

**TOWN OF TEXHOMA, OKLAHOMA
TEXHOMA, OKLAHOMA**

**AGREED UPON PROCEDURES
AND ACCOMPANYING INDEPENDENT
PRACTITIONER'S REPORT**

**FOR THE YEAR ENDED
JUNE 30, 2024**



Members of American
Institute of Certified
Public Accountants

Members of Oklahoma
Society of Certified
Public Accountants

Independent Practitioner's Report on Applying Agreed-Upon Procedures

To the Specified Users of the Report:

Town Board, Town of Texhoma
Texhoma, Oklahoma

Trustees of the Texhoma Public Works Authority
Texhoma, Oklahoma

Trustees of the Texhoma Housing Authority
Texhoma, Oklahoma

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

We have performed the procedures enumerated below as defined within the applicable state laws of the State of Oklahoma solely to assist the Town, Public Works Authority and Housing Authority in meeting its 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. Management of the Town of Texhoma, Public Works Authority and Housing Authority are responsible for the Town's and Authority's financial accountability and its compliance with those legal and contractual requirements.

The Town of Texhoma, Texhoma Public Works Authority and Texhoma Housing Authority have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting its financial accountability requirements as prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1-.3. 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 Town of Texhoma as of and for the fiscal year ended June 30, 2024:

- I. Prepare a schedule of changes in fund balances for each fund from the Town's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: See Exhibit I. No instances of noncompliance noted.

- II. Prepare a budget and actual financial schedule for the General Fund and any other significant funds listing separately each federal fund and compare the actual expenditures and encumbrances reported to the authorized appropriations to report any noted instances on noncompliance with the appropriation limitations.

Findings: See Exhibit II. No instances of noncompliance noted.

- III. Agree the Town's material bank account balances to 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 noted.

- IV. Compare the Town's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances of noncompliance noted.

- V. Compare use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VI. Compare the accounting for the Town's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VII. Compare the Town's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

As to the Texhoma Public Works Authority as of and for the year ended June 30, 2024:

- I. Prepare a schedule of revenues, expenditures and changes in fund balance for each fund from the Authority's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: See Exhibit III. No instances of noncompliance noted.

- II. Agree the Authority's material bank account balances to 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 noted.

- III. Compare 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 noted.

- IV. Compare 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 noted.

- V. Compare 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: No instances of noncompliance noted.

- VI. Compare the Authority's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

As to the Texhoma Housing Authority, as of and for the year ended June 30, 2024:

- I. Prepare a schedule of revenues, expenditures and changes in fund balance for each fund from the Authority's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: See Exhibit IV. No instances of noncompliance noted.

- II. Agree the Authority's material bank account balances to 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 noted.

- III. Compare 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 noted.

- IV. Compare 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 noted.

- V. Compare 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: No instances of noncompliance noted.

- VI. Compare the Authority's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

We were engaged by The Town of Texhoma, the Texhoma Public Works Authority and Texhoma Housing Authority to perform this agree-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and the additional 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, to meet the requirements prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1.-3. 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 Town of Texhoma , Texhoma Public Works Authority and Texhoma Housing Authority to meet our 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 those specified parties.

A handwritten signature in black ink, appearing to be 'DSA' with a stylized flourish.

Clinton, Oklahoma
March 26, 2025

EXHIBIT I

TOWN OF TEXHOMA, OKLAHOMA
SUMMARY OF CHANGES IN FUND BALANCES- CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2024

	<u>Beginning of Year Fund Balance</u>	<u>Current Year Change</u>	<u>End of Year Fund Balance</u>
TOWN OF TEXHOMA			
General Fund	\$ 686,453	\$ 2,256	\$ 688,709
TOWN TOTAL	<u>\$ 686,453</u>	<u>\$ 2,256</u>	<u>\$ 688,709</u>
 ENTERPRISE FUNDS			
Texhoma Public Works Authority	\$ 950,120	\$ 168,378	\$ 1,118,498
TOTAL ENTERPRISE FUNDS	<u>\$ 950,120</u>	<u>\$ 168,378</u>	<u>\$ 1,118,498</u>
 COMPONENT UNITS:			
Texhoma Housing Authority	\$ 10,234	\$ 251	\$ 10,485
TOTAL COMPONENT UNITS	<u>\$ 10,234</u>	<u>\$ 251</u>	<u>\$ 10,485</u>
 OVERALL TOTAL	<u><u>\$ 1,646,807</u></u>	<u><u>\$ 170,885</u></u>	<u><u>\$ 1,817,692</u></u>

Exhibit II

**TOWN OF TEXHOMA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Final Budget</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
Beginning Budgetary Fund Balance	\$ 447,709	\$ 686,453	\$ 238,744
<u>Resources (Inflows):</u>			
<u>Taxes:</u>			
Sales tax	218,720	219,784	1,064
Franchise tax	33,659	32,485	(1,174)
City use tax	65,576	71,234	5,658
Cigarette tax	1,425	1,400	(25)
Gasoline tax	2,051	2,051	(0)
Total Taxes	<u>321,431</u>	<u>326,953</u>	<u>5,522</u>
<u>Intergovernmental:</u>			
Alcoholic beverage tax	18,165	18,992	827
Motor vehicle tax	4,657	6,059	1,402
Total Intergovernmental	<u>22,822</u>	<u>25,051</u>	<u>2,229</u>
Licenses and Permits	110	310	200
Ambulance:Pull Out Fee	1,000	-	(1,000)
Dog Pound Fees	60	60	-
Police Fines	115,000	120,451	5,451
Royalty Income	105	106	1
Swimming Pool Income	3,500	3,360	(140)
Rental Income	450	450	-
Library	-	44,279	44,279
Reimbursement Income	48,500	48,663	163
Grant Income	29,000	29,000	-
Donations	30,270	32,572	2,302
Miscellaneous	15,500	17,447	1,947
Total current year resources	<u>587,748</u>	<u>648,701</u>	<u>60,953</u>
Amounts available for appropriation	<u>\$ 1,035,457</u>	<u>\$ 1,335,154</u>	<u>\$ 299,697</u>

Exhibit II

TOWN OF TEXHOMA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
<u>Charges to Appropriations (Outflows):</u>			
General Government			
Personal Services	50,351	42,167	8,184
Materials and Supplies	20,000	13,709	6,291
Other Services and Charges	215,000	233,429	(18,429)
Capital Outlay	85,000	39,055	45,945
Total General Government	370,351	328,361	41,990
Ambulance Department			
Personal Services	170	170	-
Materials and Supplies	2,250	2,050	200
Other Services and Charges	11,000	10,234	766
Capital Outlay	-	-	-
Total Ambulance	13,420	12,454	966
Animal Control			
Personal Services	-	-	-
Materials and Supplies	150	50	100
Other Services and Charges	1,250	1,205	45
Total Animal Control	1,400	1,255	145
City Department			
Personal Services	66,522	65,023	1,499
Materials and Supplies	-	-	-
Other Services and Charges	3,500	2,952	548
Capital Outlay	-	-	-
Total City Department	70,022	67,975	2,047

Exhibit II

**TOWN OF TEXHOMA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024**

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
Community Center			
Materials and Supplies	500	-	500
Other Services and Charges	6,500	5,237	1,263
Capital Outlay	14,100	14,100	-
Total Community Center	21,100	19,337	1,763
Fire Department			
Personal Services	12,500	12,537	(37)
Materials and Supplies	2,000	1,474	526
Other Services and Charges	33,500	29,965	3,535
Capital Outlay	17,000	17,000	-
Total Fire Department	65,000	60,976	4,024
Library Department			
Personal Services	16,296	14,861	1,435
Materials and Supplies	1,250	809	441
Other Services and Charges	10,000	9,364	636
Capital Outlay	-	-	-
Total Library Department	27,546	25,034	2,512
Municipal Court Department			
Personal Services	-	-	-
Materials and Supplies	-	-	-
Other Services and Charges	4,000	3,047	953
Capital Outlay	-	-	-
Total Municipal Court Department	4,000	3,047	953
Parks Department:			
Personal Services	-	-	-
Materials and Supplies	500	341	159
Other Services and Charges	7,500	7,209	291
Capital Outlay	60,000	58,435	1,565
Total Parks Department	68,000	65,985	2,015

Exhibit II

**TOWN OF TEXHOMA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024**

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
Police Department:			
Personal Services	106,699	106,561	138
Materials and Supplies	5,000	1,723	3,277
Other Services and Charges	37,500	36,702	798
Capital Outlay	-	-	-
Total Police Department	149,199	144,985	4,214
Swimming Pool:			
Personal Services	12,000	-	12,000
Materials and Supplies	5,000	3,070	1,930
Other Services and Charges	24,000	22,954	1,046
Capital Outlay	9,321	9,321	0
Total Swimming Pool	50,321	35,345	14,976
Street and Alley:			
Personal Services	-	-	-
Materials and Supplies	3,000	-	3,000
Other Services and Charges	2,000	1,586	414
Capital Outlay	-	-	-
Total Street and Alley	5,000	1,586	3,414
Total Expenses	846,109	766,340	79,769
Total Charges to Appropriations	\$ 846,109	\$ 766,340	\$ 79,769
Other Financing Sources (Uses)			
Interest Income	11,500	19,895	8,395
Transfers, net	375,000	100,000	(275,000)
Total Other Financing Sources (Uses)	386,500	119,895	(266,605)
Change in Fund Balance	128,139	2,256	(125,883)
Ending Budgetary Fund Balance	\$ 575,848	\$ 688,709	\$ 112,861

Exhibit III

**TEXHOMA PUBLIC WORKS AUTHORITY TEXHOMA, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND
BALANCE - CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

Operating Revenues:

Charges for services:

Sewer	\$	119,072
Trash		293,744
Water		290,368
Water Crane		1,525
911 Fees		20,788
Reconnect S/C fees		2,315
Insurance Reimbursement		23,464
Late Charges		9,827
Miscellaneous Revenue		896

Total Operating Revenues	\$	761,998
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Operating Expenses:

Administration Department

Personal Services	\$	190,327
Materials & Supplies		7,592
Other Services & Charges		93,587
Total Administration Department		291,506

Sewer Department

Other Services & Charges		3,729
Total Sewer Department		3,729

Trash Department

Personal Services		61,069
Materials & Supplies		22,103
Other Services & Charges		40,267
Debt Service		13,263
Total Trash Department		136,703

Exhibit III

**TEXHOMA PUBLIC WORKS AUTHORITY TEXHOMA, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND
BALANCE - CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2024**

Water Department	
Personal Services	7,147
Materials & Supplies	0
Other Services & Charges	61,295
Capital Outlay	29,397
Total Water Department	<u>97,839</u>
Total Operating Expenses	<u>\$ 529,778</u>
Operating Income	<u>\$ 232,220</u>
Non-Operating Revenues:	
Interest	<u>36,158</u>
Total Non-Operating Revenues	<u>36,158</u>
Net Income Before Contributions and Transfers	\$ 268,378
Transfers in	-
Transfers out	<u>(100,000)</u>
Change in fund balance	\$ 168,378
Fund Balance - beginning	<u>950,120</u>
Fund Balance - ending	<u><u>\$ 1,118,498</u></u>

TEXHOMA HOUSING AUTHORITY TEXHOMA, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND
BALANCE - CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2024

Operating Revenues:	\$ 351
Total Operating Revenues	<u>351</u>
Operating Expenses:	
Other Services & Charges	\$ 100
Total Operating Expenses	<u>100</u>
Operating Income	<u>\$ 251</u>
Non-Operating Revenues:	
Interest	\$ -
Total Non-Operating Revenues	<u>-</u>
Net Income Before Contributions and Transfers	<u>\$ 251</u>
Transfers in	-
Change in fund balance	<u>\$ 251</u>
Fund Balance - beginning	<u>10,234</u>
Fund Balance - ending	<u><u>\$ 10,485</u></u>