

CITY OF WESTLAKE, LOUISIANA
ANNUAL FINANCIAL REPORT AND INDEPENDENT
AUDITORS' REPORTS
YEAR ENDED JUNE 30, 2022

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INDEPENDENT AUDITORS' REPORT

December 22, 2022

To the Members of the City Council
City of Westlake, Louisiana

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities and each major fund of the City of Westlake, Louisiana as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City of Westlake, Louisiana's basic 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 each major fund of the City of Westlake, Louisiana, as of June 30, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Westlake, Louisiana, 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 these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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 City of Westlake, Louisiana'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 opinions. 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 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, 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 the City of Westlake, Louisiana'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 the City of Westlake, Louisiana's ability to continue as a 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 and budgetary comparison schedules, schedule of employer's proportionate share of net pension liability and the schedule of employer's contributions be presented to supplement the basic financial statements. Such information is the responsibility of 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.

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

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Westlake, Louisiana's basic financial statements. The justice system funding schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The schedule of expenditures of federal awards on page 53 is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also 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 records 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 judicial system funding schedules and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the schedule of compensation, benefits and other payments to agency head or chief executive officer but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

To the Members of the City Council
December 22, 2022
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Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 22, 2022, on our consideration of City of Westlake, Louisiana's internal control over financial reporting and 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 City of Westlake, Louisiana's internal control over financial reporting and compliance.

Shagun, Cassidy: Gullory

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE
FINANCIAL STATEMENTS

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF NET POSITION
June 30, 2022

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash	\$ 1,076,776	\$ 1,219,360	\$ 2,296,136
Investments	13,120	859,466	872,586
Receivables	5,941,399	430,195	6,371,594
Interfund receivable	-	5,525	5,525
Inventories	-	201,742	201,742
Prepaid insurance	1,451	85,127	86,578
Capital assets:			
Land and construction in progress	9,119,006	12,219,805	21,338,811
Capital assets, net	16,043,862	20,283,260	36,327,122
TOTAL ASSETS	<u>\$ 32,195,614</u>	<u>\$ 35,304,480</u>	<u>\$ 67,500,094</u>
DEFERRED OUTFLOWS OF RESOURCES	<u>1,356,098</u>	<u>\$ -</u>	<u>\$ 1,356,098</u>
LIABILITIES			
Accounts and other accrued payables	\$ 5,223,464	\$ 653,567	\$ 5,877,031
Customer meter deposits	-	402,334	402,334
Interest payable	-	166	166
Unearned revenue	529,698	-	529,698
Interfund payable	5,525	-	5,525
Long-term liabilities:			
Net pension liability	3,568,240	-	3,568,240
Due within one year	116,940	232,626	349,566
Due after one year	798,388	5,355,023	6,153,411
TOTAL LIABILITIES	<u>\$ 10,242,255</u>	<u>\$ 6,643,716</u>	<u>\$ 16,885,971</u>
DEFERRED INFLOWS OF RESOURCES	<u>2,724,610</u>	<u>\$ -</u>	<u>\$ 2,724,610</u>
NET POSITION			
Net invested in capital assets	\$ 25,162,868	\$ 26,915,416	\$ 52,078,284
Net position - Restricted	164,222	-	164,222
Net position - Unrestricted	(4,742,243)	1,745,348	(2,996,895)
TOTAL NET POSITION	<u>\$ 20,584,847</u>	<u>\$ 28,660,764</u>	<u>\$ 49,245,611</u>

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF ACTIVITIES
Year Ended June 30, 2022

Activities	Expenses	Program Revenues		Net (Expense) Revenues and Changes in Net position		
		Fees, Fines and Charges for Services	Operating Grants and Contributions	Primary Government		
				Governmental Activities	Business-Type Activities	Total
Governmental activities:						
General and administrative	\$ 1,103,462	\$ 332,545	3,098,804	\$ 2,327,887	\$ -	\$ 2,327,887
Public safety:						
Police	2,069,314	495,960	-	(1,573,354)	-	(1,573,354)
Fire	2,057,682	-	1,417,840	(639,842)	-	(639,842)
Highway and streets	1,050,461	-	-	(1,050,461)	-	(1,050,461)
Cemeteries	22,589	-	-	(22,589)	-	(22,589)
Civil defense	9,400	-	-	(9,400)	-	(9,400)
Post office	17,454	69,399	-	51,945	-	51,945
City court	85,782	-	-	(85,782)	-	(85,782)
Total Governmental Activities	6,416,144	897,904	4,516,644	(1,001,596)	-	(1,001,596)
Business-type activities:						
Utility	6,355,643	5,358,219	917,061	-	(80,363)	(80,363)
Golf course	3,930,956	2,680,361	-	-	(1,250,595)	(1,250,595)
Total primary government	<u>\$ 16,702,743</u>	<u>\$ 8,936,484</u>	<u>\$ 5,433,705</u>	<u>(1,001,596)</u>	<u>(1,330,958)</u>	<u>(2,332,554)</u>
General Revenues:						
Tax revenue				4,395,679	554,976	4,950,655
Investment income				710	1,992	2,702
Hurricane recovery				(502,410)	(124,882)	(627,292)
Miscellaneous expense				-	(510)	(510)
Miscellaneous income				6,907	49,791	56,698
Insurance proceeds				139,745	-	139,745
Bond issue costs				-	(18,800)	(18,800)
Distribution - gaming industry				340,871	-	340,871
Transfers				(7,733,365)	7,733,365	-
Total general revenues				<u>(3,351,863)</u>	<u>8,195,932</u>	<u>4,844,069</u>
Change in net position				(4,353,459)	6,864,974	2,511,515
Net position - Beginning				25,400,668	21,795,790	47,196,458
Prior period adjustment				(462,362)	-	(462,362)
Net position - Beginning - Restated				<u>24,938,306</u>	<u>21,795,790</u>	<u>46,734,096</u>
Net position - Ending				<u>\$ 20,584,847</u>	<u>\$ 28,660,764</u>	<u>\$ 49,245,611</u>

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

FUND FINANCIAL STATEMENTS

FUND DESCRIPTIONS

General Fund

The general fund is used to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

Capital Projects Fund

The capital projects fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

LCDBG – Sewer Rehabilitation Project

The LCDBG – Sewer Rehabilitation Project fund is used to account for the grant monies received from the United States Department of Housing and Urban Development for a Sewer Rehabilitation Project.

Proprietary Funds

Utility Fund

To account for the provision of gas, water and sewerage services to residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service, and billing and collection.

Golf Course and Real Estate Development

To account for the operations of the City golf course and the real estate development around the golf course.

CITY OF WESTLAKE, LOUISIANA
BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2022

	General	Capital Projects	LCDBG - Sewer Rehabilitation Project	Total
ASSETS				
Cash and cash equivalents	\$ 755,906	\$ 320,870	\$ -	\$ 1,076,776
Investments	10,089	3,031	-	13,120
Receivables (net, where applicable, of allowance for uncollectibles):				
Accounts receivable	5,066,847	874,552	5	5,941,404
Prepaid expense	1,451	-	-	1,451
TOTAL ASSETS	<u>5,834,293</u>	<u>1,198,453</u>	<u>5</u>	<u>7,032,751</u>
DEFERRED OUTFLOWS OF RESOURCES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u>\$ 5,834,293</u>	<u>\$ 1,198,453</u>	<u>\$ 5</u>	<u>\$ 7,032,751</u>
LIABILITIES				
Accounts payable	\$ 4,469,091	\$ 744,646	\$ -	\$ 5,213,737
Retainage payable	9,732	-	-	9,732
Unearned income	240,108	289,590	-	529,698
Interfund payables	5,525	-	-	5,525
TOTAL LIABILITIES	<u>4,724,456</u>	<u>1,034,236</u>	<u>-</u>	<u>5,758,692</u>
DEFERRED INFLOWS OF RESOURCES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES				
Restricted for:				
Capital projects	-	164,217	5	164,222
Unassigned	1,109,837	-	-	1,109,837
TOTAL FUND BALANCES	<u>1,109,837</u>	<u>164,217</u>	<u>5</u>	<u>1,274,059</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	<u>\$ 5,834,293</u>	<u>\$ 1,198,453</u>	<u>\$ 5</u>	<u>\$ 7,032,751</u>

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

CITY OF WESTLAKE, LOUISIANA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
June 30, 2022

Total fund balance for governmental fund at June 30, 2022:		\$ 1,274,059
<p>Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds balance sheet. Those assets consist of:</p>		
Land and construction in progress	\$ 9,119,006	
Capital assets, net of \$13,977,302 accumulated depreciation	16,043,862	25,162,868
<p>Deferred outflows and inflows for pension resources and long-term debt are not financial resources or currently payable:</p>		
Deferred inflows related to pensions		(2,724,610)
Deferred outflows related to pensions		1,356,098
<p>Long-term liabilities are not due and payable in the current period and, therefore, they are not reported in the governmental funds balance sheet:</p>		
Compensated absences	(294,711)	
Capital lease	(620,617)	
Net pension liability	(3,568,240)	(4,483,568)
Total net position of governmental activities at June 30, 2022		\$ 20,584,847

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
Year Ended June 30, 2022

	General	Capital Projects	LCDBG - Sewer Rehabilitation Project	Total
REVENUES				
Taxes and special assessments	\$ 3,675,531	\$ 720,148	\$ -	\$ 4,395,679
Licenses and permits	321,311	-	-	321,311
Intergovernmental	1,417,840	-	-	1,417,840
Charges for services	11,234	-	-	11,234
Fines and forfeits	495,960	-	-	495,960
Investment income	635	75	-	710
Miscellaneous income	6,907	-	-	6,907
Insurance proceeds	139,745	-	-	139,745
Grant proceeds	1,347,327	1,748,807	-	3,096,134
Donations	2,670	-	-	2,670
Post office lease	69,399	-	-	69,399
Distribution - gaming industry	-	340,871	-	340,871
TOTAL REVENUES	<u>7,488,559</u>	<u>2,809,901</u>	<u>-</u>	<u>10,298,460</u>
EXPENDITURES				
Current:				
General and administrative	914,049	91,403	-	1,005,452
Police	1,556,404	-	-	1,556,404
Fire	1,961,628	-	-	1,961,628
Streets	595,677	317,785	-	913,462
Cemeteries	22,589	-	-	22,589
Civil defense	5,453	-	-	5,453
Post office	17,222	-	-	17,222
City court	85,782	-	-	85,782
Hurricane recovery	502,410	-	-	502,410
Capital Outlay	421,570	3,517,167	-	3,938,737
Debt Service:				
Principal	-	-	-	-
Interest	-	-	-	-
TOTAL EXPENDITURES	<u>6,082,784</u>	<u>3,926,355</u>	<u>-</u>	<u>10,009,139</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	1,405,775	(1,116,454)	-	289,321
OTHER FINANCING SOURCES (USES)				
Operating transfers in	-	289,439	-	289,439
Operating transfers out	(1,281,400)	-	-	(1,281,400)
TOTAL OTHER FINANCING SOURCES (USES)	<u>(1,281,400)</u>	<u>289,439</u>	<u>-</u>	<u>(991,961)</u>
NET CHANGES IN FUND BALANCE	124,375	(827,015)	-	(702,640)
FUND BALANCE - BEGINNING	1,447,824	991,232	5	2,439,061
Prior period adjustment	(462,362)	-	-	(462,362)
FUND BALANCE - BEGINNING - Restated	<u>985,462</u>	<u>991,232</u>	<u>5</u>	<u>1,976,699</u>
FUND BALANCE - ENDING	<u>\$ 1,109,837</u>	<u>\$ 164,217</u>	<u>\$ 5</u>	<u>\$ 1,274,059</u>

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

CITY OF WESTLAKE, LOUISIANA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES-GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES
Year Ended June 30, 2022

Total net changes in fund balance at June 30, 2022 per Statement of Revenues, Expenditures and Changes in Fund Balances		\$ (702,640)
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>		
Capital outlay which is considered expenditures on the Statement of Revenues, Expenditures and Changes in Fund Balances	\$ 3,938,737	
Depreciation expense for the year ended June 30, 2022	<u>(948,983)</u>	2,989,754
Transfer of the completed golf course clubhouse from the capital projects fund to the Golf Course Fund		(6,741,406)
Payments for capital equipment leases		78,661
Net increase in compensated absences		(13,469)
Net pension (expense) benefit is reported in the governmental fund as expenditures as they are paid, however, in the statement of activities the net position (expense benefit is reported according to estimates required by GASB 68.		<u>35,641</u>
Total changes in net position at June 30, 2022 per Statement of Activities		<u><u>\$ (4,353,459)</u></u>

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF NET POSITION - PROPRIETARY FUND
June 30, 2022

	Utility	Golf Course and Real Estate Development	Total Proprietary Funds
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 1,047,066	\$ 91,374	\$ 1,138,440
Investments	649,090	-	649,090
Accounts receivable, net of allowance for for uncollectibles	360,679	69,516	430,195
Interfund receivables	5,525	-	5,525
Inventories	43,694	158,048	201,742
Prepaid insurance	77,211	7,916	85,127
Restricted assets:			
Cash and cash equivalents	80,920	-	80,920
Investments	210,376	-	210,376
Total current assets	2,474,561	326,854	2,801,415
Property, plant and equipment			
Buildings, plant and distribution system	29,117,133	12,000,183	41,117,316
Furniture, fixtures and equipment	2,224,785	3,175,172	5,399,957
	31,341,918	15,175,355	46,517,273
Less accumulated depreciation	19,328,590	6,905,423	26,234,013
	12,013,328	8,269,932	20,283,260
Land	337,431	11,641,127	11,978,558
Construction in progress	241,247	-	241,247
Total property, plant and equipment	12,592,006	19,911,059	32,503,065
TOTAL ASSETS	\$ 15,066,567	\$ 20,237,913	\$ 35,304,480
DEFERRED OUTFLOWS OF RESOURCES			
	\$ -	\$ -	\$ -
LIABILITIES			
Current liabilities:			
Accounts payable	\$ 135,279	\$ 275,616	\$ 410,895
Retainage payable	9,732	-	9,732
Accrued sick payable	132,129	-	132,129
Accrued vacation payable	32,583	-	32,583
Accrued compensation	68,228	-	68,228
Interest payable	166	-	166
Security deposits payable	402,334	-	402,334
Total current liabilities	780,451	275,616	1,056,067
Long-term liabilities:			
Due within one year	46,748	185,878	232,626
Due after one year	4,749,330	605,693	5,355,023
Total long-term liabilities	4,796,078	791,571	5,587,649
TOTAL LIABILITIES	\$ 5,576,529	\$ 1,067,187	\$ 6,643,716
DEFERRED INFLOWS OF RESOURCES			
	\$ -	\$ -	\$ -
NET POSITION			
Net invested in capital assets	\$ 7,795,928	\$ 19,119,488	\$ 26,915,416
Net position - Unrestricted	1,694,110	51,238	1,745,348
TOTAL NET POSITION	\$ 9,490,038	\$ 19,170,726	\$ 28,660,764

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION - PROPRIETARY FUND
Year Ended June 30, 2022

	Utility	Golf Course and Real Estate Development	Total Proprietary Funds
OPERATING REVENUES			
Charge for utility services	\$ 5,295,647	\$ -	\$ 5,295,647
Charges for golf course	-	2,680,361	2,680,361
Tap fees	62,572	-	62,572
Total Operating Revenues	<u>5,358,219</u>	<u>2,680,361</u>	<u>8,038,580</u>
OPERATING EXPENSES			
Personnel services	898,950	1,262,626	2,161,576
Contractual services	441,481	-	441,481
Supplies	1,505,167	1,390,232	2,895,399
Other services and charges	1,708,668	509,805	2,218,473
Heat, light, and power	177,483	107,737	285,220
Sewage usage expense	1,041,808	-	1,041,808
Depreciation and amortization expense	519,773	573,565	1,093,338
Total Operating Expenses	<u>6,293,330</u>	<u>3,843,965</u>	<u>10,137,295</u>
OPERATING INCOME (LOSS)	(935,111)	(1,163,604)	(2,098,715)
NON-OPERATING REVENUES (EXPENSES)			
Tax revenue	554,976	-	554,976
Investment income	1,919	73	1,992
Grant income	917,061	-	917,061
Miscellaneous income	26,953	22,838	49,791
Hurricane related expenses, net	-	(124,882)	(124,882)
Miscellaneous expenses	(510)	-	(510)
Bond issue costs	(18,800)	-	(18,800)
Interest expense	(62,313)	(86,991)	(149,304)
Total Non-operating Revenues (Expenses)	<u>1,419,286</u>	<u>(188,962)</u>	<u>1,230,324</u>
INCOME (LOSS) BEFORE OPERATING TRANSFERS	484,175	(1,352,566)	(868,391)
Operating transfers in	124,809	7,608,556	7,733,365
Operating transfers out	-	-	-
CHANGE IN NET POSITION	608,984	6,255,990	6,864,974
NET POSITION, BEGINNING	<u>8,881,054</u>	<u>12,914,736</u>	<u>21,795,790</u>
NET POSITION, ENDING	<u>\$ 9,490,038</u>	<u>\$ 19,170,726</u>	<u>\$ 28,660,764</u>

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF CASH FLOWS -
PROPRIETARY FUND
Year Ended June 30, 2022

	<u>Utility</u>	<u>Golf Course and Real Estate Development</u>	<u>Total Proprietary Funds</u>
CASH FLOWS FROM OPERATING ACTIVITIES:			
Receipts from customers	\$ 5,350,544	\$ 2,724,692	\$ 8,075,236
Payments to suppliers	(4,948,825)	(2,009,269)	(6,958,094)
Payments to employees	(856,438)	(1,262,626)	(2,119,064)
Net cash from operating activities	<u>(454,719)</u>	<u>(547,203)</u>	<u>(1,001,922)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:			
Purchase of fixed assets	(304,176)	(7,625,947)	(7,930,123)
Proceeds from debt	5,971,079	871,931	(6,843,010)
Principle payments on debt	(7,694,000)	(122,066)	(7,816,066)
Bond issue costs	(18,800)	-	(18,800)
Interest payments on debt	(62,313)	(86,991)	(149,304)
Net cash from investment activities	<u>(2,108,210)</u>	<u>(6,963,073)</u>	<u>(15,895,493)</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:			
Miscellaneous income	26,953	22,838	49,791
Miscellaneous expense	(501)	-	(501)
Tax revenues	554,976	-	554,976
Grant income	917,061	-	917,061
Hurricane related expenses, net	-	(124,882)	(124,882)
Operating transfers in	124,809	7,608,556	7,733,365
Operating transfers out	-	-	-
Net cash from non-capital financing activities	<u>1,623,298</u>	<u>7,506,512</u>	<u>9,129,810</u>
CASH FLOWS FROM INVESTING ACTIVITIES:			
Earnings of investments	1,342	73	1,415
purchase of investments	(616,332)	-	(616,332)
Net cash from investing activities	<u>(614,990)</u>	<u>73</u>	<u>(614,917)</u>
NET INCREASE (DECREASE) IN CASH	(1,554,621)	(3,691)	(8,382,522)
CASH - BEGINNING	2,682,607	95,065	2,777,672
CASH - ENDING	\$ 1,127,986	\$ 91,374	\$ 1,219,360
Reconciliation of operating income (loss) to net cash from operating activities:			
Operating income (loss)	\$ (935,111)	\$ (1,163,604)	\$ (2,098,715)
Adjustment to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation	519,773	573,565	1,093,338
(Increase) decrease in receivables	(7,675)	44,331	36,656
(Increase) decrease in inventories	-	(65,347)	(65,347)
(Increase) decrease in prepaid insurance	-	(6,765)	(6,765)
Increase (decrease) in accounts payable	(4,484)	70,617	66,133
Increase (decrease) in retainage payable	-	-	-
Increase (decrease) in customer deposits	28,831	-	28,831
Increase (decrease) in accrued compensation	42,512	-	42,512
Increase (decrease) in interest payable	(88,117)	-	(88,117)
Increase (decrease) in interfund payable	(10,448)	-	(10,448)
Net cash from operating activities	<u>\$ (454,719)</u>	<u>\$ (547,203)</u>	<u>\$ (1,001,922)</u>

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

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Westlake, Louisiana, was incorporated on December 1, 1945, under the provisions of the Lawrason Act. The City operates a Mayor-City Council form of government and provides the following services as authorized by its charter: public safety (police and fire), streets, sanitation, recreation, public improvements, and general administrative services.

The accounting and reporting policies of the City of Westlake conform to accounting principles generally accepted in the United States of America as applicable to governments. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note.

1. Reporting Entity

The accompanying financial statements include the various departments, activities, and organizational units that are within the control and authority of the Mayor and Board of Aldermen of the City of Westlake, Louisiana.

The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in Governmental Accounting Standards Board statement No. 14 (Codification Section 2100.120140). This statement defines the reporting entity as the primary government and those component units for which the primary government is financially accountable. Financial accountability is defined as appointment of a voting majority of the component unit's board, and either a) the ability to impose will by the primary government, or b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government.

Based on the foregoing criteria, the City of Westlake, Louisiana has no other fiscal or significant managerial responsibility over any other governmental unit that is not included in the financial statements of the City of Westlake, Louisiana.

2. Basis of Presentation

The accompanying basic financial statements of the City of Westlake, Louisiana have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, "Basic Financial Statements and Management's Discussion and Analysis-for State and Local Governments", issued in June 1999.

Government-Wide Financial Statements

The Statement of Net Position and the Statement of Activities display information about the City as a whole. They include all funds of the reporting entity. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities presents a comparison between direct expenses and program revenues for each of the functions of the City's governmental activities and business-type activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of services offered by the City, and (b) grants and contributions that are restricted to meeting the operational or capital requirement of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Fund Financial Statements

The City uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain Town functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The various funds of the City are classified into three categories: governmental and proprietary. The emphasis on fund financial statements is on major funds, each displayed on a separate column. A fund is considered major if it is the primary operating fund of the City or its total assets, liabilities, revenues, or expenditures of the individual governmental and enterprise fund is at least 10 percent of the corresponding total for all governmental and enterprise funds of that category or type; and total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The City reports the following major funds:

The General Fund is the primary operating fund of the City. It accounts for all financial resources except those that are required to be accounted for in other funds.

The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

Proprietary Funds

The Enterprise Fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City's enterprise fund accounts for gas, water and sewer services, and golf course and real estate development.

3. Measurement Focus/Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net position and the statement of activities, both governmental and business-type activities are presented using the economic resources measurement focus as defined in item b. below. In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate:

- a. All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary fund utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net position.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Basis of Accounting

In the government-wide statement of net position and statement of activities, both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

The proprietary fund utilizes the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

4. Budgets and Budgetary Accounting

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are adopted for the general and special revenue funds. All annual appropriations lapse at fiscal year end.

Prior to the beginning of each fiscal year, the Mayor submits a budget to the City Council. The budget is prepared by fund, function and activity, and includes information on the past year, current year estimates and requested appropriations for the next fiscal year.

The City Council holds public hearings and may add to, subtract from or change appropriations, but may not change the form of the budget. Any changes in the budget must be within the revenues and reserves estimated or the revenue estimates must be changed by an affirmative vote of a majority of the government's council.

Expenditures may not legally exceed budgeted appropriations at the activity level.

5. Cash and Investments

Cash

Cash includes amounts in demand deposits with a maturity date within three months of the date acquired by the City. State statutes authorize the City to invest in obligations of the U.S. Treasury, U.S. Government Agencies, or time certificates of deposit of state banks organized under the laws of Louisiana and national banks having the principal office in the State of Louisiana, as stipulated in R.S. 39:1271, or any other federally insured investment. In addition, The City participates in the Louisiana Asset Management Pool, Inc. (LAMP). The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool shares.

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At June 30, 2022, the City has \$2,308,119 in deposits (collected bank balances). These deposits are secured from

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

risk by \$250,000 of federal deposit insurance and \$2,058,119 of pledged securities held by the custodial bank in the name of the fiscal agent bank.

6. Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet.

7. Accounts Receivable

Uncollectible amounts due for ad valorem taxes and other receivables of governmental funds are recognized as bad debts at the time information becomes available which would indicate that the particular receivable is not collectible.

There appears to be concentration of credit risk with regard to general accounts receivable and more specifically accounts receivable for gas, water and sewer user fees in the Enterprise Funds. The City's ability to collect the amounts due from the users of the City gas, water and sewer system and others (as reflected on the financial statements) may be affected by significant economic fluctuations, natural disaster or other calamity in this one concentrated geographic location.

8. Prepaid expenses

Payments made to vendors for services that will benefit periods beyond June 30, 2022 are recorded as prepaid items.

9. Capital Assets

Capital assets, which include property, plant and equipment are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Buildings and plant infrastructures	15-50 years
Furniture, Machinery and Equipment	5-15 years
Transportation equipment	3-5 years

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same as in the government-wide statements.

10. Inventory

Inventory of the Utility Fund is valued at the lower of cost or net realizable value (first-in, first-out). Inventories consist of expendable supplies held for consumption. The expenditures are recognized when the items are purchased.

Inventory of the Golf Course and Real Estate Development Fund is stated at lower of cost or net realizable value under the first-in, first-out method of accounting for inventory. Inventories consist of expendable

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

supplies held for consumption and golf merchandise in the club house. The expenditures are recognized when the items are purchased.

11. Statement of Cash Flows

For the purpose of the statement of cash flows for the enterprise fund, the City considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalents. Ending cash of \$1,219,360 at June 30, 2022 represents unrestricted amounts of \$1,138,440 and restricted amounts of \$80,920.

12. Compensated Absences

Vested or accumulated compensated absences that is expected to be liquidated with expendable available financial resources is reported as expenditures and a liability of the governmental activities. \$294,706 is reported for these amounts. Vested or accumulated compensated absences of proprietary funds is recorded as an expense and liability of those funds as the benefits accrue to employees. At June 30, 2022, liability for compensated absences was \$232,940 in the business-type activities.

13. Long - Term Debt

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term debt consists primarily of bonds and capital leases.

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary fund long-term debt is the same in the fund statements as it is in the government-wide statements.

14. Equity Classification

In the government-wide statements, equity is classified as net position and displayed in three components:

- a. Net invested in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position– All other net position that does not meet the definition of “restricted” or “net invested in capital assets”.

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as restricted, assigned and unassigned.

- a. Restricted fund balance – Includes fund balance amounts that are intended to be used for specific purposes which are externally imposed.
- b. Assigned fund balance – Includes fund balance amounts that are intended to be used for specific purposes based on internal (Board) actions.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

2. Unassigned fund balance – Includes positive fund balance within the general fund which has not been classified within the above mentioned categories.

Proprietary fund equity is classified the same as in the government-wide statements.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless Board members or the finance committee has provided otherwise in its commitment or assignment actions.

At June 30, 2022, the City had \$164,217 net position restricted for construction projects.

15. Use of Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

16. Revenues, Expenditures, and Expenses

Program Revenues

Program revenues included in the Statement of Activities are derived directly from the program itself or from parties outside the City's taxpayers or citizenry, as a whole; program revenues reduce the cost of the function to be financed from the City's general revenues.

Revenues

Ad valorem taxes and the related state revenue sharing are recorded in the year taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December, January and February of the fiscal year.

Unearned Revenue

Unearned revenue of \$529,698 at June 30, 2022 represents grant funds received but not expended as of year-end.

Expenditures

The Town primary expenditures include salaries and insurance, which are recorded when the liability is incurred. Capital expenditures and purchases of various operating supplies are regarded as expenditures at the time purchased.

Other Financing Sources

Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) when the transfer is authorized by the City.

17. Deferred Outflows of Resources and Deferred Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources,

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

represents a consumption of net position or fund balance that applies to a future period(s) and thus, will not be recognized as an outflow of resources (expense/expenditure) until then. The City has no deferred outflows of resources.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

18. Dedication of Proceeds and Flow of Funds – Sales and Use Taxes

Proceeds of a perpetual one percent sales and use tax that was first levied on July 1, 1990 by the City of Westlake, Louisiana are collectible by the sales tax fund, are legally dedicated for municipal waterworks and street and road improvements.

Proceeds of a one percent sales and use tax, which was renewed on July 1 2017, and is to run for ten years, are levied by the City of Westlake, Louisiana and collectible by the sales tax fund, and are legally dedicated in no particular percentage to the following:

2. Construction, acquiring, improving, operating and maintaining fire department.
2. Construction, acquiring, improving, operating and maintaining wastewater department.
2. Construction, acquiring, improving, operating and maintaining parks and recreation department.

d. Salaries and benefits of City employees.

Proceeds of a one-half of one percent sales and use tax, which was renewed on October 1, 2017, and is to run for ten years are levied by the City of Westlake, Louisiana and collectible by the sales tax fund, are legally dedicated for the operation and maintenance of the City Police Department.

19. Subsequent Events

Management has evaluated subsequent events through December 22, 2022, the date the financial statements were available to be issued.

NOTE B – INVESTMENTS

The City uses fair value measurements to record fair value adjustments to certain assets and liabilities and to determine fair value disclosures of investments in debt and equity securities that are classified as available-for-sale on a recurring basis. FASB ASC 820-10 defines fair value, establishes a consistent framework for measuring fair value, and expands disclosure requirements for fair value measurements. FASB ASC 820-10 establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are as follows:

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the Town has the ability to access at the measurement date.

Level 2 inputs are inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for the asset or liability.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE B – INVESTMENTS – Continued

The fair value measurements and levels within the fair value hierarchy of those measurements for the assets reported at fair value on a recurring basis at June 30, 2022 are as follows:

	Fair Value	Quoted Price in Active Markets Identical assets Level 1	Significant Observable Inputs Level 2	Significant Unobservable Inputs Level 3	Percent of Total	Credit Rating Standards & Poor's
Short-term investments:						
Money markets	\$ 19,683	\$ 19,683	\$ -	\$ -	2.2%	N/A
Certificate of deposits	10,106		10,106		1.6%	N/A
Federal Home Loan Bank Bonds	300,108	-	300,108		34.2%	AA+
U.S. Treasuries	296,523	296,523	-	-	33.8%	AA+
LAMP	246,166	246,166	-	-	28.2%	AAAm
	<u>\$ 872,586</u>	<u>\$ 562,372</u>	<u>\$ 310,214</u>	<u>\$ -</u>		

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LA-R.S. 33.2955.

LAMP is a governmental investment pool that reports at fair value. The following facts are relevant for investment pools:

- Credit risk: LAMP is rated AAAM by Standard & Poor's.
- Custodial credit risk: LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.
- Concentration of credit risk: Pooled investments are excluded from the 5 percent disclosure requirement.
- Interest rate risk: LAMP is designed to be highly liquid to give its participants immediate access to their account balances. LAMP prepares its own interest rate disclosure using the weighted average maturity (WAM) method. The WAM of LAMP assets is restricted to not more than 90 days and consists of no securities with a maturity in excess of 397 days or 762 days for U.S. Government floating/variable rate investments. The WAM for LAMP's total investments is 39 days as of June 30, 2021.
- Foreign currency risk: Not applicable.

The investments in LAMP are stated at fair value. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the net asset value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and board of directors. LAMP is not registered with the SEC as an investment company. An annual audit of LAMP is conducted by an independent certified public accountant. The Legislative Auditor of the State of Louisiana has full access to the records of LAMP. LAMP issues financial reports which can be obtained by writing: LAMP, Inc., 228 St. Charles Avenue, Suite 1123, New Orleans, LA 70130.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE C – AD VALOREM TAXES

For the year ended June 30, 2022 taxes of 24.21 mills were levied on property with assessed valuations totaling \$37,356,860 and were dedicated as follows:

General corporate purposes 24.21 mills

Total taxes levied were \$904,417.

NOTE D – RECEIVABLES

The following is a summary of receivables for June 30, 2022:

	Governmental Fund	Proprietary Funds
Taxes	\$ 533,670	\$ -
Intergovernmental grants	5,321,689	-
Charges for services	86,040	612,744
Less: Allowance for bad debt	(-)	(182,549)
	<u>\$ 5,941,399</u>	<u>\$ 430,195</u>

NOTE E – CAPITAL ASSETS

A summary of changes in capital assets for the year ended June 30, 2022 follows:

	Beginning of Year	Additions	Deletions	End of Year
Governmental activities:				
Land	\$ 2,030,401	\$ -	\$ -	\$ 2,030,401
Buildings	6,897,743	-	-	6,897,743
Furniture and Equipment	2,503,204	35,564	-	2,538,768
Transportation Equipment	2,609,067	72,780	-	2,681,847
Infrastructure	16,148,689	1,054,839	-	17,203,528
Leased Equipment	489,409	209,869	-	699,278
Construction In Progress	11,054,455	3,830,393	(7,796,243)	7,088,605
Totals at historical cost	41,732,968	5,203,095	(7,796,243)	39,140,170
Less accumulated depreciation for:				
Buildings	2,682,379	187,538	-	2,869,917
Furniture and Equipment	2,144,505	113,392	-	2,257,897
Transportation Equipment	1,950,127	204,025	-	2,154,152
Leased Equipment	24,472	22,484	-	46,956
Infrastructure	6,226,836	421,544	-	6,648,380
Total accumulated depreciation	13,028,319	948,983	-	13,977,302
Governmental activities capital Assets, Net	\$ 28,704,649	\$ 4,254,111	\$ (7,796,243)	\$ 25,162,868

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE E – CAPITAL ASSETS – Continued

Business Type Activities:				
Land	\$ 11,978,558	\$ -	\$ -	\$ 11,978,558
Construction in progress	132,520	108,727	-	241,247
Infrastructure	32,255,706	-	-	32,255,706
Buildings and plant	1,994,414	6,741,406	-	8,735,820
Machinery and equipment	3,940,500	-	-	3,940,500
Capital lease equipment	124,010	1,067,379	-	1,191,389
Transportation equipment	393,858	-	-	393,858
Totals at historical cost	<u>50,819,566</u>	<u>7,917,512</u>	-	<u>58,737,078</u>
Less accumulated depreciation for:				
Infrastructure	19,298,252	746,720	-	20,044,972
Buildings and plant	1,749,306	163,897	-	1,913,203
Machinery and equipment	3,616,954	51,286	-	3,668,240
Capital lease equipment	82,305	131,435	-	213,740
Transportation equipment	393,858	-	-	393,858
Total accumulated depreciation	<u>25,140,675</u>	<u>1,093,338</u>	-	<u>26,234,013</u>
Business-type activities capital assets, net	<u>\$ 25,678,891</u>	<u>\$ 6,824,174</u>	<u>\$ -</u>	<u>\$ 32,503,065</u>

Construction in progress in the governmental activities include a sewer transportation project totaling \$1,378,260 and is expected to be completed in 2023 at a total cost of \$1.4 million, and improvements on John Stine road totaling \$5,507,562 and expected to be completed in 2023 at a total cost of \$5.6 million. The John Stine Road improvement project is being funded by the US Department of Transportation and the Calcasieu Parish Police Jury. Other various drainage and street improvement projects totaling \$202,783 are estimated to cost an additional \$70,900 and be completed in 2023 and 2024.

Construction in progress in the business type activities includes a manhole rehabilitation project totaling \$241,247 and is expected to be completed in 2023 at a total cost of \$245,000.

Depreciation expense was charged to governmental activities as follows:

General and administrative	\$ 137,116
Highway and streets	443,410
Fire	137,397
Police	226,881
City Court	3,947
Post Office	232
Total	<u>\$ 948,983</u>

NOTE F – LEASES

Capital Leases:

The City has financing leases for equipment that qualify as capital leases. The assets and liabilities under capital leases are recorded at the lower of present value of the minimum lease payments or the fair value of the assets. The assets are amortized over the lower of their related lease terms or their estimated productive lives. Amortization of the assets under capital lease is included in depreciation expenses for the year ended June 30, 2022.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE F – LEASES – Continued

The following is a summary of property held under capital lease at June 30, 2022:

Governmental activity:	
Equipment and vehicles	\$ 699,278
Less accumulated amortization	<u>(78,661)</u>
	<u>\$ 620,617</u>
Business-type activity:	
Golf course equipment	\$ 995,941
Utility equipment	195,448
Less accumulated amortization	<u>(213,740)</u>
	<u>\$ 977,649</u>

Capital leases payable at June 30, 2022 consist of the following:

	Original Amount	Maturity Date	Interest Rate	Balance Outstanding
Governmental activity				
Firetruck Capital Lease	\$ 489,439	4/15/2028	2.44%	\$ 424,480
2022 Chevy Tahoe	37,820	3/28/2026	3.25%	35,597
2021 Chevy Tahoe	35,059	3/8/2026	3.25%	32,999
2021 Chevy Tahoe	34,053	3/8/2026	3.25%	32,052
2021 Ford Expedition	41,639	12/20/2025	3.25%	36,725
2021 Chevy Tahoe	34,053	3/8/2026	3.25%	32,055
2022 Ford F-250	27,215	5/2/2026	3.25%	26,709
	<u>\$ 699,278</u>			<u>\$ 620,617</u>
	Original Amount	Maturity Date	Interest Rate	Balance Outstanding
Business-type activity				
2017 Ram 3500	\$ 1,389	3/29/2027	3.25%	\$ 1,321
2022 Ford F-250	33,472	3/29/2026	3.25%	31,505
2022 Ford F-250	33,491	5/2/2026	3.25%	32,836
2022 Ford F-250	26,573	3/29/2026	3.25%	25,011
2022 Ford F-250	26,843	3/29/2026	3.25%	25,265
2022 Ford F-350	33,721	3/21/2026	3.25%	31,739
2022 Ford F-350	39,960	4/6/2026	3.25%	38,396
Golf Equipment	124,010	1/12/2023	3.62%	15,644
Golf Equipment	244,250	12/13/2025	2.98%	244,250
Golf Equipment	230,833	11/1/2021	3.25%	189,759
Golf Carts	396,847	4/1/2026	3.25%	341,922
	<u>\$ 1,191,389</u>			<u>\$ 977,649</u>

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE G – LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2022:

	<u>Beginning of Year</u>	<u>Issued</u>	<u>Retired</u>	<u>End of Year</u>	<u>Amounts Due Within One Year</u>
Governmental Activities:					
Net pension liability	\$ 3,568,240	\$ -	\$ -	\$ 3,568,240	\$ -
Capital leases	489,409	209,869	78,661	620,617	116,940
Compensated absences	<u>281,240</u>	<u>13,471</u>	<u>-</u>	<u>294,711</u>	<u>-</u>
Governmental Activities					
Long-Term Liabilities	<u>\$ 4,338,889</u>	<u>\$ 223,340</u>	<u>\$ 78,661</u>	<u>\$ 4,483,568</u>	<u>\$ 116,940</u>
Business-Type Activities:					
General Obligation	<u>\$ 6,519,000</u>	<u>\$ 5,785,000</u>	<u>\$ 7,694,000</u>	<u>\$ 4,610,000</u>	<u>\$ -</u>
Total bonds	<u>6,519,000</u>	<u>5,785,000</u>	<u>7,694,000</u>	<u>4,610,000</u>	<u>-</u>
Other Obligations:					
Capital leases	<u>54,317</u>	<u>1,067,379</u>	<u>144,047</u>	<u>977,649</u>	<u>232,626</u>
Total other obligations	<u>54,317</u>	<u>1,067,379</u>	<u>144,047</u>	<u>977,649</u>	<u>232,626</u>
Business-Type Activities					
Long-Term Liabilities	<u>\$ 6,573,317</u>	<u>\$ 6,852,379</u>	<u>\$ 7,838,047</u>	<u>\$ 5,587,649</u>	<u>\$ 232,626</u>

The capital lease obligations liability will be paid by the General and Utility Funds.

In 2022, the series 2021 revenue refunding bonds were issued for \$5,785,000. The proceeds were used to pay off the series 2016 revenue refunding bond, the series 2010 B revenue bonds and the series 2012 revenue refunding bonds in order to reduce the interest rate.

Long-term liabilities at June 30, 2022 are comprised of the following individual issues:

Business-type Activities:

\$5,785,000 Series 2021 revenue refunding bond due in annual Installments ranging from \$1,180,000 to \$1,030,000 through July 1, 2026; interest at .650% – 1.550%	\$ 4,610,000
Less: Amount due in one year	-
	<u>\$ 4,610,000</u>

The annual requirements to amortize bond debt are as follows:

Year Ending June 30,	<u>Business-type Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2023	\$ -	\$ 27,104
2024	1,180,000	49,193
2025	1,195,000	37,904
2026	1,205,000	23,798
2027	1,030,000	7,983
Thereafter	<u>-</u>	<u>-</u>
	<u>\$ 4,610,000</u>	<u>\$ 145,982</u>

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE G – LONG-TERM LIABILITIES – CONTINUED

The annual requirements to maturity for capital leases are as follows:

Year Ending June 30,	Governmental Activity		Business-type Activities	
	Principal	Interest	Principal	Interest
2023	\$ 116,940	\$ 16,001	\$ 232,626	\$ 24,437
2024	120,229	12,713	253,460	20,002
2025	123,612	9,329	261,656	11,906
2026	111,457	5,912	202,198	3,881
2027	73,293	3,626	27,709	383
Thereafter	75,086	1,835	-	-
	<u>\$ 620,617</u>	<u>\$ 49,416</u>	<u>\$ 977,649</u>	<u>\$ 60,609</u>

NOTE H – PENSION PLAN

Substantially all employees of the City of Westlake, LA. Are members of the following statewide retirement systems: Municipal Employees Retirement System of Louisiana or Municipal Police Employees Retirement System of Louisiana. These systems are cost-sharing, multiple-employer defined benefit pension plans administered by separate boards of trustees. Pertinent information relative to each plan follows:

2. Municipal Employees Retirement System of Louisiana (System)

Plan Description. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the municipality are members of Plan A.

All permanent employees working at least 35 hours per week who are not covered by another pension plan and are paid wholly or in part from municipality funds and all elected municipal officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3% of their final-average salary for each year of creditable service. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Employees Retirement System of Louisiana, 7937 Office Park Boulevard, Baton Rouge, Louisiana 70809, or by calling (225) 925-4810.

Funding Policy. Under Plan A, members are required by state statute to contribute 9.50% of their annual covered salary and the Town is required to contribute at an actuarially determined rate. The current rate is 29.5% of annual covered payroll. Contributions to the System also include one-fourth of 1% (except Orleans and East Baton Rouge parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the City are established and may be amended by state statute. As provided by R. S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City contributions to the System under Plan A for the year ending June 30, 2022 were \$264,656.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE H – PENSION PLAN – Continued

At June 30, 2022, the City reported a liability of \$1,288,652 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to their pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2022, the District's proportion was .463293%.

For the year ended June 30, 2022, the City recognized pension expense (benefit) of \$330,720 including employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, \$6,544. At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 464	\$ 14,735
Difference between expected and actual investment	-	448,389
Difference between expected and actual assumption	47,093	363,077
Changes in proportion and differences between:		
Contributions and proportionate share of contributions	-	(28,032)
Contributions subsequent to the measurement date	264,656	-
Total	\$ 312,213	\$ 798,169

\$264,656 reported as deferred outflows of resources related to pensions resulting from City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other accounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	Amount
2023	\$ (274,109)
2024	(274,016)
2025	(86,597)
2026	(115,895)
2027	-
Thereafter	-

Actuarial methods and assumption. The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

The components on net pension liability of the System's employers as of June 30, 2022 are as follows:

Total Pension Liability	\$ 1,253,886,002
Plan Fiduciary Net Pension	975,735,673
Total Net Pension Liability	\$ 278,150,329

CITY OF WESTLAKE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
 June 30, 2022

NOTE H – PENSION PLAN – Continued

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2022 are as follows:

Valuation Date	June 30, 2021
Actuarial Cost Method	Entry Age Normal
Investment Rate of Return	6.85%
Expected Remaining Service Lives	3 years
Projected Salary Increases:	
1-4 years of services	6.4%
More than 4 years of services	4.5%
Annuitant and beneficiary mortality	PubG-2010(B) Healthy Retiree Table set equal to 120% for males and females, each adjusted using their respective male and female MP2018 scales.
Employee mortality	PubNS-2010(B) Employee Table set equal to 120% for males and females, each adjusted using their respective male and female MP2018 scales.
Disabled lives mortality	PubNS-2010(B) Disabled Retiree Table set equal to 120% for males and females with the full generational MP2018 scale.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimated ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and an adjustment for the effect of rebalancing/diversification.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE H – PENSION PLAN – Continued

The target allocation and best estimates of arithmetic real rates of return for each major asset class included in the System’s target asset allocation as of June 30, 2021 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Portfolio Real Rate of Return
Public equity	53%	2.31%
Fixed Income	38%	1.65%
Alternative	9%	0.39%
Totals	100%	4.35%
Inflation		2.60%
Expected Nominal Return		6.95%

The discount rate used to measure the total pension liability was 6.85%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems’ Actuarial Committee. Based on those assumptions, the System’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity to changes in discount rate. The following presents the net pension liability of the District calculated using the discount rate of 6.95%, as well as what the employers’ net pension liability would be if it were calculated using a discount rate that is one percentage point lower 5.95% or one percentage point higher 7.95% than the current rate.

	Changes in Discount Rate 2022		
	1% Decrease 5.85%	Current Discount Rate 6.85%	1% Increase 7.85%
Net Pension Liability (Asset)	\$ 1,908,559	\$ 1,288,652	\$ 765,054

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE H – PENSION PLAN – Continued

B. Municipal Police Employees Retirement System of Louisiana (System)

Plan Description. All full-time police department employees engaged in law enforcement are required to participate in the System. Employees who retire at or after age 50 with at least 20 years of creditable service or at or after age 55 with at least 12 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 1/3% of their final-average salary for each year of creditable service. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Police Employees Retirement System of Louisiana, 8401 United Plaza Boulevard, Baton Rouge, Louisiana 708092250, or by calling (225) 929-7411.

Funding Policy. Plan members are required by state statute to contribute 10% of their annual covered salary and the City is required to contribute at an actuarially determined rate. The current rate is 32.25% of annual covered payroll. The contribution requirements of plan members and the Town are established and may be amended by state statute. As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City contributions to the System for the year ending June 30, 2022 were \$179,491.

At June 30, 2022, the City reported a liability of \$1,155,007 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to their pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2022, the District's proportion was .216677%.

For the year ended June 30, 2022, the City recognized pension expense (benefit) of \$76,320 including employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, \$23,015. At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ -	\$ 35,571
Difference between expected and actual investment	-	539,297
Difference between expected and actual assumptions	127,911	32,947
Changes in proportion and differences between:		
Contributions and proportionate share of contributions	30,985	264,982
Contributions subsequent to the measurement date	179,491	-
Total	\$ 338,387	\$ 872,797

CITY OF WESTLAKE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
 June 30, 2022

NOTE H – PENSION PLAN – Continued

\$179,491 reported as deferred outflows of resources related to pensions resulting from City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other accounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	Amount
2023	\$ (143,515)
2024	(129,655)
2025	(144,459)
2026	(171,992)
2027	-
Thereafter	-

Actuarial methods and assumption. The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

The components on net pension liability of the System's employers as of June 30, 2022 are as follows:

Total Pension Liability	\$ 3,350,028,394
Plan Fiduciary Net Pension	<u>2,816,973,727</u>
Total Net Pension Liability	<u>\$ 533,054,667</u>

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2022 are as follows:

Valuation Date	June 30, 2021	
Actuarial Cost Method	Entry Age Normal	
Investment Rate of Return	6.750% (Net of investment expense)	
Expected Remaining Service Lives	4 years	
Inflation Rate	2.50%	
Salary increases, Including inflation and merit	Years of Service	Salary Growth Rate
	1-2	12.30%
	Above 2	4.70%

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE H – PENSION PLAN – Continued

Mortality	For annuitants and beneficiaries, the Pub-2010 Public Retirement Plan Mortality Table for Safety Below-Median Healthy Retirees multiplied by 115% for males and 125% for females, each with full generational projection using the MP2019 scale was used. For disables lives, the Pub-2021 Public Retirement Plans Mortality Table for Safety Disable Retirees multiplied by 105% for males and 115% for females, each with full generational projection using the MP2019 scale was used. For employees, the Pub-2019 Public Retirement Plans Mortality Table for Safety Below-Median Employees multiplied by 115% for males and 125% for females, each with full generational projection using the MP2019 scale was used.
Cost-of-Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost-of-living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees.

The mortality rate assumption used was set based upon an experience study performed by the prior actuary on plan data for the period July 1, 2014 through June 30, 2019 and review of similar law enforcement mortality. The data was assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the System's liabilities. Annuity values calculated based on this mortality were compared to those produced by using a set-back of standard tables. The result of the procedure indicated that the tables used would produce liability values approximating the appropriate generational mortality tables.

The best estimates of the arithmetic nominal rates of return for each major asset class included in the System's target allocation as of June 30, 2021 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Portfolio Real Rate of Return
Equity	55.50%	3.47%
Fixed Income	30.50%	0.59%
Alternative	14.00%	1.01%
Other	0.00%	0.00%
Totals	100.00%	5.08%
Inflation		2.22%
Expected Nominal Return		7.30%

The discount rate used to measure the total pension liability was 6.750%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE H – PENSION PLAN – Continued

Sensitivity to changes in discount rate. The following presents the net pension liability of the District calculated using the discount rate of 6.75%, as well as what the employers' net pension liability would be if it were calculated using a discount rate that is one percentage point lower 5.75% or one percentage point higher 7.75% than the current rate.

	Changes in Discount Rate 2022		
	1% Decrease	Current	1% Increase
	5.75%	Discount Rate 6.75%	7.75%
Net Pension Liability (Asset)	\$ 2,012,994	\$ 1,155,007	\$ 438,877

C. Firefighters' Retirement System of Louisiana

Plan Description. The Firefighters' Retirement System of Louisiana is the administrator of a cost-sharing multiple-employer plan. Membership in the System is a condition of employment for any full-time firefighters who earn more than \$375 per month and are employed by any municipality, parish, or fire protection district of the State of Louisiana in addition to employees of the Firefighters' Retirement System. The System provides retirement benefits for their members. The projections of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the System in accordance with benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date. Benefit provisions are authorized within Act 434 of 1979 and amended by LRS 11 :2251-11 :2272.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Firefighters' Retirement System of Louisiana, 3100 Brentwood Drive, Baton Rouge, Louisiana 70809, or by calling (225) 925-4060.

Funding Policy. Plan members are required by state statute to contribute 10% of their annual covered salary and the City is required to contribute at an actuarially determined rate. The current rate is 26.5% of annual covered payroll. The contribution requirements of plan members and the Town are established and may be amended by state statute. As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City contributions to the System for the year ending June 30, 2022 were \$294,811.

At June 30, 2022, the City reported a liability of \$1,124,581 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to their pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2022, the District's proportion was .317333%.

For the year ended June 30, 2022, the City recognized pension expense (benefit) of \$(70,782) including employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, \$7,593. At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE H – PENSION PLAN – Continued

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 16,049	\$ 100,990
Difference between expected and actual investment	-	682,462
Difference between expected and actual assumptions	243,689	-
Changes in proportion and differences between:		
Contributions and proportionate share of contributions	150,949	270,192
Contributions subsequent to the measurement date	294,811	-
Total	\$ 705,498	\$ 1,053,644

\$294,811 reported as deferred outflows of resources related to pensions resulting from City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other accounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	Amount
2023	\$ (139,213)
2024	(96,980)
2025	(127,583)
2026	(189,996)
2027	5,884
Thereafter	(3,95)

Actuarial methods and assumption. The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

The components on net pension liability of the System's employers as of June 30, 2021 are as follows:

Total Pension Liability	\$ 2,681,184,069
Plan Fiduciary Net Pension	2,326,798,869
Total Net Pension Liability	\$ 354,385,200

CITY OF WESTLAKE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
 June 30, 2022

NOTE H – PENSION PLAN – Continued

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2022 are as follows:

Valuation Date	June 30, 2021
Actuarial Cost Method	Entry Age Normal Cost
Investment Rate of Return	6.90% Per annum
Expected Remaining Service Lives	7 years
Salary Increases	14.10% in the first two years of service and 5.20% with 3 or more years of service; includes inflation and merit increases (in 2019, salary increases ranged from 14.75% in the first two years of service to 4.50% with 25 or more years of service)
Inflation Rate	2.50% annum
Cost-of-living adjustment	For the purpose of determining the present value of benefits, COLAs were deemed not to be substantively automatic and only those previously granted were included.

The mortality rate assumption were updated in fiscal yar 2021 to reflect changes from the recent experience study and rates set in the Pub-2010 Public Retirement Plans mortality tables, as compared to the RP-2000 Combined Healthy and Disabled Lives tables that were used for the previous valuation. For the June 30, 2021 valuation, assumptions for mortality rates were based on the following:

- For active members, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Employees.
- For annuitants and beneficiaries, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Healthy Retirees.
- For disabled retirees, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Tables for Safety Disabled Retirees.
- In all cases the base table was multiplied by 105% for males and 115% for females, each with full generational projection using the appropriate MP2019 scale.

The estimated long-term expected rate of return on pension plan investments was determined by the System’s actuary using the System’s target asset allocation and the G.S. Curran & Company Consultant Average study for 2020. The consultants’ average study included projected nominal rates of return, standard deviations of returns, and correlations of returns for a list of common asset classes collected from a number of investment consultants and investment management firms. Each consultant’s response included nominal expected long term rates of return. In order to arrive at long term expected arithmetic real rates of return, the actuary normalized the data received from the consultants’ responses in the following ways. Where nominal returns received were arithmetic by adjusting for the long term standard deviation and then reducing the assumption by the long term inflation assumption. Using the target asset allocation for the System and the average values for expected real rates of return, standard deviation of returns, and correlation of returns, and arithmetic expected nominal rate of return and standard deviation for the portfolio was determined. The System’s long-term assumed rate of inflation of 2.5% was used in this process for the fiscal year ended June 30, 2021.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE H – PENSION PLAN – Continued

The long-term expected real rate of return is an important input into the actuary's determination of the reasonable range for the discount rate which is used in determining the total pension liability. Prior year's financial reports presented the long-term expected real rate of return provided by the System's investment consultant, whereas this year's report presents this information for fiscal year 2021 from the System's actuary. The actuary's method incorporates information from multiple consultants and investments firms regarding future expected rates of return, variances, and correlation coefficients for each asset class. The actuary's method integrates data from multiple sources to produce average values thereby reducing reliance on a single data source.

Best estimates of arithmetic real rates of return for each major class included in the System's target asset allocation as of June 30, 2021 are summarized in the following tables:

As of June 30, 2021

Asset Type		Target Asset Allocation	Long-Term Expected Real Rate of Return
Equity	U.S. Equity	27.50%	5.86%
	Non-U.S. Equity	11.50%	6.44%
	Global Equity	10.00%	6.40%
	Emerging Market Equity	7.00%	8.64%
Fixed Income	U.S. Core Fixed Income	18.00%	0.97%
	U.S. TIPS	3.00%	0.40%
	Emerging Market Debt	5.00%	2.75%
Alternatives	Private Equity	6.00%	9.53%
	Real Estate	6.00%	5.31%
	Real Assets	3.00%	***
Multi-Asset Strategies	Global Tactical Asset Allocation	0.00%	4.17%
	Risk Parity	0.00%	4.17%
		<u>100.00%</u>	

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity to changes in discount rate. The following presents the net pension liability of the District calculated using the discount rate of 6.90%, as well as what the employers' net pension liability would be if it were calculated using a discount rate that is one percentage point lower 5.90% or one percentage point higher 7.90% than the current rate.

	Changes in Discount Rate 2022		
	1% Decrease 5.90%	Current Discount Rate 6.90%	1% Increase 7.90%
Net Pension Liability (Asset)	\$ 2,157,426	\$ 1,124,581	\$ 263,051

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE I – RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The municipality maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the municipality. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

NOTE J – CONTINGENCIES

The City participates in a number of federal and state grant programs that are either partially or fully funded by grants received from other governmental units. Such grants are subject to audit by the grantor agencies which could result in requests for reimbursement to the granting agency for expenditures that are disallowed under the terms of the grant. Based on past experience, the Town believes that any disallowed costs as a result of such audits will be immaterial.

The City is a defendant in several lawsuits that are in their discovery phases. The City plans on aggressively defending these lawsuits and legal counsel expects successful defense.

NOTE K – INTERFUND RECEIVABLES AND PAYABLES

Individual amounts due from/to other funds at June 30, 2022, are as follows:

	Due From	Due To
General	\$ 5,525	\$ -
Capital Projects	-	-
Utility	-	5,525
Golf Course and Real Estate Development	-	-
	\$ 5,525	\$ 5,525

NOTE L – OPERATING TRANSFERS IN/OUT

Operating transfers as of June 30, 2022 were as follows:

	Transfers In	Transfers Out
General fund	\$ -	\$ 1,281,400
Capital projects	289,439	-
Transfer of clubhouse from governmental funds to golf course	6,451,965	6,451,965
Utility	124,809	-
Golf course	867,152	-
	\$ 7,733,365	\$ 7,733,365

NOTE M – RESTRICTED ASSETS – PROPRIETARY FUND TYPE

Restricted assets were applicable to the following at June 30, 2022:

Customer deposits	\$ <u>291,296</u>
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NOTE N – Rental Agreement

The City of Westlake, Louisiana and the United States Postal Service entered into an agreement to rent a postal facility for the period May 14, 2013 to May 14, 2018 for a total of five years. The annual rent for the facility is set at \$75,708, payable in monthly installments of \$6,309. The lease was renewed at the option of the U.S. Postal Service for one five year term at an annual rental of \$75,708.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2022

NOTE O – COUNCIL MEMBERS COMPENSATION

The compensation paid to the Mayor and City Council Members for the year ended June 30, 2022, is as follows:

Robert Hardey, Mayor	\$ 50,522
Daniel Racca, Councilman/ Interim Mayor	36,321
Delta Hoffpauir (Current)	2,650
Michael Bergeron, Councilman (Current)	6,320
Kenny Brown, Councilman (Current)	7,095
Jeremy Cryer, Councilman (Current)	6,320
Skeeter Hayes, Councilman (Current)	6,420

NOTE P – AGING OF ACCOUNTS RECEIVABLE

Aging of Accounts Receivable – Utility proprietary fund as of June 30, 2022 are as follows:

0-30 Days	31-60 Days	61-90 Days	over 90 Days	Total
\$ 163,153	\$ 25,191	\$ 8,969	\$ 163,366	\$ 360,679

NOTE Q – SCHEDULE OF INSURANCE COVERAGE

The schedule of insurance coverage as of June 30, 2022 is as follows:

	Limits	Expiration Date
Automobile liability	\$1,000,000 bodily injury and physical damage	May 14, 2023
Commercial general liability: Premises/Operations	\$2,000,000 per occurrence-bodily injury and physical damage	May 14, 2023
Products/Completed operation	\$2,000,000 in the aggregate-bodily injury and physical damage	May 14, 2023
Medical payments	\$10,000 per person \$1,000,000 per accident	May 14, 2023
Commercial property	\$13,289,847	May 14, 2023
Surety bond	\$50,000	May 14, 2023
Workers compensation	\$1,000,000/\$1,000,000/ \$1,000,000	February 20, 2023

CITY OF WESTLAKE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
 June 30, 2022

NOTE R- SCHEDULE OF RATES AND NUMBER OF CUSTOMERS

At June 30, 2022 the number of customers were as follows:

Water	2,019
Sewer	1,951
Gas	3,266
Garbage	1,872

The schedule of rates for the proprietary fund is as follows:

<u>Sewer:</u>	
Residential:	\$33.35 per month
Senior Citizens:	\$17.54 per month
Commercial:	Users with metered water = $\frac{\text{monthly water usage (gals)}}{8,000}$
	Multiplied by \$37.12 to get dollar amount
<u>Water:</u>	
Residential:	\$30.85 first 2,000 gallons 3.77 per 1,000 gallons thereafter
Senior Citizens:	\$19.84 first 2,000 gallons 3.77 per 1,000 gallons thereafter
Commercial:	\$37.78 first 8,000 gallons 4.73 per 1,000 gallons thereafter
Industrial:	\$60.45 first 10,000 gallons 5.67 per 1,000 gallons thereafter 2.26 per 1,000 gallons after 150,000
<u>Garbage:</u>	
Residential:	\$20.50
Senior Citizens:	\$20.50
Commercial:	\$20.50
<u>Gas:</u>	
Residential and Commercial:	\$19.37 minimum Bill for 0-5 CCF (Hundred Cubic Feet)
Senior Citizens:	\$9.20 minimum Bill for 0-5 CCF (Hundred Cubic Feet)
Industrial:	\$27.63 minimum Bill for 0-5 CCF (Hundred Cubic Feet)

NOTE S – PRIOR PERIOD ADJUSTMENT

The beginning fund balance for the general fund and the net position for the governmental activities was decreased due to the recalculation of the City's portion of hurricane recovery expenses reimbursed by FEMA. The fund balance/net position was restated as follows:

	<u>Governmental Activities</u>	<u>General Fund</u>
Net position/fund balance - Beginning	\$ 25,400,668	\$ 1,447,824
Prior period adjustment	(462,362)	(462,362)
Net position/fund balance – Beginning - Restated	<u>\$ 24,938,306</u>	<u>\$ 1,109,837</u>

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF WESTLAKE, LOUISIANA
 BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
 Year Ended June 30, 2022

	Budget		Actual	Variance
	Original	Final		Favorable (Unfavorable)
REVENUES				
Taxes and special assessments	\$ 3,300,500	\$ 3,636,845	\$ 3,675,531	\$ 38,686
Licenses and permits	376,400	277,702	321,311	43,609
Intergovernmental	1,184,548	1,412,360	1,417,840	5,480
Charges for services	-	-	11,234	11,234
Fines and forfeits	764,500	509,500	495,960	(13,540)
Investment income	-	166	635	469
Miscellaneous income	11,100	8,745	6,907	(1,838)
Insurance proceeds	-	2,867,185	139,745	(2,727,440)
Grant proceeds	-	17,750	1,347,327	1,329,577
Donations	-	-	2,670	2,670
Post office lease	75,708	70,000	69,399	(601)
TOTAL REVENUES	<u>5,712,756</u>	<u>8,800,253</u>	<u>7,488,559</u>	<u>(1,311,694)</u>
EXPENDITURES				
Current:				
General and administrative	1,072,030	3,680,544	914,049	2,766,495
Police	1,643,048	1,521,793	1,556,404	(34,611)
Fire	1,705,606	2,615,822	1,961,628	654,194
Streets	634,045	843,926	595,677	248,249
Cemeteries	16,500	20,501	22,589	(2,088)
Civil defense	10,761	5,049	5,453	(404)
Post office	25,500	19,283	17,222	2,061
City court	77,613	78,736	85,782	(7,046)
Hurricane recovery	-	-	502,410	(502,410)
Capital Outlay	-	-	421,570	(421,570)
Debt Service:				
Principal	-	-	-	-
Interest	-	-	-	-
TOTAL EXPENDITURES	<u>5,185,103</u>	<u>8,785,654</u>	<u>6,082,784</u>	<u>2,702,870</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	527,653	14,599	1,405,775	1,391,176
OTHER FINANCING SOURCES (USES)				
Operating transfers in	-	-	-	-
Operating transfers out	(80,000)	(257,309)	(1,281,400)	(1,024,091)
TOTAL OTHER FINANCING SOURCES (USES)	<u>(80,000)</u>	<u>(257,309)</u>	<u>(1,281,400)</u>	<u>(1,024,091)</u>
NET CHANGES IN FUND BALANCE	447,653	(242,710)	124,375	367,085
FUND BALANCE - BEGINNING	1,447,824	1,447,824	1,447,824	-
Prior period adjustmnet	-	-	(462,362)	462,362
FUND BALANCE - BEGINNING Restated	<u>1,447,824</u>	<u>1,447,824</u>	<u>985,462</u>	<u>462,362</u>
FUND BALANCE - ENDING	<u>\$ 1,895,477</u>	<u>\$ 1,205,114</u>	<u>\$ 1,109,837</u>	<u>\$ 367,085</u>

CITY OF WESTLAKE, LOUISIANA
 BUDGETARY COMPARISON SCHEDULE - CAPITAL PROJECTS FUND
 Year Ended June 30, 2022

	Budget		Actual	Variance
	Original	Final		Favorable (Unfavorable)
REVENUES				
Taxes and special assessments	\$ 650,000	\$ 673,644	\$ 720,148	\$ 46,504
Investment income	-	15	75	60
Miscellaneous income	-	489,439	-	(489,439)
Grant proceeds	2,639,588	1,306,429	1,748,807	442,378
Distribution - gaming industry	180,000	350,000	340,871	(9,129)
TOTAL REVENUES	<u>3,469,588</u>	<u>2,819,527</u>	<u>2,809,901</u>	<u>(9,626)</u>
EXPENDITURES				
Current:				
General and administrative	53,000	61,227	91,403	(30,176)
Police	-	-	-	-
Fire	-	-	-	-
Streets	-	132,471	317,785	(185,314)
Cemeteries	-	-	-	-
Civil defense	-	-	-	-
Post office	-	-	-	-
City court	-	-	-	-
Hurricane recovery	-	-	-	-
Capital Outlay	2,849,588	3,178,223	3,517,167	(338,944)
Debt Service:				
Principal	-	-	-	-
Interest	-	-	-	-
TOTAL EXPENDITURES	<u>2,902,588</u>	<u>3,371,921</u>	<u>3,926,355</u>	<u>(554,434)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	567,000	(552,394)	(1,116,454)	(564,060)
OTHER FINANCING SOURCES (USES)				
Operating transfers in	-	583,000	289,439	(293,561)
Operating transfers out	(1,132,000)	(1,537,000)	-	1,537,000
TOTAL OTHER FINANCING SOURCES (USES)	<u>(1,132,000)</u>	<u>(954,000)</u>	<u>289,439</u>	<u>1,243,439</u>
NET CHANGES IN FUND BALANCE	(565,000)	(1,506,394)	(827,015)	679,379
FUND BALANCE - BEGINNING	<u>991,232</u>	<u>991,232</u>	<u>991,232</u>	<u>-</u>
FUND BALANCE - ENDING	<u>\$ 426,232</u>	<u>\$ (515,162)</u>	<u>\$ 164,217</u>	<u>\$ 679,379</u>

CITY OF WESTLAKE, LOUISIANA
 SCHEDULE OF EMPLOYERS' PROPORTIONATE SHARE OF NET PENSION LIABILITY
 Year Ended June 30, 2022

Municipal Employees Retirement System of Louisiana System:

	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Employer's portion of the net pension liability (asset)	0.46329%	0.46329%	0.63104%	0.61961%	0.65087%	0.67813%	0.77285%	0.84396%
Employer's proportionate share of the net pension liability (asset)	\$ 1,288,652	\$ 1,288,652	\$ 2,728,231	\$ 2,565,614	\$ 2,722,868	\$ 2,779,475	\$ 2,760,741	\$ 2,165,977
Employer's covered payroll	\$ 897,139	\$ 919,130	\$ 1,160,110	\$ 1,130,688	\$ 1,001,205	\$ 1,018,834	\$ 1,211,383	\$ 1,319,071
Employer's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	143.64%	140.20%	235.17%	226.91%	271.96%	272.81%	227.90%	164.20%
Plan fiduciary net position as a percentage of the total pension liability	77.82%	77.82%	64.52%	63.94%	62.49%	62.11%	66.18%	73.99%

Municipal Police Employees' Retirement System:

Employer's portion of the net pension liability (asset)	0.21667%	0.21667%	0.24270%	0.25036%	0.23088%	0.22169%	0.33796%	0.28406%
Employer's proportionate share of the net pension liability (asset)	\$ 1,155,007	\$ 1,155,007	\$ 2,243,095	\$ 2,116,533	\$ 2,015,715	\$ 2,077,888	\$ 2,647,563	\$ 2,647,563
Employer's covered payroll	\$ 553,950	\$ 580,701	\$ 669,412	\$ 734,443	\$ 671,491	\$ 605,081	\$ 545,485	\$ 541,606
Employer's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	208.50%	198.90%	335.08%	288.18%	300.18%	343.41%	485.36%	488.84%
Plan fiduciary net position as a percentage of the total pension liability	84.09%	84.09%	70.94%	71.89%	70.08%	66.04%	70.73%	75.10%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

The amounts presented have a measurement date of June 30, 2021.

Continued

CITY OF WESTLAKE, LOUISIANA
 SCHEDULE OF EMPLOYERS' PROPORTIONATE SHARE OF NET PENSION LIABILITY-CONTINUED
 Year Ended June 30, 2022

State of Louisiana Firefighters' Retirement System:

	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Employer's portion of the net pension liability (asset)	0.31733%	0.31733%	0.34988%	0.31813%	0.29735%	0.30477%	0.37184%	0.38779%
Employer's proportionate share of the net pension liability (asset)	\$ 1,124,581	\$ 1,124,581	\$ 2,425,217	\$ 1,829,909	\$ 1,704,337	\$ 1,993,458	\$ 2,006,862	\$ 1,725,636
Employer's covered payroll	\$ 780,958	\$ 705,718	\$ 778,154	\$ 832,718	\$ 646,265	\$ 608,917	\$ 603,564	\$ 691,913
Employer's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	144.00%	159.35%	311.66%	219.75%	263.72%	327.38%	332.50%	249.40%
Plan fiduciary net position as a percentage of the total pension liability	86.78%	86.78%	72.61%	74.76%	73.55%	68.16%	72.45%	76.02%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

*The amounts presented have a measurement date of June 30, 2021.

CITY OF WESTLAKE, LOUISIANA
SCHEDULE OF EMPLOYER CONTRIBUTIONS
Year Ended June 30, 2022

Date	Contractually Required Contribution	Contributions in Relation to Contractually Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Employee Payroll	Contributions as a % of Covered Employee Payroll
Municipal Employees Retirement System of Louisiana System:					
2015	\$ 260,516	\$ 260,516	\$ -	\$1,319,071	19.7%
2016	\$ 239,248	\$ 239,248	\$ -	\$1,211,383	19.7%
2017	\$ 268,911	\$ 268,911	\$ -	\$1,018,834	26.4%
2018	\$ 279,981	\$ 279,981	\$ -	\$1,001,205	28.0%
2019	\$ 313,727	\$ 313,727	\$ -	\$1,130,688	27.7%
2020	\$ 334,697	\$ 334,697	\$ -	\$1,160,110	28.9%
2021	\$ 271,143	\$ 271,143	\$ -	\$1,288,652	21.0%
2022	\$ 264,656	\$ 264,656	\$ -	\$ 897,139	29.5%
Municipal Police Employees' Retirement System:					
2015	\$ 208,413	\$ 208,413	\$ -	\$ 541,606	38.5%
2016	\$ 183,198	\$ 183,198	\$ -	\$ 545,485	33.6%
2017	\$ 218,841	\$ 218,841	\$ -	\$ 605,081	36.2%
2018	\$ 227,192	\$ 227,192	\$ -	\$ 671,491	33.8%
2019	\$ 236,858	\$ 236,858	\$ -	\$ 734,443	32.3%
2020	\$ 243,832	\$ 243,832	\$ -	\$ 669,412	36.4%
2021	\$ 223,102	\$ 223,102	\$ -	\$ 580,701	38.4%
2022	\$ 179,491	\$ 197,491	\$ -	\$ 553,950	35.7%
State of Louisiana Firefighters' Retirement System:					
2015	\$ 231,142	\$ 231,142	\$ -	\$ 691,913	33.4%
2016	\$ 188,933	\$ 188,933	\$ -	\$ 603,564	31.3%
2017	\$ 172,481	\$ 172,481	\$ -	\$ 608,917	28.3%
2018	\$ 200,715	\$ 200,715	\$ -	\$ 646,265	31.1%
2019	\$ 220,670	\$ 220,670	\$ -	\$ 832,718	26.5%
2020	\$ 241,401	\$ 241,401	\$ -	\$ 778,154	31.0%
2021	\$ 256,698	\$ 256,698	\$ -	\$ 705,718	36.4%
2022	\$ 294,811	\$ 294,811	\$ -	\$ 780,958	37.7%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

SUPPLEMENTARY INFORMATION

CITY OF WESTLAKE, LOUISIANA
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
 Year Ended June 30, 2022

FEDERAL GRANTOR PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS THROUGH GRANTOR NUMBER	DISBURSEMENTS/ EXPENDITURES
United States Department of Treasury			
Passed through the Louisiana Division of Administration Coronavirus State and Local Fiscal Recovery Fund - COVID-19	21.027	-	\$ 917,061 *
United States Department of Transportation			
Pass through Louisiana Department of Transportation & Development Highway Planning and Construction	20.205	-	1,596,063 *
United States Department of Homeland Security			
Passed through the Louisiana Office of Homeland Security/Emergency Preparedness Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036	-	<u>1,328,773</u>
Total Federal Awards			<u>\$ 3,841,897</u>

Note A -- BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the City of Westlake, Louisiana under programs of the federal government for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City of Westlake, Louisiana, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City of Westlake, Louisiana.

NOTE B -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- (1) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowed or are limited as to reimbursement.
- (2) The City of Westlake, Louisiana has elected to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

* Major program

CITY OF WESTLAKE, LOUISIANA
JUSTICE SYSTEM FUNDING SCHEDULE - COLLECTING/DISBURSING ENTITY
AS REQUIRED BY ACT 87 OF THE 2020 REGULAR LEGISLATIVE SESSION
Year Ended June 30, 2022

	First Six Month Period Ended December 31, 2021	Second Six Month Period Ended June 31, 2022
Cash Presentation		
Beginning Balance of Amounts Collected	\$ -	\$ -
Add: Collections		
Traffic Fines and Fees	229,229	367,083
Subtotal Collections	229,229	367,083
Less: Disbursements To Governments & Nonprofits		
Louisiana Comission on Law Enforcement	1,619	2,430
Southwest Louisiana Crime Lab	21,950	37,990
Supreme Court of Louisiana	2,908	4,420
DHH-THSCI	2,435	4,125
Crimestoppers	1,654	2,490
Calcasieu Parish Public Defenders Office	8,230	12,400
Less: Amounts Retained by Collecting Agency		
Collection Fee for Collecting/Disbursing to Others Based on Percentage of Collection	190,433	303,228
Less: Disbursements to Individuals/3rd Party Collection or Processing Agencies		
Payments to 3rd Party Collection/Processing Agencies	-	-
Subtotal Disbursements/Retainage	229,229	367,083
Total: Ending Balance of Amounts Collected but not Disbursed/Retained	\$ -	\$ 19,695
Ending Balance of "Partial Payments" Collected but not Disbursed	-	-
Other Information:		
Ending Balance of Total Amounts Assessed but not yet Collected	-	-
Total Waivers During the Fiscal Period	-	-

OTHER INFORMATION

CITY OF WESTLAKE, LOUISIANA
 SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS
 TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER
 Year Ended June 30, 2022

Chief Executive Officer: Mayor Robert Hardey - Deceased

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 50,522
Benefits - insurance	7,596
Benefits - retirement	14,904
Benefits - cell phone	434
Benefits - truck	2,800
Mileage	367
Vehicle provided by government	-
Per diem	-
Reimbursements	-
Travel	-
Conference registration	250
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Meal reimbursements	226
Dues	-
Fuel	-

Chief Executive Officer: Interim Mayor Daniel Rocca

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 31,576
Benefits - insurance	-
Benefits - retirement	-
Benefits - cell phone	310
Benefits - truck	200
Mileage	176
Vehicle provided by government	-
Per diem	-
Reimbursements	-
Travel	-
Conference registration	135
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Meal reimbursements	156
Dues	-
Fuel	-

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

December 22, 2022

To the Members of the City Council
City of Westlake, Louisiana

We have audited, 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, the financial statements of the governmental activities, the business-type activities and each major fund of the City of Westlake, Louisiana, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise City of Westlake, Louisiana's basic financial statements and have issued our report thereon dated December 22, 2022.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered City of Westlake, Louisiana'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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness City of Westlake, Louisiana's internal control. Accordingly, we do not express an opinion on the effectiveness of City of Westlake, Louisiana'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 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.

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 were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether City of Westlake, Louisiana's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and questioned costs.

The City of Westlake, Louisiana's Responses to Findings

The City of Westlake, Louisiana's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The City of Westlake, Louisiana'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. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Shagou, Casiday: Guillory

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY
THE UNIFORM GUIDANCE

December 22, 2022

To the Members of the City Council
City of Westlake, Louisiana

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Westlake, Louisiana's (City) compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2022. The City's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements related to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

To the Members of the City Council
City of Westlake, Louisiana
December 22, 2022
Page Two

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. 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, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

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

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, 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 City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

To the Members of the City Council
City of Westlake, Louisiana
December 22, 2022
Page Three

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

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

Our consideration of internal control over compliance was for the limited purpose described in the auditors' responsibilities section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given those limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

To the Members of the City Council
City of Westlake, Louisiana
December 22, 2022
Page Four

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Dragan, Casiday: Skully

CITY OF WESTLAKE, LOUISIANA
 Schedule of Findings and Questioned Costs
 Year Ended June 30, 2022

1. Summary of Auditors' Results:

Financial Statements

Type of auditors' report issued: unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ yes X no
- Control deficiencies identified that are not considered to be material weakness(es)? _____ X yes _____ none reported
- Noncompliance material to financial statements noted? _____ yes X no

Federal Awards

Internal control over financial reporting:

- Material weakness(es) identified? _____ yes X no
- Control deficiency(s) identified that are not considered to be material weakness(es)? _____ yes X none reported

Type of auditors' report issued on compliance for major programs: unmodified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of the Uniform Guidance? _____ yes X no

Identification of major programs:

<u>CFDA Number</u>	<u>Name of Federal Program</u>
21.027	Coronavirus State and Local Fiscal Recover Fund – COVID-19
20.205	Highway Planning and Construction

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? _____ yes X no

2. Findings Relating to the Financial Statements Which are Required to be Reported in Accordance with Generally Accepted Governmental Auditing Standards

Finding 2022-001: Budgetary Authority and Control

Condition: Inadequate budgeting procedures resulted in revenues being under budget by 5% or more in one major fund (General Fund) and actual expenditures being over budget by 5% or more in one major fund (capital projects).

CITY OF WESTLAKE, LOUISIANA
Schedule of Findings and Questioned Costs - Continued
Year Ended June 30, 2022

Criteria: Inadequate budgeting procedures.

Effect: Violation of Louisiana Revised Statute 39:1310.

Cause: Administrative lack of oversight.

Recommendation: The City of Westlake, Louisiana should review actual revenues and expenditures on an interim basis and amend the budget if necessary.

Corrective Action Planned/Management Response: The City of Westlake agrees with the finding and will implement the recommendations.

Finding 2022-002: Inadequate Verification of ACH Vendors

Condition: Inadequate verification of an ACH vendor resulted a wire transfer of \$64,267.90 to a fraudulent vendor.

Criteria: The City purchased kitchen equipment from Southwest Bar Needs to furnish the clubhouse at the golf course. A hacker accessed email correspondence between the City's accounting staff and the vendor and obtained copies of unpaid invoices totaling \$64,267.90. The hacker sent the accountant an email with the invoices attached requesting immediate payment. The hacker had set up a similar email address to the vendor and had included banking information for a wire transfer. The City paid the invoices by wire transfer to the banking details on the email without verifying the email originated with the legitimate vendor.

Effect: The City paid a fraudulent vendor \$64,267.90.

Cause: The accountant did not verify the email originated from the legitimate vendor before payment was issued.

Recommendation: Before payment is issued, the City's accountants should verify that all invoices and correspondence originated with a legitimate vendor.

Corrective Action Planned/Management Response: The City of Westlake agrees with the finding and will implement the recommendations. The matter has been turned over to the Calcasieu Parish District Attorney, Calcasieu Parish Sheriff's office and the FBI and is currently being investigated.

3. Federal Award Findings and Responses

None

CITY OF WESTLAKE, LOUISIANA
Schedule of Findings and Questioned Costs - Continued
Year Ended June 30, 2022

4. Prior Year Audit Findings

Finding 2021-001: Budgetary Authority and Control

Current status: This a repeat finding in the current year

INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES

December 22, 2022

To the Members of the City Council
City of Westlake, Louisiana
Westlake, Louisiana

We have performed the procedures included 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 year July 1, 2021 through June 30, 2022. The City of Westlake, Louisiana's management is responsible for those C/C areas identified in the SAUPs.

City of Westlake, Louisiana 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 year July 1, 2021 through June 30, 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 that they address each of the following categories and subcategories if applicable to public funds and the entity's operations:

a) *Budgeting*, including preparing, adopting, monitoring, and amending the budget.

The City's written policies and procedures manual addresses this area.

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.

The City's written policies and procedures manual addresses this area.

c) *Disbursements*, including processing, reviewing, and approving.

The City's written policies and procedures manual addresses this area.

d) *Receipt/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 confirmations with outside parties,

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

The City's written policies and procedures manual addresses this area.

- e) *Payroll/Personnel*, including (1) payroll processing, and (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.

The City's written policies and procedures manual addresses this area.

- 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.

The City's written policies and procedures manual addresses this area.

- 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, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).

The City's written policies and procedures manual addresses this area.

- h) *Travel and expense reimbursement*, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.

The City's written policies and procedures manual addresses this area.

- i) *Ethics*, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the entity's ethics policy.

The City's written policies and procedures manual addresses this area.

- j) *Debt Service*, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

The City's written policies and procedures manual addresses this area.

- k) *Information Technology Disaster Recovery/Business Continuity*, includes (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.

The City's written policies and procedures manual addresses this area.

- 1) *Sexual Harassment*, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

The City's written policies and procedures manual addresses this area.

Board or Finance Committee

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.

No exceptions noted.

- b) For those entities reporting on the governmental accounting model, observe that the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual, at a minimum, on proprietary funds, and semi-annual budget-to-actual, at a minimum, on special revenue funds.

No exceptions noted.

- c) For governmental entities, obtain the prior year audit report and observe the unrestricted fund balance in the general fund. If the general fund had a negative ending unrestricted 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 unrestricted fund balance in the general fund.

No exceptions noted.

Bank Reconciliations

3. Obtain a listing of the entity's 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 (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, electronically longed);

No exceptions noted.

- 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

Bank reconciliations did not include evidence that a member of management/board member reviewed each reconciliation.

Management Response: Procedures will be implemented to have a member of management document review of each month's bank reconciliation/statement.

- c) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

There was documentation reflecting research for items outstanding for more than 12 months.

Management Response: Management will have an employee document research for items outstanding for more than 12 months.

Collections

- 4. Obtain a listing of deposit sites for the fiscal period where deposits for cash/check/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).

The listing was provided by management.

- 5. For each deposit site selected, obtain a listing of collection locations 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 the job duties are properly segregated at each collection location such that:

- a) Employees that are responsible for cash collections do not share cash drawers/registers.

Cash drawers are not shared.

- 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.

The employees responsible for collecting cash are not responsible for preparing/making bank deposits.

- c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledger, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.

The employees responsible for collecting cash are not responsible for posting collection entries to the general ledger.

- d) The employee 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 verifies the reconciliation.

The employees responsible for reconciling cash collections to the general ledger are not responsible for collecting cash.

- 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.

No exceptions noted.

- 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). Obtain supported documentation for each of the deposits and:

- a) Observe that receipts are sequentially pre-numbered.

No exceptions noted.

- b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.

No exceptions noted.

- c) Trace the deposit slip total to the actual deposit per the bank statement.

No exceptions noted.

- d) Observe that 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).

No exceptions noted.

- e) Trace the actual deposit per the bank statement to the general ledger.

No exceptions noted.

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

- 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).

The listing was provided by management.

- 9. For each location selected under #8 above, obtain a list 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.

At least two employees are involved in initiating, approving and making a purchase.

- b) At least two employees are involved in processing and approving payments to vendors.

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.

The employee responsible for processing payments is not prohibited from adding/modifying vendor files. 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.

The employee responsible for processing payments also mails the checks.

Management Response: The City will initiate a policy to have the checks be mailed by an employee who is not responsible for processing payments.

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 that the disbursement matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the entity.

No exceptions noted.

- b) Observe that the disbursement documentation included evidence (e.g. initial/date, electronic logging) of segregation of duties tested under #9 as applicable.

Disbursements tested included exceptions of #9 as noted above.

Management Response: The City will segregate duties over processing disbursements as much as possible.

Credit Cards/Debit Cards/Fuel Cards/P-Cards

11. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards), including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

No exceptions noted.

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 that 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 excess fuel card usage) was reviewed and approved, in writing, by someone other than the authorized card holder.

There was no written approval of review by someone other than the authorized card holder.

Management Response: Management will implement a procedure to review and document the approval of credit card monthly statements by someone other than the authorized card holder.

- b) Observe that finance charges and/or late fees were assessed on the selected statements.

No exceptions noted.

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). For each transaction, observed that 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).

All but one of the transactions tested had original itemized receipts attached to the statements with written documentation of the business/public purpose. No charges for meals were selected.

Management Response: Management will ensure that itemized receipts are obtained for each purchase.

Travel and Travel-Related Expense Reimbursements (Excluding card transactions)

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:

- a) If reimbursed using a per diem, agree the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov).

No exceptions noted.

- b) If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.

No exceptions noted.

- c) Observe that 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).

No exceptions noted.

- d) Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

No exceptions noted.

Contracts

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. Obtain management's representation that the list is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:

- a) Observe that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.

No exceptions noted.

- b) Observe that the contract was approved by the governing body/board, if required by policy or law (e.g. Lawrason Act, Home Rule Charter).

No exceptions noted.

- c) If the contract was amended (e.g. change order), observe that 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).

No exceptions noted.

- 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 that the invoice and related payment agreed to the terms and conditions of the contract.

No exceptions noted.

Payroll and Personnel

16. Obtain a listing of employees/elected officials employed during the fiscal period and management's representation that the listing is complete. Randomly select five employees/officials, obtain their paid salaries and personnel files, and agree paid salaries to the authorized pay rates in the personnel files.

No exceptions noted.

17. Randomly select on pay period during the fiscal period. For the 5 employees/officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:

- a) Observe that all selected employees/officials documented their daily attendance and leave (e.g., vacation sick, compensatory). (Note: Generally, an elected official is not eligible to earn leave and does not document his/her attendance and leave. However, if the elected official is earning leave according to policy and/or contract, the official should document his/her daily attendance and leave.)

No exceptions noted.

- b) Observe that supervisors approved the attendance and leave of the selected employees/officials.

No exceptions noted.

- c) Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.

No exceptions noted.

- d) Observe the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.

No exceptions noted.

18. Obtain a listing of those employees/officials that received termination pay during the fiscal period and management's representation that the list is complete. Randomly select two employees/officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations, agree the hours to the employee/officials' cumulative leave records, and agree the pay rates to the employee/officials' authorized pay rates in the employee/officials' personnel files, and agree the termination payment to the entity policy.

No exceptions noted.

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 associated forms have been filed, by required deadlines.

No exceptions noted.

Ethics

20. Using the five randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain ethics documentation from management and:

- a) Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.

The required ethics training was not completed by one of the employees selected.

Management Response: Management will have each employee completed the training next year.

- 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.

No exceptions noted.

Debt Service

- 21. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the list is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that the State Bond Commission approval was obtained for each debt instrument issued.

No exceptions noted.

- 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).

No exceptions noted.

Fraud Notice

- 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.

The City reported misappropriation of public funds or assets during the fiscal year to the legislative auditor and the Calcasieu Parish District Attorney's office.

- 24. Observe the entity has posted on its premises and website, the notice required by R.S. 24:523.1. concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

The City has the required notice posted in a conspicuous place upon its premises or its website.

Information Technology Disaster Recovery/Business Continuity

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.

We performed the procedure and discussed the results with management. No exceptions noted.

- 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.

We performed the procedure and discussed the results with management. No exceptions noted.

- 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.

We performed the procedure and discussed the results with management. No exceptions noted.

Sexual Harassment

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.

No exceptions noted.

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).

No exceptions noted.

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;

No exceptions noted.

b) Number of sexual harassment complaints received by the agency;

No exceptions noted.

c) Number of complaints which resulted in a finding that sexual harassment occurred;

No exceptions noted.

d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and

No exceptions noted.

e) Amount of time it took to resolve each complaint.

No exceptions noted.

We were engaged by City of Westlake, Louisiana 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 City of Westlake, Louisiana 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.

Shagou, Cassidy: Shillory