**Annual Financial Statements** 

As of and for the Year Ended June 30, 2020

# Annual Financial Statements

# As of and for the Year Ended June 30, 2020

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Kilbourne, Louisiana Annual Financial Statements As of and for the Year Ended June 30, 2020

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369 Donaldson Road • Calhoun, Louisiana 71225 • Telephone 318/644-5726

#### **Accountant's Compilation Report**

MAYOR AND BOARD OF ALDERMEN VILLAGE OF KILBOURNE Kilbourne, Louisiana

Management is responsible for the accompanying financial statements of the governmental activities, the business-type activities, and major funds of the Village of Kilbourne (the "Village"), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents, in accordance with accounting principles generally accepted in the United States of America. I have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. I did not audit or review the financial statements nor was I required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

#### **Supplementary Information**

The accompanying schedule of compensation, benefits, and other payments to agency head and board of commissioners and the schedule of prior year findings are presented for purpose of additional analysis and are not a required part of the basic financial statements. The information is the representation of management. The information was subject to my compilation engagement, but I have not audited or reviewed the supplementary information, and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such information.

#### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedule on page 22 be presented to supplement the basic financial statements. Such information is presented for purposes of additional analysis 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. This information is the representation of management. I have not performed, an audit or review on the required supplementary information, and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such information.

# MAYOR AND BOARD OF ALDERMEN VILLAGE OF KILBOURNE Kilbourne, Louisiana

Management has the omitted 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 financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context.

I am not independent with respect to the Village of Kilbourne.

Calhoun, Louisiana November 5, 2020 BASIC FINANCIAL STATEMENTS

# STATEMENT OF NET POSITION June 30, 2020

	GOVERNMENTAL ACTIVITIES	BUSINESS- TYPE ACTIVITIES	TOTAL
ASSETS			
Cash .	\$15,236	\$12,516	\$27,752
Receivables	355	2,305	2,660
Capital assets (net)	28,850	159,022	187,872
TOTAL ASSETS	44,441	173,843	218,284
LIABILITIES			
Accounts payable	1,773	358	2,131
Payroll liabilities payable	562		562
TOTAL LIABILITIES	2,335	358	2,693
NET POSITION	•		
Net investment in capital assets	28,850	159,022	187,872
Unrestricted	13,256	14,463	27,719
TOTAL NET POSITION	\$42,106	\$173,485	\$215,591

# STATEMENT OF ACTIVITIES For the Year Ended June 30, 2020

		Program	Net (Expense) Revenue and		
		Services -	Changes in Net Position		
		Charges	- <del>-</del>		
		for	Governmental	Business-Type	T . 1
	Expenses	Services	Activities	Activities	Total
GOVERNMENTAL ACTIVITIES:					
General government	\$35,707	\$5,730	(\$29,977)		(\$29,977)
Public safety - police	29,360	41,306	11,946		11,946
Total governmental activities	65,067	47,036	(18,031)	NONE	(18,031)
BUSINESS-TYPE ACTIVITIES:					
Sewer service	55,219	31,448		(\$23,771)	(23,771)
Total government	\$120,286	\$78,484	(18,031)	(23,771)	(41,802)
GENERAL REVENUES AND TRANSFERS:					
Franchise taxes			5,581		5,581
Occupational licenses			10,990		10,990
Investment earnings			214		214
Other general revenues			22		22
Transfers .			(6,303)	6,303	
Total general revenues and transfers			10,504	6,303	16,807
CHANGE IN NET POSITION			(7,527)	(17,468)	(24,995)
NET POSITION - BEGINNING			49,633	190,953	240,586
NET POSITION - ENDING			\$42,106	\$173,485	\$215,591

# BALANCE SHEET - GOVERNMENTAL FUNDS June 30, 2020

	General
	Fund
ASSETS	
Cash	\$15,236
Receivables	355
	Ø15 501
TOTAL ASSETS	\$15,591
LIABILITIES AND FUND BALANCES	
Liabilities:	
Accounts payable	\$1,773
Payroll liabilities payable	562_
Total liabilities	2,335
Fund balance - unassigned	13,256
TOTAL LIABILITIES AND FUND BALANCES	\$15,591
Reconciliation of the Balance Sheet of Governmental	
Funds To the Statement of Net Position:	
Total fund balance - Governmental Funds	\$13,256
Amount reported for net position of governmental activities	
in the Statement of Net Position (Statement A) is different	
because:	
Capital assets used in governmental activities are not	
financial resources and therefore are not reported in the fund	28,850
Net position of governmental activities (Statement A)	\$42,106

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS For the Year Ended June 30, 2020

e a	General Fund
REVENUES	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Franchise taxes	\$5,581
Licenses and permits	10,990
Fines	41,306
Rent	4,110
Mowing	1,620
Investment earnings	214
Other revenues	22
Total revenues	63,843
EXPENDITURES	
General government:	
Personal services	7,401
Operating services	24,580
Other charges	583
Public safety:	
Personal services	24,544
Operating services	4,227_
Total expenditures	61,335
EXCESS OF REVENUES OVER EXPENDITURES	2,508
OTHER FINANCING USE - transfers to Sewer Fund (net)	(6,303)
CHANGE IN FUND BALANCE	(3,795)
FUND BALANCE AT BEGINNING OF YEAR	17,051_
FUND BALANCE AT END OF YEAR	\$13,256

## (Continued)

#### Statement D

VILLAGE OF KILBOURNE Kilbourne, Louisiana STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUND For the Year Ended June 30, 2020

	Total
Reconciliation of the Statement of Revenues,  Expenditures, and Changes in Fund Balance of Governmental Funds to the Statement of Activities:	
Net change in fund balance - total governmental activities	(\$3,795)
Amount reported for governmental activities in the	
Statement of Activities (Statement B) are different because:	
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 as	
depreciation expense. This is the amount by which	
depreciation expense exceeded capital outlay in the	
current period.	(3,732)
Change in net position of governmental activities (Statement B)	(\$7,527)

(Concluded)

# STATEMENT OF NET POSITION - BUSINESS-TYPE ACTIVITIES June 30, 2020

	Sewer Enterprise Fund
ASSETS	
Current assets:	
Cash	\$12,516
Accounts receivable ( net of allowance for doubtful accounts)	2,305
Total current assets	14,821
Noncurrent assets - capital assets (net of accumulated depreciation)	159,022
Total assets	173,843
LIABILITIES - accounts payable	358
NET POSITION	
Net investment in capital assets	159,022
Unrestricted	14,463
Total net position	\$173,485

# STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION - BUSINESS-TYPE ACTIVITIES For the Year Ended June 30, 2020

	Sewer
	Enterprise
	Fund
OPERATING REVENUES	
Sewer fees	\$31,448
OPERATING EXPENSES	
Utilities	3,322
Salaries	1,200
Repairs and maintenance	41,035
Office expense	101
Dues and fees	325
Testing fees	2,069
Depreciation	6,914
Miscellaneous	253
Total operating expenses	55,219
OPERATING INCOME (Loss)	(23,771)
NON-OPERATING EXPENSE - transfers from General Fund (net)	6,303
CHANGE IN NET POSITION	(17,468)
NET POSITION - BEGINNING	190,953
NET POSITION - ENDING	\$173,485

# STATEMENT OF CASH FLOWS - BUSINESS-TYPE ACTIVITIES For the Year Ended June 30, 2020

	Sewer Enterprise Fund
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	\$31,493
Payments to suppliers	(49,419)
Payments to employees	(1,200)
Net cash used by operating activities	(19,126)
CASH FLOWS FROM NON - OPERATING ACTIVITIES - transfers from	
General Fund (net)	9,745
DECREASE IN CASH	(9,381)
CASH AT BEGINNING OF YEAR	21,897
CASH AT END OF YEAR	\$12,516
Reconciliation of Operating Income (Loss) to Net Cash	
Provided by Operating Activities	
Operating Income (Loss)	(\$23,771)
Adjustments:	
Depreciation expense	6,914
Decrease in accounts receivable	45
Decrease in accounts payable	(2,314)
Net cash provided by operating activities	(\$19,126)

Notes to the Financial Statements As of and for the Year Ended June 30, 2020

#### INTRODUCTION

The Village of Kilbourne was incorporated under the provisions of the Lawrason Act. The village is governed by the mayor-board of aldermen form of government. The village provides public safety, public works, and general government services to its residents. The village has an elected Chief of Police and one other part-time employee.

GASB Statement No. 14, The Financial Reporting Entity, and Statement No. 39, Determining Whether Certain Organizations Are Component Units - an amendment of GASB Statement No. 14 establishes criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the Village of Kilbourne is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As used in GASB Statement Nos. 14 and 39, fiscally independent means that the municipality may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt. The village has no component units.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Village of Kilbourne. Governmental activities, which normally are supported by franchise taxes and other general revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

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

Notes to the Financial Statements

Separate financial statements are provided for governmental funds and business-type activities funds. All individual governmental funds and individual enterprise funds are reported as separate columns in the fund financial statements.

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

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

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

Franchise taxes associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the village.

The Village of Kilbourne reports the following governmental funds:

#### **General Fund**

The General fund is the general operating fund of the village and accounts for all financial resources of the general government.

The Village of Kilbourne reports the following business-type activity fund:

### VILLAGE OF KILBOURNE Notes to the Financial Statements

#### **Sewer Enterprise Fund**

The Sewer Enterprise fund accounts for the operations of the village's sewer system.

As a general rule, the effect of interfund activity is eliminated from the governmentwide financial statements.

Amounts reported as program revenues include charges to customers for goods, services, or privileges provided and operating and capital grants. General revenues include all taxes, occupational licenses, and miscellaneous revenue.

Business-type activities funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the fund's ongoing operations. The Sewer Enterprise Fund's operating revenues consist of sewer fees and other miscellaneous operating revenues. Operating expenses for enterprise funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

#### C. Deposits

Cash includes amounts in demand deposits. State law allows the village to invest in collateralized certificates of deposits, government-backed securities, commercial paper, the state sponsored investment pool, and mutual funds consisting solely of government-backed securities. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

#### D. Receivables

All receivables are generally shown net of an allowance for uncollectible amounts. These statements contain no provision for uncollectible accounts. The village is of the opinion that such an allowance would be immaterial in relation to the financial statements taken as a whole. Past due accounts are written off when they are considered uncollectible by management.

#### E. Capital Assets

Capital assets, which include the sewer system and improvements, buildings, and equipment are reported in the applicable governmental or business-type activities columns in the government-wide financial statements net of accumulated depreciation. Capital assets

#### Notes to the Financial Statements

are capitalized at historical cost or estimated cost. Approximately 96 percent of the village's capital assets have been capitalized at cost and the remaining 4 percent have been capitalized at estimated cost based on the historical cost of similar assets. The Village of Kilbourne maintains a threshold level of \$500 or more for capitalizing capital assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not capitalized.

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

	Estimated Lives
Infrastructure - sewer system and improvements	25 years
Buildings	40 years
Equipment	5-10 years

#### F. Net Position/Fund Balance

For the government-wide statement of net position, net position is reported as restricted when constraints placed on net position are either:

- 1. externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; or
- 2. imposed by law through constitutional provisions or enabling legislation.

Fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which funds can be spent. Fund balance should be reported as restricted when constraints on the use of the funds meet the same criteria as restricted net position in the government-wide statement of net position as noted in the previous paragraph. Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the board of aldermen are reported as committed fund balance. Assigned fund balance are amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The board of aldermen is authorized to assign amounts to a specific purpose. Unassigned fund balance is the residual classification and represents fund balance that has not been restricted, committed, or assigned to a specific purpose.

At June 30, 2020, the Village's had only unassigned fund balance in the General Fund.

Notes to the Financial Statements

#### G. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities, disclosures, and revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

# 2. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

### **Budget Information**

The Village of Kilbourne uses the following budget practices:

A General Fund budget prepared on the modified accrual basis of accounting was adopted by the village for the year ended June 30, 2020. The budget is legally adopted by the board of aldermen at a board meeting and amended during the year as necessary. Budgets are established and controlled by the board at the object level of expenditure. Appropriations lapse at year-end and must be reappropriated for the following year to be expended. The budgetary comparison schedule included as supplemental information in the accompanying financial statements includes the original budget amount. There were no budget amendments during the year.

The following individual fund's actual expenditures other financing uses exceeded budgeted expenditures and other financing uses for the year ended June 30, 2020:

	Original	Final		Unfavorable
	Budget	Budget	Actual	Variance
General Fund	\$65,700	\$65,700	\$67,638	\$1,938

#### 3. DEPOSITS IN FINANCIAL INSTITUTIONS

At June 30, 2020, the village has cash in checking accounts in the amount of \$27,752. 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. At June 30, 2020, the Village of Kilbourne had \$27,994 in deposits (collected bank balances). These deposits are secured from risk by federal deposit insurance.

Notes to the Financial Statements

# 4. RECEIVABLES

The following is a summary of receivables at June 30, 2020:

	General	Sewer	
	Fund	Fund	Total
Franchise taxes	\$355		\$355
Sewer fees		\$2,305	2,305
	\$355	\$2,305	\$2,660

## 5. CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended June 30, 2020, is as follows:

	Balance at July 1, 2019	Increases	Decreases	Balance at June 30, 2020
Governmental activities:	**************************************			
Capital assets being				
depreciated:				
Buildings	\$94,000			\$94,000
Equipment	79,274			79,274
Total capital assets being				
depreciated	173,274	NONE	NONE	173,274
Less accumulated depreciation				
for:				
Buildings	\$78,133	\$850		\$78,983
Equipment	62,559	2,882		65,441
Total accumulated				
depreciation	140,692	3,732	NONE	144,424
Total assets being depreciated,	· · · · · · · · · · · · · · · · · · ·	() <del></del>		
net	\$32,582	(\$3,732)	NONE_	\$28,850
	. <del> </del>			
Duainess type activities				
Business-type activities: Capital assets being				
depreciated:				
Sewer system and				
improvements	\$1,511,678	NONE	NONE	\$1,511,678
Less accumulated depreciation	Ψ1,511,070			Ψ1,511,070
for:				

Notes to the Financial Statements

	Balance at July 1, 2019	Increases	Decreases	Balance at June 30, 2020
Sewer system and improvements	\$1,345,742	\$6,914	NONE	\$1,352,656
Total assets being depreciated, net	\$165,936	(\$6,914)	NONE	\$159,022

Depreciation expense of \$3,143 was charged to the general government function, \$589 was charged to public safety function, and \$6,914 was charged to business-type activities.

#### 6. RISK MANAGEMENT

The village purchases commercial insurance to reduce the risk of loss resulting from property damage or liability claims. There have been no significant reductions in insurance coverage from coverage in the prior year. Settlements have not exceeded insurance coverage in any of the past three fiscal years.

#### 7. SUBSEQUENT EVENTS

Since March 2020, the spread of COVID-19 has severely impacted many local economies. Measures taken to contain the spread of the virus have triggered significant disruptions to businesses. The village's future cash flows could be affected by the economic slowdown that has resulted from these measures. The village has determined that the impact of COVID-19 is a non-adjusting subsequent event. Accordingly, the financial position and results of operations as of and for the year ended June 30, 2020, have not been adjusted to reflect this potential impact. The duration and impact of the COVID-19 pandemic remains unclear at this time.

The Village of Kilbourne has evaluated subsequent events through November 5, 2020, the date which the financial statements were available to be issued.

# REQUIRED SUPPLEMENTAL INFORMATION

# SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND

For the Year Ended June 30, 2020

	BudgetedAmounts		Actual Amounts (Budgetary Basis -	Variance with Final Budget Positive
	_Original_	Final	GAAP)	(Negative)
REVENUES				
Franchise taxes	\$10,800	\$10,800	\$5,581	(\$5,219)
Licenses and permits	11,000	11,000	10,990	(10)
Fines	36,000	36,000	41,306	5,306
Rent			4,110	4,110
Mowing			1,620	1,620
Investment earnings	100	100	214	114
Other revenue	8,000	8,000_	22	(7,978)
Total revenues	65,900	65,900	63,843	(2,057)
EXPENDITURES				
General government:				
Personal services	6,600	6,600	7,401	(801)
Operating services	23,300	23,300	24,580	(1,280)
Other charges	8,000	8,000	583	7,417
Public safety:				
Personal services	22,800	22,800	24,544	(1,744)
Operating services	5,000_	5,000_	4,227	773_
Total expenditures	65,700	65,700_	61,335	4,365
EXCESS OF REVENUES OVER				
EXPENDITURES	200	200	2,508	2,308
OTHER FINANCING USE - transfers				general access
to Sewer Fund (net)			(6,303)	(6,303)
CHANGE IN FUND BALANCE	200	200	(3,795)	(3,995)
FUND BALANCE AT BEGINNING OF YEAR	NONE	NONE	17,051	17,051
FUND BALANCE AT END OF YEAR	\$200	\$200	\$13,256	\$13,056

There were no budget amendments during the year ended June 30, 2020.

OTHER SUPPLEMENTAL INFORMATION SCHEDULES

# OTHER SUPPLEMENTAL INFORMATION SCHEDULES As of and For the Year Ended June 30, 2020

# SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS TO AGENCY HEAD AND BOARD OF ALDERMEN

The Schedule of Compensation, Benefits and Other Payments to Agency Head and Board of Aldermen is presented in compliance with Louisiana Revised Statute 24:513 A (3) and House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. The mayor received \$150 per month and the aldermen serve without benefit of compensation.

#### SCHEDULE OF PRIOR YEAR FINDINGS

The follow-up and corrective action taken on all prior year findings is presented in Schedule 3.

## Schedule 2

# VILLAGE OF KILBOURNE Kilbourne, Louisiana

# Schedule of Compensation, Benefits and Other Payments to Agency Head and Board of Aldermen

For the Year Ended June 30, 2020

## **COMPENSATION**

Agency Head - Toni Shumate - Mayor	\$1,800
J.L. Allen	NONE
Donal Robinson	NONE
Jerry Thomas	NONE

# SCHEDULE OF PRIOR YEAR FINDINGS For the Year Ended June 30, 2020

*	Fiscal Year Finding		
Reference	Initially		
Number	Occurred	Description of Finding	Status of Finding
2019-001	2019	Actual General Fund expenditures were \$5,801 (9%) more than budgeted expenditures.	Resolved.
2019-002	2018	Village paid employees' share of social security and medicare taxes.	Resolved.