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

SEPTEMBER 30, 2009

**TOWN OF PRENTISS, MISSISSIPPI
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 Mississippi Society of CPAs

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

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

We have applied certain agreed-upon procedures, as discussed below, to the accounting records of the Town of Prentiss, Mississippi, as of September 30, 2009, 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). This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. It is understood the report is solely for the use of the governing body of the Town of Prentiss, Mississippi, and the Office of the State Auditor and should not be used for any other purpose. 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.

<u>Governmental Activities</u>	<u>Major Funds</u>	
<u>Bank</u>	<u>Fund/Account Name</u>	<u>Balance per General Ledger</u>
Regions	General - General Fund	\$ 337,362
Regions	General - Taxes	958
Regions	General - Maint. Part. Of Progress	1,829
Regions	General - Town & Co. Interlocal	13,115
Regions	General - KLH Building	989
Regions	General - Municipal Court	3,662
Regions	General - Accounts Payable Clearing Fund	5,726
Regions	General - Payroll Clearing Account Fund	3,910
	Total General Fund	\$ 367,551
Regions	Special Fire Truck Fund	\$ 87,988

<u>Governmental Activities</u>	<u>Other Funds</u>	
<u>Bank</u>	<u>Fund/Account Name</u>	<u>Balance per General Ledger</u>
Regions	Airport Improvements Fund	\$ 267
Regions	Crime Prevention Program	477
Regions	Prentiss Library Fund	2,279
Regions	Municipal Fire Fund	17,346
Regions	Prentiss Drug & Narcotics Fund	2,947
Regions	Police Dept. Seizures Fund	8,478
Regions	Interlocal K-9	41
Regions	1998 Bond Fund	21,172
Regions	1998 Construction Fund	62,605
	Total Other Governmental Funds	\$ <u>115,612</u>

Total Governmental Activities \$ 571,151

<u>Business-type Activities</u>	<u>Major Funds</u>	
<u>Bank</u>	<u>Fund/Account Name</u>	<u>Balance per General Ledger</u>
Regions	W&S Fund - Water Sewer Operation & Maintenance - Checking	\$ 220,483
Regions	W&S Fund - Water Sewer Operation & Maintenance - Deposit	21,803
Regions	W&S Fund - Water Sewer Relocating Fund	254
	Total Water & Sewer Fund	\$ <u>242,540</u>

<u>Business-type Activities</u>	<u>Other Funds</u>	
<u>Bank</u>	<u>Fund Name</u>	<u>Balance per General Ledger</u>
Regions	Prentiss Complex Expansion Fund	\$ <u>9,560</u>

Total Business-type Activities \$ 252,100

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

Certificate of Deposit	Fund		Balance Sept. 30, 2009
Regions	General Fund Special Account	Allocation	\$ 151,316
Regions	Municipal Fire Fund Special Account	Allocation	1,147
Regions	W & S Fund - Water Sewer Operation & Maintenance Special Account	Allocation	<u>312,514</u>
Total	Certificate of Deposit Account Number	0107269358	\$ <u><u>464,977</u></u>

3. We performed the following procedures with respect to taxes on real and personal property (including motor vehicles) levied during the fiscal year:
- Verified use of certified county assessment rolls and traced levies to governing body minutes;
 - Examined uncollected taxes for proper handling, including tax sales;
 - Traced distribution of taxes collected to proper funds; and
 - Analyzed increase in taxes for most recent period for comparison with increase limitations of Sections 27-39-320 to 27-39-323, Miss. Code Ann. (1972).

The distribution of taxes to funds was found to be in accordance with prescribed tax levies, and uncollected taxes were determined to be properly handled.

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. 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:

Payment Purpose	Receiving Fund	General Ledger Amount
General Municipal Aid	General	\$ 604
Nuclear Plant - Payments in Lieu	General	16,305
Sales Tax Allocation	General	496,276
Liquor Privilege Tax	General	1,800
Gasoline Tax	General	3,256
Homestead Exemption Reimbursement	General	13,536
Fire Protection Allocation	General	6,119
Other Grants	General	8,403

5. 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	25
Total Dollar Value of Sample	\$ 239,796

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

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

Because the above procedures do not constitute an audit in accordance with generally accepted auditing standards in the United States of America, 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 auditing standards generally accepted in the United States of America, 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 Prentiss, Mississippi, for the year ended September 30, 2009.



Windham and Lacey, PLLC
January 12, 2010

**TOWN OF PRENTISS, MISSISSIPPI
FINANCIAL STATEMENTS**

SEPTEMBER 30, 2009

Windham and Lacey, PLLC

Certified Public Accountants

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

Members:
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Mississippi Society of CPAs

Accountant's Compilation Report

To the Mayor and the Board of Aldermen
Town of Prentiss, 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 Prentiss, Mississippi, for the year ended September 30, 2009, 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.

A compilation is limited to presenting in the form of financial statements and supplementary schedules information that is the representation of town officials. We have not audited or reviewed the accompanying financial statements and supplementary schedules and, accordingly, do not express an opinion or any other form of assurance on them.

Town officials have 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 the government-wide financial statements resulting from the cash basis transactions for the Town's governmental activities and business-type activities are not reasonably determinable.

The town officials have also 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 cash receipts and disbursements. Accordingly, this financial statement is not designed for those who are not informed about such matters.

Town officials also have not presented Management's Discussion and Analysis and other required supplemental information that the Governmental Accounting Standards Board has determined is required to supplement, although not required to be a part of, the basic financial statements.

In accordance with the provisions of Section 21-35-31, Miss. Code Ann. (1972), we have issued a report dated January 12, 2010, on the results of our agreed-upon procedures.



Windham and Lacey, PLLC
January 12, 2010

TOWN OF PRENTISS
Statement of Cash Receipts and Disbursements
Governmental and Business-type Activities
For the Year Ended September 30, 2009

	Governmental Activities				Business-type Activities			
	Major Funds		Other Funds		Major Funds		Other Funds	
	General Fund	Special Fire Truck Fund	Governmental Funds	Total	Water & Sewer Fund	Prentiss Complex Expansion Fund	Total	
RECEIPTS								
General Property taxes	\$ 165,821		83,640	249,461				
Road and bridge tax	54,055			54,055				
License and permits	4,169			4,169				
Franchise taxes on utilities	71,502			71,502				
Grand Gulf payments in lieu of tax	16,305			16,305				
Intergovernmental revenues:								
Federal airport grant			92,673	92,673				
State airport grants			2,439	2,439				
General municipal aid	604			604				
State shared revenues:								
Sales taxes	496,276			496,276				
Gasoline tax	3,256			3,256				
Alcoholic beverage tax	1,800			1,800				
Aid from county	14,400		7,550	21,950				
Fire insurance rebate			6,119	6,119				
Charges for services:								
Garbage	85,494			85,494				
Water and sewer utility					373,968		373,968	
Fines and forfeits	34,460			34,460				
Interest income	1,925	286	250	2,461	2,075	19	2,094	
Miscellaneous revenue	13,776		3,151	16,927				
Total Receipts	\$ 963,843	286	195,822	1,159,951	376,043	19	376,062	

See accompanying accountant's compilation report

TOWN OF PRENTISS
Statement of Cash Receipts and Disbursements
Governmental and Business-type Activities
For the Year Ended September 30, 2009

	Governmental Activities				Business-type Activities			
	Major Funds		Other Funds		Major Funds		Other Funds	
	General Fund	Special Fire Truck Fund	Governmental Funds	Total	Water & Sewer Fund	Prentiss Complex Expansion Fund	Total	
DISBURSEMENTS								
General government	\$ 204,467			204,467				
Public safety	504,134		37	504,171				
Public works	250,726			250,726				
Culture and recreation			11,600	11,600				
Water and sewer utility:								
Personal services					159,389		159,389	
Supplies					41,157		41,157	
Utilities					74,138		74,138	
Other services and charges					17,889	93	17,982	
Total Disbursements	<u>959,327</u>	<u>0</u>	<u>11,637</u>	<u>970,964</u>	<u>292,573</u>	<u>93</u>	<u>292,666</u>	
Excess of Receipts over (under) Disbursements	<u>4,516</u>	<u>286</u>	<u>184,185</u>	<u>188,987</u>	<u>83,470</u>	<u>(74)</u>	<u>83,396</u>	
OTHER CASH SOURCES (USES)								
Capital outlay - equipment	(144,564)	(50,934)	(4,039)	(199,537)				
Airport construction			(97,551)	(97,551)				
Sale of surplus property	25,000			25,000	3,357		3,357	
Meter deposits net of refunds					(29,625)		(29,625)	
Principal paid on bonds, notes and leases			(60,000)	(60,000)				
Interest paid on bonds, notes and leases			(13,725)	(13,725)	(4,823)		(4,823)	
Total Other Cash Sources and (Uses)	<u>(119,564)</u>	<u>(50,934)</u>	<u>(175,315)</u>	<u>(345,813)</u>	<u>(31,091)</u>	<u>0</u>	<u>(31,091)</u>	
Net Changes in Cash	(115,048)	(50,648)	8,870	(156,826)	52,379	(74)	52,305	
Cash - Beginning	633,915	138,636	107,889	880,440	502,675	9,634	512,309	
Cash - Ending	<u>\$ 518,867</u>	<u>87,988</u>	<u>116,759</u>	<u>723,614</u>	<u>555,054</u>	<u>9,560</u>	<u>564,614</u>	

See accompanying accountant's compilation report

TOWN OF PRENTISS
 Schedule of Long-term Debt
 For the Year Ended September 30, 2009

Definition and Purpose	Balance Outstanding Oct. 1, 2008	Transactions During Fiscal Year		Balance Outstanding Sept. 30, 2009
		Issued	Redeemed	
General Obligation Bond	\$ 335,000		60,000	275,000
CDBG Loan - Prentiss Complex	457,000			457,000
MDECD Loan 6-308-CP-01	66,146		15,710	50,436
MDECD Loan 9-308-CP-01	92,754		13,915	78,839
Total	\$ 950,900	0	89,625	861,275

See accompanying accountant's compilation report.

TOWN OF PRENTISS
Schedule of Surety Bonds For Municipal Officials
For the Year Ended September 30, 2009

<u>Position</u>	<u>Surety</u>	<u>Bond Amount</u>
Aldermen	Old Republic Surety Company	\$ 25,000
Mayor	Old Republic Surety Company	25,000
Municipal Clerk	Western Surety Company	50,000
Office Clerk /Deputy Town Clerk	Western Surety Company	50,000
Municipal Court Clerk	Western Surety Company	50,000
Deputy Municipal Clerk	Western Surety Company	50,000
Police Chief	Western Surety Company	50,000
Policemen (5)	Western Surety Company	50,000
Firemen Dispatcher (3)	Western Surety Company	50,000

See accompanying accountant's compilation report.