

**TOWN OF MEAD, OKLAHOMA**

**ANNUAL FINANCIAL REPORT**

**JUNE 30, 2023**

TOWN OF MEAD, OKLAHOMA  
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JUNE 30, 2023

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Town of Mead, Oklahoma  
Statement of Revenues, Expenditures and Changes in Fund Balance -- Cash Basis  
General Fund  
For the Year Ended June 30, 2023  
(Unaudited)

Exhibit 1

Revenues

Sales and use taxes	\$ 197,401
Franchise taxes	34,429
Alcoholic beverage tax	1,416
Cigarette tax	1,173
Gasoline excise tax	406
Motor vehicle tax	1,085
Miscellaneous other revenues	<u>52,000</u>
Total Revenues	<u>287,910</u>

Expenditures

General Government	
Personal services	9,300
Maintenance & operations	6,718
Capital expenditures	<u>-</u>
Total General Government	<u>16,018</u>
Street Department	
Personal services	7,200
Maintenance & operations	25,120
Capital expenditures	<u>-</u>
Total Street Department	<u>32,320</u>
Fire Department	
Maintenance & operations	3,551
Capital expenditures	<u>133,153</u>
Total Fire Department	<u>136,704</u>
Cemetery Department	
Personal services	17,401
Maintenance & operations	13,779
Capital expenditures	<u>21,237</u>
Total Cemetery Department	<u>52,417</u>
Community Services	
Maintenance & operations	15,242
Capital expenditures	<u>-</u>
Total Community Services	<u>15,242</u>
Total Expenditures	<u>252,701</u>

Excess of revenues over (under) expenditures	35,209
Beginning fund balance, cash basis	<u>32,730</u>
Ending fund balance, cash basis	<u>\$ 67,939</u>

See Accountant's Report

Town of Mead, Oklahoma  
Budgetary Comparison Schedule -- Cash Basis  
General Fund  
For the Year Ended June 30, 2023  
(Unaudited)

Exhibit 2

	Final Budget Amounts	Actual Amounts	Variance Positive (Negative)
Revenues			
Sales and use taxes	\$ 180,000	197,401	17,401
Franchise taxes	4,150	34,429	30,279
Alcoholic beverage tax	800	1,416	616
Cigarette tax	500	1,173	673
Gasoline excise tax	250	406	156
Motor vehicle tax	1,000	1,085	85
Miscellaneous other revenues	55,000	52,000	(3,000)
Total revenues	241,700	287,910	46,210
Expenditures			
General government	36,000	16,018	19,982
Street department	53,500	32,320	21,180
Fire protection	65,000	136,704	(71,704)
Cemetery	75,000	52,417	22,583
Community services	39,200	15,242	23,958
Total expenditures	268,700	252,701	15,999
Excess of revenues over expenditures	(27,000)	35,209	62,209
Beginning fund balance	27,625	32,730	5,105
Ending fund balance	\$ 625	67,939	67,314

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Town of Mead, Oklahoma  
Statement of Revenues, Expenditures and Changes in Fund Balance -- Cash Basis  
Cemetery Fund  
For the Year Ended June 30, 2023  
(Unaudited)

Exhibit 3

Revenues		
Donations	\$	800
Miscellaneous other revenues		3,940
Received from Mead Cemetery Association		<u>-</u>
Total revenues		<u>4,740</u>
Expenditures		
Personal services		-
Maintenance & operations		3,583
Capital expenditures		<u>-</u>
Total expenditures		<u>3,583</u>
Excess of revenues over (under) expenditures		1,157
Beginning fund balance, cash basis		<u>582</u>
Ending fund balance, cash basis	\$	<u>1,739</u>

See Accountant's Report

Town of Mead, Oklahoma  
Budgetary Comparison Schedule -- Cash Basis  
Cemetery Fund  
For the Year Ended June 30, 2023  
(Unaudited)

Exhibit 4

	Final Budget Amounts	Actual Amounts	Variance Positive (Negative)
Revenues			
Donations	\$ 400	800	400
Miscellaneous other revenues	1,400	3,940	2,540
Received from Mead Cemetery Assoc	<u>-</u>	<u>-</u>	<u>-</u>
Total revenues	<u>1,800</u>	<u>4,740</u>	<u>2,940</u>
Expenditures			
Personal services	<u>-</u>	<u>-</u>	<u>-</u>
Maintenance & operations	2,200	3,583	(1,383)
Capital expenditures	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>2,200</u>	<u>3,583</u>	<u>(1,383)</u>
Excess of revenues over expenditures	(400)	1,157	1,557
Beginning fund balance	<u>582</u>	<u>582</u>	<u>-</u>
Ending fund balance	\$ <u>182</u>	<u>1,739</u>	<u>1,557</u>

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Town of Mead, Oklahoma  
Schedule of Grant Activity -- Cash Basis  
General Fund  
For the Year Ended June 30, 2023  
(Unaudited)

Exhibit 5

<u>Grant Program Agency and Description</u>	<u>Beginning of the Year Unexpended Funds</u>	<u>Current Year Receipts</u>	<u>Current Year Disbursements</u>	<u>End of the Year Unexpended Funds</u>
Rural Economic Action Plan (REAP) Passed through S.O.D.A.	-	52,000	52,000	-

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# WALKER AND TISDALE CPA'S PLLC

## Certified Public Accountant's

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Public Accountants

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

#### To the Specified Users of the Report:

Town Council, Town of Mead  
Mead, Oklahoma

Oklahoma Office of State Auditor and Inspector  
Oklahoma City, Oklahoma

The Town's management is responsible for the following accompanying financial statements of Town of Mead, Oklahoma for the year ended June 30, 2023:

Statement of Revenues, Expenditures and Changes in Fund Balance – General Fund – Cash Basis  
Budgetary Comparison Schedule – General Fund – Cash Basis  
Statement of Revenues, Expenditures and Changes in Fund Balance – Cemetery Fund – Cash Basis  
Budgetary Comparison Schedule – Cemetery Fund – Cash Basis  
Schedule of Grant and Award Program Activity – Cash Basis

The Town's management is also responsible for determining that the cash basis of accounting is an acceptable financial reporting framework and for designing, implementing and maintaining internal controls relevant to the preparation and presentation of the financial statements. The financial statements have been prepared in a format and basis of accounting, as prescribed by Oklahoma Statutes, that demonstrates compliance with the cash basis and budget laws of the State of Oklahoma applicable to municipalities and the presentation requirements prescribed in Oklahoma Statutes. The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy and completeness of the information provided by the Town's management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Town's assets, liabilities, fund balances, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters

Additionally, we have performed the procedures enumerated below which were agreed to by the specified users of this 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 Oklahoma Statutes (Sec 11-17 (105-107)) and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2023. Management of the Town of Mead is 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 and the additional requirements prescribed by Oklahoma Statutes. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, we 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.

(continued)



### **Procedures and Findings**

As to the Town of Mead as of and for the fiscal year ended June 30, 2023:

1. **Procedures Performed:** From the Town's trial balances, we obtained a schedule of changes in fund balances for each fund (see accompanying Exhibits 1 & 3) and compared the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

**Findings:** We noted no instances of fund balance deficits.

2. **Procedures Performed:** From the Town's trial balances, we obtained a budget and actual financial schedule for the General Fund and Cemetery Fund (see accompanying Exhibits 2 & 4) and compared the actual expenditures reported to the authorized appropriations to report any noted instances of noncompliance with the appropriation limitations.

**Findings:** We noted instances of expenditures exceeding authorized appropriation limits at the legal levels of control. As indicated in exhibits 2 and 4, there were individual expenditures accounts within a department or fund that exceeded budgetary appropriation amounts as follows:

**General Fund, Fire Protection - \$71,704**  
**Cemetery Fund, Maintenance & Operations - \$1,383**

As such, there was overspending within the segment of General Fund Fire Protection and Cemetery Fund Maintenance & Operations.

This condition occurred because necessary budget adjustments were not made to increase the appropriation amounts for these expenditure accounts. At the time budget work was being conducted in May and June of 2023, these expenditures were not projected to exceed appropriations and thus budget adjustments did not appear to be necessary. The Town's management has been made aware of the overspending and will attempt to make necessary budget adjustments in future years to prevent this condition from occurring.

3. **Procedures Performed:** We 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:** The Town's reconciled bank account balances agreed with the year-end fund balances in the accounting records and all reconciling items were properly accounted for.

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

**Findings:** All of the Town's depository accounts were fully insured as of June 30, 2023.

(continued)

5. **Procedures Performed:** We compared the use of material restricted revenues and resources to their restrictions to report any noted instances of noncompliance. Such revenues consisted of gasoline excise tax, motor vehicle tax and cemetery revenues.

**Findings:** We noted no instances of noncompliance regarding restricted revenues.

6. **Procedures Performed:** We 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:** All required funds have been established consisting of the General Fund and Cemetery Fund.

7. **Procedures Performed:** We compared 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:** The Town did not have any outstanding debt issues which carried reserve requirements or debt service coverage requirements.

8. **Procedures Performed:** From the Town's trial balances, we searched for grant program activity, prepared a schedule of grant activity for each grant/contract (See accompanying Exhibit 5) and compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance with the grant agreement.

**Findings:** We noted no instances of noncompliance.

This agreed upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants to meet the requirements prescribed in Oklahoma Statutes. We were not engaged to and did not conduct an examination or review, the objectives of which would be the expression of an opinion or conclusion on the financial information and compliance. 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.

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.

*Walker & Tisdale CPA's PLLC*

WALKER & TISDALE CPA's PLLC  
January 23, 2024