

City of Hooker and Hooker Municipal Authority

Hooker, Oklahoma

Independent Accountant's Report on Agreed Upon Procedures

For The Year Ended June 30, 2024

**City of Hooker, and Hooker Municipal Authority
Hooker, Oklahoma
For The Year Ended June 30, 2024**

<u>Table of Contents</u>	<u>Page</u>
Table of Contents	1
Board of Trustees	2
Independent Accountant's Report on Applying Agreed-Upon Procedures <u>Exhibits</u>	3-6
Exhibit 1 - Summary of Changes in Fund Balances – Modified Cash Basis	7
Exhibit 2 – Budgetary Comparison Schedule – Modified Cash Basis General Fund	8
Exhibit 3 – Budgetary Comparison Schedule – Modified Cash Basis Public Safety Fund	9
Exhibit 4 – Budgetary Comparison Schedule – Modified Cash Basis Street & Alley Fund	10
Exhibit 5 – Budgetary Comparison Schedule – Modified Cash Basis Airport Fund	11
Exhibit 6 – Budgetary Comparison Schedule – Modified Cash Basis Library Fund	12
Exhibit 7 – Statement of Revenues, Expenses and Changes in Fund Balance– Hooker Municipal Authority	13
Exhibit 8 – Schedule of Grant Activity – Modified Cash Basis	14

City of Hooker and Hooker Municipal Authority
Hooker, Oklahoma

For The Year Ended June 30, 2024

Board of Trustees

Aaron Witt	Mayor/Chairman
John Schmidt	Member/Trustee
James Farley	Member/Trustee
Wesley Hofferber	Member/Trustee
Molly Clement	Member/Trustee
Anjanette Gibler	Clerk/Treasurer

S & B CPA's & Associates, PLLC

**302 North Independence, Suite 207
Enid, Oklahoma 73701
580-265-8651**

Independent Accountant's Report an Applying Agreed Upon Procedures

To the Specified Users of the Report:

Board of Trustees
City of Hooker
Texas County, Oklahoma

Board of Trustees

Hooker Municipal Authority
Texas County, Oklahoma

Oklahoma State Auditor and Inspector
Oklahoma City, Oklahoma

Report on Compiled Financial Statements and Schedules

Management is responsible for the accompanying financial statements and schedules of the City of Hooker and Hooker Municipal Authority, Hooker, Oklahoma which comprise a Summary of Changes in Fund Balances-Modified Cash Basis for the year ended June 30, 2024, and the related Budgetary Comparison Schedule-General Fund-Modified Cash Basis, Public Safety Fund Statement of Revenues, Expenses and Changes in Fund Balance – Modified Cash Basis, Street & Alley Fund Statement of Revenues, Expenses and Changes in Fund Balance – Modified Cash Basis, Airport Fund Statement of Revenues, Expenses and Changes in Fund Balance – Modified Cash Basis, Library Fund Statement of Revenues, Expenses and Changes in Fund Balance – Modified Cash Basis, Hooker Municipal Authority Statement of Revenues, Expenses and Changes in Fund Balance-Modified Cash Basis for the year then ended in accordance with the modified cash basis of accounting and for determining that the that the modified cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statement 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 accompanying financial statements and schedules 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 do we provide any assurance on these financial statements and schedules.

The financial statements and schedules have been prepared in a format and basis of accounting, as prescribed by Oklahoma Statutes, that demonstrates compliance with the modified cash basis and budget laws of the State of Oklahoma 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 of the disclosures ordinarily included in financial statements and schedules prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements and schedules, they might influence the users' conclusions about the City's and Authority's assets, liabilities, fund balances, revenues, and expenses. Accordingly, these financial statements and schedules are not designated for those who are not informed about such matters.

Report on Applying Agreed-Upon Procedures

We have performed the procedures enumerated below which were agreed to by the specified users of the report as identified above, and as defined within the applicable state laws of the State of Oklahoma solely to assist the City and the Municipal Authority in meeting its financial accountability requirements as prescribed by Oklahoma Statutes §11-17.105-.107 and §60-180.1-.3 and evaluating compliance with specified legal and contractual requirements for the fiscal year ended June 30, 2024. Management of the City of Hooker and the Hooker Municipal Authority is responsible for the City's and the Authority's financial accountability and its compliance with those legal and contractual requirements.

The City of Hooker and the Hooker Municipal Authority has agreed to and acknowledge that the procedures performed are appropriate to meet the intended purpose of meeting their financial accountability requirements as prescribed by applicable Oklahoma Law and evaluating compliance requirements with specific legal or contractual requirements for the fiscal year ended June 30, 2024. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

Procedures and Findings

As to the **City of Hooker** as of and for the year ended June 30, 2024:

1. **Procedures Performed:** From the City's trial balances, we prepared a modified cash basis schedule of changes in fund balances for each fund (see accompanying Exhibit 1) and compared the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: No instances of noncompliance were noted.

2. **Procedures Performed:** From the City's trial balances, we prepared a modified cash basis budget and actual financial schedule for the General Fund and any other significant funds (any fund whose revenues, expenditures or ending fund balance exceeds 10% of the City's total revenues, expenditures or fund balances) listing separately each federal fund (see accompanying Exhibit 2) and compared the actual expenditures and encumbrances reported to the authorized appropriations to report any noted instances of noncompliance with appropriation limitations..

Findings: No instances of noncompliance were noted.

3. **Procedures Performed:** We agreed the City's material bank account balances to the bank statements and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

Findings: No instances of noncompliance were noted.

4. **Procedures Performed:** We compared the City's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances of noncompliance were noted.

5. **Procedures Performed:** We compared the City's use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances of noncompliance were noted.

6. **Procedures Performed:** We compared the accounting for the City's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: We noted that the purchase orders are dated after the accompanying invoices.

7. **Procedures Performed:** We compared the City's account balances in reserve accounts to contractually required reserve balances and debt service requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: The City had no contractual or debt service requirements. This procedure does not apply.

As to the **Hooker Municipal Authority**, as of and for the fiscal year ended June 30, 2024:

1. **Procedures Performed:** From the Authority's trial balances, we prepared a schedule of revenues, expenditures and changes in fund balances – modified cash basis for each fund (see accompanying Exhibit 3) and compared the schedule results to the applicable trust prohibitions for creating fund balance deficits to report any noted instances of noncompliance.

Findings: No instances of noncompliance were noted.

2. **Procedures Performed:** We agreed the Authority's material bank account balances to the bank statements and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

Findings: No instances of noncompliance were noted.

3. **Procedures Performed:** We compared the Authority's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances of noncompliance were noted.

4. **Procedures Performed:** We compared the Authority's use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances of noncompliance were noted.

5. **Procedures Performed:** We compared the accounting for the Authority's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: We noted that the purchase orders are dated after the accompanying invoices.

6. **Procedures Performed:** We compared the Authority's account balances in reserve accounts to contractually required reserve balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: *The Authority had no contractual or debt service requirements. This procedure does not apply.*

As to the **City of Hooker and Hooker Municipal Authority** grant programs, as of and for the fiscal year ended June 30, 2024:

1. **Procedures Performed:** From the City's and Authority's trial balances, we prepared a schedule of grant activity for each grant/contract (see accompanying Exhibit 4) and compared the receipt and disbursements to grant agreements and supporting information to report any noted instances of noncompliance with the grant agreement.

Findings: *No instances of noncompliance were noted.*

We were engaged by the City of Hooker and the Hooker Municipal Authority to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants to meet the requirements prescribed in Oklahoma Statutes §-11-17.105-.107 and §60-180.1-.3. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the City and the Municipal Authority meeting their financial accountability requirements as prescribed by applicable Oklahoma Law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2024. 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.

We are required to be independent of the City of Hooker and the Hooker Municipal Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the specified users, as identified above, and is not intended to be and should not be used by anyone other than these specified parties.

S & B CPAs and Associates, PLLC

S & B CPAs and Associates, PLLC
Enid, Oklahoma
December 18, 2024

City of Hooker and Hooker Municipal Authority
Schedule of Changes in Fund Balance-Modified Cash Basis
FYE 6-30-24

<u>Fund</u>	<u>Beg of Year Fund Balance</u>	<u>Current Year Receipts</u>	<u>Current Year Disbursements</u>	<u>End of Year Fund Balance</u>
<u>TOWN:</u>				
General Fund	419,719.75	1,821,839.51	1,488,886.11	752,673.15
Public Safety	589,492.74	240,074.13	574,547.48	255,019.39
Recreation	302,175.60	70,216.88	212,332.62	160,059.86
Street and Alley	170,459.78	188,596.44	188,985.23	170,070.99
Airport	128,361.57	667,266.48	727,016.39	68,611.66
Library	65,230.46	51,187.98	61,066.10	55,352.34
Cemetary	208,666.11	27,830.60	22,271.50	214,225.21
Meter Deposit	35,830.03	12,650.00	10,378.76	38,101.27
Total	1,919,936.04	3,079,662.02	3,285,484.19	1,714,113.87
<u>PWA:</u>				
Public Works Authority	930,731.45	1,726,001.07	1,594,921.67	1,061,810.85
Total	\$ 930,731.45	\$1,726,001.07	\$1,594,921.67	\$ 1,061,810.85

City of Hooker
 Budgetary Comparison Schedule-Modified Cash Basis
 General Fund
 For the Fiscal Year Ended June 30, 2024
 (Unaudited)

	Budgeted Amounts			Actual	Variance with
	Original	Changes	Final	Amounts	Final Budget Over (Under)
Beg Budgetary Fund Balance	\$ 419,719.75	\$ -	419,719.75	\$ 419,719.75	\$ -
Intergovernmental - Local:					
Franchise tax	80,000.00	-	80,000.00	75,552.64	(4,447.36)
Intergovernmental - State:					
Sales tax	600,000.00	-	600,000.00	515,911.52	(84,088.48)
Use Tax	110,000.00	-	110,000.00	108,705.71	(1,294.29)
Alcohol beverage tax	40,000.00	-	40,000.00	39,981.48	(18.52)
Tobacco Tax	-	-	-	-	-
State grants	-	-	-	139,005.47	139,005.47
Intergovernmental - Federal:					
Fire Grant	-	-	-	-	-
ARPA Grant	-	-	-	-	-
Miscellaneous Revenue:					
Interest	25,000.00	-	25,000.00	27,336.33	2,336.33
Farm Income	500.00	-	500.00	498.03	1.97
Refund	-	-	-	23,311.77	23,311.77
Licenses and Permits	-	-	-	2,810.04	-
Donations	-	-	-	-	-
Non-Revenue Receipts:					
Transfers from other funds	249,780.25	-	249,780.25	888,726.52	(638,946.27)
Total Revenue	1,105,280.25	-	1,105,280.25	1,821,839.51	74,806.89
Amts available for appropriation	1,525,000.00	-	1,525,000.00	2,241,559.26	74,806.89
<u>Charges to Appropriations</u>					
Personal Services	350,000.00	-	350,000.00	347,390.70	(2,609.29)
Maintenance & Operations	460,000.00	-	460,000.00	457,676.34	(2,323.65)
Capital Outlay	215,000.00	-	215,000.00	213,819.07	(1,180.93)
Transfers	500,000.00	-	500,000.00	470,000.00	(30,000.00)
	-	-	-	-	-
Total Charges to Appropriations	1,525,000.00	-	1,525,000.00	1,488,886.11	(36,113.88)
Unallocated(Restricted) Funds	-	-	-	752,673.15	110,920.77
End Budgetary Fund Balance	\$ -	\$ -	\$ -	-	\$ 110,920.77
Current Year Encumbrances				-	
Ending Fund Balance				\$ 752,673.15	

See Independent Accountant's Report on Agreed Upon Procedures

City of Hooker
 Budgetary Comparison Schedule-Modified Cash Basis
 Public Safety Fund
 FYE 6-30-24

	Budgeted Amounts			Actual Amounts	Variance with Final Budget Over (Under)
	Original	Changes	Final		
Cash Balance at 6-30-16	589,492.74		589,492.74	589,492.74	-
<u>Add'l Request for Appropriation</u>					
Sales Tax	-		-	95,552.41	95,552.41
Ambulance	-		-	50,002.88	50,002.88
Fines	-		-	46,946.06	46,946.06
Cleet			-	8,055.00	8,055.00
Administration Fees			-	8,094.25	8,094.25
Donations			-	21,430.00	21,430.00
Fire Grant			-	9,993.53	9,993.53
			-		-
Transfers from other funds			-		-
Unbudgeted Fund Balance		-	-		-
Total Revenue	-	-	-	240,074.13	240,074.13
Amts available for appropriation	589,492.74	-	589,492.74	829,566.87	240,074.13
<u>Charges to Appropriations</u>					
Personal Services	270,000.00		270,000.00	263,362.89	6,637.11
Maintenance & Operations	155,000.00		155,000.00	154,451.73	548.27
Capital Outlay	164,492.74		164,492.74	156,732.86	7,759.88
Debt Service			-	-	-
Transfers to other funds			-	-	-
Total Charges to Appropriations	589,492.74	-	589,492.74	574,547.48	14,945.26
Unallocated(Restricted) Funds	-	-	-	-	-
End Budgetary Fund Balance	-	-	-	255,019.39	255,019.39
Current Year Encumbrances				\$ -	
Ending Fund Balance				<u><u>\$ 255,019.39</u></u>	

See Independent Accountant's Report on Agreed Upon Procedures

City of Hooker
 Budgetary Comparison Schedule-Modified Cash Basis
 Recreation Fund
 FYE 6-30-24

	Budgeted Amounts			Actual Amounts	Variance with Final Budget Over (Under)
	Original	Changes	Final		
Cash Balance at 6-30-16	302,175.60		302,175.60	302,175.60	-
<u>Add'l Request for Appropriation</u>					
Sales Tax			-	23,888.10	23,888.10
Swimming Pool			-	19,839.00	19,839.00
Golf Membership			-	10,061.50	10,061.50
Interest			-	3,406.28	3,406.28
Donations			-	1,507.00	1,507.00
Miscellaneous			-	8,565.00	8,565.00
Rent			-	2,950.00	2,950.00
			-		-
Transfers from other funds			-		-
Unbudgeted Fund Balance		-	-		-
Total Revenue	-	-	-	70,216.88	70,216.88
Amts available for appropriation	302,175.60	-	302,175.60	372,392.48	70,216.88
<u>Charges to Appropriations</u>					
Personal Services	30,000.00		30,000.00	25,400.86	4,599.14
Maintenance & Operations	180,000.00		180,000.00	177,921.76	2,078.24
Capital Outlay	92,175.60		92,175.60	9,010.00	83,165.60
Debt Service			-	-	-
Transfers to other funds			-	-	-
Total Charges to Appropriations	302,175.60	-	302,175.60	212,332.62	89,842.98
Unallocated(Restricted) Funds	-	-	-	-	-
End Budgetary Fund Balance	-	-	-	160,059.86	160,059.86
Current Year Encumbrances				\$ -	
Ending Fund Balance				<u>\$ 160,059.86</u>	

See Independent Accountant's Report on Agreed Upon Procedures

City of Hooker
 Budgetary Comparison Schedule-Modified Cash Basis
 Airport Fund
 FYE 6-30-24

	Budgeted Amounts			Actual Amounts	Variance with Final Budget Over (Under)
	Original	Changes	Final		
Cash Balance at 6-30-16	128,361.57		128,361.57	128,361.57	-
Add'l Request for Appropriation					
Fuel			-	7,040.07	7,040.07
Grant	621,638.43		621,638.43	360,226.41	(261,412.02)
			-	-	-
			-		-
			-		-
			-		-
			-		-
			-		-
Transfers from other funds			-	300,000.00	300,000.00
Unbudgeted Fund Balance		-	-		-
Total Revenue	621,638.43	-	621,638.43	667,266.48	45,628.05
Amts available for appropriation	750,000.00	-	750,000.00	795,628.05	45,628.05
<u>Charges to Appropriations</u>					
Personal Services			-	-	-
Maintenance & Operations			-	7,539.86	(7,539.86)
Capital Outlay	750,000.00		750,000.00	719,476.53	30,523.47
Debt Service			-	-	-
Transfers to other funds			-	-	-
Total Charges to Appropriations	750,000.00	-	750,000.00	727,016.39	22,983.61
Unallocated(Restricted) Funds	-	-	-	-	-
End Budgetary Fund Balance	-	-	-	68,611.66	68,611.66
Current Year Encumbrances				\$ -	
Ending Fund Balance				<u>\$ 68,611.66</u>	

See Independent Accountant's Report on Agreed Upon Procedures

City of Hooker
 Budgetary Comparison Schedule-Modified Cash Basis
 Library Fund
 FYE 6-30-24

	Budgeted Amounts			Actual Amounts	Variance with Final Budget Over (Under)
	Original	Changes	Final		
Cash Balance at 6-30-16	65,230.46		65,230.46	65,230.46	-
<u>Add'l Request for Appropriation</u>					
Sales Tax			-	11,944.05	11,944.05
Donations			-	3,164.68	3,164.68
Interest			-	249.22	249.22
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
Transfers from other funds	35,830.03		35,830.03	35,830.03	-
Unbudgeted Fund Balance		-	-		-
Total Revenue	35,830.03	-	35,830.03	51,187.98	15,357.95
Amts available for appropriator	101,060.49	-	101,060.49	116,418.44	15,357.95
<u>Charges to Appropriations</u>					
Personal Services	30,000.00		30,000.00	27,652.82	2,347.18
Maintenance & Operations	30,000.00		30,000.00	28,370.04	1,629.96
Capital Outlay	41,060.49		41,060.49	5,043.24	36,017.25
Debt Service			-	-	-
Transfers to other funds			-	-	-
Total Charges to Appropriations	101,060.49	-	101,060.49	61,066.10	39,994.39
Unallocated(Restricted) Funds	-	-	-	-	-
End Budgetary Fund Balance	-	-	-	55,352.34	55,352.34
Current Year Encumbrances				\$ -	
Ending Fund Balance				\$ 55,352.34	

See Independent Accountant's Report on Agreed Upon Procedures

Hooker Municipal Authority
Hooker, Oklahoma
Statement of Revenues, Expenses and Changes in Fund Balance-Modified Cash Basis
For the Fiscal Year Ended June 30, 2024
(Unaudited)

Operating Revenues:

Charges for Services:

Water	\$ 787,551.26
Sewer	146,424.95
Sanatation	290,548.45
Natural Gas	461,939.25
Sales Tax	23,667.80
Miscellaneous	3,328.10
Total operating revenue	<u>1,713,459.81</u>

Operating Expenses:

Personal services	-
Maintenance & operations	215,322.67
Capital outlay	558,181.16
Total operating expenses	<u>773,503.83</u>

Operating Income (Loss)	<u>939,955.98</u>
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Non-Operating Revenues (Expenses)

Investment income	12,541.26
Intergovernmental transfers	(821,417.84)
Rent	-
Returned Checks /Bank Fees	-
Miscellaneous	-
Total non-operating revenues	<u>(808,876.58)</u>

Change in fund balance	<u>131,079.40</u>
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Fund balance - beginning	<u>\$ 930,731.45</u>
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Fund balance - ending	<u><u>\$ 1,061,810.85</u></u>
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See Independent Accountant's Report on Agreed Upon Procedures

City of Hooker and Hooker Municipal Authority
Schedule of Grant Activity-Modified Cash Basis
For the Fiscal Year Ended June 30, 2024
(Unaudited)

Grant Agency	Award Amount	Prior Year Receipts	Prior Year Disbursements	Beg of Year Unexpended Grant Funds	Current Year Receipts	Current Year Match	Current Year Disbursements	End of Year Unexpended Grant Funds
TOWN:								
Oklahoma Aeronautics Commission Airport Improvement Grant	\$ 1,026,640.00	\$ -	\$ -	\$ -	\$ 236,621.00	\$ 123,542.00	\$ 693,467.25	\$ (333,304.25)
Oklahoma Economic Development Authority REAP TX24-2	70,000.00				63,694.93	4,000.00	67,694.93	-
REAP TX23-4	70,000.00				69,567.63	1,742.91	71,310.54	-
Department of Library Library Grant	3,061.00				3,061.00	-	3,061.00	-
Department of Agriculture Fire Operations Grant	9,993.53	-	-	-	9,993.53	-	9,993.53	-
Overall Totals	<u>\$ 1,179,694.53</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 382,938.09</u>	<u>\$ 129,284.91</u>	<u>\$ 845,527.25</u>	<u>\$ (333,304.25)</u>

See Independent Accountant's Report on Agreed Upon Procedures