

VILLAGE OF DODSON

**FINANCIAL REPORT
JUNE 30, 2020**

**SHANNA JONES, CPA
WINNFIELD, LOUISIANA**

VILLAGE OF DODSON
FINANCIAL REPORT
JUNE 30, 2020

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Village of Dodson

P. O. Box 86
Dodson, LA 71422

MANAGEMENT'S DISCUSSION & ANALYSIS

The Management's Discussion and Analysis of the Village of Dodson's (the Village) financial performance presents a narrative overview and analysis of Village of Dodson's financial activities for the years ended June 30, 2020 and 2019. The Village's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

FINANCIAL HIGHLIGHTS

The Village's net position on June 30, 2020 was \$1,843,913 and \$1,874,165 on June 30, 2019. The net position is made up largely of Capital Assets. The Village has \$1,442,008 in Net Capital Assets as of June 30, 2020 with no debt associated with it.

During fiscal year ended June 30, 2020 a decrease of \$5,990 over prior year expenses was noted in Governmental Expenditures. Personnel and Related Benefits continue to be the highest costs of the General Government. In the Business-type activities Operating Expenses are higher than prior year by \$24,844. These expenses continue to exceed charges for the water and sewer services; however, in the current fiscal year grants kept the Village from having a loss in this fund.

OVERVIEW OF FINANCIAL STATEMENTS

The basic financial statements include government-wide financial statements and fund financial statements. These two types of financial statements present the Village of Dodson's financial position and results of operations from differing perspectives which are described as follows:

GOVERNMENTAL-WIDE FINANCIAL STATEMENTS—This report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the Village as a whole and present a longer-term view of the Village's finances. These statements tell how the services were financed in the short-term as well as what remains for future spending.

FUND FINANCIAL STATEMENTS—A fund is an accountability unit used to maintain control over resources segregated for specific activities. The Village uses funds to ensure and demonstrate compliance with finance related laws and regulations. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources at the end of the year.

As the Government-wide Financial Statements includes the long-term view, comparisons between these two views may provide insight into the long-term impact as short-term financing decreases. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the difference between these two views.

Village of Dodson
MANAGEMENT'S DISCUSSION & ANALYSIS (continued)

OTHER INFORMATION

In addition to the basic financial statements and accompanying notes, this report also presents Other Required Supplementary Information consisting of a comparison of budgeted revenues and expenditures to actual revenues and expenditures.

FINANCIAL ANALYSIS OF THE VILLAGE'S FUNDS

The Village's Governmental Fund consist of a major fund: General and one Proprietary Fund: Utilities-Water and Sewer. In the current fiscal year, the General fund declined \$13,668 and Proprietary fund increased \$4,256. The decline in General was mainly the result in expenses exceeding revenues even with lowering expenditures and increasing revenues. As previously stated, the increase in Proprietary fund was mainly the result of grants in the current year. One was capital and the related asset was properly coded as such. The other grant was for sewer repairs and offset the related cost. As of June 30, 2020, the fund balance and net position, respectively are as follows: General \$157,012, and Proprietary \$1,310,637.

FINANCIAL ANALYSIS OF THE VILLAGE AS A WHOLE

Over time, as year-to-year financial information is accumulated on a consistent basis, changes in net position may be observed and used to discuss the changing financial position of the Village as a whole.

A summary of the basic government-wide financial statements is as follows:

	Summary of Statement of Net Position			
	<u>2020</u>		<u>2019</u>	
	<u>Governmental</u>	<u>Business-type</u>	<u>Governmental</u>	<u>Business-type</u>
Assets:				
Current	\$ 164,608	\$ 262,190	\$ 185,976	\$ 231,622
Non-Current:				
Capital Assets (Net)	<u>376,264</u>	<u>1,065,744</u>	<u>397,104</u>	<u>1,091,366</u>
Total Assets	<u>540,872</u>	<u>1,327,934</u>	<u>583,080</u>	<u>1,322,988</u>
Liabilities:				
Current:				
Unrestricted	7,596	3,078	15,296	2,866
Restricted	<u>-</u>	<u>14,219</u>	<u>-</u>	<u>13,741</u>
Total Liabilities	<u>7,596</u>	<u>17,297</u>	<u>15,296</u>	<u>16,607</u>
Net Position:				
Invested in Capital Assets	376,264	1,065,744	397,104	1,091,366
Unrestricted-restated	<u>157,012</u>	<u>244,893</u>	<u>170,680</u>	<u>215,015</u>
Total Net Position	<u>\$ 533,276</u>	<u>\$ 1,310,637</u>	<u>\$ 567,784</u>	<u>\$ 1,306,381</u>

Village of Dodson
MANAGEMENT'S DISCUSSION & ANALYSIS (continued)

Rather than present the Statement of Net Activities, this comparative data shows a Summary of Changes in of Net Position:

	<u>2020</u>		<u>2019</u>	
	<u>Governmental</u>	<u>Business-type</u>	<u>Governmental</u>	<u>Business-type</u>
Revenues:				
Program Revenues—				
Charges for Services, Fines, Commissions	\$ 323,640	\$ 107,538	\$ 326,062	\$ 107,826
Operating Grants & Contributions	-	11,557	4,000	-
Capital Grants & Contributions	-	41,169	-	19,250
General Revenues—				
Ad Valorem Taxes	10,620	-	9,846	-
Sales Taxes	18,321	-	-	-
Franchise Taxes	7,042	-	6,959	-
Rental Income	4,590	-	5,400	-
Licenses & Fees	16,856	-	18,354	-
Interest & Miscellaneous	<u>6,186</u>	<u>238</u>	<u>1,028</u>	<u>207</u>
Total Revenues	387,255	160,502	371,649	127,283
Expenditures:				
General Government	275,992	-	275,685	-
Public Safety	128,538	-	143,333	-
Public Works	27,998	-	19,500	-
Operating	<u>-</u>	<u>145,481</u>	<u>-</u>	<u>120,637</u>
Total Expenditures	432,528	145,481	438,518	120,637
Excess (Deficiency) of Revenues over (under) Expenditures	<u>(45,273)</u>	<u>15,021</u>	<u>(66,869)</u>	<u>6,646</u>
Other Financing Sources Uses:				
Sale of Asset	-	-	-	-
Transfers from Other Funds	10,765	-	18,954	-
Transfers to Other Funds	<u>-</u>	<u>(10,765)</u>	<u>-</u>	<u>(18,954)</u>
Total Other Financing Sources (Uses)	<u>10,765</u>	<u>(10,765)</u>	<u>18,954</u>	<u>(18,954)</u>
Changes in Net Position	\$ (34,508)	\$ 4,256	\$ (47,915)	\$ (12,308)

Village of Dodson
MANAGEMENT'S DISCUSSION & ANALYSIS (continued)

FUNCTIONS OF EXPENSES

The total functions of the Village include general governmental activities, public safety and public works. In the business-type activities water and sewer services are provided.

GENERAL BUDGETARY HIGHLIGHTS

For the year ended June 30, 2020, total revenues and total expenditures were within the favorable variance allowed by state law. The original budget was not amended. Actual Revenues and Other Financing Sources exceeded Budgeted Revenues and Other Financing Sources by \$32,370 causing a favorable variance. Actual Expenditures exceeded Budgeted Expenditures by \$3,228 which is an unfavorable variance within the legal limits.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Village has prepared its fiscal year ended June 30, 2020 budget for the General Fund on the assumptions that revenues and expenditures will remain fairly consistent next year. Revenues and expenditures for the Proprietary Fund should also remain consistent during the next fiscal year, with the exception of a large capital project for water/sewer updates which will require a Department of Environmental Quality loan and issuance of revenue bonds.

CONTACTING THE VILLAGE

This financial report is designed to provide a general overview of the Village's finances, compliance with governmental financial reporting laws and regulations and demonstrate the Village's commitment to public accountability. If you have additional questions about this report or would like to request additional information, contact the Village of Dodson, P. O. Box 86, Dodson, LA 71422.

Shanna Jones, CPA

*795 Big Creek Rd
Winnfield, LA 71483
792-8544*

INDEPENDENT AUDITOR'S REPORT

To the Mayor & Aldermen
of the Village of Dodson
P.O. Box 86
Dodson, Louisiana

I have audited the accompanying financial statements of the governmental activities, business-type activities, and each major fund of Village of Dodson, Louisiana, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements 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 statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my 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*, issued by the Comptroller General of the U.S. and the *Louisiana Governmental Audit Guide*. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, 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 statements 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, I 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 statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a reasonable basis for my audit opinion.

Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each

major fund, of the Village of Dodson, Louisiana, as of June 30, 2020, and the respective changes in financial position and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the U.S. require that Management's Discussion and Analysis, the Budgetary Comparison Schedule on pages M-1 through M-4, and page 26 respectively, to be presented to supplement the basic financial statements. Such 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. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the U.S., which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Other Information

As amended by Act 462 of 2015, Act 706 of the Louisiana 2014 Legislative Session requires a Schedule of Compensation, Reimbursements, Benefits and Other Payments to Agency Head, Political Subdivision Head or Chief Executive Officer supplement the financial statements. I have applied certain limited procedures to the required supplementary information presented on page 28, in accordance with auditing standards generally accepted in the U.S., which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. In my opinion, the Schedule of Compensation, Benefits and Other Payments is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Governmental Auditing Standards

In accordance with *Government Auditing Standards*, I have also issued a report dated October 23, 2020, on my consideration of the Village of Dodson's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Village of Dodson's internal control over financial reporting and compliance.



Shanna Jones, CPA
Winnfield, Louisiana
October 23, 2020

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE
FINANCIAL STATEMENTS

VILLAGE OF DODSON
STATEMENT OF NET POSITION
JUNE 30, 2020

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Assets:			
Current Assets:			
Cash & Cash Equivalents	\$ 52,034	\$ 235,369	\$ 287,403
Receivables	109,393	12,602	121,995
Prepaid Expenses	3,181		3,181
Restricted Assets—Cash	<u>-</u>	<u>14,219</u>	<u>14,219</u>
Total Current Assets	164,608	262,190	426,798
Non-Current Assets:			
Capital Assets			
Depreciable (Net)	5,500	1,065,744	1,071,244
Non-Depreciable	<u>370,764</u>	<u>-</u>	<u>370,764</u>
Total Non-Current Assets	<u>376,264</u>	<u>1,065,744</u>	<u>1,442,008</u>
Total Assets	<u>540,872</u>	<u>1,327,934</u>	<u>1,868,806</u>
Liabilities:			
Current Liabilities:			
Accounts Payable	5,598	3,357	8,955
Payroll & Related Liabilities	1,719	-	1,719
Due to/from	279	(279)	-
Restricted Liabilities—Customers’ Deposits	<u>-</u>	<u>14,219</u>	<u>14,219</u>
Total Current Liabilities	<u>7,596</u>	<u>17,297</u>	<u>24,893</u>
Net Position:			
Net Investment in Capital Assets	376,264	1,065,744	1,442,008
Unrestricted	<u>157,012</u>	<u>244,893</u>	<u>401,905</u>
Total Net Position	<u>\$ 533,276</u>	<u>\$ 1,310,637</u>	<u>\$ 1,843,913</u>

The accompanying notes are an integral part of the basic financial statements.

VILLAGE OF DODSON
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

Program Activities	Expenses	Program Revenue			Net (Expense) Revenue & Changes in Net Position		
		Fines, Fees, Commissions & Charges for Services	Grants & Contributions Operating	Capital	Governmental Activities	Business-type Activities	Total
Governmental Activities:							
General & Admin	\$ 275,992	\$ 3,704	\$ -	\$ -	\$ (272,288)		\$ (
Public Safety	128,538	319,936			191,398		191,398
Public Works	27,998	-			(27,998)		(27,998)
Total Governmental	432,528	323,640	-	-	(108,888)		(108,888)
Business-type Activities:							
Water	91,514	75,238	-	41,169		\$ 24,893	24,893
Sewer	53,967	32,300	11,557	-	(10,110)		(10,110)
Total Business-type	\$ 145,481	\$ 107,538	\$ 11,557	41,169		14,783	14,783
General Revenues:							
Taxes:							
Ad Valorem					10,620		10,620
Sales					18,321		18,321
Franchise					7,042		7,042
Licenses & Permits					16,856		16,856
Rental Income					4,590		4,590
Interest Earnings					85	238	323
Miscellaneous					6,101		6,101
Transfers					10,765	(10,765)	-
Total General Revenues and Transfers					74,380	(10,527)	63,853
Change in Net Position					(34,508)	4,256	(30,252)
Net Position July 1, 2019					567,784	1,306,381	1,874,165
Net Position June 30, 2020					\$ 533,276	\$ 1,310,637	\$ 1,843,913

The accompanying notes are an integral part of the basic financial statements.

FUND FINANCIAL STATEMENTS

VILLAGE OF DODSON
BALANCE SHEET—GOVERNMENTAL FUNDS
JUNE 30, 2020

	<u>Major Fund General</u>
Assets:	
Current Assets:	
Cash & Cash Equivalents	\$ 52,034
Receivables	109,393
Prepaid Expenses	<u>3,181</u>
Total Assets	<u><u>164,608</u></u>
Liabilities:	
Current Liabilities:	
Accounts Payable	5,598
Payroll & Related Liabilities	1,719
Due to Proprietary Fund	<u>279</u>
Total Liabilities	<u>7,596</u>
Fund Balances:	
Nonspendable	3,181
Unassigned	<u>153,831</u>
Total Fund Balances	<u>157,012</u>
Total Liabilities & Fund Balances	<u><u>\$ 164,608</u></u>

The accompanying notes are an integral part of the basic financial statements.

VILLAGE OF DODSON
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
JUNE 30, 2020

Total Fund Balances for the Governmental Funds at June 30, 2020	\$ 157,012
Total Net Position reported for Governmental Activities in the Statement of Net Position is different because:	
Capital Assets used in Governmental Activities are not financial resources and, therefore, are not reported in the fund. Those assets consist of:	
Non-Depreciable	5,500
Depreciable	1,141,871
Less: Accumulated Depreciation	<u>(771,107)</u>
	<u>376,264</u>
Total Net Position of Governmental Activities at June 30, 2020	<u>\$ 533,276</u>

The accompanying notes are an integral part of the basic financial statements.

VILLAGE OF DODSON
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES—GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Major Fund General</u>
Revenues:	
Taxes:	
Ad Valorem	\$ 10,620
Sales	18,321
Franchise	7,042
Licenses & Permits	16,856
Fines & Forfeitures	319,936
Charges for Services	3,704
Miscellaneous:	
Interest Earned	85
Rent	4,590
Other	<u>6,101</u>
 Total Revenues	 <u>387,255</u>
 Expenditures:	
Current:	
General Government	271,704
Public Safety	126,326
Public Works	8,658
Capital Outlay	<u>5,000</u>
 Total Expenditures	 <u>411,688</u>
 Excess (Deficiency) of Revenues over Expenditures	 <u>(24,433)</u>
 Other Financing Sources/(Uses):	
Transfers In	<u>10,765</u>
 Excess (Deficiency) of Revenues & Other Financing Sources over Expenditures & Other Financing Uses	 <u>(13,668)</u>
 Fund Balances—Beginning of Year	 <u>170,680</u>
 Fund Balances—End of Year	 <u>\$ 157,012</u>

The accompanying notes are an integral part of the basic financial statements.

VILLAGE OF DODSON
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES OF THE GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

Net Change in Fund Balances—Governmental Funds \$ (13,668)

Amounts reported for Governmental Activities
in the Statement of Activities are different because:

Governmental Funds report Capital Outlays as
expenditures. However, in the Statement of
Activities the cost of these assets is allocated over
their estimated useful lives as depreciation expense.
The cost of Capital Assets recorded in the current
period is 5,000

Governmental Funds report the entire amount received from the
Sales of Assets as Revenues, but the undepreciated cost of the
assets reduces the gain from the sale in the Statement of Activities. (-)

Depreciation expense on Capital Assets is reported in
the Government-wide Financial Statements, but
does not require the use of current financial resources
and is not reported in the Fund Financial Statements.
Current year depreciation expense is (25,840)

Net Change in Net Position per Statement of Activities \$ (34,508)

The accompanying notes are an integral part of the basic financial statements.

VILLAGE OF DODSON
STATEMENT OF NET POSITION—PROPRIETARY FUND
JUNE 30, 2020

Assets:

Current Assets:

Cash & Cash Equivalents	\$ 235,369
Receivables, Net	12,602
Due from General Fund	279
Restricted—Cash & Cash Equivalents	<u>14,219</u>
Total Current Assets	<u>262,469</u>

Non-Current Assets:

Capital Assets	
Depreciable (Net of Depreciation)	<u>1,065,744</u>

Total Assets	<u>1,328,213</u>
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Liabilities:

Current Liabilities:

Accounts Payable	3,357
Restricted Liabilities—Customer Deposits	<u>14,219</u>

Total Liabilities	<u>17,576</u>
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Net Position:

Net Investment in Capital Assets	1,065,744
Unrestricted	<u>244,893</u>

Total Net Position	<u>\$ 1,310,637</u>
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The accompanying notes are an integral part of the basic financial statements.

VILLAGE OF DODSON
STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN FUND NET POSITION—PROPRIETARY FUND
FOR THE YEAR ENDED JUNE 30, 2020

Operating Revenues:	
Charges for Services	
Water	\$ 75,238
Sewer	<u>32,300</u>
Total Operating Revenues	<u>107,538</u>
Operating Expenses:	
Water	
Operating Supplies	19,505
Repairs & Maintenance	15,976
Telephone & Utilities	21,651
Depreciation	34,382
Sewer	
Operating Supplies	1,347
Repairs & Maintenance	11,557
Telephone & Utilities	1,093
Depreciation	<u>39,970</u>
Total Operating Expenses	<u>145,481</u>
Net Operating Income/(Loss)	<u>(37,943)</u>
Non-Operating Revenues (Expenses):	
Investment Interest	238
Grant Income	<u>52,726</u>
Total Non-Operating Revenues (Expenses)	<u>52,964</u>
Net Income before Transfers	<u>15,021</u>
Contributions & Transfers:	
Transfers Out	<u>(10,765)</u>
Change in Fund Net Position	4,256
Fund Net Position—Beginning of Year	<u>1,306,381</u>
Fund Net Position—End of Year	<u>\$ 1,310,637</u>

The accompanying notes are an integral part of the basic financial statements.

VILLAGE OF DODSON
STATEMENT OF CASH FLOWS—PROPRIETARY FUND
FOR THE YEAR ENDED JUNE 30, 2020

Cash Flows from Operating Activities:

Receipts from Customers	\$ 106,638
Grant Received for Operating Expenditures	11,557
Payments to Suppliers	(70,854)
Payments, Netted for Interfund Borrowing, General Fund	<u>(64)</u>
Net Cash Provided by Operating Activities	<u>47,277</u>

Cash Flows from Non-Capital & Related Financing Activities:

Transfers (to)/from Other Funds	<u>(10,765)</u>
Net Cash (Used) by Non-Capital & Related Financing Activities	<u>(10,765)</u>

Cash Flows from Capital & Related Financing Activities:

Equipment Purchase	(71,530)
Capital Grant	41,169
Decrease in Construction in Progress	<u>22,800</u>
Net Cash (Used) by Capital & Related Financing Activities	<u>(7,561)</u>

Cash Flows from Investing Activities:

Interest Earned on Operating Accounts	<u>238</u>
Net Cash Provided by Investing Activities	<u>238</u>

Net Increase (Decrease) in Cash & Cash Equivalents 29,189

Cash & Cash Equivalents—Beginning of Year 206,180

Cash & Cash Equivalents—End of Year \$ 235,369

Reconciliation of Operating Income to Net Cash Provided by Operating Activities:

Operating Activities:	
Operating Income/(Loss)	\$ (37,943)
Adjustments to Reconcile Operating Income to	
Net Cash Provided by Operating Activities:	
Depreciation	74,351
Grant Received for Operating Expenditures	11,557
Changes in Assets & Liabilities:	
(Increase)/Decrease in Accounts Receivable, Net	(901)
(Increase)/Decrease in Due from General Fund	(64)
Increase/(Decrease) in Accounts Payable	<u>277</u>
Net Cash Provided by Operating Activities	<u><u>\$ 47,277</u></u>

The accompanying notes are an integral part of the basic financial statements.

NOTES TO FINANCIAL STATEMENTS

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1—INTRODUCTION

The Village of Dodson, Louisiana, is incorporated under the Lawrason Act with a Mayor-Board of Aldermen form of government. The executive branch of government is headed by the Mayor and the legislative branch consists of three Aldermen.

This report includes all funds which are controlled by or dependent on the Village of Dodson, Louisiana's executive and legislative branches (the Mayor and Aldermen). Control by or dependence on the Village of Dodson, Louisiana was determined on the basis of budget adoption, taxing authority, authority to issue debt, election or appointment of government body, and other general oversight responsibility.

The Village's operations include police protection, fire protection, and general and administrative services. In addition, the Village operates a Utility System which provides water and sewer services.

NOTE 2—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Village is the basic level of government which has financial accountability and control over all activities related to the Village operations and services provided. The Village is not included in any other governmental "reporting entity" as defined by GASB pronouncements, since the Village Mayor and Board of Aldermen are elected by the public and have decision making authority to levy taxes, the power to designate management, the ability to significantly influence operations and primary accountability for fiscal matters. In addition, there are no component units as defined in Governmental Accounting Standards Board Statement No. 61, which are included in the Village's reporting entity.

Basis of Presentation

Government-Wide Financial Statements (GWFS):

GASB Statement No. 63 changed the title of Net Assets to Net Position along with standardizing the presentation of deferred outflows of resources and deferred inflows of resources and their effects on a government's net position. As required the Village has implemented GASB Statement No. 63.

The Statement of Net Position and Statement of Activities report information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods and services.

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Village's governmental activities. Direct expenses are those that are specifically associated with a program or function. Program revenues include (a) fees and charges paid by the recipient for goods or services offered by the program, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS):

The accounts of the Village are organized on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The various funds of the Village are classified into two categories: governmental and proprietary. The emphasis on fund financial statements is on major funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the Village or meets the following criteria: a) total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or proprietary fund are at least 10 percent of the corresponding total for all funds of that category or type; and b) total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the Village are described as follows:

Governmental Funds:

General Fund—The General Fund, is the principal fund and is used to account for the operations of the Village's office. The Village's primary source of revenue is fines and forfeitures. Other major sources of revenue include ad valorem taxes levied by the Village, franchise taxes, licenses and state grants. General operating expenditures are paid from this fund.

During the fiscal year end the citizens of the Village voted to have a one percent sales tax collected beginning in January of 2020 to assist in the operations of the general fund. These monies would be collected by the parish sales tax collector, the Winn Parish School Board, for a fee. The tax is set to expire in 10 years.

Proprietary Fund:

Enterprise Fund—The enterprise fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

(b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. Operating expenses for the proprietary funds include the cost of personal and contractual services, supplies and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The Village reports the general fund and the proprietary fund as major.

Eliminating Internal Activity—Interfund receivables and payables are eliminated in the Statements of Net Position and Balance Sheet except for the net residual amounts due between governmental and business-type activities where they are presented as internal balances. The allocation of overhead expenses from one function to another or within the same function is eliminated in the Statement of Activities. Allocated expenses are reported by the function to which they are allocated.

Measurement Focus and Basis of Accounting

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made.

Accrual Basis—Government-Wide Financial Statements (GWFS)

The Statement of Net Position and the Statement of Activities display information about the Village as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the exchange.

Modified Accrual Basis—Fund Financial Statements (FFS)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Village considers all revenues available if they are collected 60 days after year end. Expenditures generally are recorded when a liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Assets Liabilities and Equity

Cash and Cash Equivalents—The Village’s cash is considered to be the cash in demand deposits and interest bearing deposits. Cash equivalents include all short term, highly liquid investments that are readily convertible to known amounts of cash and are so near their maturity that they present insignificant risk of changes in value because of interest rates.

Capital Assets—The Village reports property and equipment in the governmental activities column in the GWFS. Capital assets are carried at historical or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Village maintains a threshold level of \$1,000 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of that asset or materially extend the life of that asset are not capitalized. In the FFS, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund as acquired. Capital assets in the proprietary fund are accounted for in the same manner as in GWFS.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets’ estimated useful lives using the straight-line method. The assets estimated useful lives are as follows:

Equipment and Vehicles	5 - 20 years
Utility System and Improvements	40 years
Buildings and Improvements	40 years
New Infrastructure (Road Overlay, Asphalt)	20 years

Compensated Absences—Employees are not allowed to carry leave forward from year to year, therefore, there is no entry made for compensated absences. In addition, the Village does not provide employee benefits beyond employment.

Equity Classifications—In the Government-Wide Financial Statements, equity is classified as Net Position and displayed in three components as applicable. The components are as follows:

Invested in Capital Assets—Capital assets including restricted capital assets, when applicable, net of accumulated depreciation.

Restricted Net Position—Net position with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or (2) law through constitutional provisions or enabling legislation.

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Unrestricted Net Position—All other net position that does not meet the definition of “restricted” or “invested in capital assets.”

When an expense is incurred for the purposes for which both restricted and unrestricted net position is available, management applies restricted resources first, unless a determination is made to use unrestricted net resources. The policy concerning which to apply first varies with the intended use and legal requirements. This decision is typically made by management at the incurrence of the expense.

In the Fund Financial Statements, governmental fund equity is classified as fund balance. The Village has implemented GASB Statement 54 “Fund Balance Reporting and Governmental Fund Type Definitions”. This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government’s fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- a. Nonspendable fund balance - amounts that are not in a spendable form (such as prepaid expenses) or are required to be maintained intact;
- b. Restricted fund balance - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;
- c. Committed fund balance - amounts constrained to specific purposes by a government itself using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- d. Assigned fund balance - amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- e. Unassigned fund balance - amounts that are available for any purpose; positive amounts are reported only in the general fund.

As of June 30, 2020, the General Fund, the Village’s only major governmental fund, has a nonspendable fund balance of \$3,181 which represents prepaid expenses. The remaining fund balance of \$153,831 is classified as unassigned. If applicable, the Village would typically use restricted fund balances first, followed by committed resources and assigned resources as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first and to defer the use of these other classified funds.

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Budget—Prior to the beginning of each fiscal year, the Village adopts a budget for the next fiscal year. The budget is open for public inspection. All budgeted appropriations lapse at the end of each fiscal year. The budget is typically prepared on the modified accrual basis of accounting.

Estimates—The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 3—AD VALOREM TAXES

The Village levies taxes on real and business personal property located within the boundaries of the Village. Property taxes are levied by the Village on property values assessed by the Winn Parish Tax Assessor and approved by the State of Louisiana Tax Commission.

The Village levied the following ad valorem taxes for 2019:

	<u>Authorized</u>	<u>Levied</u>
General Corporate Purposes	6.37	6.37

The Village recognizes property tax revenues when levied. The property tax calendar is as follows:

<u>Property Tax Calendar</u>	
Assessment Date	January 1
Levy Date	August 31
Tax Bills Mailed	October 15
Total Taxes Due	December 31
Penalties & Interest Added	January 31 of ensuing year
Lien Date	January 31 of ensuing year

NOTE 4—CASH AND CASH EQUIVALENTS

At June 30, 2020, the carrying amount of the Village’s cash and cash equivalents of governmental and enterprise funds (collected bank balances) totaled approximately \$300,370. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent banks. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agents. These securities are held in the name of the pledging fiscal agent banks in a holding or custodial bank that is mutually acceptable to both parties.

At June 30, 2020, the Village’s deposits were secured from risk by federal deposit insurance of \$250,000 and the remainder by securities pledged in the Village’s name by the fiscal agent bank with a market value greater than the remaining amount.

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 5—REVENUES RECEIVABLE

The following is a summary of receivables as of June 30, 2020:

	General Fund	Proprietary Fund
Fines & Forfeitures	\$ 100,615	
Ad Valorem Taxes	416	
Sales Taxes (Net of related fees)	6,939	
Miscellaneous	1,423	
Water Charges	-	\$ 7,913
Sewer Charges	-	4,689
Total	\$ 109,393	\$ 12,602

The Fines and Forfeitures had an allowance for doubtful accounts in the amount of \$357,527, which has been netted against total receivable above. Historically, bad debts for other receivables have not been significant; therefore, no allowance for bad debts was recorded.

NOTE 6—CAPITAL ASSETS

Capital asset balances and activity for the year ended June 30, 2020 are as follows:

Governmental Activities	Balance <u>07/01/19</u>	Additions	Deletions	Balance <u>06/30/20</u>
Capital Assets—NonDepreciable:				
Land	\$ 5,500	\$ -	\$ -	\$ 5,500
Capital Assets—Depreciable:				
Furniture and Equipment	473,446	-	-	473,446
Land Improvements	398,807	-	-	398,807
Buildings	<u>264,618</u>	<u>5,000</u>	<u>-</u>	<u>269,618</u>
Total Depreciable Assets	<u>1,136,871</u>	<u>5,000</u>	<u>-</u>	<u>1,141,871</u>
Total Capital Assets	<u>1,142,371</u>	<u>5,000</u>	<u>-</u>	<u>1,147,371</u>
Less Accumulated Depreciation:				
Furniture and Equipment	468,728	2,966	-	471,694
Land Improvements	66,422	19,940	-	86,362
Buildings	<u>210,117</u>	<u>2,934</u>	<u>-</u>	<u>213,051</u>
Total Accum. Depreciation	<u>745,267</u>	<u>25,840</u>	<u>-</u>	<u>771,107</u>
Net Capital Assets	<u>\$ 397,104</u>			<u>\$ 376,264</u>

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Business-type Activities	Balance <u>07/01/19</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>06/30/20</u>
Capital Assets—NonDepreciable:				
Construction in Progress	\$ 22,800	\$ -	\$ (22,800)	\$ -
Capital Assets—Depreciable:				
Water System Equipment	183,402	71,530	-	254,932
Water Plant	775,220	-	-	775,220
Sewer System Equipment	89,592	-	-	89,592
Sewer Plant	<u>1,598,833</u>	<u>-</u>	<u>-</u>	<u>1,598,833</u>
Total Depreciable Assets	<u>2,647,047</u>	<u>71,530</u>	<u>-</u>	<u>2,718,577</u>
Total Capital Assets	<u>2,669,847</u>	<u>71,530</u>	<u>(22,800)</u>	<u>2,718,577</u>
Less Accumulated Depreciation:				
Water Equipment	104,575	15,001	-	119,576
Water Plant	264,444	19,381	-	283,825
Sewer System Equipment	89,592	-	-	89,592
Sewer Plant	<u>1,119,870</u>	<u>39,970</u>	<u>-</u>	<u>1,159,840</u>
Total Accum. Depreciation	<u>1,578,481</u>	<u>74,352</u>	<u>-</u>	<u>1,652,833</u>
Net Capital Assets	<u>\$1,091,366</u>			<u>\$1,065,744</u>

Depreciation expense for the year ended June 30, 2020 of \$25,840 is charged for Governmental activities. These charges went to the General Government function in the amount of \$4,288, Public Safety \$2,212 and \$19,340 for Public Works. Depreciation expense for the year ended June 30, 2020 of \$74,352 for the Business-type Activities the Utility Fund had \$34,382 charged to the Water expenditures and \$39,970 charged to Sewer expenditures.

NOTE 7—PENSION PLAN

All employees of the Village of Dodson, Louisiana are covered by the Social Security System. Employees contribute 6.2 percent of their total salary to the System, while the Village also contributes 6.2 percent. For the year ended June 30, 2020, the Village's portion contributed was approximately \$14,500. Any future deficit in this System will be financed by the United States Government.

NOTE 8—OTHER POST EMPLOYEMENT BENEFITS

All employees of the Village of Dodson, Louisiana are covered by the Medicare System. Employees contribute 1.45 percent of their total salary to the System, while the Village also contributes 1.45 percent. For the year ended June 30, 2020, the Village's portion contributed was approximately \$3,400. Any future deficit in this System will be financed by the United States Government.

VILLAGE OF DODSON
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 9—PENDING LITIGATION

At June 30, 2020, there were no outstanding suits noted as seeking damages against the management of the Village of Dodson.

NOTE 10—RELATED PARTIES

The Village had one identified related party with transactions for the year ended June 30, 2020. During the fiscal year ended June 30, 2020, the Village purchased approximately \$3,565 of parts from Dodson Equipment Co., Inc. after receiving permission from the ethics board.

NOTE 11—COOPERATIVE ENDEAVORS

The Village was party to a cooperative endeavor with the State of Louisiana Department of Transportation and Development to perform certain maintenance including mowing and litter pick up along the state roadways located within the Village of Dodson for the fiscal year ended June 30, 2020.

NOTE 12—COMPENSATION PAID TO THE MAYOR & BOARD OF ALDERMEN

For the fiscal year ended June 30, 2020 the following compensation was earned by the Village's management:

Richard Broomfield—Mayor	\$ 45,000
Karla Shively	3,900
Gary Robertson	3,900
Waymon Payne	<u>3,900</u>
Total	<u>\$ 56,700</u>

NOTE 13—SUBSEQUENT EVENTS

Management has evaluated events through October 23, 2020, the date which the financial statements were available for issue. There were no items to be reported as subsequent events, other than the following: Management was in the process of obtaining a DEQ loan and revenue bonds for Water Treatment/Sewer Plant.

OTHER REQUIRED
SUPPLEMENTARY INFORMATION

VILLAGE OF DODSON
BUDGETARY COMPARISON SCHEDULE—GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues:	<u>Original</u>	<u>Actual</u>	<u>(Unfavorable)</u>
Taxes:			
Ad Valorem	\$ 9,000	\$ 10,620	\$ 1,620
Sales	-	18,321	18,321
Franchise	10,500	7,042	(3,458)
Licenses & Permits	7,000	16,856	9,856
Fines & Forfeitures	325,000	319,936	(5,064)
Charges for Services	4,000	3,704	(296)
Miscellaneous:			
Interest & Other	6,650	6,186	(464)
Rent	<u>3,500</u>	<u>4,590</u>	<u>1,090</u>
 Total Revenues	 <u>365,650</u>	 <u>387,255</u>	 <u>21,605</u>
 Expenditures:			
General Government	305,260	271,704	33,556
Public Safety	89,000	126,326	(37,326)
Public Works	4,200	8,658	(4,458)
Capital Outlay	<u>10,000</u>	<u>5,000</u>	<u>5,000</u>
 Total Expenditures	 <u>408,460</u>	 <u>411,688</u>	 <u>(3,228)</u>
 Excess (Deficiency) of Revenues Over Expenditures	 (42,810)	 (24,433)	 18,377
 Other Financing Sources/(Uses):			
Transfers In	<u>-</u>	<u>10,765</u>	<u>10,765</u>
 Excess (Deficiency) of Revenues & Other Financing Sources over Expenditures & Other Financing Uses	 (42,810)	 (13,668)	 29,142
 Fund Balance—Beginning of Year	 <u>170,680</u>	 <u>170,680</u>	 <u>-</u>
 Fund Balance—End of Year	 <u>\$ 127,870</u>	 <u>\$ 157,012</u>	 <u>\$ 29,142</u>

See Independent Auditor's Report.

OTHER
SUPPLEMENTARY INFORMATION

VILLAGE OF DODSON
SCHEDULE OF COMPENSATION FOR AGENCY HEAD
FOR THE YEAR ENDED JUNE 30, 2020

In accordance with Act 706 of 2014 as amended by Act 462 of the 2015 Legislative Session the following Schedule of Compensation, Reimbursements, Benefits and Other Payment to the Political Subdivision Head or Chief Executive Officers is presented.

The Village of Dodson is governed by a Mayor and Board of Aldermen. Their compensation as such is noted in the Note Disclosures. The additional payments noted to each of these as required per Act 706 for the fiscal year ended June 30, 2020, are as follows.

Payee	Purpose	Amount
Richard Broomfield	Seminar Registration	\$ 300
Gary Robertson	None Additional Noted	N/A
Karla Shively	None Additional Noted	N/A
Waymon Payne	None Additional Noted	N/A

COMPLIANCE AND OTHER MATTERS

Shanna Jones, CPA

795 Big Creek Rd
Winnfield, LA 71483
792-8544

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENTAL AUDITING STANDARDS*

Mayor & Board of Aldermen
Village of Dodson
P.O. Box 86
Dodson, Louisiana

I have audited the financial statements of the governmental activities, the business-type activities, and each major fund of Village of Dodson, Louisiana, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements and have issued my report thereon dated October 23, 2020. I conducted my 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*, issued by the Comptroller General of the U.S. and the *Louisiana Governmental Audit Guide*.

Internal Control Over Financial Reporting

In planning and performing the audit of the financial statements, I considered the Village's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, I do not express an opinion on the effectiveness of the Village's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Village's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

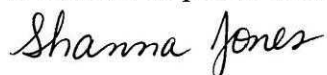
(Continued)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Village of Dodson's financial statements are free from material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that is required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. This report is intended for the information and use of the Louisiana Legislative Auditor, management of the Village of Dodson and is not intended to be and should not be used by anyone other than these specified parties. However, under Louisiana R. S. 24:513 this report is a matter of public record and its distribution is not limited.



Shanna Jones, CPA
Winnfield, Louisiana
October 23, 2020

Concluded

VILLAGE OF DODSON
SCHEDULE OF AUDIT FINDINGS AND RESPONSES
YEAR ENDED JUNE 30, 2020

A. SUMMARY OF AUDIT RESULTS

1. The Auditor’s Report expresses an unmodified opinion on the financial statements of the Village of Dodson as of and for the year ended June 30, 2020.
2. There were no significant deficiencies noted during the audit of the financial statements.
3. The audit disclosed no instances of noncompliance required to be reported under *Government Auditing Standards*.

B. FINDINGS IN ACCORDANCE WITH *GOVERNMENTAL AUDITING STANDARDS*

None

C. PRIOR YEAR FINDINGS

Significant Deficiency

19-01 Compliance with Regulatory Statutes—Cash Deposits

Finding—Louisiana R. S. 39:1212 requires daily cash deposits where practical, weekly when the depository is more than 10 miles away. In completing the SAUPs testing of deposits, it was noted that deposits did not tie to the system receipts. Upon further inquiry, the employees stated the monies for utilities and fines paid online are deposited to the general fund from the same collector and must be reconciled to cash and credit card deposits in the related systems. Upon further review, one deposit was omitted and still in cash bag/“drawer” as client appeared not to reconcile back to the systems’ collections. The monies were subsequently deposited as the drawer had remained overstated by the apparent amount of which deposits were short: \$68.35. While this is an immaterial amount; it is an internal control failure.

Recommendation—The utility and fines software systems allows printing daily, weekly and monthly collection reports. These reports should be reviewed daily by clerks to ensure that bank deposits match with collections.

Management’s Response—We will ensure that deposits are made in a timely manner sufficient to comply with Louisiana R. S. 39:1212 by daily tying system reports of collections to actual deposits.

Status—Resolved.