

## OFFICE OF THE STATE AUDITOR REPORT NOTE:

*Section 7-7-211, Mississippi Code Annotated (1972)* gives the Office of the State Auditor the authority to audit, with the exception of municipalities, any governmental entity in the state. In the case of municipalities, *Section 21-35-31, Mississippi Code Annotated (1972)* requires municipalities to obtain an annual audit performed by a private CPA firm and submit that audit report to the Office of the State Auditor. The Office of the State Auditor files these audit reports for review in case questions arise related to the municipality.

As a result, the following document was not prepared by the Office of the State Auditor. Instead, it was prepared by a private CPA firm and submitted to the Office of the State Auditor. The document was placed on this web page as it was submitted and no review of the report was performed by the Office of the State Auditor prior to finalization of the report. The Office of the State Auditor assumes no responsibility for its content or for any errors located in the document. Any questions of accuracy or authenticity concerning this document should be submitted to the CPA firm that prepared the document. The name and address of the CPA firm appears in the document.

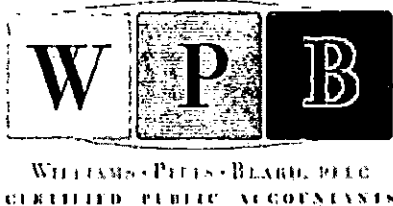
**TOWN OF COURTLAND, MISSISSIPPI**  
**COMPILATION REPORT**  
**AND**  
**REPORT ON AGREED-UPON PROCEDURES**  
**September 30, 2022**



**WILLIAMS • PITTS • BEARD, PLLC**  
**CERTIFIED PUBLIC ACCOUNTANTS**

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## INDEPENDENT ACCOUNTANTS' COMPILATION REPORT

Honorable Mayor and Board of Alderpersons  
Town of Courtland  
Courtland, Mississippi

Management is responsible for the accompanying statement of cash receipts and disbursements – governmental and business-type activities of the Town of Courtland, Mississippi, for the year ended September 30, 2022, in accordance with the cash basis of accounting, and for determining that the cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the statement of cash receipts and disbursements-governmental and business-type activities, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the statement or cash receipts and disbursements-governmental and business-type activities.

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.

Management has also elected to omit substantially all of the disclosures ordinarily included in a financial statement prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statement, they might influence the user's conclusions about the Town's cash receipts and disbursements. Accordingly, this financial statement is not designed for those who are not informed about such matters.

### Other Matters

#### *Required Supplementary Information*

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. 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 listed in the Table of Contents is presented in compliance with the requirements of the Mississippi Office of the State Auditor and has been compiled from information that is the representation of management. This information was subject to our compilation engagement; however, we have not audited or reviewed the required supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on such information.

*Other Information*

The statement of cash receipts and disbursements-governmental and business-type activities is intended to comply with the requirements of the Mississippi Office of the State Auditor and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

In accordance with the provisions of §21-35-31, Miss. Code Ann. (1972), we have issued a report dated January 16, 2023, on the results of our agreed-upon procedures.

*Williams, Pitts & Beard, PLLC*

Batesville, Mississippi  
January 16, 2023

TOWN OF COURTLAND, MISSISSIPPI  
 COMBINED STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
 GOVERNMENTAL AND BUSINESS-TYPE ACTIVITIES  
 FOR THE YEAR ENDED SEPTEMBER 30, 2022

	Governmental Activities	Business-type Activities
	General Fund	None
<b>RECEIPTS</b>		
Taxes:		
General property taxes	\$ 13,217	
Penalties and interest on delinquent taxes	93	
Franchise charges-utilities	8,636	
Privilege tax	60	
State shared revenues:		
General municipal aid	255	
Sales taxes	10,855	
Gasoline tax	1,423	
Nuclear plant payments in lieu of taxes	2,792	
Homestead reimbursement	2,246	
Fire protection allocation	5,940	
TVA payments in lieu of taxes	31	
Other aid	41,086	
County railroad tax	1,422	
County fire calls	17,896	
Miscellaneous income	20	
Interest income	85	
Fines and forfeits	75	
Donations	100	
Total Receipts	<u>106,232</u>	<u>\$ -</u>

*Continued*  
 See independent accountants' compilation report.

TOWN OF COURTLAND, MISSISSIPPI  
 COMBINED STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
 GOVERNMENTAL AND BUSINESS-TYPE ACTIVITIES - continued  
 FOR THE YEAR ENDED SEPTEMBER 30, 2022

	<u>Governmental Activities</u>	<u>Business-type Activities</u>
	<u>General Fund</u>	<u>None</u>
<b>DISBURSEMENTS</b>		
General government		
Civil defense	\$          420	
Utilities and telephone	2,242	
Insurance	12,954	
Legal and accounting	6,224	
Building maintenance	450	
Pest control	407	
Office and postage expense	558	
Salaries and payroll taxes	3,644	
Miscellaneous	<u>14,824</u>	
	41,723	
Fire department		
Insurance	4,364	
Maintenance and repairs	200	
Fuel	2,267	
Miscellaneous	112	
Capital outlay	1,556	
Supplies	<u>94</u>	
	8,593	
Police department		
Insurance	1,063	
Fuel	280	
Salaries and payroll taxes	11,168	
Miscellaneous	10	
Telephone and utilities	<u>4,886</u>	
	17,407	
Total Disbursements	<u>67,723</u>	\$          -
Excess (Deficiency) of receipts over disbursements	38,509	-

*Continued*

See independent accountants' compilation report.

TOWN OF COURTLAND, MISSISSIPPI  
 COMBINED STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
 GOVERNMENTAL AND BUSINESS-TYPE ACTIVITIES - continued  
 FOR THE YEAR ENDED SEPTEMBER 30, 2022

	Governmental Activities	Business-type Activities
	General Fund	None
<b>OTHER FINANCING SOURCES (USES)</b>		
Debt retirement – principal	\$ -	\$ -
Debt interest	-	-
Total other financing sources (uses)	-	-
Excess (Deficiency) of receipts and other financing sources over disbursements and other financing uses	38,509	-
<b>CASH BASIS FUND BALANCE – BEGINNING OF YEAR</b>	83,976	-
<b>CASH BASIS FUND BALANCE – END OF YEAR</b>	\$ 122,485	\$ -

See independent accountants' compilation report.



TOWN OF COURTLAND, MISSISSIPPI  
SCHEDULE OF INVESTMENTS  
SEPTEMBER 30, 2022

.30% Certificate of deposit matures October 10, 2023	\$ <u>21,930</u>
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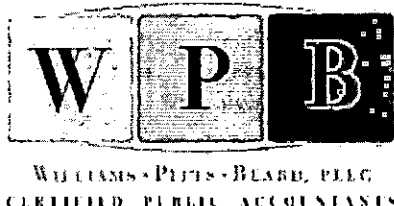
All certificates of deposit are included in the cash balance-end of year. The fair value of the certificate of deposit is approximately the same as the carrying value.

See independent accountants' compilation report.

TOWN OF COURTLAND, MISSISSIPPI  
SCHEDULE OF SURETY BONDS FOR MUNICIPAL OFFICIALS  
SEPTEMBER 30, 2022

<u>Name</u>	<u>Position</u>	<u>Company</u>	<u>Bond</u>
Deborah R. Aven	Mayor	Old Republic Surety Company	\$50,000
Gerald M. Aven, Jr.	Alderman	Old Republic Surety Company	\$50,000
Carolyn Kilgore	Alderwoman	Old Republic Surety Company	\$50,000
Mary K. Baglan	Alderwoman	Old Republic Surety Company	\$50,000
Chase Baglan	Alderman	CNA Surety Company	\$50,000
Clifford Olson	Alderman	Old Republic Surety Company	\$50,000
Carolyn Roberts	Town Clerk	Liberty Mutual Company	\$50,000
Jeremy Hailey	Chief of Police	CNA Surety Company	\$50,000
John Hubbard	Fire Chief	Old Republic Surety Company	\$10,000

See independent accountants' compilation report.



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## ACCOUNTANTS' REPORT ON COMPLIANCE WITH STATE LAWS AND REGULATIONS

Honorable Mayor and Board of Alderpersons  
Town of Courtland  
Courtland, Mississippi

We have compiled the accompanying statement of cash receipts and disbursements—governmental and business-type activities of the Town of Courtland, Mississippi, for the year ended September 30, 2022, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants and have issued our report dated January 16, 2023. This 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.

The results of those procedures and our compilation of the accompanying statement of cash receipts and disbursements—governmental and business-type activities of the Town of Courtland, Mississippi, for the year ended, disclosed the following instances of noncompliance with state laws and regulations, which are also addressed as item 6 in the Independent Accountants' Report on Applying Agreed-Upon Procedures.

### **Municipal Budget**

There were two items that exceeded the budgeted amount by a total of \$15,193.

We recommend that greater care be taken in containing expenditures to the budgeted amounts and amending the budget if necessary.

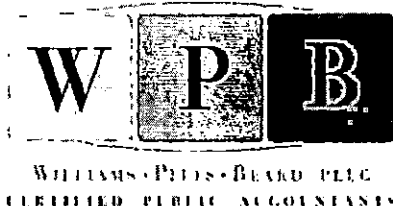
This report is intended solely for the information and use of the Town's management and the Office of the State Auditor, State of Mississippi, and is not intended to be, and should not be, used by anyone other

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Licensed in Mississippi and Tennessee

than these specified parties. However, this report is a matter of public record, and its distribution is not limited.

*Williams, Pitts & Beard, PLLC*

Batesville, Mississippi  
January 16, 2023



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## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Honorable Mayor and Board of Alderpersons  
Town of Courtland  
Courtland, Mississippi

We have performed the procedures enumerated below, which were agreed to by the Office of the State Auditor, to the accounting records of Town of Courtland, Mississippi; solely to assist the Office of the State Auditor in evaluating the Town of Courtland, Mississippi's compliance with certain laws and regulations as of September 30, 2022, 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 verified that all investment transactions were in compliance with §21-33-323 Miss. Code Ann. (1972), and we reconciled cash on deposit with the following bank to balances in the respective general ledger accounts and obtained confirmation of the related balances from the bank or otherwise proved those bank balances. No exceptions were noted.

Bank	Fund	General Ledger
First Security Bank	General	\$ 11,051
First Security Bank	General	5,430
First Security Bank	General	15,347
First Security Bank	General	21,930
First Security Bank	General	<u>68,627</u>

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Total confirmed or proved	122,385
Cash on hand	<u>100</u>
Total General Fund Cash	<u>\$ 122,485</u>

2. We performed the following procedures with respect to taxes on real and personal property (including motor vehicles) levied during the fiscal year:
  - a. Traced levies to governing body minutes. No exceptions were noted.
  - b. Traced distribution of taxes collected to proper funds. No exceptions were noted.
  - c. Analyzed increase in taxes for most recent period for compliance with increase limitations of §27-39-320 through §27-39-323, Miss. Code Ann. (1972). No exceptions were noted.
3. We obtained a statement of payments made by the Department of Finance and Administration to the municipality. The payments indicated were traced to deposits 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>
Homestead reimbursement	General	\$ 2,246
Fire protection allocation	General	5,940
Gasoline tax	General	1,423
Sales tax	General	10,855
General municipal aid	General	255
Nuclear plant payments in lieu of taxes	General	2,792
TVA payments in lieu of taxes	General	31
Other aid	General	<u>41,086</u>
TOTAL		<u>\$ 64,628</u>

4. Even though the town had a very limited amount of expenditures subject to the state purchase law, 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	8
Total Dollar Value of Sample	\$ 22,774

We found the municipality's purchasing procedures to be in full agreement with the requirements of the above-mentioned sections.

5. We selected a sample of collection of fines and forfeitures to verify that the municipal court clerk had settled daily with the municipal clerk in accordance with §21-15-21, Miss. Code Ann. (1972). We also selected a sample of state-imposed court assessments collected to determine that the municipal clerk had settled monthly with the Department of Finance and Administration in accordance with §99-19-73 and §83-39-31, Miss. Code Ann. (1972).

We noted that the court clerk only collected one fine for the entire twelve months. This fine was issued in a previous year and the assessment was settled with the state in that period.

6. We have read the Municipal Compliance Questionnaire that was completed, signed, and recorded in the Town board's minutes. The completed survey indicated no instances of noncompliance with state requirements. However, there were two items that exceeded the budgeted amount by a total of \$15,293. The Town has advised that greater care will be taken in the future when reviewing for accounts in excess of budgeted amounts.

We were not engaged to and did not perform 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 information and use of the Office of the State Auditor, State of Mississippi, and is not intended to be, 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 a matter of public record, and its distribution is not limited.

*Williams, Pitts & Beard, PLLC*

Batesville, Mississippi  
January 16, 2023