

**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, 2021**

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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, 2021. 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, 2021:

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.

Town of Central High, Oklahoma

- 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 and the Park/Walking Trail Fund (see accompanying Exhibit 2) 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 fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: All deposits were insured or collateralized on June 30, 2021.

- 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, 2021:

- 1. Procedures Performed:** From the Town and Authority's trial balances, I prepared a schedule of grant activity for each grant/contract (None were noted).

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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
September 28, 2021

EXHIBIT 1
TOWN OF CENTRAL HIGH, OKLAHOMA
SUMMARY OF CHANGES IN FUND BALANCES - CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2021

	<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	\$ 68,629	\$ 64,341	\$ 35,633	\$ 97,337
General Fund - Land	5,000	-	-	5,000
Park/Walking Trail Fund	18,992	28,400	7,206	40,186
Street & Alley Fund (Restricted)	56,471	10,931	1,023	66,379
City Total	<u>\$ 149,092</u>	<u>\$ 103,672</u>	<u>\$ 43,862</u>	<u>\$ 208,901</u>

EXHIBIT 2
TOWN OF CENTRAL HIGH, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Budgeted Amounts		Actual Amounts	Variance with Final Budget	
	Original	Final		Positive	(Negative)
Beginning Budgetary Fund Balance:	\$68,629	\$68,629	\$68,629	\$	-
Resources (Inflows):					
Taxes:					
Sales tax	\$ 13,500	\$ 20,035	\$ 20,035	\$	-
Use tax	23,850	37,409	37,409		-
Total Taxes	37,350	57,444	57,444		-
Intergovernmental:					
Alcoholic beverage tax	1,600	11,194	11,194		-
Cigar tax	113	189	189		-
Total Intergovernmental	1,713	11,383	11,383		-
Charges for services:					
Building Rent	-	240	240		-
ATM Commissions	-	192	192		-
Total Charges for Services	-	432	432		-
Miscellaneous Income:					
Refunds	-	1,987	1,987		-
Reimbursements	-	300	300		-
Total Miscellaneous Income	-	2,287	2,287		-
Total Resources (Inflows)	\$ 39,063	\$ 71,546	\$ 71,546	\$	-
Transfer to Park Walking Trail Fund	8,100	18,399	18,399		-
Amounts available for appropriation	\$ 99,592	\$ 121,776	\$ 121,776	\$	-
Charges to Appropriations (Outflows):					
General Government:					
Personal Services	\$5,850	\$6,240	\$6,240		-
Maintenance & Operations	12,600	18,199	18,199		-
Capital outlay	79,879	-	-		-
Total General Government	98,329	24,439	24,439	\$	-
Total Charges to Appropriations	\$ 98,329	\$ 24,439	\$ 24,439	\$	-
Ending Budgetary Fund Balance	\$ 1,263	\$ 97,337	\$ 97,337	\$	-

EXHIBIT 2.1
TOWN OF CENTRAL HIGH, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
RESTRICTED STREET & ALLEY FUND

FOR THE YEAR ENDED JUNE 30, 2021

	<u>Budgeted Amounts</u>			Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final	Final		
Beginning Budgetary Fund Balance	\$ 56,471	\$ 56,471	\$ 56,471	\$	-
Resources (Inflows):					
Gasoline Tax	1,982	1,982	1,982		-
Street & Alley Tax	8,926	8,926	8,926		-
Investment income	23	23	23		-
Amounts available for appropriation	<u>67,402</u>	<u>67,402</u>	<u>67,402</u>		<u>-</u>
Charges to appropriations (outflows):					
Maintenance & Operations	-	-	-		-
Capital Outlay	1,023	1,023	1,023		-
Total Streets	<u>1,023</u>	<u>1,023</u>	<u>1,023</u>		<u>-</u>
Total Charges to Appropriations	<u>1,023</u>	<u>1,023</u>	<u>1,023</u>		<u>-</u>
Ending Budgetary Fund Balance	<u>\$ 66,379</u>	<u>\$ 66,379</u>	<u>\$ 66,379</u>	<u>\$</u>	<u>-</u>

EXHIBIT 2.2
TOWN OF CENTRAL HIGH, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
PARK/WALKING TRAIL FUND

FOR THE YEAR ENDED JUNE 30, 2021

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual Amounts</u>	
Beginning Budgetary Fund Balance	\$ 18,992	\$ 18,992	\$ 18,992	\$ -
Resources (Inflows):				
Grant	-	10,000	10,000	-
Other financing sources:				
Transfers in from General Fund	9,000	11,194	11,194	-
Amounts available for appropriation	<u>27,992</u>	<u>40,186</u>	<u>40,186</u>	<u>-</u>
Charges to appropriations (outflows):				
Walking Trail				
Capital outlay	15,000	7,206	7,206	-
Total Walking Trail Capital Outlay	<u>15,000</u>	<u>7,206</u>	<u>7,206</u>	<u>-</u>
Total Charges to Appropriations	<u>15,000</u>	<u>7,206</u>	<u>7,206</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ 12,992</u>	<u>\$ 32,980</u>	<u>\$ 32,980</u>	<u>\$ -</u>