13,000.00	13,000.00	0.00%
Excise Tax	2,589.00	16,258.00	12,857.00	(3,401.00)	126.45%
Fuel	521.01	4,346.27	5,000.00	653.73	86.93%
Health Insurance	644.90	7,023.43	15,000.00	7,976.57	46.82%
Insurance - Property & Liabili	0.00	0.00	3,500.00	3,500.00	0.00%
Insurance - Vehicle	0.00	1,254.46	2,000.00	745.54	62.72%
Insurance - Worker's Comp	0.00	0.00	2,458.00	2,458.00	0.00%
Legal Services	256.25	2,206.25	3,075.00	868.75	71.75%
Licenses	0.00	0.00	2,000.00	2,000.00	0.00%
Payment - USDA	0.00	4,704.00	0.00	(4,704.00)	0.00%
Payroll Taxes	416.22	4,711.46	8,937.00	4,225.54	52.72%
Professional Fees	2,405.75	3,193.68	1,000.00	(2,193.68)	319.37%
Pumping	0.00	0.00	3,000.00	3,000.00	0.00%
ReImbursement	0.00	1,924.54	0.00	(1,924.54)	0.00%
Repairs & Maint	107.50	2,304.67	0.00	(2,304.67)	0.00%
Repairs & Maint - Vehicles	426.76	4,871.23	5,000.00	128.77	97.42%
Salaries	5,465.56	58,841.20	117,892.00	59,050.80	49.91%
Sanitary Landfill Fees	1,123.99	10,110.44	10,800.00	689.56	93.62%
Sewer Purchase	2,012.36	44,431.84	52,484.00	8,052.16	84.66%
Supplies	984.78	7,240.73	10,000.00	2,759.27	72.41%
Supplies - Office Supplies	0.00	0.00	3,000.00	3,000.00	0.00%
Supplies - Postage	0.00	0.00	1,500.00	1,500.00	0.00%
Utilities - Electric	773.48	7,888.79	3,500.00	(4,388.79)	225.39%
Utilities - Telephone	99.66	855.42	1,200.00	344.58	71.29%
Waste Water Test Fees	0.00	0.00	650.00	650.00	0.00%
Water Meter Deposit Forfeiture	0.00	342.23	0.00	(342.23)	0.00%
Water Meter Refund	0.00	474.06	0.00	(474.06)	0.00%
Water Purchase	11,837.09	65,727.05	51,575.00	(14,152.05)	127.44%
Expenses	\$30,818.31	\$251,588.70	\$353,978.00	\$102,389.30	

9/21/2020

Water & Sewer Fund

2:51 PM

Statement of Revenue and Expenditures

Revenue Less Expenditures	\$9,007.25	\$41,394.61	\$31,492.00	\$0.00
Net Change in Fund Balance	\$9,007.25	\$41,394.61	\$31,492.00	\$0.00

Fund Balances

Beginning Fund Balance	248,670.71	216,283.35	0.00	0.00	0.00%
Net Change in Fund Balance	9,007.25	41,394.61	31,492.00	0.00	0.00%
Ending Fund Balance	257,677.96	257,677.96	0.00	0.00	0.00%

Report Options

Fund: Water & Sewer Fund

Period: 8/1/2020 to 8/31/2020

Detail Level: Level 1 Accounts

Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: Water & Sewer Budget

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City of Dyer <cityofdye@gmail.com>

Audit Questions

4 messages

City of Dyer <cityofdye@gmail.com>

Fri, Aug 21, 2020 at 8:39 AM

To: Anne Roark <abroark.berry@gmail.com>

Could you let me know what 2 accounts on receipts did not agree under receipts and Disbursement? Also, on the meter account is the balance from the running balance that has been maintained since before 2006?

Thank you!

Veronica Robins
Administrative Assistant

 Sender notified by
Maitrack

abroark.berry@gmail.com <abroark.berry@gmail.com>

Fri, Aug 21, 2020 at 8:57 AM

To: City of Dyer <cityofdye@gmail.com>

The first one was the Water Reserve account that was closed. The problem was that the G/L took the money out of that account and into Transfers in 2019, but didn't take it out of transfers and into the receiving account until the next month/year. That causes your balance sheet to be understated, albeit by a relatively small amount, for 2019. I think it would be better to simply take the amount out of one account and deposit it to the other, eliminating the use of the transfer function.

The other account was the FHA bond account. Although it balanced at the end of the year, one month's deposit and check weren't entered, causing the receipt and disbursement totals to not match the bank's figures. The bad part of that is that the offsetting accounts are missing those amounts.

Yes, all we can go on is the annual list of deposits and checks written since the last balance on the meter deposit. Such a large difference between that balance and the amount in the meter deposit account(s) is cause for concern. And when there's no list of deposits to use, that's really the only way we can check it. Since those funds are held on behalf of others, it becomes doubly important to keep an accurate listing.

Let me know if you have any more questions. Surely as we consolidate the accounting systems and accounts, it will be less confusing. I'd STRONGLY suggest entering the Post-Closing Adjustments into your new software, so you will have an accurate Trial Balance.

Take care.

Anne Roark

Staff Accountant

Berry & Associates, P.A.

501.227.9044

[Quoted text hidden]

City of Dyer <cityofdyer@gmail.com>

To: Anne Roark <abroark.berry@gmail.com>

Fri, Aug 21, 2020 at 9:11 AM

OK. I am working with CSA next week on fixed assets, accumulated depreciation and long-term liability next week.that should be cleared.
On the debt reserve could we not put the balance in the FHA account back to that \$8196 to take care of that finding?
Is it appropriate now to close the quickbooks account completely and save it to a thumb drive and just work with the CSA going forward?

 Sender notified by
Maitrack

[Quoted text hidden]

abroark.berry@gmail.com <abroark.berry@gmail.com>

To: City of Dyer <cityofdyer@gmail.com>

Fri, Aug 21, 2020 at 9:17 AM

I think so – for all your questions!

[Quoted text hidden]

CITY OF DYER WATER & SEWER DEPARTMENT
Dyer, Arkansas
For the Year Ended December 31, 2019

INDEPENDENT ACCOUNTANT'S REPORT ON
APPLYING AGREED-UPON PROCEDURES

BERRY & ASSOCIATES, P.A.

Certified Public Accountants

American Institute of CPAs

Arkansas Society of CPAs

Texas Society of CPAs

Page 1

**The Mayor and Members of the City Council
City of Dyer Water & Sewer Department
Dyer, Arkansas**

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

We have performed the procedures enumerated below, which were agreed to by the members of the City Council on the procedures specified by the Legislative Joint Auditing Committee, in accordance with Ark. Code Ann. 14-234-119 for the City of Dyer Water & Sewer Department for the year ended December 31, 2019. City of Dyer Water & Sewer Department's management is responsible for the procedures specified by the Legislative Joint Auditing Committee, in accordance with Ark. Code Ann. 14-234-119. The sufficiency of these procedures is solely the responsibility of the members of the City Council. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Cash

1. a. Perform a proof and reconciliation of cash for the year.
- b. Confirm the cash on deposit and investments with the depository institutions.
- c. Agree the proof of cash ending balances to the book balances within 5% or \$500, whichever is greater.

Findings: We found no exceptions as a result of the procedures.

Receipts

2. a. Agree the deposits per the proof of cash for the year with the deposits per the journal within 5% or \$500, whichever is greater.
- b. Agree 10 customer payments on the accounts receivable subledger to deposit and billing documents.

Findings: We found the following exception as a result of these procedures: Deposits per the proof of cash for the year could not be agreed to the deposits per the journal within \$500 for two accounts. We found no other exceptions as a result of these procedures.

**The Mayor and Members of the City Council
City of Dyer Water & Sewer Department**

Accounts Receivable

3. a. Agree 10 customer billings to the accounts receivable sub ledger.
- b. Determine that 5 customer adjustments were properly authorized.

Findings: We found no exceptions as a result of the procedures.

Disbursements

4. a. Agree the disbursements per the proof of cash for the year with the disbursements per the journal within 5% or \$500, whichever is greater.
- b. Analyze all property, plant, and equipment disbursements.
- c. Select 10 disbursements and determine if they were adequately documented.

Findings: We found the following exception as a result of these procedures: The disbursements per the proof of cash for the year could not be agreed to the disbursements per the journal with \$500 for one account. We found no other exceptions as a result of these procedures

Property, Plant, & Equipment

5. a. Determine that additions and disposals were properly accounted for in the records.

Findings: We found no exceptions as a result of the procedures.

Long-Term Debt

6. a. Schedule long-term debt and verify changes in all balances for the year.
- b. Confirm loans, bonds, notes and contracts payable with the lender/trustee/contractor.
- c. Determine that the appropriate debt service accounts have been established and maintained.

Findings: We found no exceptions as a result of the procedures.

This agreed-upon procedures engagement was 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, respectively, on the procedures specified by the Legislative Joint Auditing Committee, in accordance with Ark. Code Ann. 14-234-119. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the City of Dyer Water & Sewer Department, USDA Rural Development and the Legislative Joint Auditing Committee and is not intended to be and should not be used by anyone other than this specified party.

Berry & Associates

Berry & Associates, PA
Little Rock, Arkansas
August 17, 2020

**CITY OF DYER WATER & SEWER DEPARTMENT
FINANCIAL STATEMENTS
For the Year Ended December 31, 2019
and
INDEPENDENT ACCOUNTANT'S COMPILATION REPORT**

CITY OF DYER WATER & SEWER DEPARTMENT
Dyer, Arkansas
For the Year Ended December 31, 2019

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BERRY & ASSOCIATES, P.A.
Certified Public Accountants

American Institute of CPAs

Arkansas Society of CPAs

Texas Society of CPAs

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**The Mayor and Members of the City Council
City of Dyer Water & Sewer Department
Dyer, Arkansas**

Management is responsible for the accompanying financial statements of City of Dyer Water & Sewer Department which comprise the statement of assets, liabilities, and net position – modified cash basis as of December 31, 2019, and the related statement of cash receipts and cash disbursements for the year then ended, and for determining that the modified-cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

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

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the association's assets, liabilities, net position, cash receipts and cash disbursements. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Berry & Associates

Berry & Associates, P.A.
Little Rock, Arkansas
August 17, 2020

CITY OF DYER WATER & SEWER DEPARTMENT
STATEMENT OF ASSETS, LIABILITIES, AND NET POSITION-MODIFIED CASH BASIS
December 31, 2019

ASSETS

CURRENT ASSETS

Cash and cash equivalents \$ 158,315

RESTRICTED ASSETS

Cash and cash equivalents 16,865

FIXED ASSETS - AT COST

Building improvements 1,197

Transportation equipment 132,686

Utility plant 952,191

Equipment 59,056

1,145,130

Less: accumulated depreciation (758,878)

Net fixed assets 386,252

TOTAL ASSETS \$ 561,432

LIABILITIES AND NET POSITION

CURRENT LIABILITIES

Current maturities of long-term debt \$ 4,300

LONG-TERM DEBT, Net of Current Maturities

USDA Rural Development 63,196

PAYABLES FROM RESTRICTED ASSETS

Customer water meter deposits 44,811

TOTAL LIABILITIES 112,307

NET POSITION

Unrestricted 440,929

Temporarily restricted 8,196

TOTAL NET POSITION 449,125

TOTAL LIABILITIES AND NET POSITION \$ 561,432

SEE INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

CITY OF DYER WATER & SEWER DEPARTMENT
STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS
For the Year Ended December 31, 2019

CASH RECEIPTS

Water revenue	\$ 329,930
Meter deposits received	5,162
Other income	175
Interest income	3,442
Transfers in	361,913
Total cash receipts	<u>700,622</u>

CASH DISBURSEMENTS

Water purchased	106,707
Debt service	
Principal	4,056
Interest	4,008
Salaries & wages	30,769
Truck expenses	7,741
Professional fees	9,618
Office supplies and expenses	4,650
Capital purchases	7,369
Repairs and maintenance	34,881
Utilities	11,054
Sales tax	19,859
Sanitation supplies and expenses	9,892
Supplies	25,850
Insurance	935
Dues and fees	513
Continuing education	1,408
Transfers to other funds	476,949
Meter deposit refunds	18,520
Miscellaneous expense	18,106
Total cash disbursements	<u>792,885</u>

DECREASE IN CASH AND CASH EQUIVALENTS

(92,263)

BEGINNING CASH AND CASH EQUIVALENTS, AT JANUARY 1, 2019267,443**ENDING CASH AND CASH EQUIVALENTS AT DECEMBER 31, 2019**\$ 175,180

SEE INDEPENDENT ACCOUNTANT'S COMPILATION REPORT