

**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, 2020**

**Patti J. Clift, CPA**  
Certified Public Accountant

1313 W. Ash, Ste 103  
Duncan, OK 73533  
580-560-0488 (office)  
832-980-0339 (cell)  
(832) 558-4486 (Fax)  
[patti.clift.cpa@gmail.com](mailto:patti.clift.cpa@gmail.com)

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, 2020. 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, 2020:

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 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 at June 30, 2020.

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.

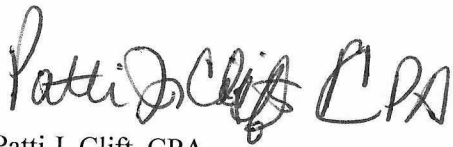
As to the Town of Central High's grant programs, as of and for the fiscal year ended June 30, 2020:

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).

Town of Central High, Oklahoma  
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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.

A handwritten signature in black ink that reads "Patti J. Clift CPA". The signature is written in a cursive, flowing style.

Patti J. Clift, CPA  
September 27, 2020

EXHIBIT 1  
TOWN OF CENTRAL HIGH, OKLAHOMA  
SUMMARY OF CHANGES IN FUND BALANCES - CASH BASIS  
FOR THE YEAR ENDED JUNE 30, 2020

CITY:	<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>
General Fund	\$ 48,695	\$ 54,258	\$ 28,483	\$ 74,469
Park/Walking Trail Fund	14,947	10,468	6,422	18,992
Street & Alley Fund (Restricted)	48,573	10,614	2,030	57,157
<b>City Total</b>	<u>\$ 112,215</u>	<u>\$ 75,339</u>	<u>\$ 36,935</u>	<u>\$ 150,619</u>

NO ASSURANCE IS PROVIDED

EXHIBIT 2  
TOWN OF CENTRAL HIGH, OKLAHOMA  
BUDGETARY COMPARISON SCHEDULE - CASH BASIS

GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Beginning Budgetary Fund Balance:</b>	\$42,855	\$42,855	\$42,855	\$ -
<b>Resources (Inflows):</b>				
<b>Taxes:</b>				
Sales tax	\$ 8,658	\$ 8,658	\$ 16,072	\$ 7,414
Use tax	14,842	14,842	27,550	12,708
Total Taxes	<u>23,500</u>	<u>23,500</u>	<u>43,622</u>	<u>20,122</u>
<b>Intergovernmental:</b>				
Alcoholic beverage tax	7,250	7,250	8,968	1,718
Cigar tax	75	75	151	76
Total Intergovernmental	<u>7,325</u>	<u>7,325</u>	<u>9,119</u>	<u>1,794</u>
<b>Charges for services:</b>				
Building Rent	-	-	1,065	1,065
ATM Commissions	-	-	119	119
Total Charges for Services	<u>-</u>	<u>-</u>	<u>1,184</u>	<u>1,184</u>
<b>Miscellaneous Income:</b>				
Refunds	-	-	32	32
Reimbursements	-	-	300	300
Total Miscellaneous Income	<u>-</u>	<u>-</u>	<u>332</u>	<u>332</u>
<b>Total Resources (Inflows) Before Transfers</b>	<u>30,825</u>	<u>30,825</u>	<u>54,257</u>	<u>23,432</u>
<b>Transfer to Park Walking Trail Fund</b>	<u>(2,800)</u>	<u>(2,800)</u>	<u>(8,968)</u>	<u>(6,168)</u>
<b>Net Total Resources (Inflows)</b>	<u>28,025</u>	<u>28,025</u>	<u>45,289</u>	<u>17,264</u>
<b>Amounts available for appropriation</b>	<u>\$ 70,880</u>	<u>\$ 70,880</u>	<u>\$ 88,144</u>	<u>\$ 17,264</u>
<b>Charges to Appropriations (Outflows):</b>				
<b>General Government:</b>				
Personal Services	\$5,000	\$5,000	\$6,110	\$ (1,110)
Maintenance & Operations	15,000	15,000	13,406	1,594
Capital outlay	50,880	50,880	-	50,880
Total General Government	<u>70,880</u>	<u>70,880</u>	<u>19,516</u>	<u>\$ 51,364</u>
<b>Total Charges to Appropriations</b>	<u>\$ 70,880</u>	<u>\$ 70,880</u>	<u>\$ 19,516</u>	<u>\$ 51,364</u>
<b>Ending Budgetary Fund Balance</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 68,628</u>	<u>\$ 68,628</u>

NO ASSURANCE IS PROVIDED

See Independent Accountant's Report on Agreed-Upon Procedures

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

FOR THE YEAR ENDED JUNE 30, 2020

RESTRICTED STREET & ALLEY FUND

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ 48,572	\$ 48,572	\$ 48,572	\$ -
Resources (Inflows):				
Gasoline Tax	2,063	2,063	2,063	-
Street & Alley Tax	8,383	8,383	8,383	-
Investment income	168	168	168	-
Amounts available for appropriation	<u>59,186</u>	<u>59,186</u>	<u>59,186</u>	<u>-</u>
Charges to appropriations (outflows):				
Maintenance & Operations	330	330	330	-
Capital Outlay	1,700	1,700	1,700	-
Total Streets	<u>2,030</u>	<u>2,030</u>	<u>2,030</u>	<u>-</u>
Total Charges to Appropriations	<u>2,030</u>	<u>2,030</u>	<u>2,030</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ 57,156</u>	<u>\$ 57,156</u>	<u>\$ 57,156</u>	<u>\$ -</u>

NO ASSURANCE IS PROVIDED

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

FOR THE YEAR ENDED JUNE 30, 2020

PARK/WALKING TRAIL FUND				
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ 14,946	\$ 14,946	\$ 14,946	\$ -
Resources (Inflows):				
Donations	1,500	1,500	1,500	-
Other financing sources:				
Transfers in from General Fund	8,968	8,968	8,968	-
Amounts available for appropriation	<u>25,414</u>	<u>25,414</u>	<u>25,414</u>	<u>-</u>
Charges to appropriations (outflows):				
Walking Trail				
Capital outlay	6,422	6,422	6,422	-
Total Walking Trail Capital Outlay	<u>6,422</u>	<u>6,422</u>	<u>6,422</u>	<u>-</u>
Total Charges to Appropriations	<u>6,422</u>	<u>6,422</u>	<u>6,422</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ 18,992</u>	<u>\$ 18,992</u>	<u>\$ 18,992</u>	<u>\$ -</u>

NO ASSURANCE IS PROVIDED