

**THE TOWN OF CENTRAL HIGH,
OKLAHOMA**

**INDEPENDENT ACCOUNTANT'S REPORT ON
APPLYING AGREED-UPON PROCEDURES**

**AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2024**

Patti J. Clift, CPA
Certified Public Accountant

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Independent Accountant's Report

To the Specified Users of the Report:

Town Council, Town of Central High
Central High, Oklahoma

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

Report on Applying Agreed-Upon Procedures

I 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 Town 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. The management of the Town of Central High, Oklahoma, are responsible for the Town's financial accountability and its compliance with those legal and contractual requirements. This agreed-upon procedures engagement was conducted in accordance with the 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. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, I 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.

Procedures and Findings

As to the Town of Central High as of and for the fiscal year ended June 30, 2024:

1. **Procedures Performed:** From the Town's trial balances and other accounting records, I prepared a 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 noted.

- 2. Procedures Performed:** From the Town's trial balances and other accounting records, I prepared a cash basis budget and actual financial schedule for the General Fund, the Restricted Street & Alley Fund, the Park/Walking Trail Fund, the 2023 REAP Grant, and the ARPA Grant Fund (see accompanying Exhibit 2 – Exhibit 2.4) and compared the actual expenditures reported to the authorized appropriations to report any noted instances of noncompliance with the appropriation limitations.

Findings: No instances of noncompliance noted.

- 3. Procedures Performed:** I agreed 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 unusual reconciling items were noted that did not clear on a timely basis.

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

Findings: No instances of noncompliance were noted

- 5. Procedures Performed:** I compared the Town'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:** I compared 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 were noted.

- 7. Procedures Performed:** A search for Town debt agreements was performed to identify any contractually required reserve balances and debt service coverage requirements of bond indentures for the purposes of determining contract compliance.

Findings: No such compliance requirements were identified that were applicable to the Town.

As to the Town of Central High's grant programs, as of and for the fiscal year ended June 30, 2024:

- 1. Procedures Performed:** From the Town and Authority's trial balances, I prepared a schedule of grant activity for each grant/contract. See Exhibit 3, Schedule of State Awards (Cash Basis).

I was not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion on compliance and an opinion or conclusion on the related financial statements and schedules. Accordingly, I do not express such an opinion or

conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

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.

Patti J. Clift CPA

Patti J. Clift, CPA
August 28, 2024

EXHIBIT 1
TOWN OF CENTRAL HIGH, OKLAHOMA
SUMMARY OF CHANGES IN FUND BALANCES - CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2024

	<u>Beginning of Year Fund Balances</u>	<u>Current Year Revenues</u>	<u>Current Year Expenditures/Expenses</u>	<u>End of Year Fund Balances</u>
CITY:				
General Fund	\$ 220,432	\$ 79,638	114,855	185,215
General Fund - Land	5,000	-	-	5,000
Park/Walking Trail Fund	42,406	10,777	-	53,183
ARPA Grant Funds	72,970	2,030	75,000	-
REAP - 2023 (Application)	-	619	619	-
Street & Alley Fund (Restricted)	53,331	10,519	833	63,017
Town Total	<u>\$ 394,139</u>	<u>\$ 103,583</u>	<u>\$ 191,308</u>	<u>\$ 306,414</u>

See Independent Accountant's Report on Agreed Upon Procedures
NO ASSURANCE IS PROVIDED

EXHIBIT 2
TOWN OF CENTRAL HIGH, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ 220,432	\$ 220,432	\$ 220,432	-
Resources (Inflows):				
Taxes:				
Sales tax	22,095	22,095	20,123	(1,972)
Use tax	37,648	37,648	50,084	12,436
Cigar tax	133	133	150	17
Total Taxes	59,876	59,876	70,357	10,481.00
Intergovernmental:				
Alcoholic beverage tax	9,362	9,362	9,068	(294)
ARPA Grant Funds	-	-	-	-
Total Intergovernmental	9,362	9,362	9,068	(294.00)
Charges for services:				
Building Rent	-	-	-	-
ATM Commissions	-	-	213	213
Total Charges for Services	-	-	213	213.00
Total Resources (Inflows)	69,238	69,238	79,638	10,400
Amounts available for appropriation	\$ 289,670	\$ 289,670	\$ 300,070	10,400.00
Transfer to ARPA Fund	-	-	75,000	75,000
Transfer to 2023 REAP Grant	-	-	619	619
Transfer to Park Walking Fund	12,000	12,000	9,068	(2,932)
Total Transfers to Other Funds	12,000	12,000	84,687	72,687
Amounts available for appropriation after Transfers	\$ 277,670	\$ 277,670	\$ 215,383	(62,287)
Charges to Appropriations (Outflows):				
General Government:				
Personal Services	\$10,000	\$10,000	\$6,125	3,875
Maintenance & Operations	30,000	30,000	21,651	8,349
Capital outlay	237,670	237,670	2,392	235,278
Total General Government	\$277,670	277,670	\$30,168	247,502
Total Charges to Appropriations	\$277,670	277,670	\$30,168	247,502
Ending Budgetary Balance (Deficit)	\$ -	\$ -	\$ 185,215	(309,789)

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EXHIBIT 2.1
TOWN OF CENTRAL HIGH, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
RESTRICTED STREET & ALLEY FUND
FOR THE YEAR ENDED JUNE 30, 2024

	RESTRICTED STREET & ALLEY FUND			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ 53,331	\$ 53,331	\$ 53,331	\$ -
Resources (Inflows):				
Gasoline Tax	-	2,150	2,150	-
Street & Alley Tax	-	7,946	7,946	-
Investment income	-	423	423	-
	-	10,519	10,519	-
Amounts available for appropriation	<u>53,331</u>	<u>63,850</u>	<u>63,850</u>	<u>0</u>
Charges to appropriations (outflows):				
Maintenance & Operations	10,000	-	-	-
Capital Outlay	43,331	833	833	-
Total Streets	<u>53,331</u>	<u>833</u>	<u>833</u>	<u>-</u>
Total Charges to Appropriations	<u>53,331</u>	<u>833</u>	<u>833</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ 63,017</u>	<u>\$ 63,017</u>	<u>\$ -</u>

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EXHIBIT 2.2
TOWN OF CENTRAL HIGH, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
PARK/WALKING TRAIL FUND
FOR THE YEAR ENDED JUNE 30, 2024

	PARK/WALKING TRAIL FUND			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ 42,406	\$ 42,406	\$ 42,406	\$ -
Resources (Inflows):				
Rental Fees	-	1,710	1,710	-
Other financing sources:				
Transfers in from General Fund	-	9,067	9,067	-
Total Resources (In Flows and Transfers from General Fund)	-	10,777	10,777	-
Amounts available for appropriation	42,406	53,183	53,183	-
Charges to appropriations (outflows):				
Walking Trail				
Capital outlay	42,406	53,183	-	53,183
Total Charges to Appropriations	42,406	53,183	-	53,183
Ending Budgetary Fund Balance	\$ -	\$ -	\$ 53,183	\$ 53,183

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EXHIBIT 2.3
TOWN OF CENTRAL HIGH, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
ARPA GRANT FUND
FOR THE YEAR ENDED JUNE 30, 2024

	ARPA GRANT FUND			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ 72,970	\$ 72,970	\$ 72,970	\$ -
Resources (Inflows):				
Grants	-	-	-	-
Transfer from General Fund	-	2,030	2,030	-
Total Resources (inflows)	-	2,030	2,030	-
Amounts available for appropriation	72,970	75,000	75,000	-
Charges to appropriations (outflows):				
Capital outlay	72,970	75,000	75,000	-
Total Internet Expansion	72,970	75,000	75,000	-
Total Charges to Appropriations	72,970	75,000	75,000	-
Ending Budgetary Fund Balance	\$ -	\$ -	\$ -	\$ -

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EXHIBIT 2.4
TOWN OF CENTRAL HIGH, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
2023 REAP GRANT
FOR THE YEAR ENDED JUNE 30, 2024

	2023 REAP GRANT			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ -	\$ -	\$ -
Resources (Inflows):				
Grants	-	-	-	-
Other financing sources:				
Transfers in from General Fund	-	619	619	-
Amounts available for appropriation	<u>-</u>	<u>619</u>	<u>619</u>	<u>-</u>
Charges to appropriations (outflows):				
Capital outlay	-	619	619	-
Total CDBG Grant Expenditures	<u>-</u>	<u>619</u>	<u>619</u>	<u>-</u>
Total Charges to Appropriations	<u>-</u>	<u>619</u>	<u>619</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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EXHIBIT 3
TOWN OF CENTRAL HIGH, OKLAHOMA
SCHEDULE OF STATE AWARDS (CASH BASIS)
FOR THE YEAR ENDED JUNE 30, 2024

State Grantor/Pass Through Agency Grantor/Program Title	Pass Thru Grant #	Award Amount	Contract Expenditures
State Awards			
OKLAHOMA OFFICE OF MANAGEMENT & SERVICES (American Rescue Plan Act (ARPA))	N/A	\$ 72,970	\$ 72,970
Totals		<u>\$ 72,970</u>	<u>\$ 72,970</u>

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