

**Squire Creek Community Development District**  
**Choudrant, Louisiana**

*Financial Statements*  
*For The Year Ended December 31, 2022*



**Squire Creek Community Development District**

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## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Squire Creek Community Development District  
Choudrant, LA

### Opinions

We have audited the accompanying component unit financial statements of the governmental activities and aggregate remaining fund information of Squire Creek Community Development District as of and for the year ended December 31, 2022, as listed in the table of contents, and the related notes to the financial statements, which collectively comprise the District's component unit financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and the aggregate remaining fund information of Squire Creek Community Development District, as of December 31, 2022, and the respective changes in financial position and, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Basis for Opinions

We conducted our 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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Squire Creek Community Development District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Responsibilities of Management 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, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Squire Creek Community Development District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### **Auditors' Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Squire Creek Community Development District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Squire Creek Community Development District's ability to continue as going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4-6 and 25-26 be presented to supplement the basic financial statements.. Such information is the responsibility and management and, 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. We 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 our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Information**

#### **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Ouachita Parish Assessor's basic financial statements. The accompanying other financial information consisting of the schedule of Compensation, Reimbursements, Benefits and Other Payments to Agency Head on page 27 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other information used to prepare the basic financial statements. The 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 directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Compensation, Reimbursements, Benefits and Other Payments to Agency Head is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

#### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated June 14, 2023, on our consideration of Squire Creek Community Development District's internal control over financial reporting and on our 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 our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 Squire Creek Community Development District's internal control over financial reporting and compliance.

*Cameroon, Hines & Company (APAC)*

West Monroe, Louisiana  
June 14, 2023

**Squire Creek Community Development District**  
**Management's Discussion and Analysis**  
**For the Year Ended December 31, 2022**

Our discussion and analysis of Squire Creek Community Development District's (the "District") financial performance provides an overview of the District's financial activity for the period ended December 31, 2022. It should be read in conjunction with the basic financial statements.

**Financial Highlights**

Key financial highlights for the year ended December 31, 2022 include the following:

- The assets of the District exceeded its liabilities at December 31, 2022 by \$5,480,235 and by \$5,118,971 at December 31, 2021. (net position). The majority of this amount is related to the investment in capital assets. Unrestricted assets exceeded liabilities by \$2,168 and \$3,658 for the years then ended in 2022 and 2021, respectively.
- The District's total net position increased \$361,264 and \$313,240 for the years ended December 31, 2022 and 2021.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The MD&A is intended to serve as an introduction to the District's basic financial statements which are the government-wide financial statements, fund financial statements, and the notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements**

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to private-sector businesses.

The statement of net assets presents information on all of the District's assets less liabilities, which results in net assets. The statement is designed to display the financial position of the District. Over time, increases or decreases in net assets help determine whether financial position is improving or deteriorating.

The statement of activities provides information that shows how the District's net assets changed as a result of the year's activities. The statement uses accrual basis of accounting, similar to private-sector businesses. All changes in net assets are reported as soon as the underlying event giving rise to the revenue or expense occurs, regardless of when the cash is received or paid.

**Squire Creek Community Development District**  
**Management's Discussion and Analysis**  
**For the Year Ended December 31, 2022**

**Fund financial statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has two funds and they are categorized as a governmental fund and an enterprise fund. The District adopts an annual appropriated budget for its funds.

There are no reconciling items that distinguish the Government-Wide Financial Statements (GWFS) from the Fund Financial Statements (FFS).

**Notes to the financial statements**

The notes provide additional information that is essential to a full understanding of the data provided in the financial statements.

**Financial Analysis of Government-wide Activities**

Below is a summary of the District's government-wide financial statements for the years ended December 31, 2022 and 2021:

**Statement of Net Position**

<b>Assets</b>	<b>2022</b>	<b>2021</b>
Cash and Investments	\$ 1,150,157	\$ 614,541
Receivables	581,843	581,843
Capital Assets	3,778,235	3,955,087
<b>Total Assets</b>	<b>\$ 5,510,235</b>	<b>\$ 5,151,471</b>
<b>Liabilities</b>	<b>\$ 30,000</b>	<b>\$ 32,500</b>
<b>Net Position</b>	<b>\$ 5,480,235</b>	<b>\$ 5,118,971</b>

**Statement of Activities**

<b>Revenues</b>	<b>\$ 607,562</b>	<b>\$ 577,368</b>
<b>Expenses</b>	<b>246,298</b>	<b>264,128</b>
<b>Increase in Net Position</b>	<b>\$ 361,264</b>	<b>\$ 313,240</b>

**Squire Creek Community Development District**  
**Management's Discussion and Analysis**  
**For the Year Ended December 31, 2022**

**GENERAL FUND BUDGETARY HIGHLIGHTS**

There was one amendment to the original budget for the year ended December 31, 2022. The budgetary comparison schedule for the general fund can be found on page 25. A summary of the 2022 and 2021 budgets is shown below:

	<b><u>2022</u></b>	<b><u>2021</u></b>
Projected Beginning Fund Balance	\$ 2,450	\$ 1,100
Anticipated Income/Transfers - In	10,800	10,800
Anticipated Expenditures	<u>13,250</u>	<u>11,900</u>
Projected Ending Fund Balance	\$ <u>-</u>	\$ <u>-</u>

Highlights of next year's adopted budget for the general fund include:

Budgeted transfers in for 2023 are \$8,700 and budgeted expenditures are \$8,700.

**CURRENT AND EXPECTED CONDITIONS**

Presently, the Squire Creek Development District's Board of Supervisors are not aware of any significant changes in conditions that would have a significant effect on the financial position or results of activities of the District in the near future.

**CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional information, contact the District at 3100 English Turn, Ruston, LA 71270.

**Squire Creek Community Development District**  
**Statement of Net Position**  
**December 31, 2022**

	<b><u>Governmental Activities</u></b>	<b><u>Business-Type Activities</u></b>	<b><u>Total</u></b>
<b>Assets</b>			
Cash and Cash Equivalents	\$ 2,168	\$ 1,147,989	\$ 1,150,157
Accounts Receivable	-	581,843	581,843
Capital Assets			
Property, Plant & Equipment, Net of Depreciation	-	3,778,235	3,778,235
<b>Total Assets</b>	<b><u>\$ 2,168</u></b>	<b><u>\$ 5,508,067</u></b>	<b><u>\$ 5,510,235</u></b>
<b>Liabilities and Net Position</b>			
<b>Liabilities</b>			
Accounts Payable	\$ -	\$ 30,000	\$ 30,000
<b>Total Liabilities</b>	<b><u>-</u></b>	<b><u>30,000</u></b>	<b><u>30,000</u></b>
<b>Net Position</b>			
Invested in Capital Assets, Net of Related Debt	-	3,778,235	3,778,235
Unrestricted	2,168	1,699,832	1,702,000
<b>Total Net Position</b>	<b><u>2,168</u></b>	<b><u>5,478,067</u></b>	<b><u>5,480,235</u></b>
<b>Total Liabilities and Net Position</b>	<b><u>\$ 2,168</u></b>	<b><u>\$ 5,508,067</u></b>	<b><u>\$ 5,510,235</u></b>

The accompanying notes are an integral part of these financial statements.

**Squire Creek Community Development District**  
**Statement of Activities**  
**For the Year Ended December 31, 2022**

	Program Revenues				Net (Expense) Revenue and Changes in Net Assets		
					Primary Government		
	Expenses	Charges for Services	Capital Grants and Contributions	Operating Grants and Contributions	Governmental Activities	Business-Type Activities	Total
<b>Primary Government:</b>							
Governmental Activities:							
General Government	\$ 12,290	\$ -	\$ -	\$ -	\$ (12,290)	\$ -	\$ (12,290)
Total Governmental Activities	\$ 12,290	\$ -	\$ -	\$ -	\$ (12,290)	\$ -	\$ (12,290)
Business-Type Activities:							
Capital Asset Projects	\$ 234,008	\$ 600,911	\$ -	\$ -	\$ -	\$ 366,903	\$ 366,903
Total Business-Type Activities	\$ 234,008	\$ 600,911	\$ -	\$ -	\$ -	\$ 366,903	\$ 366,903
Total Primary Government	\$ 246,298	\$ 600,911	\$ -	\$ -	\$ (12,290)	\$ 366,903	\$ 354,613

**General Revenues:**

Interest Income	-	6,651	6,651
Transfers	10,800	(10,800)	-
Total General Revenues, Special Items, and Transfers	10,800	(4,149)	6,651
<b>Changes in Net Position</b>	(1,490)	362,754	361,264
<b>Net Position - Beginning</b>	3,658	5,115,313	5,118,971
<b>Net Position - Ending</b>	\$ 2,168	\$ 5,478,067	\$ 5,480,235

The accompanying notes are an integral part of this financial statement.

**Squire Creek Community Development District**  
**Balance Sheet - Governmental Funds**  
**December 31, 2022**

	<b><u>General Fund</u></b>	<b><u>Total Governmental Funds</u></b>
<b>Assets</b>		
Cash and Cash Equivalents	\$ 2,168	\$ 2,168
<b>Total Assets</b>	<b><u>\$ 2,168</u></b>	<b><u>\$ 2,168</u></b>
<b>Liabilities and Fund Balances</b>		
<b>Liabilities</b>		
Accounts Payable	\$ -	\$ -
<b>Total Liabilities</b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Fund Balances</b>		
Unassigned	2,168	2,168
<b>Total Fund Balances</b>	<b><u>2,168</u></b>	<b><u>2,168</u></b>
<b>Total Liabilities and Fund Balances</b>	<b><u>\$ 2,168</u></b>	

Amounts reported for *Governmental Activities* in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore not reported in the funds

Net Position of Governmental Activities	<b><u>\$ 2,168</u></b>
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The accompanying notes are an integral part of this financial statement.

**Squire Creek Community Development District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance -**  
**Governmental Funds**  
**For the Year Ended December 31, 2022**

	<b>General Fund</b>	<b>Total Governmental Funds</b>
<b><u>Revenues</u></b>		
Charges for Services	\$ -	\$ -
Miscellaneous	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>
<b><u>Expenditures</u></b>		
General Government	12,290	12,290
<b>Total Expenditures</b>	<b>12,290</b>	<b>12,290</b>
<b>Excess of Revenues over Expenditures</b>	<b>(12,290)</b>	<b>(12,290)</b>
<b><u>Other Financing Sources (Uses)</u></b>		
Operating Transfers - In	10,800	10,800
Operating Transfers - Out	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>10,800</b>	<b>10,800</b>
<b>Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses</b>	<b>(1,490)</b>	<b>(1,490)</b>
<b>Fund Balances, Beginning of Year</b>	<b>3,658</b>	
<b>Fund Balances, End of Year</b>	<b>\$ 2,168</b>	
<b>Net Changes in Fund Balances - Total Governmental Funds</b>		<b>(1,490)</b>
<i>Amounts reported for governmental activities in the statement of activities are different because:</i>		
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:		
		-
		-
<b>Changes in Net Position in Governmental Activities</b>		<b>\$ (1,490)</b>

The accompanying notes are an integral part of this financial statement.

**Squire Creek Community Development District**  
**Statement of Net Position - Proprietary Fund**  
**December 31, 2022**

	<b>Business-Type Activities Enterprise Fund</b>
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalents	\$ 1,147,989
Benefit Assessment Receivable	581,843
Total Current Assets	<u>1,729,832</u>
Noncurrent Assets:	
Capital Assets	
Property, Plant & Equipment	7,074,063
Total Capital Assets	<u>7,074,063</u>
Less: Accumulated Depreciation	<u>(3,295,828)</u>
Net Capital Assets	<u>3,778,235</u>
Total Noncurrent Assets	<u>3,778,235</u>
<b>Total Assets</b>	<b><u>\$ 5,508,067</u></b>
<b>Liabilities and Net Position</b>	
<b>Liabilities</b>	
Current Liabilities	
Accounts Payable and Accrued Expenses	\$ 30,000
Total Current Liabilities	<u>30,000</u>
Noncurrent Liabilities	
Total Noncurrent Liabilities	<u>-</u>
<b>Total Liabilities</b>	<b><u>30,000</u></b>
<b>Net Position</b>	
Invested in Capital Assets, Net of Related Debt	3,778,235
Unrestricted	1,699,832
Total Net Position	<u>5,478,067</u>
<b>Total Liabilities and Net Position</b>	<b><u>\$ 5,508,067</u></b>

The accompanying notes are an integral part of this financial statement.

**Squire Creek Community Development District**  
**Statement of Revenues, Expenses, and Changes in Net Position -**  
**Proprietary Fund**  
**For the Year Ended December 31, 2022**

	<b>Business-Type Activities Enterprise Fund</b>
<b><u>Operating Revenues</u></b>	
Charges for Services	\$ 600,911
Total Operating Revenues	<u>600,911</u>
<b><u>Operating Expenses</u></b>	
Depreciation	176,852
Professional Services	17,500
Refunds of Assessments	6,061
Repairs & Maintenance	33,595
Total Operating Expenses	<u>234,008</u>
<b>Total Operating Income</b>	<u>366,903</u>
<b><u>Non Operating Revenues/(Expenses)</u></b>	
Interest Income	<u>6,651</u>
Total Non Operating Revenues/(Expenses)	<u>6,651</u>
<b>Net Income Before Operating Transfers</b>	373,554
<b><u>Operating Transfers</u></b>	
Operating Transfers - In/(Out)	<u>(10,800)</u>
<b>Net Income</b>	\$ 362,754
<b>Net Position, Beginning of Year</b>	5,115,313
<b>Net Position, End of Year</b>	<u>\$ 5,478,067</u>

The accompanying notes are an integral part of this financial statement.

**Squire Creek Community Development District**  
**Statement of Cash Flows - Proprietary Fund**  
**For the Year Ended December 31, 2022**

	<b>Business-Type Activities Enterprise Fund</b>
<b><u>Cash Flows From Operating Activities</u></b>	
Receipts from Customers	\$ 600,911
Payments to Provide Services	(59,656)
Net Cash Provided (Used) by Operating Activities	<u>541,255</u>
<b><u>Cash Flows From Noncapital Financing Activities</u></b>	
Transfer From (To) Other Funds	(10,800)
Net Cash Provided (Used) by Noncapital Financing Activities	<u>(10,800)</u>
<b><u>Cash Flows From Capital and Related Financing Activities</u></b>	
Additions to Internal Roadway System	-
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>-</u>
<b><u>Cash Flows From Investing Activities</u></b>	
Interest Earned	6,651
Net Cash Provided (Used) by Investing Activities	<u>6,651</u>
<b>Net Increase (Decrease) in Cash And Cash Equivalents</b>	<u>537,106</u>
<b>Cash And Cash Equivalents, Beginning of Year</b>	610,883
<b>Cash And Cash Equivalents, End of Year</b>	<u><u>\$ 1,147,989</u></u>
 <b>Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities</b>	
Operating Income	\$ 366,903
<i>Adjustments to Reconcile Net Loss to Net Cash Provided (Used) by Operating Activities:</i>	
Depreciation	176,852
Decrease in Accounts Receivables	-
Increase in Accounts Payables	(2,500)
Net Cash Provided (Used) by Operating Activities	<u><u>\$ 541,255</u></u>

The accompanying notes are an integral part of this financial statement.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

“Community Development District” or “District” means a special district as provided in Article VI, Section 19 of the Constitution of Louisiana, which is created pursuant to this Chapter and limited to the performance of those specialized functions authorized by this chapter, the boundaries of which are contained wholly within a single parish; the governing head of which is a body created, organized and constituted and authorized to function specifically as prescribed in this Chapter for the delivery of community development services; and the formation, powers, governing body, operation, duration, accountability, requirements for disclosure, and termination of which are as required by general law.

**A. Reporting Entity**

Squire Creek Community Development District, Village of Choudrant, State of Louisiana (the “District”) is a public corporation and community development district organized and existing under the provisions of Chapter 27-B of Title 33 of the Louisiana Statutes of 1950, as amended, specifically La. RS. 33:9039.11 through 9039.37, inclusive (the “Act”), and pursuant to Ordinance 70 duly adopted by the Board of Alderman of the Village of Choudrant, State of Louisiana, effective on April 1, 2002 (the “Ordinance”), which District is comprised of and includes all of the immovable property situated within the described boundaries.

Pursuant to the provisions of the Act, the District is authorized to finance, fund, plan, establish, acquire construct or reconstruct, enlarge, extend, equip, operate and maintain systems, facilities and basic infrastructure for the following: (1) water management and control for the lands in the District, including the connection of some or any of such facilities with roads and bridges; (2) water supply, sewer and wastewater management, reclamation and refuse, or any combination thereof; (3) bridges or culverts that may be needed across any drain, ditch, canal, floodway, holding basin, excavation, public highway, tract, grade, fill or cut and roadways over levees and embankment; and (4) roads and streets in the District equal to or exceeding the specifications of the Village of Choudrant, and street lights.

The District is authorized by the Act to levy and collect non-ad valorem special assessments against all immovable property situated in the District that is subject to assessment as a result of the projects to finance, fund, plan, establish, acquire, construct, or reconstruct, enlarge, extend, equip, operate and maintain systems, facilities and basic infrastructure for the District. The Board of the District shall exercise the powers granted to the District pursuant to this Chapter. The board shall consist of five members; except as otherwise provided herein, each member shall hold for a term of four years and until a successor is chosen and qualifies. The initial members of the board shall be residents of the state, and at least one of the initial members shall be a resident of the area immediately adjacent to the District.

Commencing six years after the initial appointment of members, the position of each member whose term has expired shall be filled by a qualified elector of the District, elected by the qualified electors of the district in accordance with Title 18 of the Louisiana Revised Statutes of 1950.

Members of the board shall be known as supervisors and, upon entering into office shall take an oath of office. They shall hold office for the term for which they were elected or appointed and until their successors are chosen and qualified. If, during the term of office, a vacancy occurs, the

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

remaining members of the board shall fill the vacancy by an appointment for the remainder of the unexpired term.

A majority of the members of the board constitutes a quorum for the purposes of conducting its business and exercising its powers and for all other purposes. Actions taken by the District shall be upon a vote of a majority of the members present unless general law or a rule of the district requires a greater number.

The District is an entity administered by a Board of Supervisors ("Board") that acts as the authoritative and legislative body of the entity. The Board is comprised of five board members, serving a term of four years. Of the five, three are elected as officers of the District: Chair(person), Vice-chair(person), and Treasurer. The elected Secretary of the board is not a member. Each Officer serves a term of four years. No board members receive compensation for serving on the Board.

The Board of Supervisors appoints the Chair(person) of the Board from existing board members. The Chair responsibilities are to preside at all meetings of the board; be the chief officer of the District; perform all duties commonly incident to the position of presiding officer of a board, commission or business organization and exercise supervision over the business of the District, its officers and employees.

The accompanying general purpose financial statements comply with the provisions of GASB Statement No. 14 "The Financial Reporting Entity", in that the financial statements include all organizations, activities, and functions that comprise the District. Component units are legally separate entities for which the District (the primary entity) is financially accountable. Financial accountability is defined as the ability to appoint a voting majority of the organization's governing body and either (1) the District's ability to impose its will over the organization or (2) the potential that the organization will provide a financial benefit to, or impose a financial burden, on the District. Using these criteria, the District has no component units.

**B. Government-wide and fund financial statements**

The government-wide financial statements (i.e., the statement of net assets and the statements of changes in net assets) report information on all of the nonfiduciary activities of the primary government.

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) charges 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. Other items not properly included among program revenues are reported instead as *general revenues*. Major individual governmental funds are reported as separate columns in the fund financial statements.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**C. 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*. Revenues are recorded when earned and expenses are recorded when liabilities are 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 sixty-one days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Grants, entitlements, and interest associated with the current fiscal period are all considered being susceptible to accrual and so have been recognized as revenue of the current fiscal period. All other revenue items are considered measurable and available only when the District receives cash.

**Fund Accounting**

The District uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. The District uses governmental funds and proprietary funds.

**Governmental Funds**

Governmental funds are those through which most governmental functions typically are financed. Governmental funds reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance.

The District reports the following governmental fund:

**General Fund** – The General Fund is used to account for all financial resources of the District except those required to be accounted for in another fund. The general fund balance is available to the District for any purpose provided it is expended or transferred according to the general laws of Louisiana and the bylaws of the District.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

The District reports the following proprietary fund:

**Enterprise Fund** – Accounts for transactions relating to infrastructure development, contracting, debt, assessments, and other matters requiring commitment for more than one fiscal year.

**Revenues and Non-Exchange Transactions:**

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, available means expected to be received within sixty-one days of fiscal year-end. Under the modified accrual basis, only interest is considered to be both measurable and available at fiscal year end.

Nonexchange transactions, in which the District receives value without directly giving value in return, includes grants and donations. On an accrual basis, revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the District must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must be available before it can be recognized

**Expenses/Expenditures**

On an accrual basis of accounting, expenses are recognized at the time they are incurred. The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable.

**D. Cash and Cash Equivalents**

Cash received by the District is deposited into demand deposits and daily investment accounts. The District utilizes a financial institution to service bonded debt as principal and interest payments come due. The balance in this account is presented on the financial statements as "Restricted Cash and Cash Equivalents."

During the period ended December 31, 2022, investments were limited to Federal U.S. Treasury Cash Reserves.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

For presentation in the financial statements, investments with an original maturity of three months or less at the time they are purchased by the District are considered to be cash equivalents. Investments with an original maturity of more than three months are reported as investments.

**E. Restricted Assets**

Restricted assets are cash and cash equivalents whose use is limited by legal requirements. Restricted cash represents amounts required by debt covenant to be segregated for final year debt payment and accrued interest on the bonds. Restricted cash and cash equivalents represents special assessment proceeds restricted for completion of the Squire Creek Community Development District's infrastructure projects.

**F. Interfund Transactions**

During the course of normal operations, the District may have transactions between funds. Interfund transactions are generally classified as follows:

Operating transfers are reported as "Other Financing Sources and Uses" in the governmental funds, as "Operating Transfers In" by the recipient fund, and "Operating Transfers Out" by the disbursing fund.

On the governmental funds balance sheet, receivables and payables resulting from short-term loans are classified as "interfund loan receivables/payables." These amounts are eliminated on the statement of net assets.

**G. Capital Assets**

General capital assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets but are not reported in the fund financial statements.

General capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. The District maintains a capitalization threshold of \$5,000. Improvements are capitalized; the cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not capitalized.

**H. Intergovernmental Revenues**

For governmental fund, intergovernmental revenues, such as contributions awarded on a non-reimbursement basis, are recorded as receivables and revenues when measurable and available.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**I. Fund Equity**

GASB Statement No. 54 establishes standards for five fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in governmental funds. The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form – prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned and unassigned:

*Restricted Fund Balance* - This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

*Committed Fund Balance* – These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the District's governing board – the government's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the village aldermen remove the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

*Assigned Fund Balance* – This classification reflects the amounts constrained by the District's "intent" to be used for specific purposes, but are neither restricted nor committed. The District's board and management have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the general fund, that are not classified as nonspendable and are neither restricted nor committed.

*Unassigned Fund Balance* - This fund balance is the residual classification for the general fund. It is used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the District's policy to use externally restricted resources first, then unrestricted resources – committed, assigned and unassigned – in order as needed.

**J. Net Assets**

Net assets present the difference between assets and liabilities in the statement of net assets. Net assets invested in capital assets are reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are legal limitations imposed on their use by District legislation or external restrictions by creditors, grantors, laws or regulations of other governments.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**K. Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statement and accompanying notes. Actual results may differ from these estimates.

**L. Reclassifications**

Certain amounts presented in the prior year have been reclassified in order to compare with the current year's presentation.

**M. Intergovernmental Agreement**

The District and the Village of Choudrant entered into an agreement by which the Water System and Sewer System was and is being transferred, as completed, by the District to the Village and thereafter owned, operated and maintained by the Village for the mutual benefit of the Village and the District.

**N. Assessment Methodology**

At or prior to August 31 of each year, the Board of Supervisors of the District will determine and establish the special annual assessment that will be levied against all assessable property in the District for the upcoming fiscal year. No later than August 31 of each year, the aggregate special annual assessment that is to be levied by the Board of Supervisors will be an amount sufficient to pay all interest that is expected to become due on the District's outstanding bonds (the "Bonds") during the upcoming fiscal year, to fund any sinking fund requirements on the bonds during the upcoming fiscal year, to fund any reserve required by the Bond indenture during the upcoming fiscal year, and to pay all expenses relating to the Bonds that are expected to become due during the fiscal year (the "*Aggregate Special Annual Agreement*"). The aggregate Special Assessments are payable by December 31 of each year.

District assessments are secured special assessments. These assessments are secured by liens on the properties being assessed.

**2. STEWARDSHIP, COMPLIANCE & ACCOUNTABILITY**

GAAP requires that general purpose financial statements include a combined statement of revenues, expenditures, and changes in fund balances (budget and actual) for the general and special revenue fund types and for similar governmental fund types for which annual budgets have been legally adopted. The annual budget was legally adopted for the General Fund.

**3. CASH & INVESTMENTS**

All deposits of the District are held by area financial institutions. At December 31, 2022, the carrying amount of the District's deposits was \$1,150,157 and the bank balances were \$1,151,088.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**3. CASH & INVESTMENTS (continued)**

The bank balances were covered by federal depository insurance or were collateralized with securities held by the District's agent (one of its custodial banks) in the District's name. Statutes require that securities pledged for deposits of the District be held by a bank other than the pledging bank.

The District is authorized to make direct investments in United States government bonds, treasury notes, treasury bills or certificates, or time certificates of deposit of state banks organized under the laws of Louisiana and national banks having their principal office in the state of Louisiana or any other federally insured investment, or guaranteed investment contracts issued by a financial institution having one of the two highest rating categories or in mutual or trust fund institutions which are registered with the SEC and which have underlying investments consisting solely of and limited to securities of government or its agencies.

The District's investments are categorized below to give an indication of the level of risk assumed by the District at year end. Category 1 provides for investments insured or registered, or securities held by the District or its agents in the District's name. Category 2 provides for uninsured and unregistered securities held by the counterparty's trust department or agent in the District's name. Category 3 includes uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the District's name.

	Category			Carrying Amount & Fair Value
	1	2	3	
Money market funds invested in U.S. government and U.S. government agency securities	\$ -	\$ -	\$ -	\$ -

**4. BENEFIT SPECIAL ASSESSMENTS**

**Levy of Benefit Special Assessments**

Pursuant to the provisions of the Act, particularly Section 9039.29 (A), this Board hereby determines, orders, and levies the annual installments for year 2022 regarding the Special Benefit Assessments on all specially benefited immovable property in the District, all as specified on the Assessment Schedule. The Board further ordained that the Assessor and the Sheriff of the Parish of Lincoln, State of Louisiana, be empowered, authorized, and directed to spread the Special Assessments, as set forth in the Assessment Schedule, upon the assessment roll of said Parish for the calendar year 2010; and further, to make the collection of the taxes imposed for and on behalf of the District, according to law.

The Special Assessments herein levied shall become a permanent lien and privilege on all specially benefited immovable property at the District as on the Assessment Schedule, which lien shall be on parity with the lien state, parish, municipal, and school board taxes.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**4. BENEFIT SPECIAL ASSESSMENT (continued)**

**Enforcement of Lien Nonpayment**

Collection of the Special Assessments levied under this Ordinance will be enforceable in the manner provided by law, particularly the provisions of Sections 9039.29 and 9039.30 of the Act. Special Assessments must be paid no later than the thirty-first (31<sup>st</sup>) day of December of each calendar year. Special Assessments which are delinquent shall bear interest after the thirty-first (31<sup>st</sup>) day of December of such year until paid, at the rate of one percent (1%) per month.

**5. CAPITAL ASSETS**

A summary of changes in capital assets is as follows:

	Balance @ 12/31/2021	Additions	Removals	Balance @ 12/31/2022
Water System	\$ 1,793,916	\$ -	\$ -	\$ 1,793,916
Sewer System	1,642,820	-	-	1,642,820
Internal Roadway System	6,176,897	-	-	6,176,897
Miscellaneous	897,165	-	-	897,165
Total	<u>10,510,798</u>	<u>-</u>	<u>-</u>	<u>10,510,798</u>
Less Intergovernmental Transfers of Assets				
Water System	(1,793,915)	-	-	(1,793,915)
Sewer System	<u>(1,642,820)</u>	<u>-</u>	<u>-</u>	<u>(1,642,820)</u>
Total	<u>7,074,063</u>	<u>-</u>	<u>-</u>	<u>7,074,063</u>
Less: Accumulated Depreciation	<u>(3,118,976)</u>	<u>-</u>	<u>(176,852)</u>	<u>(3,295,828)</u>
Total	<u>\$ 3,955,087</u>	<u>\$ -</u>	<u>\$ (176,852)</u>	<u>\$ 3,778,235</u>

**6. CONSTRUCTION COMMITMENTS**

The District has no outstanding contracts for professional and contract services, as of December 31, 2022.

**Squire Creek Community Development District**  
**Notes to the Financial Statements**  
**For the Year Ended December 31, 2022**

**7. RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts, damage to, and theft or destruction, of assets, errors and omissions and natural disaster. During 2022, the District contracted with the Lincoln Agency, LLC for liability, property, and errors and omissions damage. Coverages provided by the company through various insurance carriers, are as follows:

Public Official Errors and Omissions Liability (Per Occurrence)	\$ 1,000,000
Commercial General Liability	2,000,000
Products-Completed Operation	2,000,000
Personal and Advertising Injury	1,000,000
Fire Damage	100,000

**8. CONTINGENCIES**

As of December 31, 2022, the District did not have any pending litigation or potential nondisclosed liabilities that management believes would have a material effect on the financial statements.

**9. SUBSEQUENT EVENTS**

**Date of Management Evaluation**

Management has evaluated subsequent events through June 14, 2023, the date on which the financial statements were available to be issued.

## **SUPPLEMENTAL INFORMATION**

**Squire Creek Community Development District**  
**Budgetary Comparison Schedule**  
**For the Year Ended December 31, 2022**

	<b><u>Budgeted Amounts</u></b>			<b><u>Variance</u></b>
	<b><u>Original</u></b>	<b><u>Final</u></b>	<b><u>Actual</u></b>	<b><u>Favorable</u></b>
	<b><u>Budget</u></b>	<b><u>Budget</u></b>		<b><u>(Unfavorable)</u></b>
<b>Revenues</b>				
Maintenance Special Assessment	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenditures</b>				
General Government				
Professional Fees	6,000	6,000	6,050	(50)
Insurance	4,700	6,050	6,171	(121)
Miscellaneous	1,200	1,200	69	1,131
<b>Total Expenditures</b>	<u>11,900</u>	<u>13,250</u>	<u>12,290</u>	<u>960</u>
<b>Excess (Deficiency) of Revenues</b>				
<b>over (under) Expenditures</b>	(11,900)	(13,250)	(12,290)	960
<b>Other Financing Sources (Uses)</b>				
Operating Transfers - In	10,800	10,800	10,800	-
Operating Transfers - Out	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>10,800</u>	<u>10,800</u>	<u>10,800</u>	<u>-</u>
<b>Excess of Revenues and Other Financing</b>				
<b>Sources Over Expenditures and Other</b>				
<b>Financing Uses</b>	<u>(1,100)</u>	<u>(2,450)</u>	<u>(1,490)</u>	<u>960</u>
 Fund Balance at Beginning of Year	 3,658	 3,658	 3,658	 -
 Fund Balance at End of Year	 <u>\$ 2,558</u>	 <u>\$ 1,208</u>	 <u>\$ 2,168</u>	 <u>\$ 960</u>

See independent auditor's report.

**Squire Creek Community Development District**  
**Notes to Budgetary Comparison Schedule**  
**For the Year Ended December 31, 2022**

**(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The District annually adopts budgets for the General Fund of the primary government. All appropriations are legally controlled at the board level for the General Fund. On December 5, 2021, the District approved the original adopted budget reflected in the financial statements.

The budgets are integrated into the accounting system and the budgetary data, as presented in the financial statements for all funds with annual budgets, are compared to the expenditures. Budgets are amended budgets if necessary. All budgets are presented on the modified accrual basis of accounting. Accordingly, the accompanying Budgetary Comparison Schedule for the General Fund presents actual expenditures in accordance with the accounting principles generally accepted in the United States on a basis consistent with the legally adopted budgets as amended. Unexpected appropriations on annual budgets lapse at the end of each fiscal year.

**Squire Creek Community Development District**  
**Schedule of Compensation, Reimbursements, Benefits,**  
**and Other Payments to Agency Head**  
**For the Year Ended December 31, 2022**

**Agency Head:**

District Chairman : Gray Hipp

**None**

**Purpose:**

Salary	\$ -
Benefits - Payroll Taxes and Insurance	-
Travel	-
Reimbursements	-
<b>Total Compensation, Benefits and Other Payments</b>	<b><u>\$ -</u></b>

See independent auditor's report.

# CAMERON, HINES & COMPANY

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## **INDEPENDENT AUDITORS' 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**

Board of Directors

Squire Creek Community Development District

Choudrant, LA

We 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, the business-type activities, and the aggregate remaining fund information of Squire Creek Community Development District as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise Squire Creek Community Development District's basic financial statements, and have issued our report thereon dated June 14, 2023.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Squire Creek Community Development District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of Squire Creek Community Development District's internal control.

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

Board of Directors  
Squire Creek Community Development District  
Choudrant, LA  
Page 2

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a deficiency in internal control, described in the accompanying schedule of findings and responses as item number 2022-01 that we consider to be a significant deficiency.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Squire Creek Community Development District's financial statements are free from material misstatement, we 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 our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Squire Creek Community Development District's Response to Findings**

Squire Creek Community Development District's response to the finding identified in our audit is described in the accompanying schedule of findings and responses. Squire Creek Community Development District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Cameron, Hines & Company (APAC)*

West Monroe, Louisiana  
June 14, 2023

**Squire Creek Community Development District**  
**Schedule of Findings and Responses**  
**For the Year Ended December 31, 2022**

We have audited the financial statements of the Squire Creek Community Development District as of and for the year ended December 31, 2022, and have issued our report thereon dated June 14, 2023. We conducted our 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. Our audit of the financial statements as of December 31, 2022, resulted in an unmodified opinion.

**Section I- Summary of Auditors' Reports**

**A. Report on Internal Control and Compliance Material to the Financial Statements**

Internal Control

Material Weakness \_\_\_\_\_ yes X no

Significant Deficiencies not considered to be  
Material Weaknesses X yes \_\_\_\_\_ no

Compliance

Compliance Material to Financial Statements \_\_\_\_\_ yes X no

**B. Federal Awards – N/A**

Material Weakness Identified \_\_\_\_\_ yes \_\_\_\_\_ no

Significant Deficiencies not considered to be  
Material Weaknesses \_\_\_\_\_ yes \_\_\_\_\_ no

Type of Opinion on Compliance For Major Programs

Unmodified \_\_\_\_\_ Modified \_\_\_\_\_

Disclaimer \_\_\_\_\_ Adverse \_\_\_\_\_

Are their findings required to be reported in accordance with Uniform Guidance?

**C. Identification of Major Programs: N/A**

Dollar threshold used to distinguish between Type A and Type B Programs.

Is the auditee a "low-risk" auditee, as defined by Uniform Guidance?

**Squire Creek Community Development District**  
**Schedule of Findings and Responses**  
**For the Year Ended December 31, 2022**

**Section II- Financial Statement Findings**

2022-01      Segregation of Duties

Condition:

Squire Creek Community Development District has too few individuals involved in the accounting system to have adequate segregation of duties for internal control.

Criteria:

Effective internal controls require that there be segregation of duties within the accounting function in order to reduce the risk of both errors and inappropriate actions.

Cause:

The District treasurer is the only individual involved in the accounting function. This does not allow for proper segregation of duties.

Potential Effect:

The District does not have proper segregation of duties and is at greater risk for not preventing or identifying errors and inappropriate actions once they have occurred.

Recommendation:

It is recommended that the Board continue to be involved with the oversight of the accounting function.

Response:

The Board will continue to be involved with oversight of the accounting function and is open to any suggestions on how to put controls in place to offset the risks.

**Section III- Federal Award Findings and Question Costs**

This section is not applicable for this entity.

**Squire Creek Community Development District**  
**Schedule of Prior Year Findings**  
**For the Year Ended December 31, 2022**

**A. Report on Internal Control and Compliance Material to the Financial Statements**

2021-01      Segregation of Duties

Condition:

Squire Creek Community Development District has too few individuals involved in the accounting system to have adequate segregation of duties for internal control.

Recommendation:

It is recommended that the Board continue to be involved with the oversight of the accounting function.

Status:

Not Cleared. See 2022-01.

**B. Management Letter**

There was no management letter was issued for the year ended December 31, 2021.

**Squire Creek Community Development District**  
**Managements Corrective Action Plan**  
**For the Year Ended December 31, 2022**

**A. Report on Internal Control and Compliance Material to the Financial Statements**

2022-01      Segregation of Duties

Condition:

Squire Creek Community Development District has too few individuals involved in the accounting system to have adequate segregation of duties for internal control.

Criteria:

Effective internal controls require that there be segregation of duties within the accounting function in order to reduce the risk of both errors and inappropriate actions.

Cause:

The District treasurer is the only individual involved in the accounting function. This does not allow for proper segregation of duties,

Potential Effect:

The District does not have proper segregation of duties and is at greater risk for not preventing or identifying errors and inappropriate actions once they have occurred.

Recommendation:

It is recommended that the Board continue to be involved with the oversight of the accounting function.

Response:

The Board will continue to be involved with oversight of the accounting function and is open to any suggestions on how to put controls in place to offset the risks.

**SQUIRE CREEK COMMUNITY**  
**DEVELOPMENT DISTRICT**

*Independent Accountants' Report on  
Applying Agreed-Upon Procedures*

*For the Year Ended December 31, 2022*



# CAMERON, HINES & COMPANY

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## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Squire Creek Community Development District:

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2022 through December 31, 2022. The Squire Creek Community Development District's (District) management is responsible for those C/C areas identified in the SAUPs.

The District has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period January 1, 2022 through December 31, 2022. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

### Written Policies and Procedures

1. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:<sup>1</sup>
  - a) **Budgeting**, including preparing, adopting, monitoring, and amending the budget.
  - b) **Purchasing**, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.
  - c) **Disbursements**, including processing, reviewing, and approving.
  - d) **Receipts/Collections**, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties,

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<sup>1</sup> For governmental organizations, the practitioner may eliminate those categories and subcategories not applicable to the organization's operations. For quasi-public organizations, including nonprofits, the practitioner may eliminate those categories and subcategories not applicable to public funds administered by the quasi-public.

reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).

- e) **Payroll/Personnel**, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee(s) rate of pay or approval and maintenance of pay rate schedules.
- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
- g) **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
- h) **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- i) **Ethics<sup>2</sup>**, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.
- j) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- k) **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
- l) **Sexual Harassment**, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

**Findings:** The District does not have written policies and procedures for the 2022 calendar year.

#### ***Board or Finance Committee<sup>3</sup>***

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- 2. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
  - a) Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
  - b) For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly

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<sup>2</sup> The Louisiana Code of Ethics is generally not applicable to nonprofit entities but may be applicable in certain situations, such as councils on aging. If ethics is applicable to a nonprofit, the nonprofit should have written policies and procedures relating to ethics.

<sup>3</sup> These procedures are not applicable to entities managed by a single elected official, such as a sheriff or assessor.

- c) budget-to-actual, at a minimum, on proprietary funds<sup>4</sup>, and semi-annual budget- to-a-ctual, at a minimum, on all special revenue funds<sup>7</sup>. *Alternately, for those entities reporting on the nonprofit accounting model, observe that the minutes referenced or included financial activity relating to public funds<sup>5</sup> if those public funds comprised more than 10% of the entity's collections during the fiscal period.*
- d) For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

**Findings:** No exceptions noted.

### ***Bank Reconciliations***

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- 3. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts<sup>6</sup> (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:
  - a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);
  - b) Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and
  - c) Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

**Findings:** No exceptions noted.

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<sup>4</sup>Proprietary and special revenue funds are defined under GASB standards. The related procedure addresses these funds as a way to verify that boards are provided with financial information necessary to make informed decisions about entity operations, including proprietary and special revenue operations that are not required to be budgeted under the Local Government Budget Act.

<sup>5</sup> R.S. 24:513 (A)(1)(b)(iv) defines public funds.

<sup>6</sup> Accounts selected may exclude savings and investment accounts that are not part of the entity's daily business operations.

Collections (excluding electronic funds transfers)<sup>7</sup>

4. Obtain a listing of deposit sites<sup>8</sup> for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).
5. For each deposit site selected, obtain a listing of collection locations<sup>9</sup> and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:
  - a) Employees responsible for cash collections do not share cash drawers/registers.
  - b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit.
  - c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.
  - d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, are not responsible for collecting cash, unless another employee/official verifies the reconciliation.
6. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe the bond or insurance policy for theft was enforced during the fiscal period.
7. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* Obtain supporting documentation for each of the 10 deposits and:
  - a) Observe that receipts are sequentially pre-numbered.
  - b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
  - c) Trace the deposit slip total to the actual deposit per the bank statement.

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<sup>7</sup> The Collections category is not required to be tested if the entity has a third party contractor performing all collection functions (i.e., receiving collections, preparing deposits, and making deposits).

<sup>8</sup> A deposit site is a physical location where a deposit is prepared and reconciled.

<sup>9</sup> A collection location is a physical location where cash is collected. An entity may have one or more collection locations whose collections are brought to a deposit site for deposit. For example, in a school district a collection location may be a classroom and a deposit site may be the school office.

- d) Observe the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
- e) Trace the actual deposit per the bank statement to the general ledger.

**Findings:** The District does not have employees. The Treasurer handles all tasks related to collections and deposits. Therefore, there are three exceptions noted due to a lack of segregation of duties.

***Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)***

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- 8. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).
- 9. For each location selected under #8 above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
  - a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
  - b) At least two employees are involved in processing and approving payments to vendors.
  - c) The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
  - d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.

[Note: Exceptions to controls that constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality) should not be reported.]
- 10. For each location selected under #8 above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and:
  - a) Observe whether the disbursement matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the entity.
  - b) Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

**Findings:** The District does not have employees. The Treasurer handles all tasks related to collections and deposits. Therefore, there are nine exceptions noted due to a lack of segregation of duties.

### *Credit Cards/Debit Cards/Fuel Cards/P-Cards*

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11. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards<sup>10</sup>. Obtain management's representation that the listing is complete.
12. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and:
  - a) Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder. [Note: Requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported.]
  - b) Observe that finance charges and late fees were not assessed on the selected statements.
13. Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e., each card should have 10 transactions subject to testing)<sup>11</sup>. For each transaction, observe it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

**Findings:** This procedure is not applicable to the District.

### *Travel and Travel-Related Expense Reimbursements<sup>12</sup> (excluding card transactions)*

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14. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

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<sup>10</sup> Including cards used by school staff for either school operations or student activity fund operations.

<sup>11</sup> For example, if 3 of the 5 cards selected were fuel cards, only 10 transactions would be selected for each of the 2 credit cards. Conceivably, if all 5 cards randomly selected under procedure #12 were fuel cards, Procedure #13 would not be applicable.

<sup>12</sup> Non-travel reimbursements are not required to be tested under this category.

- a) If reimbursed using a per diem, observe the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov)).
- b) If reimbursed using actual costs, observe the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.
- c) Observe each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedure #1h).
- d) Observe each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

**Findings:** This procedure is not applicable to the District.

### ***Contracts***

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- 15. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:
  - a) Observe whether the contract was bid in accordance with the Louisiana Public Bid Law<sup>13</sup> (e.g., solicited quotes or bids, advertised), if required by law.
  - b) Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter).
  - c) If the contract was amended (e.g., change order), observe the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, was approval documented).
  - d) Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe the invoice and related payment agreed to the terms and conditions of the contract.

**Findings:** This procedure is not applicable to the District.

### ***Payroll and Personnel***

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- 16. Obtain a listing of employees and officials<sup>14</sup> employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

<sup>13</sup> If the entity has adopted the state Procurement Code, replace "Louisiana Public Bid Law" with "Louisiana Procurement Code."

<sup>14</sup> "Officials" would include those elected, as well as board members who are appointed.

17. Randomly select one pay period during the fiscal period. For the 5 employees or officials<sup>15</sup> selected under #16 above, obtain attendance records and leave documentation for the pay period, and:
  - a) Observe all selected employees or officials<sup>15</sup> documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, officials are not eligible to earn leave and do not document their attendance and leave. However, if the official is earning leave according to a policy and/or contract, the official should document his/her daily attendance and leave.)
  - b) Observe whether supervisors approved the attendance and leave of the selected employees or officials.
  - c) Observe any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.
  - d) Observe the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.
18. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee or officials' cumulative leave records, agree the pay rates to the employee or officials' authorized pay rates in the employee or officials' personnel files, and agree the termination payment to entity policy.
19. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

**Findings:** This procedure is not applicable to the District.

e)  
**Ethics**<sup>16</sup>

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20. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain ethics documentation from management, and:
  - a. Observe whether the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.
  - b. Observe whether the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

**Findings:** The District does not have any employees. The Treasurer handles all day to day operations with supervision by the Board. Neither the Treasurer nor any of the Board members had documentation of the required ethics training.

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<sup>15</sup> "Officials" would include those elected, as well as board members who are appointed.

<sup>16</sup> The Louisiana Code of Ethics is generally not applicable to nonprofit entities but may be applicable in certain situations, such as councils on aging. If ethics is applicable to a nonprofit, the procedures should be performed.

### ***Debt Service<sup>17</sup>***

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21. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe State Bond Commission approval was obtained for each debt instrument issued.
22. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

**Findings:** This procedure is not applicable to the District.

### ***Fraud Notice***

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23. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled.
24. Observe the entity has posted, on its premises<sup>18</sup> and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.<sup>19</sup>

**Findings:** No exceptions noted.

### ***Information Technology Disaster Recovery/Business Continuity***

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25. Perform the following procedures, verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."
  - a) Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if no written documentation, inquire of personnel responsible for backing up critical data) and observe that such backup occurred within the past week. If backups are stored on a physical medium (e.g., tapes, CDs), observe evidence that backups are encrypted before being transported.

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<sup>17</sup> This AUP category is generally not applicable to nonprofit entities; however, if applicable, the procedures should be performed.

<sup>18</sup> Observation may be limited to those premises that are visited during the performance of other procedures under the AUPs.

<sup>19</sup> This notice is available for download or print at [www.la.la.gov/hotline](http://www.la.la.gov/hotline).

- b) Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.
- c) Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

**Findings:** We performed the procedure and discussed the results with management.

### *Sexual Harassment<sup>20</sup>*

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- 26. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain sexual harassment training documentation from management, and observe the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year.
- 27. Observe the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).
- 28. Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe it includes the applicable requirements of R.S. 42:344:
  - a) Number and percentage of public servants in the agency who have completed the training requirements;
  - b) Number of sexual harassment complaints received by the agency;
  - c) Number of complaints which resulted in a finding that sexual harassment occurred;
  - d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
  - e) Amount of time it took to resolve each complaint.

**Findings:** The District does not have any employees. The Treasurer handles all day to day operations with supervision by the Board. Neither the Treasurer nor any of the Board members had documentation of the required sexual harassment training. The District does not have a written sexual harassment policy.

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<sup>20</sup> A private non-profit that is subject to audit by virtue of the receipt of public funds does not appear to be subject to the sexual harassment law, R.S. 42:341, et seq. However, the non-profit could be subject to the law as part of its agreement to receive the public funds.

Management's Response

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We concur with the results of the procedures and are working diligently to improve controls.

We were engaged by the District to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.

*Cameron, Hines & Company (APAC)*

West Monroe, Louisiana  
June 27, 2023