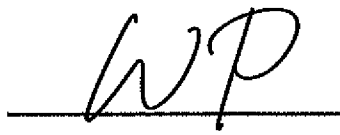


Town of Vienna, Louisiana
Annual Financial Statements
For the Year Ended April 30, 2021

Village of Vienna, Louisiana
Annual Financial Statements
For the Year Ended April 30, 2021

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Wade & Perry, CPAs
A Professional Accounting Corporation
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Independent Accountant's Review Report

The Honorable Walter Carpenter, Mayor
and Members of the Board of Aldermen
Village of Vienna, Louisiana

We have reviewed the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the Village of Vienna, as of and for the year ended April 30, 2021, which collectively comprise the Village'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 the management of the Village. 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 the 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 the 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, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. 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.

Other Matters

Supplementary information

The schedule of compensation, benefits, and other payments to the agency head and schedule of compensation paid board members are presented for purposes of additional analysis and are not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the supplementary information and, accordingly, do not express an opinion on such information.

Required Supplementary Information

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United State 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 Government 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 content.

Other Reporting Requirements

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report dated September 6, 2023, on the results of our agreed-upon procedures.



Ruston, Louisiana
September 6, 2023

Village of Vienna, Louisiana
Statement of Net Position
April 30, 2021

	ASSETS	<u>Total</u>
Cash and cash investments		\$78,663
Investments		245,291
Receivables		2,528
Restricted cash		0
Capital assets (net)		<u>99,708</u>
TOTAL ASSETS		<u>\$426,190</u>
Deferred outflows of resources		0
	LIABILITIES	
Accounts, salaries, and other payables		\$347
Other liabilities		<u>0</u>
TOTAL LIABILITIES		<u>347</u>
Deferred inflows of resources		0
	NET POSITION	
Net investment in capital assets		99,708
Restricted		0
Unrestricted		<u>326,135</u>
TOTAL NET POSITION		<u>\$425,843</u>

See accompanying notes and accountants' report.

Village of Vienna, Louisiana
 Statement of Activities
 Year Ended April 30, 2021

	Program Revenues			Net (Expenses) Revenues and Changes of Primary Government		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants & Contributions	Governmental Activities	Business-type Activities
Governmental Activities:						
General government	\$12,308				(\$12,308)	(\$12,308)
Depreciation	3,599				(3,599)	(3,599)
Total governmental activities	<u>15,907</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(15,907)</u>	<u>(15,907)</u>
Business-type activities						
None					\$0	0
Total business-type activities	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total primary government	<u>\$15,907</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$15,907)</u>	<u>(\$15,907)</u>
General revenues:						
Franchise fees					\$14,746	14,746
Sales taxes					2,271	2,271
Use of money and property					292	292
Other general revenues					11	11
Donations					<u>245,292</u>	<u>245,292</u>
Total general revenues and transfers					<u>262,612</u>	<u>262,612</u>
Change in Net Position					246,705	246,705
Net Position - beginning					179,138	179,138
Prior period adjustment					<u>0</u>	<u>0</u>
Net Position - ending					<u>\$425,843</u>	<u>\$425,843</u>

See accompanying notes and accountants' report.

Village of Vienna, Louisiana
 Balance Sheet, Governmental Funds
 April 30, 2021

	General Fund	Cemetery Fund	Total Governmental Funds
Assets			
Cash and cash investments	\$78,663		\$78,663
Investments		\$245,291	245,291
Receivables	2,528		2,528
Prepaid insurance			0
Total Assets	<u>\$81,191</u>	<u>\$245,291</u>	<u>\$326,482</u>
Liabilities, Deferred inflows, and Fund Balances			
Liabilities:			
Accounts, salaries, and other payables	\$347		\$347
Other liabilities			0
Total liabilities	<u>347</u>	<u>0</u>	<u>347</u>
Deferred inflows			0
Fund balances:			
Unassigned	80,844	\$245,291	326,135
Total fund balances	<u>80,844</u>	<u>245,291</u>	<u>326,135</u>
Total Liabilities, Deferred Inflows, and Fund Balances	<u>\$81,191</u>	<u>\$245,291</u>	<u>\$326,482</u>

See accompanying notes and accountants' report.

Village of Vienna, Louisiana
 Reconciliation of The Governmental Funds Balance Sheet
 to The Government-Wide Financial Statement of Net Position
 April 30, 2021

Amounts reported for governmental activities in the Statement of Net Position are different because:		
Fund balances, Total governmental funds (Statement C)		\$326,135
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds:		
Governmental capital assets	148,274	
Less accumulated depreciation	<u>(48,566)</u>	<u>99,708</u>
Net Position of Governmental Activities (Statement A)		<u>\$425,843</u>

See accompanying notes and accountants' report.

Village of Vienna, Louisiana
Statement of Revenues, Expenditures, and
Changes in Fund Balances - Governmental Funds
For the Year Ended April 30, 2021

	General Fund	Cemetery Fund	Total Governmental Funds
REVENUES			
Franchise fees	\$14,746		\$14,746
Sales tax	2,271		2,271
Grants	0		0
Other revenues	11		11
Total Revenues	<u>17,028</u>	<u>0</u>	<u>17,028</u>
EXPENDITURES			
General government	12,308		12,308
Capital outlay			0
Total Expenditures	<u>12,308</u>	<u>0</u>	<u>12,308</u>
Excess (Deficiency) of Revenues over (under) Expenditures	4,720	0	4,720
OTHER FINANCING SOURCES (USES)			
Use of money and property	292		292
Sale of assets			0
Donations		245,291	245,291
Total Other Financing Sources (Uses)	<u>292</u>	<u>245,291</u>	<u>245,583</u>
Net Change in Fund Balance	5,012	245,291	250,303
Fund Balance - beginning	75,832	0	75,832
Prior period adjustment			0
Fund Balance - ending	<u>\$80,844</u>	<u>\$245,291</u>	<u>\$326,135</u>

See accompanying notes and accountants' report.

Village of Vienna, Louisiana
 Reconciliation of The Statement of Revenues, Expenditures,
 and Changes in Fund Balances of Governmental Funds
 to the Statement of Activities
 For the Year Ended April 30, 2021

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

Net Change in Fund Balances, Total governmental funds (Statement E)	\$250,304
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Basis of assets disposed	0
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays (\$0) exceeded depreciation (\$3,599) in the current period.

<u>(3,599)</u>

Change in Net Position of Governmental Activities, Statement B	<u>\$246,705</u>
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See accompanying notes and accountants' report.

Village of Vienna
Notes to the Financial Statements
As of and For the Year Ended April 30, 2021

INTRODUCTION

The Village was incorporated under the provisions of Louisiana Revised Statutes 33:52. The Village operates under a form of government consisting of an elected mayor and a Village council, which has three elected members. The Village provides administrative services to its residents. The Village consists of approximately 450 citizens.

GASB Statement No. 14, *The Reporting Entity*, established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the Village is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As used in GASB Statement No. 14, fiscally independent means that the Village may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying financial statements of the village have been prepared in conformity with U.S. generally accepted accounting principles as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

In June, 1999, the GASB unanimously approved Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*. Certain of the significant changes in the Statement include the following:

- A Management Discussion and Analysis (MD&A) section providing an analysis of the Village's overall financial position and results of operations.
- Financial statements prepared using full accrual accounting for all of the Village's activities, including infrastructure (if any).
- A change in the fund financial statements to focus on the major funds.

These and other changes are reflected in the accompanying financial statements (including notes to financial statements).

A. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of changes in net position) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charge to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements, as needed. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements, as needed.

Village of Vienna
Notes to the Financial Statements
As of and For the Year Ended April 30, 2021

B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

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. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessment receivables due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The Village reports the following major governmental funds:

The General Fund is the Village's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Cemetery fund is the Village's special revenue fund. Special revenue funds are used to collect and spend money for a specific purpose or activity.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the governments enterprise operations. Elimination of those charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

When both restricted and unrestricted resources are available for use, it is the Village's policy to use restricted resources first, then unrestricted resources as they are needed.

C. Deposits and Investments

The Village's cash and cash equivalents are considered to be demand deposits and investments with original maturities of three months or less from the date of acquisition. State law and the Village's investment policy allow the Village to invest in

Village of Vienna
Notes to the Financial Statements
As of and For the Year Ended April 30, 2021

collateralized certificates of deposits, government back securities, commercial paper, the state sponsored investment pool, and mutual funds consisting solely of government backed securities. Investments for the Village are reported at fair value.

D. Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

E. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

F. Capital assets

Capital assets, which include property and improvements and equipment, are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are capitalized at historical cost 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 \$500 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.

All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Buildings and improvements	40 years
Equipment	5-10 years

G. Fund Equity

In the government wide statements, net position is 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 and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position - Consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Constraints may be placed on the use, either by (1) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - Net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in either of the other two categories of net position.

The Village adopted GASB 54 in the year ended December 31, 2011. As such, fund balances of the governmental funds are classified as follow:

Village of Vienna
Notes to the Financial Statements
As of and For the Year Ended April 30, 2021

Nonspendable - amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors contributors, or laws or regulations of other governments.

Committed - amounts constrained to specific purpose 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 of action to remove or change the constraint.

Assigned - amounts the 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.

Unassigned - all other spendable amounts.

As of April 30, 2021, fund balances are composed of the following:

	General Fund	Cemetery Fund
Nonspendable	\$0	\$0
Assigned	0	0
Unassigned	80,844	245,291
Total fund balances	\$80,844	\$245,291

H. Comparative Data/Reclassifications

Certain amounts presented in the prior year data may have been reclassified in order to be consistent with the current year's presentation.

I. 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 the estimates.

J. RISK MANAGEMENT

The village is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and injuries to employees. To handle such risk of loss, the village maintains commercial insurance policies covering its vehicles, professional liability and surety bond coverage. No claims were paid on any of the policies which exceeded to policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended April 30, 2021.

Village of Vienna
Notes to the Financial Statements
As of and For the Year Ended April 30, 2021

M. DEFERRED OUTFLOWS OF RESOURCES AND DEFERRED INFLOWS OF RESOURCES

In some instances, the GASB requires a government to delay recognition of decreases in net position as expenditures until a future period. In other instances, governments 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.

2. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

BUDGET INFORMATION The Village uses the following budget practices:

The Village did not adopt a budget for the year ended April 30, 2021 for the General fund. The Village will follow the following procedures in establishing the budgetary data reflected in the financial statements. During the March or April meeting, the Village clerk submits to the board of aldermen a proposed operating budget for the fiscal year commencing the following May 1. The operating budget includes proposed expenditures and expenses and the means of financing them. During the April meeting, the budget is legally enacted through passage of an ordinance. The public is invited to attend all meetings. The Village clerk is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures or expenses of any fund must be approved by the board of aldermen. Appropriations lapse at the end of the year.

The Village's daily management and Village council will monitor the budget and actual figures on a monthly basis for needed amendments.

3. CASH AND CASH EQUIVALENTS

At April 30, 2021, the Village has cash and cash equivalents (book balances) totaling \$78,663 as follows:

Demand deposits	\$21,006
Time deposits	<u>57,657</u>
Total	<u><u>\$78,663</u></u>

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 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. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At April 30, 2021, the Village has \$79,704 in deposits (collected bank balances). These deposits are secured from risk by \$79,704 of federal deposit insurance and \$0 of pledged securities held by the custodial bank in the name of the fiscal agent bank. (GASB Category 3). The remaining unsecured balance is at risk.

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, R.S. 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Village that the fiscal agent has failed to pay deposited funds upon demand.

4. INVESTMENTS

Investments held at April 30, 2021 consist of \$245,291, in American funds account that was donated from the cemetery association to the Village during the year.

Village of Vienna
Notes to the Financial Statements
As of and For the Year Ended April 30, 2021

5. RECEIVABLES

The receivables of \$2,528 at April 30, 2021, for franchise fees.

6. CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended April 30, 2021, for the primary government is as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	<u>\$8,000</u>	<u>\$7,000</u>		<u>\$15,000</u>
Total capital assets not being depreciated	<u>8,000</u>	<u>7,000</u>	<u>0</u>	<u>15,000</u>
Capital assets being depreciated:				
Buildings	26,551			26,551
Improvements	93,984			93,984
Machinery and equipment	<u>12,739</u>			<u>12,739</u>
Total capital assets being depreciated	<u>133,274</u>	<u>0</u>	<u>0</u>	<u>133,274</u>
Less accumulated depreciation	<u>44,967</u>	<u>3,599</u>		<u>48,566</u>
Total capital assets being depreciated, net	<u>\$96,307</u>	<u>\$3,401</u>	<u>\$0</u>	<u>\$99,708</u>

Depreciation expense of \$3,599 was charged to the general government function.

7. CONTINGENT LIABILITIES

At April 30, 2021, the Village is not involved in any pending or threatened litigation, claims or assessments.

8. DATE OF MANAGEMENT REVIEW

Subsequent events have been evaluated through September 6, 2023, the date which the financial statements were available to be issued.

OTHER SUPPLEMENTAL SCHEDULES

Village of Vienna
Schedule of Compensation, Benefits and Other Payments
to Agency Head
For the Year Ended April 30, 2021

Agency Head Name: Walter Carpenter, Mayor

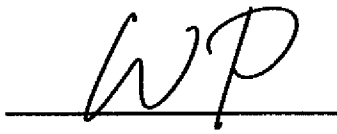
The agency head does not receive any compensation.

Village of Vienna
Schedule of Compensation Paid Board Members
For the Year Ended April 30, 2021

Schedule 2

The board members who serve on the Board of aldermen at Village of Vienna receive no compensation.

REQUIRED SUPPLEMENTAL INFORMATION



Wade & Perry, CPAs
A Professional Accounting Corporation
Members: AICPA/ Society of LCPA's

Independent Accountant's Report
on Applying Agreed-Upon Procedures

Board of Aldermen
Village of Vienna
Vienna, LA

We have performed the procedures enumerated below, which were agreed to by Village of Vienna, and the Louisiana Legislative Auditor (the specified parties), on the Village's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended April 30, 2021, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Village'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.

Public Bid Law

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$30,000, and public works exceeding \$250,000. Compare the documentation for these expenditures to LRS 38:2211-2296 (the public bid law) or RS 39:1551-1775 (state procurement code), whichever is applicable; and report whether the expenditures were made in accordance with these laws.

There were no expenditures made during the year for material and supplies exceeding \$30,000 and there were no expenditures made for public works exceeding \$250,000.

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 LRS 42:1101-1124 (the ethics law).

Management provided us with the required list.

3. Obtain a list of all employees paid during the fiscal year.

Management provided us with the required list.

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

No exceptions noted.

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

Management provided the requested information. No exceptions were noted.

Budgeting

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

Management did not provide us with a copy of the original budget.

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.

No budget was adopted for the year ended April 30, 2021.

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

No budget was adopted for the year ended April 30, 2021.

Accounting and Reporting

9. Obtain the list of all disbursements made during the fiscal year. Randomly select 6 disbursements, and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation, and:

(a) Report whether the six disbursements agree to the amount and payee in the supporting documentation;
No exceptions.

(b) Report whether the six disbursements were coded to the correct fund and general ledger account
No exceptions.

(c) Report whether the six disbursements were approved in accordance with management's policies and procedures.
No exceptions.

Meetings

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

The Village has asserted that it has complied with the open meetings law.

Debt

11. Obtain bank deposits slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposits appear to be proceeds of banks 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 inspected copies of all bank statements for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness unless otherwise noted.

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, advance or gifts.

A review of the general ledger and a reading of the minutes of the Village did not indicate approval for payments to any individuals which would constitute bonuses, advance or gifts. The Village does not have payroll.

State Audit Law

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

The agency's report was not submitted to the Legislative Auditor before the statutory due date of October 31, 2021.

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

Management represented that the Village did not enter into contracts during the fiscal year that were subject to the bid law. The Village was not in non-compliance with the audit law.

Prior Comments and Recommendations

15. Obtain and report management's representation as to whether any prior-year suggestions, exceptions, recommendations, and/or comments have been resolved.

The prior year report, dated July 9, 2020, did not include any comments.

We were not engaged to and did not perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management 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.

Wade & Perry

Ruston, Louisiana
September 6, 2023

Village of Vienna
Summary of Prior Year Findings
April 30, 2021

There were no findings for the year ended April 30, 2020.

Village of Vienna
Management's Response
For the Year Ended April 30, 2021

Budgeting #6, #7, #8

Management will adopt a budget for the next year and compare budget to actual revenues and expenditures to determine if the budget needs to be amended.

State Audit Law #13

The Village did not realize the donation of cemetery funds would cause a new reporting requirement. As soon as it was brought to our attention we engaged to comply with this reporting requirement.

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

_____ 7/28/2023 _____ (Date Transmitted)

Wade & Perry, CPAs _____ (CPA Firm Name)
116 North Pinecrest Dr _____ (CPA Firm Address)
Ruston LA 71270 _____ (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of April 30, 2021 (date) 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 state procurement code (R.S. 39:1551 – 39:1755); the public bid law (R.S. 38:2211-2296), and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes No N/A

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 N/A

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 N/A

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 N/A

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 N/A

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

Yes No N/A

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

Yes No N/A

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 N/A

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 N/A

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes [] No [] N/A [X]

Meetings

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

Yes [X] No [] N/A []

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 [X] No [] N/A []

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 [X] No [] N/A []

Prior-Year Comments

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

Yes [X] No [] N/A []

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes [X] No [] N/A []

We acknowledge that we are responsible for determining that that the procedures performed are appropriate for the purposes of this engagement.

Yes [X] No [] N/A []

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

Yes [X] No [] N/A []

We have provided you with all relevant information and access under the terms of our agreement.

Yes [X] No [] N/A []

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

Yes [X] No [] N/A []

We are not aware of any material misstatements in the information we have provided to you.

Yes [X] No [] N/A []

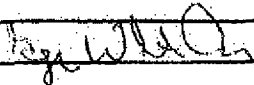
We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes No N/A

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes No N/A

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

_____	Secretary	_____	Date
_____	Treasurer	_____	Date
	President	09/05/23	Date
	Mason		