

City of Bryan, Texas

Federal Single Audit Report

For the Fiscal Year Ended September 30, 2023



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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*

To the Honorable Mayor
and Members of the City Council of the
City of Bryan, Texas

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 governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Bryan, Texas (the City) as of and for the fiscal year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated April 19, 2024.

Our report includes a reference to other auditors who audited the financial statements of City of Bryan and Brazos County Economic Development Foundation, Inc. and Brazos Valley Solid Waste Management Agency, Inc., joint ventures of the City, Destination Bryan, a blended component unit of the City, and Bryan Business Council, Inc., a discretely presented component unit of the City, as described in our report on the City's financial statements. The financial statements of these organizations were not audited in accordance with *Government Auditing Standards*.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing 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 City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City'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 City'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 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. We identified certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as item 2023-001 that we consider to be a significant deficiency.

Weaver and Tidwell, L.L.P.
4400 Post Oak Parkway Suite 1100 / Houston, Texas 77027
Main: 713.850.8787

The Honorable Mayor
and Members of the City Council of the
City of Bryan, Texas

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from 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 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*.

City of Bryan's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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 entity'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.

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.

Houston, Texas
April 19, 2024



Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

To the Honorable Mayor
and Members of the City Council of the
City of Bryan, Texas

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Bryan, Texas' (the City) compliance with the types of compliance requirements described in the OMB *Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the fiscal year ended September 30, 2023. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

The City's financial statements include the operations of City of Bryan and Brazos County Economic Development Foundation, Inc. and Brazos Valley Solid Waste Management Agency, Inc. , joint ventures of the City, Destination Bryan, a blended component unit of the City, and Bryan Business Council, Inc., a discretely presented component unit of the City. Our audit, described below, did not include the operations of these organizations because these organizations were audited by other auditors.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with 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 opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.

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The Honorable Mayor
and Members of the City Council of the
City of Bryan, Texas

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. 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 GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, 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 City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

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

The Honorable Mayor
and Members of the City Council of the
City of Bryan, Texas

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of and for the fiscal year ended September 30, 2023 and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated April 19, 2024 which contained unmodified opinions on those financial statements and a reference to other auditors. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.

Houston, Texas
April 19, 2024

City of Bryan, Texas
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended September 30, 2023

Federal Grantor/Program Title	Pass-Through Entity Identifying Number	Federal Assistance Listing Number	Total Federal Expenditures	Passed Through to Subrecipients
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT				
Direct Awards:				
Community Development Block Grant Entitlement Grants Cluster:				
COVID-19 - Community Development Block Grants - CARES		14.218	\$ 128,268	\$ 21,938
Community Development Block Grant 2019		14.218	5,046	-
Community Development Block Grant 2020		14.218	594	-
Community Development Block Grant 2021		14.218	61,272	-
Community Development Block Grant 2022		14.218	367,591	53,630
Total Community Development Block Grant Entitlement Grants Cluster			562,771	75,568
Home Investment Partnership 2020		14.239	71,881	58,317
Home Investment Partnership 2021		14.239	217,251	57,357
Home Investment Partnership 2022		14.239	43,532	-
Total Home Investment Partnership			332,664	115,674
TOTAL U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			895,435	191,242
U.S. DEPARTMENT OF INTERIOR				
Direct Awards:				
Historic Preservation Fund Grants-In-Aid		15.904	6,179	-
TOTAL U.S. DEPARTMENT OF INTERIOR			6,179	-
U.S. DEPARTMENT OF JUSTICE				
Direct Awards:				
Bulletproof Vest Partnership (BVP)		16.607	40,258	-
TOTAL U.S. DEPARTMENT OF JUSTICE			40,258	-
U.S. DEPARTMENT OF TRANSPORTATION				
Passed through Texas Department of Transportation:				
COVID-19 - Airport Improvement Program	M2217BRYA	20.106	46,086	-
Direct Awards:				
Highway Safety Cluster:				
Selective Traffic Enforcement Program (STEP) Impaired Driving Mobilization (IDM) 2023		20.616	3,476	-
Selective Traffic Enforcement Program (STEP) Operation Slowdown 2022		20.616	3,470	-
Total Highway Safety Cluster			6,946	-
TOTAL U.S. DEPARTMENT OF TRANSPORTATION			53,032	-
U.S. DEPARTMENT OF TREASURY				
Direct Awards:				
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds		21.027	298,755	-
TOTAL U.S. DEPARTMENT OF TREASURY			298,755	-
U.S. INSTITUTE OF MUSEUM AND LIBRARY SERVICES				
Passed through Texas State Library and Archives Commission:				
Texas Reads Grant	LS-252486-OLS-22	45.310	1,700	-
TOTAL U.S. INSTITUTE OF MUSEUM AND LIBRARY SERVICES			1,700	-
DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Passed through Texas Health and Human Services Commission:				
Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	2201TXSTPH	93.044	18,000	-
TOTAL DEPARTMENT OF HEALTH AND HUMAN SERVICES			18,000	-
U.S. DEPARTMENT OF HOMELAND SECURITY				
Direct Awards:				
Staffing for Adequate Fire and Emergency Response (SAFER)		97.083	22,389	-
Disaster Grants - Public Assistance				
COVID 19 - Emergency Protective Measures		97.036	70,683	-
Assistance to Firefighters Grant (AFG) Health & Wellness & Training 2021		97.044	146,799	-
TOTAL U.S. DEPARTMENT OF HOMELAND SECURITY			239,871	-
TOTAL FEDERAL AWARDS EXPENDED			\$ 1,553,230	\$ 191,242

The Notes to Schedule of Expenditures of Federal Awards are an integral part of this schedule.

City of Bryan, Texas

Notes to Schedule of Expenditures of Federal Awards

Note 1. General

The accompanying schedule of expenditures of federal awards presents the activity of all applicable federal awards of the City of Bryan, Texas (the City). The City's reporting entity is defined in Note 1 to the City's basic financial statements. Federal awards received directly from federal agencies as well as federal awards passed through other government agencies are included in this schedule. The information on this schedule is prepared in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Note 2. Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental fund types are accounted for using a current financial resources measurement focus. All federal grant funds were accounted for in a special revenue fund, a component of the governmental fund type or general fund. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e. revenues and other financing resources) and decreases (i.e. expenditures and other financing uses) in fund balance.

The modified accrual basis of accounting is used for the governmental fund types. This basis of accounting recognizes revenues in the accounting period in which they become susceptible to accrual (i.e. both measurable and available); and, expenditures in the accounting period in which the fund liability is incurred, if measurable. Federal grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant, and accordingly when such funds are received, they are recorded as deferred revenues until earned.

The City has elected not to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

Note 3. Availability of Federal Grant Funds

The period of availability for federal grant funds for the purpose of liquidation of outstanding obligations made on or before the ending date of the federal project period extended 90 days beyond the federal project period ending date, in accordance with provisions of the *OMB Compliance Supplement*.

Note 4. Relationship to Federal Financial Reports

Grant expenditures reports as of September 30, 2023, which have been submitted to grantor agencies will, in some cases, differ slightly from amounts disclosed herein. The reports prepared for grantor agencies are typically prepared at a later date and often reflect refined estimates of year-end accruals. The reports will agree at termination of the grant as the discrepancies noted are timing differences.

City of Bryan, Texas

Notes to Schedule of Expenditures of Federal Awards

Note 5. Loans Outstanding

The City had the following loan balance outstanding as of September 30, 2023 under the United States Environmental Protection Agency Capitalization Grants for Drinking Water State Revolving Funds program (passed through the Texas Water Development Board).

<u>Program Title</u>	<u>Assistance Listing Number</u>	<u>Loan Balance September 30, 2022</u>	<u>Repayments</u>	<u>Loan Balance September 30, 2023</u>
Capitalization Grants for Clean Water State Revolving Funds	66.468	\$ 7,455,000	\$ 1,300,000	\$ 6,155,000

Loans received under this program do not have continuing compliance requirements. There were no expenditures during the year ended September 30, 2023 related to this loan program.

City of Bryan, Texas

Schedule of Findings and Questioned Costs
For the Fiscal Year Ended September 30, 2023

Section 1. Summary of Auditor's Results

Financial Statements

- 1. Type of auditor's report issued Unmodified
- 2. Internal Control over Financial Reporting:
 - a. Material Weakness(es) identified? No
 - b. Significant Deficiency(ies) identified that are not considered to be material weaknesses? 2023-001
- 3. Noncompliance material to Financial Statements noted? No

Federal Awards

- 4. Internal control over major programs:
 - a. Material Weakness(es) identified? No
 - b. Significant Deficiency(ies) identified that are not considered to be material weaknesses? None reported
- 5. Type of auditor's report issued on compliance with major programs Unmodified
- 6. Any audit findings disclosed that are required to be reported in accordance with Section 516(a) of the Uniform Guidance? No
- 7. Identification of Major Federal Programs
Community Development Block Grant Entitlement Grants Cluster – 14.218
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds – 21.027
- 8. Dollar threshold used to distinguish between Type A and Type B federal programs \$750,000
- 9. Auditee Qualified as a Low-Risk Auditee? No

City of Bryan, Texas

Schedule of Findings and Questioned Costs - Continued
For the Fiscal Year Ended September 30, 2023

Section 2. Financial Statement Findings

Finding 2023-001

Significant Deficiency in Financial Reporting: Timeliness and Accuracy of Account Reconciliations

Criteria:

Management is responsible for the accuracy and completeness of all financial records and related information and for establishing and maintaining effective internal control over financial reporting. One of the key controls over financial reporting is the timely completion of account reconciliations to identify errors or misstatements prior to compiling financial results. Month end and year end closing procedures should be performed on all balance sheet accounts.

Condition:

During our audit we identified the following accounts that were not reconciled timely and/or accurately that resulted in audit adjustments, adjustments received from the client late in the audit process, and delays in the audit process:

- Cash
- Cash receipts not posted
- Accounts payable
- Accrued interest receivable
- Grants
- Rollforward of leases under GASB 87, *Leases*

Cause:

The City has experienced high turnover in the business office, as well as cash handlers. The high turnover coupled with a decentralized cash receipts process has created difficulties in staff efficiently and effectively applying closing procedures to ensure timeliness and accuracy of account reconciliations. The City also lacked procedures in place to capture new leases under the second year of implementation for GASB 87, *Leases*. As reconciliations were not completed timely or accurately, this indicated a lack of supervision over the review and monitoring process.

Effect or Potential Effect:

The activity in the accounts noted above were misstated resulting in adjusting entries after fiscal year-end. Failure to establish effective monitoring and closing procedures will allow possible irregularities to exist and continue without notice.

Recommendation:

We recommend accounting processes be modified to standardize the cash receipts and recording process in order to allow for the timely and accurate completion of the City's monthly pooled cash bank reconciliations. The City also needs to add procedures in place to ensure all new leases are captured in the correct year. We also recommend accounting procedures be modified to ensure timely completion and review of accounting records and balances.

Views of Responsible Official(s) and Planned Corrective Action:

See corrective action plan

Section 3. Federal Award Findings and Questioned Costs

None reported

City of Bryan, Texas

Summary Schedule of Prior Audit Findings
For the Fiscal Year Ended September 30, 2023

Section 4. Prior Year Audit Findings

Finding 2022-001

Material Weakness in Financial Reporting: Escalation Process and Oversight – Financial Reporting

Status: Completed



Corrective Action Plan

Finding 2023-001: Significant Deficiency in Financial Reporting: Timeliness and Accuracy of Account Reconciliations

To address the identified deficiencies, management is committed to evaluating and restructuring the delegation of responsibilities to ensure prioritization of account reconciliations. We will implement stringent completion and review deadlines to rectify issues pertaining to the timeliness and accuracy of financial reporting across the City's financial statements. This initiative is a top priority for our department and is essential for enhancing our financial accountability and integrity.

Responsible Person: Chief Financial Officer

Estimated Completion Date: July 31, 2024