WATERWORKS DISTRICT NO. 7 KEITHVILLE, LOUISIANA

FINANCIAL STATEMENTS

December 31, 2020

Marsha O. Millican A Professional Accounting Corporation Shreveport, Louisiana

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Independent Auditor's Report

To the Board of Commissioners Waterworks District No. 7 Keithville, Louisiana

Report on the Financial Statements

I have audited the accompanying financial statements of the governmental activities of Waterworks District No. 7 (the District), a component unit of the Caddo Parish Commission, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the District'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 United States. 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 basis for my audit opinion.

Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Waterworks District No. 7, as of December 31, 2020, and the changes in financial position

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 United States of America require that the Management's Discussion and Analysis, budgetary comparison information, schedule of employer's share of net pension liability, and schedule of employer pension contributions be presented to supplement the basic financial statements. Such information is required by the Governmental Accounting Standards Board who considers it to be an essential part of the 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 United States of America, 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 Supplementary Information

My audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information on pages 14 and 15 is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the information if fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, I have also issued my reported dated June 12, 2020 on my consideration of Waterworks District No. 7's internal control over functional reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 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 Waterworks District No. 7's internal control over financial reporting and compliance.

Certified Public Accountant

Marshy D. Milliean

June 12, 2021

WATERWORKS DISTRICT NO. 7 6836 COLQUITT ROAD KEITHVILLE, LOUISIANA 71047

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of Waterworks District No. 7's annual financial report presents our discussion and analysis of the District's financial performance during the fiscal year that ended on December 31, 2020. Please read it in conjunction with the District's financial statements, which follows this section.

FINANCIAL HIGHLIGHTS

The District had net position of \$2,951,177 at year end which represents an increase from the prior year of \$181,792.

During the year ended December 31, 2020, the District reduced its long-term debt by \$131,950.

OVERVIEW OF THE FINANCIAL STATEMENTS

These financial statements consist of the following - Management's Discussion and Analysis (this section), the basic financial statements, and Notes to Financial Statements. These components are described below:

Basic Financial Statements

This annual report consists of a series of financial statements. The Statement of Net Position, Statement of Revenues, Expenses, and Changes in Net Position and Cash Flows provide information about the activities of the District as a whole and present a longer-term view of the District's finances. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

The Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position report the District's net position and changes in them. You can think of the District's net position, the difference between assets and liabilities, as one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating.

FINANCIAL ANALYSIS OF THE ENTITY

Net Position

Net position may serve over time as a useful indicator of the District's financial position. The District's assets exceeded liabilities by \$2,951,177 as of December 31, 2020.

The District's major assets are its fixed assets of \$2,622,650 representing its investment in its water distribution system and water treatment plant. The District owed \$950,957 at year end on the debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to the citizens of the District; consequently, these assets are not available for future spending.

Waterworks District No. 7 Statement of Net Position December 31,

	2020		2019	
Current assets	\$ 667,885	\$	602,039	
Other assets	702,021		685,287	
Capital Assets, net of depreciation	2,622,650		2,700,090	
Total Assets	3,992,556	-	3,987,416	
Accounts payable and accrued expenses	33,847		90,173	
Notes Payable	950,957		1,082,908	
Other liabilities	56,575		44,950	
Total liabilities	1,041,379		1,218,031	
Deferred inflows of resources	 	_		
Invested in capital assets, net of related				
debt	1,671,693		1,617,182	
Reserved for debt service			82	
Unrestricted	 1,279,484	-	1,152,203	
Net Position	\$ 2,951,177	\$	2,769,385	

Waterworks District No. 7 Statement of Changes in Net Position December 31,

	 2020		2019
Operating Revenues	\$ 911,428	\$	887,788
Operating Expenses	 701,801	-	721,523
Operating Income	209,627		166,265
Non-operating Income/Expense	(27,835)		(31,185)
Changes in Net Position	\$ 181,792	\$	135,080

The District's total operating revenues increased by \$23,640 from the previous year. The total operating expense decreased by \$19,722 from the previous year.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At the end of 2019, the District had \$2622,650 net of depreciation, invested in its capital assets. This amount represents a net decrease of \$77,440 as a result of additions of \$45,613 and depreciation expense of \$123,054.

Capital Assets at Year End December 31,

	2020	2019
Distribution and Treatment Systems Office Furniture	\$ 4,056,567 48,597	\$ 4,056,567 48,597
Equipment	611,857	566,243
Total	4,717,021	4,671,407
Less: Accumulated Depreciation	2,144,571	2,021,517
Subtotal	2,572,450	2,649,890
Land	50,200	50,200
Net Fixed Assets	\$ 2,622,650	\$ 2,700,090

<u>Debt</u>

The District had long-term debt as follows:

	Balance 1/1/2020	Proceeds	Payments	Balance 12/31/2020
Water Revenue Bond	\$ 289,608	\$ -	\$ 33,721	\$ 255,887
Bonds Series 2013 A	12,383	-	7,804	4,579
Bonds Series 2013 B	159,173	-	18,489	140,684
Bonds Series 2013 B-1	449,057	*	26,652	422,405
Bonds Series 2013	172,686	-	45,284	127,402
Totals	\$1,082,907	\$ -	\$ 131,950	\$ 950,957

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

Management of the District considers the following factors and indicators when setting the next year's rates and fees. These factors and indicators include: long-term debt, cost of operations and number of customers.

REQUESTS FOR INFORMATION

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the Waterworks District No. 7, Keithville, Louisiana's finances and to show the District's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Waterworks District No. 7, 6836 Colquitt Road, Keithville, Louisiana 71047, or by calling (318)925-6880.

Keithville, Louisiana Statement of Net Position

December 31, 2020

ASSETS	
Current Assets	
Cash	\$ 585,713
Accounts Receivable (Net)	82,172
Total Current Assets	667,885
Other Assets	
Restricted Cash	55,124
Investments	646,897
Fixed Assets (Net)	2,622,650
Total Other Assets	3,324,671
Total Assets	3,992,556
Deferred Outflows of Resources	
LIABILITIES	
<u>Current Liabilities</u>	
Accounts Payable and Accrued Expenses	33,847
Current portion of long-term debt	135,747
Total Current Liabilities	169,594
Long Term Liabilities	
Customer Deposits Payable	55,124
Long-Term Debt, Net of Current Portion	815,210
Accrued Interest Payable	1,451
Total Long-Term Liabilities	871,785
Total Liabilities	1,041,379
Deferred Inflows of Resources	
NET POSITION	
Invested in Capital Assets, Net of Related Debt	1,671,693
Unreserved	1,279,484
Total Net Position	\$ 2,951,177

Statement of Revenues, Expenses and Changes in Net Position

For the Year Ended December 31, 2020

Revenues:	
Charges for Services	\$ 911,428
Total Revenues	911,428
Operating Expenses:	
Personal Services	296,274
Utilities	57,460
Repair and Maintenance	55,782
Other Supplies and Expense	151,546
Insurance	17,685
Depreciation	123,054
Total Expenses	701,801
Operating Income (Loss)	209,627
Non-Operating Revenues (Expenses)	
Interest Income	5,630
Interest Expense	(33,465)
Total Non-Operating Revenues (Expenses)	(27,835)
Change in Net Position	181,792
Net Position - Beginning of Year	2,769,385
Net Position - End of Year	\$ 2,951,177

Keithville, Louisiana

Statement of Cash Flows

Year Ended December 31, 2020

Cash flows from operating activities:		
Cash received from customers	\$	907,184
Cash payments to suppliers		(626,399)
Net cash provided by operating activities	-	280,785
Cash flows from capital and related financing activities:		
Fixed asset purchases		(45,613)
Interest paid on long-term debt		(33,416)
Proceeds of long-term debt		-
Principal payments on long-term debt		(131,950)
Net cash provided by capital and related financing activities	1	(210,979)
Cash flows from investing activities:		
Net change in investments		(5,160)
Net cash provided by investing activities	((-11111	(5,160)
Cash flows from noncapital financing activities:		
Interest income	50	5,630
Net increase in cash		70,276
Cash, beginning of year (including restricted cash of \$43,450)	5 	570,561
Cash, end of year (including restricted cash of \$55,124)	\$	640,837
Reconciliation of operating income to net cash provided		
by operating activities:		
Operating income		209,627
Adjustments to reconcile net income to net cash		
provided by operating activities:		
Depreciation		123,054
Increase in accounts receivable		(7,244)
Increase in customer deposits		11,674
Increase in accounts payable		4,074
Decrease in construction payable		(60,400)
Net cash provided by operating activities		280,785

See accompanying notes to financial statements.

Keithville, Louisiana Notes to Financial Statements

December 31, 2020

Waterworks District No. 7, Keithville, Louisiana, was created on January 8, 1975 as provided under Louisiana Revised Statutes 33:3811 and is a component unit of the Caddo Parish Commission. The purpose of the District is to provide water service to the residents of District No. 7. The District is governed by a five person board of commissioners appointed by the Caddo Parish Commission. Commissioners of the District serve five-year terms and are compensated as provided in Louisiana Revised Statutes 33:3819. The District is comprised of property in southwest Caddo Parish, Louisiana, and services approximately 1800 residential and commercial customers.

1. Summary of Significant Accounting Policies:

The financial statements of Waterworks District No. 7, Keithville, Louisiana (the District), have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The accompanying component unit financial statements have been prepared in conformity with GASB Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis for State and Local Governments, issued in June, 1999. The following is a summary of the more significant accounting policies:

Basis of Accounting: The accrual basis of accounting is utilized by the District. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Investments: Investments are stated at cost which approximates market.

Cash Flows: For purposes of the statement of cash flows, the District considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Bad Debts: An allowance for doubtful accounts is maintained for estimated uncollectible utility receivables. The balance of the allowance account at December 31, 2020 was \$9,459.

2. Cash:

At year end, the carrying amount of the District's cash balance at banks totaled \$640,837. Bank balances were \$646,700 at year end. The difference is due to outstanding checks at year end. The difference is due to outstanding checks at year end. Bank balances totaling \$355,670 were insured by the FDIC. An additional \$291,030 were protected by securities held in the name of the District.

3. Investments:

Investments totaled \$646,897 at December 31, 2020. Investments at year end consisted of certificates of deposit and money market accounts totaling \$606,413 and government bonds of \$40,484 at fair market value. All certificates of deposit are insured by FDIC insurance.

Keithville, Louisiana Notes to Financial Statements

December 31, 2020

4. Accounts Receivable:

Accounts receivable for customer water bills at December 31, 2020, totaled \$91,631 less an allowance for doubtful accounts of \$9,459.

5. Fixed Assets:

A summary of fixed assets follows:

Office Furniture	\$	48,597
Machinery & Equipment		611,857
Water System		4,056,567
		4,717,021
Less: Accumulated Depreciation		(2,144,571)
Subtotal	-	2,572,450
Land		50,200
Net fixed assets	\$	2,622,650

Fixed asset additions for the year totaled \$45,613. Depreciation charged to operations for the year ended December 31, 2020 was \$123,054.

6. Long-Term Debt:

The following is a summary of debt transactions of Waterworks District No. 7 for the year ended December 31, 2020.

	Balance 1/1/2020	Proceeds	Payments	Balance 12/31/2020
Water Revenue Bond	\$ 289,609	\$ -	\$ 33,721	\$ 255,887
Bonds Series 2013 A	12,383		7,804	4,579
Bonds Series 2013 B	159,173	-	18,489	140,684
Bonds Series 2013 B-1	449,057		26,652	422,405
Bonds Series 2013	172,686	· ·	45,284	127,402
Totals	\$1,082,908	\$ -	\$131,950	\$ 950,957

Keithville, Louisiana Notes to Financial Statements

December 31, 2020

6. Long-Term Debt: (Continued)

Bonds and notes payable at December 31, 2019, are comprised of the following:

Revenue Bonds - Series 2013A

Note payable to a bank dated September 30, 2013 in the amount of \$56,500, due in monthly installments of \$669 October 20, 2013 through July 30, 2021; bearing interest at a rate of 2.75%; collateralized by assets of the District.

4,579

\$

Revenue Bonds - Series 2013B

Note payable to a bank dated September 30, 2013 in the amount of \$262,500, due in monthly installments of \$1,935 October 20, 2013 through July 30, 2023; with a balloon payment of \$92,459 on July 30, 2023; bearing interest at a rate of 3.125%; collateralized by assets of the District.

140,684

Revenue Bonds - Series 2013B-1

Note payable to a bank dated September 30, 2013 in the amount of \$598,000; due in monthly installments of \$3,362 October 20, 2013 through July 30, 2023; with a balloon payment of \$353,897 on July 30, 2023; bearing interest at a rate of 3.15%; collateralized by assets of the District.

422,405

Revenue Bonds - Series 2013

Note payable to a bank dated May 29, 2013 in the amount of \$440,675; due in monthly installments of \$4,095 from July 1, 2013 through August 1, 2023; bearing interest at a rate of 2.5%; collateralized by assets of the District.

127,402

Utility Revenue Bonds

Water Revenue Bonds in the amount of \$369,000 dated July, 2017; due in monthly installments of \$3,727 through July, 2027; bearing interest at a rate of 5%; collateralized by assets of the District.

255,887

Total Notes Payable

950,957

Less: Current Maturities

(135,747)

Note Payable - Long-Term

\$ 815,210

Keithville, Louisiana Notes to Financial Statements

December 31, 2020

The annual requirements to amortize debt outstanding as of December 31, 2020 including interest payments of \$75,357 are as follows:

Year Ending December 31	1	Principal	1	nterest	-	Total
2021	\$	135,747	\$	26,140	\$	161,887
2022		130,649		25,561		156,210
2023		541,058		13,627		554,685
2024		40,155		3,364		43,519
2025		43,519		1,749		45,268
2026 and After		59,829		4,916	8	64,745
Totals	\$	950,957	\$	75,357	\$	1,026,314

7. Operating Leases:

The District has entered into six operating leases for plots of land, of which five are for the production of water and one is for stand pipe and office equipment. The following is a schedule by years of future rental payments required under operating leases having remaining noncancelable lease terms in excess of one year as of December 31, 2020: 2021 - \$7,200; 2022 - \$7,200; 2023 - \$7,200; 2024 - \$7,200; 2025 - \$7,200; 2026 and after - \$78,300.

8. Pension Plan:

The Districted has adopted a SIMPLE plan to benefit its employees. The plan calls for matching contributions up to 3% of gross pay in each calendar year to the SIMPLE IRA accounts of all eligible employees. Eligible employees include those that received at least \$300 in any previous year and expect to receive \$300 during any specific year. Contributions of \$6,330 were paid to the plan for the year ended December 31, 2020, based on eligible wages of \$211,000.

9. Contingencies:

From time to time, in the normal course of business, the District is subject to various claims and litigation. Management believes the District has sufficient liability coverage to protect it from material losses.

10. Subsequent Events:

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) originated in Wuhan, China and has since spread to other countries, including the U.S. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, multiple jurisdictions in the U.S. have declared a state of emergency. It is anticipated that these impacts will continue for some time. Future potential impacts may include disruptions or restrictions on our employees' ability to work and perform requirements of grants. The future effects of this issue are unknown.

Keithville, Louisiana Schedule of Compensation Paid to Commissioners

For the Year Ended December 31, 2020

Steve Milkovich	\$ 660
Lonnie Dunn	360
Jimmy Edwards	300
Jewell Wagner	720
Ann Osment	600
Glenda Britton	660
Total	\$ 3,300

Schedule of Compensation, Reimbursements, Benefits, and Other Payments to Agency Head For the Year Ended December 31, 2020

Agency Head: Randy Moulton, Operations Manager		
Salary	\$	83,219
Payroll Taxes	_\$	6,493
Retirement	\$	2,353
Reimbursements	\$	7,893

Keithville, Louisiana Corrective Action Taken on Prior Year Findings

Year Ended December 31, 2020

There were no findings for the year ended December 31, 2019.



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 GOVERNMENT AUDITING STANDARDS

To the Board of Commissioners Waterworks District No. 7 Keithville, Louisiana

I have audited, in accordance with the 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 United States, the financial statements of the governmental activities of Waterworks District No. 7 as of and for the year ended December 31, 2020, and related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued my report thereon dated June 12, 2021.

Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I considered Waterworks District No. 7's internal control over financial reporting to determine the 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 District's internal control. Accordingly, I do not express an opinion on the effectiveness of the District's internal control over financial reporting.

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 District's financial statements will not be prevented, or detected 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 over financial reporting 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.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Waterworks District No. 7's financial statements are free of 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 are 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 District'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 District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Although the intended use of this report may be limited, under Louisiana Revised Statutes, it is issued by the Legislative Auditor as a public document.

Certified Public Accountant

marka D. millian

June 12, 2021

Keithville, Louisiana Schedule of Findings

Year Ended December 31, 2020

- 1. The auditor's report expresses an unmodified opinion on the financial statements.
- 2. No significant deficiencies in internal accounting control were disclosed during the audit.
- 3. No instances of noncompliance material to the financial statements of the District were disclosed during the audit.

There were no findings for the year ended December 31, 2020.