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Town of Crenshaw

Mayor Oscar Barlow

600 Broad Street – P.O. Box 296

Crenshaw, Mississippi 38621

Office: (662) 382-5234 – Fax: (662) 382-7107

"Building Together in Unity"

Panola and Quitman Counties

Eugene Bridges
City Clerk
Adrian Kirkwood
Chief of Police
Allen Massey
Chief of Fire Department
Tommy Schuler
City Attorney
Mildred J. Lesure
City Judge
Sammy Armstrong
Water Operator
D. Renee Ward
Comptroller

Aldermen
Patricia Dodson
Ward 1
Jerry Mayo
Ward 2
Alberta Bradley
Ward 3
Wardell Reed
Ward 4
Catherine Phipps
Ward 5

March 16, 2018

Office of the State Auditor
P.O. Box 956
Jackson, MS 39205

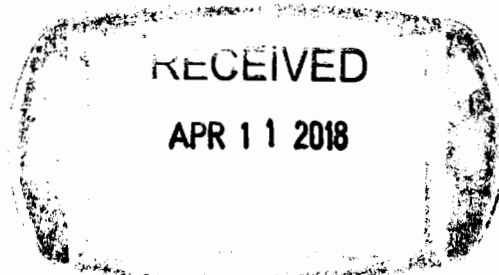
RE: Annual Municipal Compilation

Accompanying this letter is a copy of the annual compilation of the Town of Crenshaw, Mississippi for the fiscal year ended September 30, 2017. A separate management letter was not written to the Town of Crenshaw in connection with this compilation.

Sincerely,



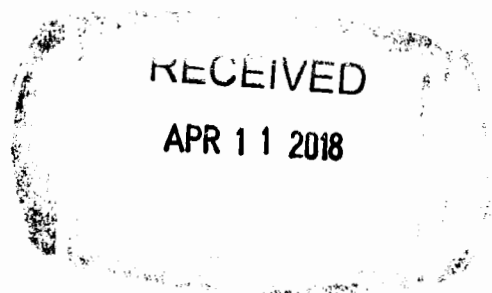
Oscar Barlow Jr., Mayor



**TOWN OF CRENSHAW
CRENSHAW, MISSISSIPPI**

**AUDITED STATEMENT OF CASH RECEIPTS
AND DISBURSEMENTS**

SEPTEMBER 30, 2017



**TOWN OF CRENSHAW
CRENSHAW, MISSISSIPPI**

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1750 Madison Avenue, Suite 220
Memphis, Tennessee 38104
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aniter1378@bellsouth.net

**INDEPENDENT AUDITOR'S REPORT
ON THE FINANCIAL STATEMENT
AND SUPPLEMENTAL INFORMATION**

Honorable Mayor and Board of Aldermen
Town of Crenshaw
Crenshaw, Mississippi

REPORT ON THE FINANCIAL STATEMENT

We have audited the accompanying combined statement of cash receipts and disbursements (all funds) of the Town of Crenshaw, Mississippi, for the year ended September 30, 2017. This statement is the responsibility of the Town's management. Our responsibility is to express an opinion on this statement based on our audit.

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENT

Management is responsible for the preparation and fair presentation of this financial statement in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statement that is free from material misstatement, whether due to fraud or error.

AUDITOR'S RESPONSIBILITY

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

We conducted our audit in accordance with generally accepted auditing standards and *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the combined statement of cash receipts and disbursements (all funds) is free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the combined statement of cash receipts and disbursements (all funds). An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall statement presentation. We believe that our audit provides a reasonable basis for our opinion.

BASIS OF ACCOUNTING

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. This financial statement is prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

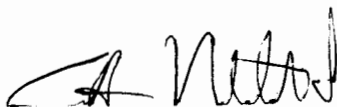
OPINION

In our opinion, the financial statement referred to in the first paragraph presents fairly, in all material respects, the statement of cash receipts and disbursements of the Town of Crenshaw for the year ended September 30, 2017, in accordance with the cash basis of accounting described in Note 1.

OPINION ON SUPPLEMENTAL INFORMATION

Our audit was performed for the purpose of forming an opinion on the financial statement taken as a whole. The schedules and supplemental information listed in the table of contents are presented for purposes of additional analysis and are not a required part of the financial statement of the Town of Crenshaw, Mississippi. Such information has been subjected to the auditing procedures applied in the audit of the financial statement and, in our opinion, is fairly presented in all material respects in relation to the financial statement taken as a whole.

In accordance with *Government Auditing Standards*, we have also issued a report dated February 9, 2018 on our consideration of the Town of Crenshaw's compliance with state laws and regulations.



Atris Niter, Jr.
Memphis, Tennessee
February 9, 2018

TOWN OF CRENSHAW
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
SEPTEMBER 30, 2017

REVENUE RECEIPTS	FUND			Total
	General	Special Revenue	Proprietary	(MEMORANDUM Only)
General Property Taxes	\$ 60,459			\$ 60,459
Ad Valorem Taxes	7,966			7,966
Fines	6,016			6,016
Grants	800			800
Other	49,129			49,129
Intergovernmental Revenues:				
Department of Finance	36,911			36,911
Franchise Taxes	15,386			15,386
Sales Taxes	19,825			19,825
Rail Car Tax	-0-			-0-
State Fire Department Rebate		22,714		22,714
Charges for Services:				
Water			174,781	174,781
Sewer			47,050	47,050
Garbage			51,166	51,166
TRANSFERS IN (OUT)	<u>275,127</u>		<u>(275,627)</u>	<u>-0-</u>
TOTAL RECEIPTS	472,169	22,714	(2,630)	492,253
CASH - Beginning	<u>32,592</u>	<u>31,089</u>	<u>14,773</u>	<u>78,454</u>
TOTAL TO ACCOUNT FOR	\$ <u>504,761</u>	<u>53,803</u>	<u>12,143</u>	\$ <u>570,707</u>

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**TOWN OF CRENSHAW
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
SEPTEMBER 30, 2017**

<u>OPERATING DISBURSEMENTS</u>	<u>FUND</u>			Total
	<u>General</u>	<u>Special Revenue</u>	<u>Proprietary</u>	(MEMORANDUM Only)
Administration	\$ 246,009			\$ 246,009
Fire	12,497			12,497
Police	67,733			67,733
Maintenance	41,555			41,555
Library	5,878			5,878
Grants	8,884			8,884
Other services and charges	119,171	-0-	-0-	119,171
TOTAL DISBURSEMENTS	501,727	-0-	-0-	501,727
CASH - Ending	3,034	53,803	12,143	68,980
TOTAL AMOUNT ACCOUNTED FOR	\$ 504,761	53,803	12,143	\$ 570,707

See accountant's report and accompanying notes.

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TOWN OF CRENSHAW
Notes to the Financial Statement
September 30, 2017

**NOTE 1 - SUMMARY OF ACTIVITIES AND SIGNIFICANT ACCOUNTING
POLICIES**

A. Reporting Entity

In evaluating and defining the Town's government, it was determined that the Town has no component units and therefore is considered as one unit.

B. Accounting Method

The Town uses funds to report its cash receipts and disbursements. Fund accounting is used to demonstrate legal compliance by segregating transactions related to specific government functions.

The Town uses three classifications of funds: general fund, special revenue and proprietary fund. Each fund has a separate balanced set of accounts.

The general governmental fund is used to account for all the Town's general governmental activities and include the accounting for fixed assets and general long term debt.

The special revenue fund is used to account for specific revenues that are restricted to expenditures for specific purposes.

The proprietary fund is used to account for activities where net income or net loss is determined as if operated as a business-type activity.

C. Basis of Accounting

The financial statements are prepared using the cash receipts and disbursements method of accounting as prescribed by the Office of the State Auditor. Revenues are recognized when received rather than when earned and expenses are recognized when paid rather than when incurred.

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TOWN OF CRENSHAW
Notes to the Financial Statement (continued)
September 30, 2017

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D. Cash Deposits

The Town deposits all its funds in financial institutions selected by the board of aldermen that are insured by the Federal Deposit Insurance Corporation up to \$250,000.

E. Column Totals

The total column in this financial statement is presented for overview information purposes and is not meant to present fairly the cash receipts and disbursements on a consolidated basis.

F. Date of Management's Review

The Town's management has evaluated subsequent events through February 9, 2018, the date on which the financial statement was available to be issued.

NOTE 2 – AD VALOREM TAX

The Town uses the county tax rolls for the assessment of its Ad Valorem tax. Property is assessed in January of each year and the millage rate is set in September of each year. The Town Clerk bills property owners for the Ad Valorem tax in December of each year. They are due on January 1st and become delinquent after February 1st. The taxes levied for the year ending September 30, 2017 was 33.50mills.

NOTE 3 – CASH AND OTHER DEPOSITS

The collateral for public entities' deposit in financial institutions are now held in the name of the State Treasurer under a program established by the Mississippi State Legislature and is governed by Section 27-105-5 Miss. Code (1972). Under this program, the entity's funds are protected through a collateral pool administered by the securities as collateral against those deposits. In the event of failure of a financial institution, securities pledged by that institution would be liquidated by the State Treasury to replace the public deposits not covered by the Federal Depository Insurance Corporation.

The amount of the Town's deposit with financial institutions was \$68,980 and the book balance was also \$68,980.

TOWN OF CRENSHAW
Schedule of Surety Bonds for Town Officials
September 30, 2017

<u>POSITION</u>	<u>SURETY</u>	<u>BOND</u>
Mayor	Travelers	\$25,000
Town Clerk	Travelers	\$50,000
Police Chief	Travelers	\$50,000
Aldermen (5)	Travelers	\$10,000(each)

1750 Madison Avenue, Suite 220
Memphis, Tennessee 38104
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Fax (901) 726-9708
aniter1378@bellsouth.net

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
WITH STATE LAWS AND REGULATIONS**

Honorable Mayor and Board of Aldermen
Town of Crenshaw
Crenshaw, Mississippi

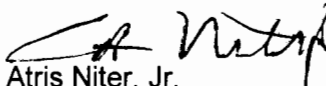
We have audited the general-purpose financial statement of cash receipts and disbursements of the Town of Crenshaw as of and for the year ended September 30, 2017 and have issued our report dated February 9, 2018. We have conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*.

As required by the state legal compliance audit program prescribed by the Office of the State Auditor, we have also performed procedures to test compliance with certain state laws and regulations. However, providing an opinion on compliance with state laws and regulations was not an objective of our audit and, accordingly, we do not express such an opinion.

The results of those procedures and our audit of the general-purpose financial statement of cash receipts and disbursements disclosed the following instances of noncompliance with state laws and regulations. Our findings and recommendations and your responses are as follows:

-NONE-

This report is intended for the information of the Town of Crenshaw's management and the Office of the State Auditor 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.


Atris Niter, Jr.
Memphis, Tennessee
February 9, 2018

Municipal Compliance Questionnaire

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

Information

Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no," and, as a result, more information on this questionnaire may be required and/or separate work papers may be needed.

1. Name and address of municipality
Town of Crenshaw
P.O. Box 296 Crenshaw, MS 38621
2. List the date and population of the latest official U.S. Census or most recent official census:
886
3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney)
ATTACHED
4. Period of time covered by this questionnaire
From: OCT. 1, 2016 To: Sept. 30, 2017
5. Expiration date of current elected officials' term: 2021

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Town of Crenshaw

D. Renee Ward
City Clerk
Adrian Kirkwood
Chief of Police
Allen Massey
Chief of Fire Department
Tommy Schuler
City Attorney
Mildred J. Lesure
City Judge
Michael Purdy
Water Operator

Mayor Oscar Barlow
600 Broad Street – P.O. Box 296
Crenshaw, Mississippi 38621
Office: (662) 382-5234 – Fax: (662) 382-7107

"Building Together in Unity"
Tulola Inc. Quitman Counties

Aldermen
Patricia Dodson
Ward 1
Jerry Mayo
Ward 2
Alberta Bradley
Ward 3
Wardell Reed
Ward 4
Catherine Phipps
Ward 5

Mayor and Board Address

Oscar Barlow – Mayor
P. O. Box 152
Crenshaw, MS 38621
662-934-4785

Alberta Bradley – Board of Alderman
221 South Ave
Crenshaw, MS 38621
662-382-7779

Patricia Dodson – Board of Alderman
P.O. Box 845
Crenshaw, MS 38621
662-519-9546

Jerry Mayo – Board of Alderman
214 Terry Ave.
Crenshaw, MS 38621
662-357-5312

Catherine Phipps – Board of Alderman
P. O. Box 313
Crenshaw, MS 38621
601-832-0291

Wardell Reed – Board of Alderman
P.O. Box 102
Crenshaw, MS 38621
662-519-3391

Tommy Shuler – City Attorney
P.O. Box 246
Sardis, MS 38666
662-487-2835

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MUNICIPAL COMPLIANCE QUESTIONNAIRE

Year Ended September 30, 20__

Answer All Questions: Y - YES, N - NO N/A - NOT APPLICABLE

PART I - General

1. Have all ordinances been entered into the ordinance book and included in the minutes? (Section 21-13-13) Yes
2. Do all municipal vehicles have public license plates and proper markings? (Sections 25-1-87 and 27-19-17) Yes
3. Are municipal records open to the public? (Section 25-61-5) Yes
4. Are meetings of the board open to the public?
(Section 25-41-5) Yes
5. Are notices of special or recess meetings posted?
(Section 25-41-13) Yes
5. Are all required personnel covered by appropriate surety bonds?
 - Board or council members (Sec. 21-17-5) Yes
 - Appointed officers and those handling money, see statutes governing the form of government (i.e., Section 21-3-5 for Code Charter) Yes
 - Municipal clerk (Section 21- 5-34) Yes
 - Deputy clerk (Section 21-15-23) Yes
 - Chief of police (Section 21-21-1) Yes
 - Deputy police (Section 41-5-9) (if hired under this law) N/A
7. Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21- 5-19) Yes
8. Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting?
(Section 21-15-33) Yes
9. Has the municipality complied with the nepotism law in its employment practices? (Section 25-1-53) Yes
10. Did all officers, employees of the municipality, or the relatives avoid any personal interest in any contracts with the municipality during their term or within one year after their terms of office or employment? (Section 25-4-105) Yes
11. Does the municipality contract with a Certified Public Accountant or an auditor approved by the State Auditor for its annual audit within twelve months of the end of each fiscal year? (Section 21-35-31) Yes

12. Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance?
(Section 21-35-31 or 21-17-19)

Yes

PART II - Cash and Related Records

1. Where required, is a claims docket maintained?
(Section 21-39-7)
2. Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9)
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued?
(Section 21-39-7)
4. Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (Section 21-39-13)
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn?
(Section 21-39-13)
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9)
7. Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (Section 21-35-23)
8. Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 21-39-203, & 21-39-205)
9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (Section 21-35-25)
10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (Section 21-35-25)

Yes

Yes

Yes

Yes

Yes

Yes

Yes

Yes

Yes

Yes

11. Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11) Yes
12. Does the municipal clerk submit to the board a monthly report of expenditures against each budget item for the preceding month and fiscal year to date and the unexpended balances of each budget item? (Section 21-35-11) Yes
13. Does the board avoid approving claims and the city clerk not issue any warrants which would be in excess of budgeted amounts, except for court-ordered or emergency expenditures? (Section 21-35-17) Yes
14. Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-353) Yes
15. Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323) N/A
16. Are donations restricted to those specifically authorized by law? [Section 21-17-5 (Section 66, Miss. Constitution) -- Sections 21-19-45 through 21-19-59, etc.] Yes
17. Are fixed assets properly tagged and accounted for? (Section II - Municipal Audit and Accounting Guide) Yes
18. Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41? Yes
19. Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-3-41) Yes

PART III - Purchasing and Receiving

1. Are bids solicited for purchases, when required by law (written bids and advertising)? [Section 31-7-13(t) and (c)] Yes
2. Are all lowest and best bid decisions properly documented? [Section 31-7-13(d)] Yes
3. Are all one-source item and emergency purchases documented on the board's minutes? [Section 31-7-13(m) and (k)] Yes
4. Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (Section 31-7-23) Yes

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PART IV - Bonds and Other Debt

1. Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (Section 21-33-303)
2. Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (Section 21-33-87)
3. Have the required trust funds been established for utility revenue bonds? (Section 21-27-65)
4. Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317)
5. Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5)

N/A

N/A

N/A

N/A

N/A

PART V - Taxes and Other Receipts

1. Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167)
2. Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53)
3. Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63)
4. Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53)
5. Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (Sections 27-39-320 and 27-39-321)
6. Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5)
7. Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1)
8. Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37)
9. Has the municipality levied or appropriated not less than 1/4

YES

YES

YES

YES

YES

YES

N/A

YES

mill for fire protection and certified to the county; it provides its own fire protection or allowed the county to levy such tax? (Sections 83-1-37 and 83-1-39)

Yes

10. Are state-imposed court assessments collected and settled monthly? (Section 99-19-73, 83-39-31, etc.)

Yes

11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21)

Yes

12. Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (Section 21-17-1)

N/A

13. Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (Section 17-17-347)

Yes

14. Has the municipality published an itemized report of all revenues, costs and expenses incurred by the municipality during the immediately preceding fiscal year in operating the garbage or rubbish collection or disposal system? (Section 17-17-348)

Yes

15. Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG)


Yes

(MUNICIPAL NAME)

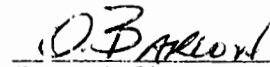
Certification to Municipal Compliance Questionnaire

Year Ended September 30, 2017

We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of TOWN OF CRENSHAW and, to the best of our knowledge and belief, all responses are accurate.


(City Clerk's Signature)

09/14/17
(Date)


(Mayor's Signature)

09/14/17
(Date)

Minute Book References:

Book Number 2017

Page _____

(Clerk is to enter minute book references when questionnaire is accepted by board.)

