

**LAWTELL WATERWORKS
DISTRICT NO. ONE
OF ST. LANDRY PARISH**
Lawtell, Louisiana

Financial Report

Years Ended June 30, 2020 and 2019

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KOLDER, SLAVEN & COMPANY, LLC

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

The Board of Directors
Lawtell Waterworks District
No. One of St. Landry Parish
Lawtell, Louisiana

We have reviewed the accompanying basic financial statements of the business-type activities of Lawtell Waterworks District No. One of St. Landry Parish (District), a component unit of the St. Landry Parish Government, as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Management has omitted the management's discussion and analysis information that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
September 28, 2020

BASIC FINANCIAL STATEMENTS

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Comparative Statements of Net Position
June 30, 2020 and 2019

	2020	2019
ASSETS		
Current assets:		
Cash and interest-bearing deposits	\$ 480,007	\$ 404,759
Certificate of deposit	382,353	378,134
Accounts receivable (net)	47,654	51,432
Prepaid expenses	11,443	11,747
	921,457	846,072
Restricted assets:		
Cash and interest-bearing deposits	43,625	39,990
Capital assets, net	348,308	385,419
Total assets	\$ 1,313,390	\$ 1,271,481
LIABILITIES AND NET POSITION		
Liabilities:		
Current liabilities (payable from current assets):		
Accounts payable	\$ 8,302	\$ 10,083
Payroll taxes payable	2,654	2,855
Sales taxes payable	135	135
Total current liabilities	11,091	13,073
Current liabilities (payable from restricted asset):		
Meter deposits	43,625	39,990
Total liabilities	54,716	53,063
Net position:		
Net investment in capital assets	348,308	385,419
Unrestricted	910,366	832,999
Total net position	1,258,674	1,218,418
Total liabilities and net position	\$ 1,313,390	\$ 1,271,481

See accompanying notes and independent accountant's review report.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Comparative Statements of Revenues, Expenses, and Changes in Net Position
Years Ended June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Operating revenues:		
Water sales	\$ 418,467	\$ 417,305
Connection charges	11,060	16,290
Other income	<u>18,821</u>	<u>16,273</u>
Total operating revenues	<u>448,348</u>	<u>449,868</u>
Operating expenses:		
Advertising and promotion	1,125	-
Auto and truck	3,365	4,404
Bad debts	2,299	1,947
Bank charges	73	85
Burglar alarm	192	451
Chemicals	53,363	46,852
Depreciation	37,826	39,751
Dues and subscriptions	364	300
Insurance	40,467	43,077
Professional fees	11,610	11,350
Mileage	285	336
Miscellaneous expense	495	488
Office expense	10,463	9,749
Rental equipment	3,309	1,535
Repairs and maintenance	82,374	94,090
Safe water drinking program	13,511	14,178
Salaries	116,979	120,138
Supplies	703	1,028
Taxes - payroll	9,067	8,781
Telephone	3,538	3,276
Utilities	19,791	18,313
Utility line clearance	<u>610</u>	<u>613</u>
Total operating expenses	<u>412,509</u>	<u>420,742</u>
Operating income	<u>35,839</u>	<u>29,126</u>
Nonoperating income (expenses):		
Interest income	4,417	3,744
Dividend income	<u>-</u>	<u>4,043</u>
Total nonoperating income (expenses)	<u>4,417</u>	<u>7,787</u>
Net income	40,256	36,913
Net position, beginning of year	<u>1,218,418</u>	<u>1,181,505</u>
Net position, end of year	<u>\$ 1,258,674</u>	<u>\$ 1,218,418</u>

See accompanying notes and independent accountant's review report.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Comparative Statements of Cash Flows
Years Ended June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities:		
Receipts from customers	\$ 433,305	\$ 429,195
Payments to suppliers	(259,382)	(263,897)
Payments to employees	(116,979)	(120,138)
Other receipts	<u>18,821</u>	<u>16,273</u>
Net cash provided by operating activities	<u>75,765</u>	<u>61,433</u>
 Cash flows from capital and related financing activities:		
Increase in customer meter deposits	3,635	2,260
Purchase of property, plant and equipment	(715)	(334)
Proceeds from sale of fixed assets	<u>-</u>	<u>4,043</u>
Net cash flows provided by capital and related financing activities	<u>2,920</u>	<u>5,969</u>
 Cash flows from investing activities:		
Maturities of certificate of deposit with maturity in excess of ninety days	378,134	374,553
Purchase of certificate of deposit with maturity in excess of ninety days	(382,353)	(378,134)
Interest earned	<u>4,417</u>	<u>3,744</u>
Net cash flows provided by investing activities	<u>198</u>	<u>163</u>
 Net increase in cash and cash equivalents	78,883	67,565
 Cash and cash equivalents, beginning of period	<u>444,749</u>	<u>377,184</u>
 Cash and cash equivalents, end of period	<u>\$ 523,632</u>	<u>\$ 444,749</u>

(continued)

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Comparative Statement of Cash Flows (Continued)
Years Ended June 30, 2020 and 2019

	2020	2019
Reconciliation of operating income to net cash provided by operating activities:		
Operating income	\$ 35,839	\$ 29,126
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	37,826	39,751
Changes in assets and liabilities:		
(Increase) decrease in accounts receivable	3,778	(4,400)
Decrease in prepaid insurance	304	2,227
Decrease in accounts payable	(1,781)	(4,177)
Decrease in payroll taxes payable	(201)	(938)
Decrease in sales tax payable	-	(156)
Net cash provided by operating activities	\$ 75,765	\$ 61,433
Cash and cash equivalents, beginning of period		
Cash - unrestricted	\$ 404,759	\$ 339,454
Cash - restricted	39,990	37,730
Total cash and cash equivalents	444,749	377,184
Cash and cash equivalents, end of period		
Cash - unrestricted	480,007	404,759
Cash - restricted	43,625	39,990
Total cash and cash equivalents	523,632	444,749
Net increase	\$ 78,883	\$ 67,565

See accompanying notes and independent accountant's review report.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Notes to Basic Financial Statements

(1) Summary of Significant Accounting Policies

The accompanying financial statements of the Lawtell Waterworks District No. One of St. Landry Parish (District) have been prepared in conformity with generally accepted accounting principles (GAAP) as applicable to state and local governments. The Governmental Accounting Standards Board (“GASB”) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting and reporting policies and practices used by the District are described below.

A. Financial Reporting Entity

The Lawtell Waterworks District No. One of St. Landry Parish, Louisiana was created by the St. Landry Parish Council (Council) on June 8, 1965 and is a component unit of the St. Landry Parish Government. As the governing authority of the parish, for reporting purposes, the St. Landry Parish Government is the financial reporting entity for St. Landry Parish.

The financial reporting entity consists of (a) the primary government (Parish Government), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity’s financial statements to be misleading or incomplete.

Section 2100 of the 2011 Governmental Accounting Standards Board (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, “Defining the Financial Reporting Entity” establishes criteria for determining which entities should be considered a component unit and, as such, part of the reporting entity for financial reporting purposes. The basic criteria are as follows:

1. Legal status of the potential component unit including the right to incur its own debt, levy its own taxes and charges, expropriate property in its own name, sue and be sued, and the right to buy, sell and lease property in its own name.
2. Whether the primary government’s governing authority appoints a majority of board members of the potential component unit and is able to impose its will on the potential component unit or the potential component unit is fiscally dependent on the primary government.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Notes to Basic Financial Statements (Continued)

3. Financial benefit/burden relationship between the primary government and the potential component unit.
4. The nature and significance of the relationship between the potential component unit with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading.

Because the Parish Government appoints a voting majority of the District's governing body and has the ability to impose its will on the District, the District was determined to be a component unit of the St. Landry Parish Government, the financial reporting entity. This report is comprised of a proprietary fund that is administered by the District's Board of Directors and controlled by the St. Landry Parish Government. The accompanying financial statements presents information only on the proprietary fund maintained by the District and does not present information on the St. Landry Parish Government, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. Basis of Presentation

Basic Financial Statements

The statement of net position, and related statements of revenues, expenses, and changes in fund net position, and cash flows display information about the reporting government as a whole. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. Lawtell Waterworks District No. One of St. Landry Parish, Louisiana does not have governmental activities. Its operation is a business-type activity.

C. Fund Accounting

The accounts of the District are organized and operated 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 minimum number of funds is maintained consistent with legal and managerial requirements.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Notes to Basic Financial Statements (Continued)

The District maintains only one fund and it is described below:

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 (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.

D. Basis of Accounting

The District maintains its books and records on the full accrual basis of accounting and on the flow of economic resources measurement focus. The District applies all applicable professional standards in accounting and reporting for its proprietary operations.

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. The principal operating revenues are charges to customers for sales and services. Operating expenses include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

E. Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Equity

Cash and interest-bearing deposits

Cash and interest-bearing deposits is comprised of checking accounts (interest-bearing and non interest-bearing) and certificates of deposit, which are stated at cost, which approximates market. For the purposes of reporting cash flows, all highly liquid investments with maturity at purchase date of three months or less are considered to be cash equivalents.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Notes to Basic Financial Statements (Continued)

Receivables

Receivables consist mainly of customer's utility service receivables. The District has a policy of recognizing uncollectible amounts of water billings at the time information becomes available, indicating the uncollectibility of the receivable. Once a customer is listed as inactive, the customer no longer receives a bill, is then considered to be uncollectible and an allowance for uncollectible accounts receivable is established. The allowance for uncollectible accounts receivable was \$379 and \$739 at June 30, 2020 and 2019, respectively. Unbilled utility service receivable resulting from utility services rendered between the date of meter reading and billing and the end of the month are recorded at year-end. At June 30, 2020 and 2019, the unbilled receivables totaled \$6,706 and \$5,700, respectively.

Inventory

Items that are on hand at June 30, 2020 and 2019 are not recorded as inventory due to immateriality. All items are expensed in the year purchased.

Capital Assets

Capital assets include property, plant and equipment. They are reported at historical cost or estimated cost if historical cost is not available. Donated assets are recorded at their estimated fair market value at the date of donation. The District maintains a threshold level of \$250 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Depreciation of all exhaustible fixed assets is charged as an expense against its operations. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

	<u>Years</u>
Furniture, fixtures & equipment	4-7
Building	15-39
Water system and improvements	10-50

Restricted assets

Restricted assets include cash and interest-bearing deposits that are legally restricted as to their use. The restricted assets are related to the utility meter deposits.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Notes to Basic Financial Statements (Continued)

Compensated Absences

Full-time employees of the District earn three weeks of vacation per year and take sick leave as it is needed. There is no formal policy on carrying over leave time not used.

Deferred Outflows of Resources and Deferred Inflows of Resources

In some instances, the GASB requires an entity to delay recognition of decreases in net position as expenditures until a future period. In other instances, entities are required to delay recognition of increases in net position as revenues until a future period. In these circumstances, deferred outflows of resources and deferred inflows of resources result from the delayed recognition of expenditures or revenues, respectively. There were no deferred outflows of resources and deferred inflows of resources as of June 30, 2020 and 2019.

Equity Classifications

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position – Consists of net position with constraints placed on the 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.
- c. Unrestricted net position – All other net position that do not meet the definition of “restricted” or “net investment in capital assets”.

The District uses unrestricted position only when restricted net position is fully depleted.

F. Revenues and Expenses

Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Notes to Basic Financial Statements (Continued)

G. Budgets and Budgetary Accounting

The District is not required to adopt a budget for its Proprietary Fund under Louisiana Revised Statute 39:1303.

H. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires 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 and expenditures during the reporting period. Actual results could differ from those estimates.

(2) Accounts Receivable

Accounts receivable is comprised of uncollected billed and unbilled utility services at June 30, 2020 and 2019 as follows:

	2020	2019
Uncollected billed receivable	\$ 41,327	\$ 46,471
Allowance for doubtful accounts	(379)	(739)
Unbilled receivable	6,706	5,700
Total accounts receivable	\$ 47,654	\$ 51,432

(3) Cash and Interest-Bearing Deposits

Under state law, the District may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The District may invest in certificates and time deposits of the state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2020 and 2019, the District had cash and interest-bearing deposits (book balances) totaling \$905,985 and \$822,883, respectively, as follows:

	2020	2019
Interest-bearing demand deposits	\$ 523,632	\$ 444,749
Time deposits	382,353	378,134
Total cash and interest-bearing deposits	\$ 905,985	\$ 822,883

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Notes to Basic Financial Statements (Continued)

These deposits are stated at cost, which approximates market. Under state law, these deposits, (or the resulting bank balances) must be secured by federal deposit insurance or similar federal security or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the District or the pledging fiscal agent bank by a holding or custodial bank that is mutually acceptable to both parties. Deposit balances (bank balances) at June 30, 2020, are secured as follows:

Bank balances	<u>\$911,106</u>
Federal deposit insurance	500,000
Pledged securities	<u>411,106</u>
Total FDIC insurance and pledged securities	<u>\$911,106</u>

Deposits in the amount of \$411,106 were exposed to custodial credit risk. These deposits are uninsured and collateralized with securities held by the pledging institution's trust department or agent, but not in the District's name. The District does not have a policy for custodial credit risk.

(4) Capital Assets

Capital asset activity for the year ended June 30, 2020 was as follows:

	<u>Balance</u> <u>7/1/2019</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>6/30/2020</u>
Capital assets not being depreciated:				
Land	\$ 5,411	\$ -	\$ -	\$ 5,411
Other capital assets:				
Water system	1,215,372	-	-	1,215,372
Buildings and improvements	138,325	-	-	138,325
Furniture, fixtures and equipment	<u>191,703</u>	<u>715</u>	<u>-</u>	<u>192,418</u>
Total	1,550,811	715	-	1,551,526
Less: Accumulated depreciation	<u>1,165,392</u>	<u>37,826</u>	<u>-</u>	<u>1,203,218</u>
Capital assets, net	<u>\$ 385,419</u>	<u>\$(37,111)</u>	<u>\$ -</u>	<u>\$ 348,308</u>

Depreciation expense for the years ended June 30, 2020 and 2019 was \$37,826 and \$39,751, respectively.

LAWTELL WATERWORKS DISTRICT NO. ONE
OF ST. LANDRY PARISH
Lawtell, Louisiana

Notes to Basic Financial Statements (Continued)

(5) Compensation of Board Members

Included in salaries is compensation paid to the board members for the years ended June 30, 2020 and 2019 as follows:

<u>Board Members</u>	<u>2020</u>	<u>2019</u>
Michael Lafleur	\$ -	\$ 60
Armand Declouette	720	780
Daryl Miller	720	780
Jennifer Cravins	720	780
Johnny Timmons	720	780
Judy Castille	720	720
Total	<u>\$ 3,600</u>	<u>\$ 3,900</u>

(6) Water Rates

The water rate schedule (per month) for commercial and residential customers during the years ended June 30, 2020 and 2019 is as follows:

	<u>2020</u>	<u>2019</u>
First 2,000 gallons - - minimum	\$ 13.00*	\$ 12.00
All over 2,000 gallons - - per 1,000 gallons	5.25	5.25

*Effective January 1, 2020.

(7) Compensation, Benefits, and Other Payments to Agency Head

The schedule of compensation, benefits, and other payments to Johnny Timmons, Board Chairman, for the year ended June 30, 2020 follows:

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 720

(8) Subsequent Event

Uncertainty Occurring After Financial Statement Date – As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen which may impact the District’s ongoing operations; however, the extent and severity of the potential impact is unknown at this time.

OTHER INFORMATION

KOLDER, SLAVEN & COMPANY, LLC

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Victor R. Slaven, CPA* - retired 2020

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

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* A Professional Accounting Corporation

To the Board of Directors of
Lawtell Waterworks District
No. One of St. Landry Parish
Lawtell, Louisiana

We have performed the procedures enumerated below, which were agreed to by the management of Lawtell Waterworks District No. One of St. Landry Parish (District), Lawtell, Louisiana and the Louisiana Legislative Auditor, on the District's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended June 30, 2020, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The District's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Public Bid Law

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$30,000 and public works exceeding \$157,700. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 39:1551-39:1775 (the state procurement code) or R.S. 38:2211-2296 (the public bid law), whichever is applicable; and report whether expenditures were made in accordance with these laws.

There were no expenditures made during the year ended June 30, 2020 for material and supplies exceeding \$30,000, or public works exceeding \$157,700.

Code of Ethics for Public Officials and Public Employees

2. Obtain a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the ethics law).

Management provided us with the requested information.

3. Obtain from management a listing of all employees paid during the fiscal year.

Management provided us with the requested information.

4. Report whether any employees' names appear on both lists obtained in Procedures 2 and 3.

None of the employees included on the list provided by management for agreed-upon Procedure 3 appeared on the list provided by management for agreed-upon Procedure 2.

5. Obtain a list of disbursements made during the year; and a list of outside business interest of board members, employees, and board members' and employees' immediate families. Report whether any vendors appear on both lists.

Management provided the requested information. None of the businesses of board members, employees, and board members' and employees' immediate families appeared as vendors on the list of disbursements.

Budgeting

6. Obtain a copy of the legally adopted budget and all amendments.

The District is not required to adopt a budget for its Proprietary Fund under Louisiana Revised Statute 39:1303.

7. Trace documentation for the adoption of the budget and approval of any amendments to the minute book, and report whether there are any exceptions.

Not applicable, see step 6.

8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures. Report whether actual revenues failed to meet budgeted revenues by 5% or more, and whether actual expenditures exceeded budgeted amounts by 5% or more.

Not applicable, see step 6.

Accounting and Reporting

9. Obtain the list of all disbursements made during the fiscal year. Randomly select six disbursements, and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation, and:

- a. Determine whether the six disbursements agree to the amount and payee in the supporting documentation;

Each of the six selected disbursements agreed with the amount and payee in the supporting documentation.

- b. Determine whether the six disbursements are coded to the correct fund and general ledger account;

Each of the six selected disbursements were coded to the correct fund and general ledger account.

- c. Determine whether the six disbursements were approved in accordance with management's policies and procedures;

Each of the six selected disbursements were approved in accordance with management's policies and procedures.

Meetings

10. Obtain evidence from management to support that agendas for meetings recorded in the minute book were posted or advertised as required by R.S. 42:11 through 42:28 (the open meetings law); and report whether there are any exceptions.

The District posted a notice of each meeting and the accompanying agenda as required by LSA-RS 42:11 (the open meetings law).

Debt

11. Obtain bank deposit slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

We scanned copies of all bank deposit slips for the fiscal year, and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

12. Obtain the list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan these documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.

We scanned payroll disbursements and read the meeting minutes of the District's board of commissioners for the fiscal year. We found no payments or approval for payments to employees that would constitute bonuses, advances, or gifts.

State Audit Law

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The District's reporting package was submitted within the prescribed timeline.

14. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

The District was in compliance with R.S. 24:513 (the audit law).

Prior Comments and Recommendations

15. Review any prior year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

Our prior year report, dated September 30, 2019 did not include any suggestions, exceptions, recommendations, or comments.

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion, on the accounting records. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. The results of our procedures disclosed no instance of noncompliance.

This report is intended solely for the use of management of the Lawtell Waterworks District No. One of St. Landry Parish and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
September 28, 2020

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

June 30, 2020

Kolder, Slaven and Company, LLC
183 S. Beadle Road,
Lafayette, LA 70508

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of **June 30, 2020** and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Public Bid Law

It is true that we have complied with the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes [] No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [] No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [] No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes [] No []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes [] No []

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes [] No []

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes [] No []

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [] No []

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes [] No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes [] No []

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [] No []

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes [] No []

General

We are responsible for our compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes [] No []

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes [] No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes [] No []

We have made available to you all records that we believe are relevant to the foregoing agreed-upon procedures.

Yes [] No []

We have provided you with any communications from regulatory agencies, internal auditors, other independent practitioners or consultants or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of your report.

Yes [] No []

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

Yes [] No []

The previous responses have been made to the best of our belief and knowledge.

Barbara Moore Secretary 7-8-20 Date

Conrad D. DeLauter Treasurer 7-8-20 Date

Johnny Timmons President 7-8-20 Date