

Addendum to the FY-2024 Audit Engagement Letter

December 20, 2024

To the Honorable Mayor and Members of the City Council

This Addendum to the FY-2024 Engagement Letter dated September 10, 2024, outlines the scope of nonattest services to be performed by Arledge & Associates, P.C. in connection with the audit of the City's financial statements for the year ended June 30, 2024.

In addition to the audit services described in the engagement letter, we will perform the following nonattest services:

1. Preparation of GASB 34 Entries

- Assist in the preparation of entries related to pensions, other post-employment benefits (OPEB), leases, and fixed assets in compliance with the requirements of Governmental Accounting Standards Board (GASB) Statement No. 34.

2. Drafting of Financial Statements

- Draft the basic financial statements, including government-wide and fund financial statements, required disclosures, and notes to the financial statements.

Management's Responsibilities

It is the responsibility of the management of the City to oversee these nonattest services, make all management decisions, and accept full responsibility for the results. Specifically, management acknowledges the following:

1. Management will designate an individual with suitable skill, knowledge, and/or experience to oversee the performance of these services.
2. Management will accept responsibility for the financial statements and related disclosures.
3. Management will establish and maintain internal controls, including monitoring ongoing activities.
4. Management will provide all necessary records, documents, and support to facilitate the performance of these nonattest services.

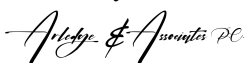
Independence

The performance of these nonattest services does not impair our independence under the applicable rules and standards promulgated by the American Institute of Certified Public Accountants (AICPA) and the Government Accountability Office (GAO).

Fees

Our fee for these additional services will be based on actual charges per hour at our standard hourly rates up to and not to exceed \$60,000. For any unanticipated reasons resulting in significant additional time, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Sincerely,



Arledge & Associates, P.C.

Acknowledgement

This Addendum serves as an integral part of the engagement letter dated September 10, 2024. By signing below, the City acknowledges and agrees to the terms outlined above.

RESPONSE:

This letter correctly sets forth the understanding of the City of Broken Arrow, Oklahoma.

Management signature: _____

Title: _____

Governance signature: _____

Title: _____

