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## TOWN OF PACE

Robert LeFlore, Sr., Mayor  
Curtissia W Allen, Town Clerk  
Aelicia Thomas, Attorney  
Michael A Williams  
William Evans, Maintenance Supervisor

Post Office Box 216  
333 Jenny Washington Ave  
Pace, Mississippi 38764  
Telephone: 662.723.6292  
Facsimile: 662.723.6198

BOARD OF ALDERMEN  
Larry D Walker  
Beverly Shelly  
Patricia Pates  
Lula Campbell  
Tommy Mitchell

July 13th, 2018

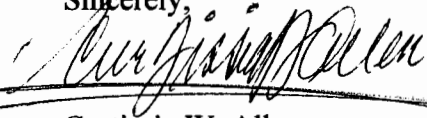
Office of the State Auditor  
Attn.: Mr. Tom Chain, CPA  
P.O. Box 956  
Jackson, MS 39205

Re: Annual Financial Report Fiscal Year Ending Sept. 30th, 2017  
Town of Pace, Mississippi

Dear Mr. Chain:

Accompanying this letter are two hard copies of the Annual Compilation of the Town of Pace, Mississippi, for the fiscal year ended September 30th, 2017. A separate management letter was not written to the Town of Pace, Mississippi in connection with this report.

Sincerely,

  
Curtissia W. Allen,  
Town Clerk

Enclosure

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# **TOWN OF PACE, MISSISSIPPI**

Compiled Financial Statement  
September 30, 2017

***Ella B. Johnson,***  
*Public Accountant*  
*119 Greenridge Drive*  
*Madison, MS 39110*  
*662-347-5773 (Office)*  
*601-790-9369 (Fax)*

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**TOWN OF PACE, MISSISSIPPI**

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Johnson's Accounting Service,  
Public Accountant

119 Greenridge Drive, Madison, MS 39110  
Phone: 662-347-5773 – FAX: 601-790-9369

**SPECIAL REPORT ON AGREED UPON PROCEDURES FOR SMALL MUNICIPALITIES (TOWNS)**

**June 12, 2018**

Governing Body  
Town of Pace, Mississippi 38764

We have applied certain agreed-upon procedures, as discussed below, to the accounting records of the Town of Pace, Mississippi as of September 30, 2017, and for the year then ended, as required by the Office of the State Auditor, under the provisions of Section 21-35-31, Miss. Code Ann. (1972). It is understood the report is solely for the use of the governing body of the Town of Pace, Mississippi, and the Office of the State Auditor and should not be used for any other purposes. Our procedures and findings are as follows:

1. We reconciled cash on deposit with State Bank & Trust Company to balances in the respective accounts and obtained confirmation of the related balances from the bank:

<b><u>FUND</u></b>	<b><u>Balance Per Town Records</u></b>
General:	
Operating	\$54,436.58
Real Estate Account	29,324.52
Petty Cash Fund	494.05
Payroll Account	2,934.27
Summer Enrichment Program	273.04
Chronic Disease	4,134.50
Tax Account	1,407.99
Pace Elem School Rehabilitation	<u>1,257.20</u>
Total General Fund	\$ 94,262.15
Special Revenue Funds:	
Park Recreation and Beautification	\$ 3,315.55
Fire Protection	17,108.26
Water System Improvement Project	66,766.57
Bridges – FEMA	<u>19,994.12</u>
Total Special Revenue Funds	\$ 107,184.50
Enterprise Fund:	
Water – O&M	\$ 45,854.83
Reserve Bond Depreciation	15,586.67
Water Deposit Fund	<u>14,506.96</u>
Total Enterprise Fund	\$ 75,948.46

2. We physically examined securities held for investment. Securities held in trust were confirmed directly with respective trustees. All investment transactions during the year were examined for compliance with investments authorized by Section 21-33-323, Miss. Code Ann. (1972).

<u>Security</u>	<u>Fund</u>	<u>Ledger Cost</u>
State Bank & Trust Co.	General	\$11,717.35
State Bank & Trust Co.	Fire Protection	2,097.62
State Bank & Trust Co.	Enterprise Fund	\$ 11,717.36

3. We performed the following procedures with respect to taxes on real and personal property (including motor vehicles and mobile homes) levied during the fiscal year.
  - a. Traced levies to governing body minutes;
  - b. Traced distribution of taxes collected to proper funds, and
  - c. Analyzed increase in taxes for most recent period for completion with increase limitations of Sections 27-39-320 to 27-39-323, Miss. Code Ann. (1972).

The distribution of taxes to General Fund, Parks & Recreation and Fire Protection Funds was in accordance with prescribed tax levies.

Ad valorem tax collections were found to be within the limitations of Sections 27-39-320 to 27-39-323, Miss. Code Ann. (1972).

4. The Town did not issue general obligation debt.
5. We obtained a statement of payments made by the Department of Finance and Administration 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>Ledger Amount</u>
Sales Tax Allocation	General Fund	\$ 6,021.56
Homestead Exemption Reimburse.	General Fund	6,201.81
Gasoline Taxes	General Fund	787.72
Payments Nuclear Plant	General Fund	2,473.87
General Municipal Aid	General Fund	136.64
MS Development Authority	Water Sys Improve.	120,482.28
MS Emergency Management	Bridges – FEMA	19,994.12
Fire Protection	Fire Protection Fund	<u>1,534.15</u>
	Total	<u>\$157,632.15</u>

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

The sample consisted of the following:

Number of Sample items	22
Total Dollar Value of Sample	\$14,382

We found the municipality's purchasing procedures to be in agreement with the requirements of the above mentioned sections except as follows:

Five (5) purchases were not supported by invoices.

7. We selected a sample of collections of fines and forfeitures to determine that the Municipal Court Clerk settled receipts daily with the Municipal Clerk as required by Section 21-15-21, Miss. Code Ann. (1972)

We found that the Municipal Court Clerk did not settle receipts to the Municipal Clerk on a daily basis.

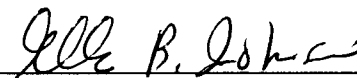
8. We selected a sample of state-imposed court assessments collected to determine that the Municipal Clerk settled assessments collected monthly with the Dept. of Finance and Administration as required by Sections 99-19-73 and 83-39-31 of the Miss. Code Ann. (1972).

We found that the assessments were not collected and settled monthly.

9. We have read the Municipal Compliance Questionnaire completed by the Municipality. The following responses to the questionnaire indicate noncompliance with state requirements.

- a. State-imposed court assessments were not collected and settled monthly.
- b. All fines and forfeitures were not collected when due and settled.

Because the above procedures do not constitute an audit in accordance with generally accepted auditing standards, we do not express an opinion on any of the specific accounts or classes of transactions referred to above. In connection with the procedures referred to above, no matters came to our attention that caused us to believe the items specified in Paragraphs 1, 2 and 3 should be adjusted. Had we performed additional procedures or had we conducted an audit of the financial statements in accordance with generally accepted auditing standards, matters might have come to our attention that would have been reported to you. This report should not be associated with the financial statements of the Town of Pace, Mississippi, for the fiscal year ended September 30, 2017.



Ella B. Johnson, Public Accountant

June 12, 2018

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Johnson's Accounting Service  
Public Accountant

119 Greenridge Drive, Madison, MS 39110  
Phone: 662-347-5773 – Fax: 601-790-9369

Governing Body  
Town of Pace, Mississippi 38764

We have compiled the Statement of Cash Receipts and Disbursements – Governmental and Business-type Activities for the fiscal year ended September 30, 2017.

June 12, 2018



**TOWN OF PACE, MISSISSIPPI**  
**STATEMENT OF CASH RECEIPTS and DISBURSEMENTS**  
**GOVERNMENTAL & BUSINESS-TYPE ACTIVITIES**  
**AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2017**

	Governmental Activities			Business-Type Activities	
	General	Other		Water &	
	Fund	Nonmajor	Total	Sewer	Total
	Fund	Funds	Total	Fund	Total
<b>RECEIPTS</b>					
Taxes - Ad Valorem	103,330	1,851	105,181		
Franchise Fees - Utilities	6,356		6,356		
Licenses & Permits	240		240		
Homestead Exempt. Reimburse.	6,202		6,202		
General Sales Tax	6,022		6,022		
Municipal Aid	137		137		
Motor Vehicle Fuel Taxes	788		788		
Grand Gulf	2,474		2,474		
Municipal Fire Protection	1,534		1,534		
Fines & Forfeits	386		386		
Charges for Services:					
Rents	2,079		2,079		
Interest Income	90	3	93	90	90
Reimbursements	1,782		1,782		
Other Revenue	936		936		
Grant Income - MDA		120,482	120,482		
Grant Income - RD Treas. 310		11,075	11,075		
Grant Income - MS Emergency		19,994	19,994		
Contributions - Oct. Fest		2,262	2,262		
Garbage Disposal				21,852	21,852
Water Deposits				1,955	1,955
Water Collections				47,627	47,627
Sewer Collections				39,456	39,456
<b>TOTAL RECEIPTS</b>	<b>132,356</b>	<b>155,667</b>	<b>288,023</b>	<b>110,980</b>	<b>110,980</b>

**DISBURSEMENTS**

General Government :

Legislative

Salaries & Employee Benefits 9,971 9,971

Attorney 4,800 4,800

Municipal Judge 125 125

Executive:

Salaries & Employee Benefits 12,769 12,769

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**TOWN OF PACE, MISSISSIPPI**  
**STATEMENT OF CASH RECEIPTS and DISBURSEMENTS**  
**GOVERNMENTAL & BUSINESS-TYPE ACTIVITIES**  
**AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2017**

	Governmental Activities			Business-Type Activities	
	General Fund	Other Nonmajor Funds	Total	Water & Sewer Fund	Total
Financial:					
Salaries & Employee Benefits	17,986		17,986		
Supplies	4,025		4,025		
Other Services & Charges	41,952		41,952		
Capital Outlay-Equipment	700		700		
Public Safety: Police					
Salaries & Employee Benefits	12,769		12,769		
Supplies	2,734		2,734		
Fine Assessments	78		78		
Other Services & Charges	42		42		
Public Safety: Fire					
Other Services & Charges	-		-		
Public Works- Street Department					
Supplies	1,697		1,697		
Other Services & Charges	9,150		9,150		
Public Works-Sanitation					
Garbage Disposal				12,350	12,350
Parks & Recreation:					
Supplies		200	200		
Other Services & Charges		250	250		
October Fest		3,369	3,369		
Grant Expenditures:					
Small Municipalities Grant:					
Administration		2,800	2,800		
Construction		72,091	72,091		
Enterprise - Water & Sewer					
Personnel				42,797	42,797
Supplies				11,802	11,802
Contract Services				2,700	2,700
Other Services Charges				22,142	22,142
Water Dpeosits				292	292
<b>Total Disbursements</b>	<b>118,798</b>	<b>78,710</b>	<b>197,508</b>	<b>92,083</b>	<b>92,083</b>

JUN 16 2018

**TOWN OF PACE, MISSISSIPPI**  
**STATEMENT OF CASH RECEIPTS and DISBURSEMENTS**  
**GOVERNMENTAL & BUSINESS-TYPE ACTIVITIES**  
**AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2017**

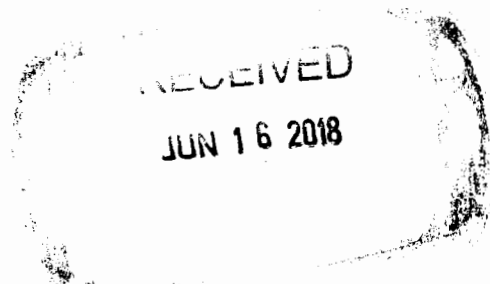
	Governmental Activities			Business-Type Activities	
	General Fund	Other Nonmajor Funds	Total	Water & Sewer Fund	Total
Excess of Receipts Over (Under) Disbursements	13,558	76,957	90,515	18,897	18,897
OTHER CASH SOURCES (USES)					
Transfers In		2,800	2,800		-
Transfers Out	(1,550)		(1,550)	(1,250)	(1,250)
Total Other Cash Sources (Uses)	(1,550)	2,800	1,250	(1,250)	(1,250)
Excess (Deficiency) of Receipts Over Disbursements	12,008	79,757	91,765	17,647	17,647
Cash Basis Fund Balance Beginning of Year	93,971	29,525	123,496	70,019	70,019
Cash Basis Fund Balance - End of Yr.	105,979	109,282	215,261	87,666	87,666
Cash Basis Assets - End of Year					
Cash and Cash Equivalents	60,803	3,315	64,118	45,855	45,855
Restricted Cash	45,176	105,967	151,143	41,811	41,811
Total Cash Basis Assets	105,979	109,282	215,261	87,666	87,666
Cash Basis Fund Balance End of Year:					
Restricted	45,176	105,967	151,143	41,811	41,811
Unassigned	60,803	3,315	64,118	45,855	45,855
Total Cash Basis Fund Balances	105,979	109,282	215,261	87,666	87,666

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**Town of Pace, Mississippi**  
**Schedule of Investments-All Funds**  
**September 30, 2017**

<u>OWNERSHIP</u>	<u>TYPE OF INVESTMENT</u>	<u>INVESTMENT COST VALUE</u>
General Fund	Certificate of Deposit	\$ 11,717.35
Fire Protection	Certificate of Deposit	\$ 2,097.62
Water Fund	Certificate of Deposit	<u>\$ 11,717.36</u>
Total Investments		<u><u>\$ 25,532.33</u></u>



**TOWN OF PACE, MISSISSIPPI  
SCHEDULE OF SURETY BONDS FOR MUNICIPAL OFFICIALS  
September 30, 2017**

<u>Name</u>	<u>Position</u>	<u>Company</u>	<u>Bond Amount</u>
Robert Leflore, Sr	Mayor	MS Municipal Bond Program	\$ 50,000
Curtissia W. Allen	Town Clerk	MS Municipal Bond Program	50,000
Michael Williams	Police Chief	MS Municipal Bond Program	50,000
Larry D. Walker, Sr.	Alderman	MS Municipal Bond Program	10,000
Lula Campbell	Alderwoman	MS Municipal Bond Program	10,000
Patricia Pates	Alderwoman	MS Municipal Bond Program	10,000
Tommie Mitchell	Alderman	MS Municipal Bond Program	10,000
Beverly Shelly	Alderwoman	MS Municipal Bond Program	10,000

**JOHNSON ACCOUNTING SERVICE**  
**Ella B. Johnson, Public Accountant**  
**119 Greenridge Drive**  
**Madison, MS 39110**  
**Phone: 662-347-5773**  
**Fax: 601-790-9369**  
**Email: ellajohnsontaxes@bellsouth.net**

**REPORT ON COMPLIANCE WITH STATE  
LAWS AND REGULATIONS**

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


We have compiled the accompanying Statement of Cash Receipts and Disbursements – Governmental and Business-Type Activities, Schedule of Investments and Schedule of Surety Bonds for Municipal Officials of the Town of Pace, Mississippi, for the year ended September 30, 2017, 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 accounting principles generally accepted in the United States of America.

We have performed procedures to test compliance with certain state laws and regulations as described by 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. According, we do not express such an opinion.

With respect to items tested, the results of those procedures and my compilation of the accompanying Statement of Cash Receipts and Disbursements – Governmental and Business-Type Activities, Schedule of Investments and Schedule of Surety Bonds for Municipal Officials of the Town of Pace, Mississippi, for the year ended September 30, 2017 disclosed a material instance of noncompliance with state laws and regulations. Our findings and recommendations and your responses are as follows:

1. We found that the Municipal Court Clerk did not settle receipts to the Municipal Clerk on a daily basis and assessments were not collected and settled monthly. Administration pledged to settle assessments to Department of Finance and Administration.

This report is intended solely for the information and use of 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.

  
Ella B. Johnson,  
Public Accountant  
June 12, 2018

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