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**TOWN OF PUCKETT, MISSISSIPPI  
AGREED-UPON PROCEDURES**

**SEPTEMBER 30, 2016**





**TOWN OF PUCKETT, MISSISSIPPI  
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# Windham and Lacey, PLLC

## Certified Public Accountants

2708 Old Brandon Road  
Pearl, MS 39208  
(601)939-8676

Members:  
American Institute of CPAs  
Mississippi Society of CPAs

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

To the Mayor and the Board of Aldermen  
Town of Puckett, Mississippi

We have performed the procedures enumerated below, which were agreed to by the Office of the State Auditor, to the accounting records of the Town of Puckett, Mississippi, solely to assist the Office of the State Auditor to evaluate the Town of Puckett, Mississippi's compliance with certain laws and regulations as of September 30, 2016, and for the year then ended. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the Office of the State Auditor, State of Mississippi. 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.

Our procedures and findings are as follows:

1. We reconciled cash on deposit with the following banks to balances in the respective general ledger accounts and obtained confirmation of the related balances from the banks:

Bank	Fund/Account Name	Balance per General Ledger
Peoples	General/General	\$ 344,903
Peoples	General/Puckett Fest	2,887
Peoples	General/Miscellaneous	8
Peoples	General/Summer Program	10,204
Peoples	General/Clearing	10,287
Total General Fund		\$ 368,289
Peoples	Fire/Fire Fund	\$ 6,460
Total Fire		\$ 6,460
Peoples	Water/Water System	\$ 188,221
Total Water Fund		\$ 188,221



2. We confirmed with the bank the certificates of deposits owned by the Town. All investments transactions were in compliance with Section 21-33-323, Miss. Code Ann. (1972).

<u>Certificates of Deposit</u>	<u>Fund</u>	<u>Certificate Number</u>	<u>Balance</u> <u>September. 30, 2016</u>
Peoples Bank	General Fund	55097	\$ 53,792
Peoples Bank	Water System	55095	41,537
Total			<u>\$ 95,329</u>

The Town did not own any other investments.

3. We obtained a list of payments made by the Department of Finance and Administration (DFA) to the municipality. Payments indicated were traced to deposit in the respective bank accounts and recorded in the general ledger without exception. Payments traced were as follows:

<u>Payment Purpose</u>	<u>Receiving Fund</u>	<u>General Ledger Amount</u>
City Utilities Tax	General	\$ 561
Sales Tax Allocation	General	108,315
Gasoline Tax	General	928
Fire Protection	Fire	2,027
General Municipal Aid	General	158
JAG Grant	General	8,372
Occupancy Grant	General	4,815
DUI Grant	General	1,693
Road Improvement Grant	General	84,526
Tennis Court Grants	General	104,678
Total		<u>\$ 316,072</u>

4. We selected a sample of purchases made by the municipality during the fiscal year. Each sample item was evaluated for compliance with purchasing requirements set forth in Title 31, Chapter 7, Miss. Code Ann. (1972), as applicable.

The sample consisted of the following:

Number of Sample Items	15
Total Dollar Value of Sample	\$ 325,109

We found the municipality's purchasing procedures to be in agreement with the requirements of the abovementioned sections.

5. We selected a sample of collections of fines and forfeitures and verified that the municipal court clerk settled daily with the municipal clerk. We also selected a sample of state imposed court assessments collected and determined that the municipal clerk had settled monthly with the Department of Finance and Administration.

We found the Town to be in agreement with the requirements of the above mentioned sections.

6. We have read the Municipal Compliance Questionnaire completed by the municipality. The completed survey indicated no instances of noncompliance with state requirements.

7. The Town does not levy ad valorem taxes on property.

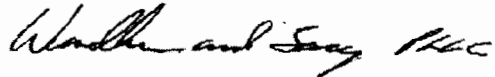






We were not engaged to, and did not conduct an examination, the objective of which would be the expression of an opinion on management's compliance with laws and regulations. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the Town of Puckett and the Office of the State Auditor, State of Mississippi, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is not intended to be and should not be used by anyone other than those specified parties.

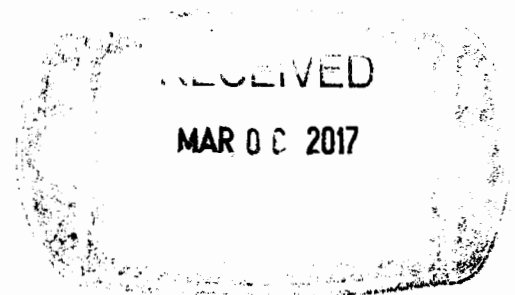
A handwritten signature in black ink, appearing to read "Windham and Lacey, PLLC". The signature is fluid and cursive, with the letters "W" and "L" being particularly prominent.

Windham and Lacey, PLLC  
January 30, 2017



**TOWN OF PUCKETT, MISSISSIPPI  
FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2016**





# Windham and Lacey, PLLC

## *Certified Public Accountants*

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### Accountant's Compilation Report

To the Mayor and the Board of Aldermen  
Town of Puckett, Mississippi

We have compiled the accompanying Statement of Cash Receipts and Disbursements - Governmental and Business-type Activities, of the Town of Puckett, Mississippi, for the year ended September 30, 2016. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with the cash basis of accounting.

The management of the Town of Puckett, Mississippi, is responsible for the preparation and fair presentation of the financial statements in accordance with the cash basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Management has not presented government-wide financial statements to display the cash basis financial position and changes in cash basis financial position of its governmental activities and business-type activities. Accounting principles generally accepted in the United States of America, as applied to the Town's cash basis of accounting, require the presentation of government-wide financial statements. The amounts that would be reported in government-wide financial statements resulting from the cash basis transactions for the Town's governmental activities and business-type activities are not reasonably determinable.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Town's cash receipts and disbursements. Accordingly, the financial statements are not designed for those who are not informed about such matters.

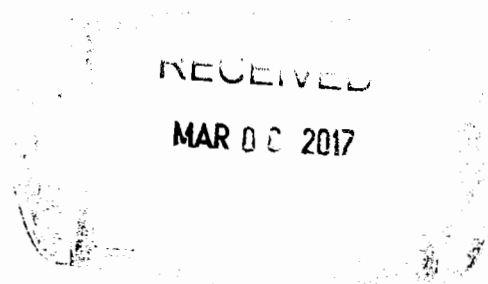
Management has omitted the management's discussion and analysis information that is required to be presented for purposes of additional analysis. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. The supplementary information contained in the Schedule of Long-term Debt and the Schedule of Surety Bonds for Town Officials has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and accordingly, we do not express an opinion or provide any assurance on such supplementary information.



In accordance with the provisions of Section 21-35-31, Miss. Code Ann. (1972), we have issued a report dated January 30, 2017, on the results of our agreed-upon procedures.

*Windham and Lacey, PLLC*

Windham and Lacey, PLLC  
January 30, 2017







Town of Puckett  
Statement of Cash Receipts and Disbursements  
Governmental and Business-type Activities  
For the Year Ended September 30, 2016

	Governmental Activities			Business-type
	Major Fund	Non-Major Fund	Total	Activities
	General Fund	Fire Fund		Major Fund Water Fund
RECEIPTS				
License and permits	\$ 7,323		7,323	
Franchise taxes on utilities	10,694		10,694	
Intergovernmental revenues:				
State grants	204,083		204,083	
Grants from local governments	87,412		87,412	
State shared revenues:				
Sales taxes	108,318		108,318	
Fire insurance rebate		2,026	2,026	
Miscellaneous state shared revenue	1,647		1,647	
Charges for services:				
Water and sewer utility				107,294
Fines and forfeits	65,325		65,325	
Interest income	992	10	1,002	600
Miscellaneous revenue	32,002		32,002	593
Total Receipts	517,796	2,036	519,832	108,487
DISBURSEMENTS				
General government				
Personnel services	77,044		77,044	
Supplies	2,377		2,377	
Other services and charges	216,685		216,685	
Public safety				
Personnel services	34,590		34,590	
Supplies	1,435		1,435	
Other services and charges	40,667		40,667	
Culture and recreation				
Personnel services	16,197		16,197	
Other services and charges	17,237		17,237	
Enterprise - water and sewer utility				
Supplies				17,429
Other services and charges				46,241
Total Disbursements	406,232	0	406,232	63,670
Excess of Receipts over (under) Disbursements	111,564	2,036	113,600	44,817

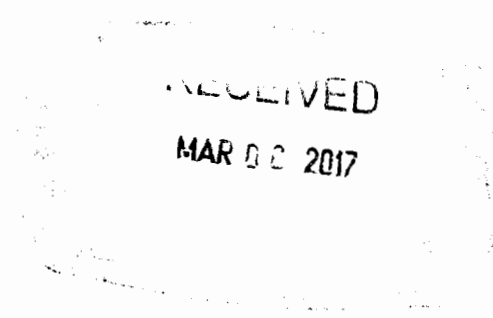
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Town of Puckett  
Statement of Cash Receipts and Disbursements  
Governmental and Business-type Activities  
For the Year Ended September 30, 2016

	Governmental Activities			Business-type
	Major Fund	Non-Major Fund		Activities
	General Fund	Fire Fund	Total	Major Fund
				Water Fund
OTHER CASH SOURCES (USES)				
Capital outlay	(180,806)		(180,806)	
Proceeds from lease purchase	22,019		22,019	
Meter deposit collections net of refunds				1,100
Interest paid	(326)		(326)	
Principal paid	(4,452)		(4,452)	
Transfers in (out) from other funds	12,000		12,000	(12,000)
Total Other Cash Sources and (Uses)	(151,565)	0	(151,565)	(10,900)
Net Changes in Cash	(40,001)	2,036	(37,965)	33,917
Cash - Beginning	462,082	4,424	466,506	195,841
Cash - Ending	\$ 422,081	6,460	428,541	229,758

See accompanying accountant's compilation report.





Town of Puckett  
Schedule of Long-term Debt  
For the Fiscal Year Ended September 30, 2016

Definition And Purpose	Balance Outstanding Oct. 1, 2015	Issued	Redeemed	Balance Outstanding Sept. 30, 2016
Hancock Bank, Governmental Lease Purchase Agreement, dated May, 2012, payments of \$402 monthly, including interest of 3.35%	\$ 2,389		(2,389)	0
Hancock Bank, Lease Purchase Agreement, dated April 27, 2016, payments of \$394.28, including interest of 2.86%		22,019	(2,063)	19,956
Total	\$ 2,389	22,019	(4,452)	19,956

See accompanying accountant's compilation report.

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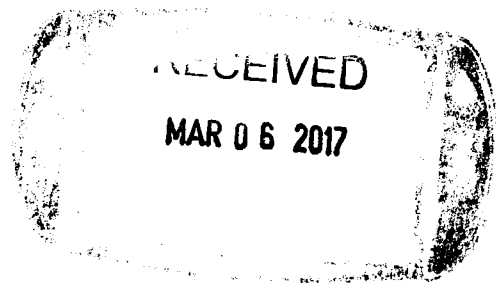
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Town of Puckett  
Schedule of Surety Bonds for Town Officials  
September 30, 2016

<u>Name</u>	<u>Position</u>	<u>Surety</u>	<u>Bond Amount</u>
Russell Espiritu	Mayor	Old Republic Surety Co.	\$ 25,000
Rufus L. Vanderford	Alderman	Old Republic Surety Co.	10,000
Troyce H. Patrick	Alderman	Old Republic Surety Co.	10,000
Sheila Ann Gates	Alderman	Old Republic Surety Co.	10,000
Kathy A. McWilliams	Alderman	Old Republic Surety Co.	10,000
Judith May	Alderman	Old Republic Surety Co.	10,000
Lillie Hays	Town Clerk	Old Republic Surety Co.	50,000
Lillie Hays	Court Clerk	Old Republic Surety Co.	50,000
Kenneth Sebren	Police Chief	Old Republic Surety Co.	50,000
Howard Barnes	Police Officers	Old Republic Surety Co.	25,000
Jordan Barnes	Police Officers	Old Republic Surety Co.	25,000

See accompanying accountant's compilation report.







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### REPORT ON COMPLIANCE WITH STATE LAWS AND REGULATIONS

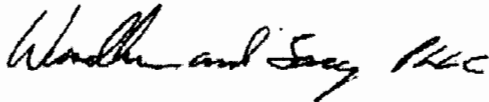
To the Mayor and the Board of Aldermen  
Town of Puckett, Mississippi

We have compiled the accompanying Statement of Cash Receipts and Disbursements - Governmental and Business-type Activities, Schedule of Long-term Debt and Schedule of Surety Bonds for Town Officials of the Town of Puckett, Mississippi, for the year ended September 30, 2016, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statement has been prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles in the United States of America.

We have performed procedures to test compliance with certain state laws and regulations as described in the Municipal Compliance Questionnaire that is prescribed by the Office of the State Auditor. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the town's compliance with these requirements. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of those procedures and our compilation of the accompanying Statement of Cash Receipts and Disbursements - Governmental and Business-type Activities, Schedule of Long-term Debt and Schedule of Surety Bonds for Town Officials of the Town of Puckett, Mississippi, for the year ended September 30, 2016, disclosed no instances of noncompliance with state laws and regulations.

This report is intended solely for the information and use of management and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.



Windham and Lacey, PLLC  
January 30, 2017

