VILLAGE OF PLAUCHEVILLE, LOUISIANA

Financial Report

Year Ended December 31, 2024

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Ducote & Company
Certified Public Accountants

Aloysia C. Ducote, CPA, PC
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INDEPENDENT AUDITORS' REPORT

The Honorable Terryl St. Romain, Mayor
and Members of the Board of Aldermen
Village of Plaucheville, Louisiana

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the Village of Plaucheville, Louisiana ("the Village"), as of and for the year ended December 31, 2024, 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 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 Village of Plaucheville, Louisiana, as of December 31, 2024, 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Village, 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, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village'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.

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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 aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

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

- Exercise professional judgement 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 Village'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 judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village'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

The Village of Plaucheville, Louisiana has 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 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.

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on page 34 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Plaucheville, Louisiana's basic financial statements. The accompanying justice system funding schedule – collecting/disbursing entity on pages 39 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such 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 justice system funding schedule – collecting/disbursing entity is 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 budgetary comparison schedules on pages 36 through 38 but does not include the basic financial statements and our auditor's report. 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 exist between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the works performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated June 27, 2025 on our consideration of the Village of Plaucheville, Louisiana's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters.

The purpose of that report is solely 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 effectiveness of the Village of Plaucheville, Louisiana's 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 the Village of Plaucheville, Louisiana's internal control over financial reporting and compliance.

Ducote & Company
Certified Public Accountants

Marksville, Louisiana
June 27, 2025

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)

VILLAGE OF PLAUCHEVILLE
Plaucheville, Louisiana

Statement of Net Position
December 31, 2024

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash and interest-bearing deposits	$ 245,231	$ 242,865	$ 488,096
Receivables, net	31,325	65,300	96,625
Prepaid items	-	7,330	7,330
Restricted assets:			
Cash and interest-bearing deposits	-	198,566	198,566
Capital assets:			
Land and construction in progress	140,910	5,000	145,910
Depreciable capital assets, net	182,215	3,430,359	3,612,574
Total assets	599,681	3,949,420	4,549,101
LIABILITIES			
Accounts and other payables	2,055	8,540	10,595
Accrued interest	-	1,506	1,506
Customer deposits payable	-	104,515	104,515
Long-term liabilities:			
Portion due within one year -			
Bonds payable	-	39,000	39,000
Portion due after one year -			
Bonds payable	-	496,000	496,000
Total liabilities	2,055	649,561	651,616
DEFERRED INFLOWS OF RESOURCES			
Unearned revenues	43,554	-	43,554
Total deferred inflows of resources	43,554	-	43,554
NET POSITION			
Net investment in capital assets	323,125	2,900,359	3,223,484
Restricted for prepaid items	-	7,330	7,330
Unrestricted	230,947	392,170	623,117
Total net position	$ 554,072	$ 3,299,859	$ 3,853,931

VILLAGE OF PLAUCHEVILLE
Plaucheville, Louisiana

Statement of Activities
For the Year Ended December 31, 2024

		Program Revenues			Net (Expense) Revenues and Changes in Net Position		
Activities	Expenses	Fees, Fines and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Governmental activities:							
General government	$ 136,794	$ -	$ 4,200	$ -	$ (132,594)	$ -	$ (132,594)
Public Safety:							
Police	142,947	1,317	-	-	(141,630)	-	(141,630)
Fire	9,223	-	-	-	(9,223)	-	(9,223)
Recreation	36,360	-	-	-	(36,360)	-	(36,360)
Public Works	17,900	-	-	-	(17,900)	-	(17,900)
Total governmental activities	343,224	1,317	4,200	-	(337,707)	-	(337,707)
Business-type activities:							
Water	646,935	616,053	-	40,000	-	9,118	9,118
Total	$ 990,159	$ 617,370	$ 4,200	$ 40,000	(337,707)	9,118	(328,589)

	Governmental Activities	Business-Type Activities	Total
General revenues			
Taxes -			
Property Taxes, levied for general purposes	14,468	-	14,468
Sales and use taxes, levied for generla purposes	165,302	-	165,302
Licenses and permits	30,298	-	30,298
Intergovernmental revenues	10,829	-	10,829
Franchise taxes	20,518	-	20,518
Beer taxes	1,548	-	1,548
Interest earnings	2,820	4,256	7,076
Miscellaneous	11,888	26,187	38,075
Transfers	95,119	(95,119)	-
Total general revenues and transfers	352,790	(64,676)	288,114
Change in net position	15,083	(55,558)	(40,475)
Net position, beginning	538,989	3,355,417	3,894,406
Net position, ending	$ 554,072	$ 3,299,859	$ 3,853,931

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

FUND FINANCIAL STATEMENTS (FFS)

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Balance Sheet
Governmental Fund - General Fund
December 31, 2024

ASSETS		
Cash and interest-brearing deposits	$	245,231
Receivables:		
Taxes		31,325
Total Assets	$	276,556
LIABILITIES, DEFERRED INLFOWS OF RESOURCES, AND FUND BALANCE		
Liabilities		
Accounts Payable	$	2,055
Deferred inflows of resources:		
Unearned revenue		43,554
Fund balance:		
Unassigned		230,947
Total fund balance		230,947
Total liabilities and fund balance	$	276,556

VILLAGE OF PLAUCHEVILLE
Plaucheville, Louisiana

Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Position
December 31, 2024

Total fund balance for the governmental fund		$ 230,947
Cost of capital assets	$ 697,556	
Less: accumulated depreciation	(374,431)	323,125
Net position at December 31, 2024		$ 554,072

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

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Statement of Revenues, Expenditures, and Change in Fund Balance -
Governmental Fund - General Fund
For the Year Ended December 31, 2024

Revenues:	
Taxes	
Sales	$ 165,302
Property	14,468
Franchise fees	20,518
Licenses and permits	30,298
Intergovernmental	16,577
Fines and forfeits	1,317
Miscellaneous	14,708
Total revenues	263,188
Expenditures:	
Current -	
General government	125,477
Public Safetey:	
Police	136,688
Fire	9,223
Recreation	28,036
Public works	14,195
Capital outlay	11,450
Total expenditures	325,069
Change in fund balance	(61,881)
Other financing sources:	
Transfers in	95,119
Net changes in fund balance	33,238
Fund balance, beginning	197,709
Fund balance, ending	$ 230,947

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and Change in Fund Balance of Governmental Fund to the Statement of Activities
For the Year Ended December 31, 2024

Total net change in fund balance per the statement of revenues, expenditures and change in fund balance			$	33,238
Capital assets, net				
Capital outlay	$	11,450		
Depreciation Expense		(29,605)		(18,155)
Total changes in net position per statement of activities			$	15,083

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Statement of Net Position
Proprietary Fund
December 31, 2024

ASSETS	
Current assets:	
Cash and interest-bearing deposits	$ 242,865
Receivables, net	65,300
Prepaid items	7,330
Total current assets	315,495
Noncurrent assets -	
Restricted assets:	
Cash and interest-bearing deposits	198,566
Capital assets:	
Land and construction in progress	5,000
Depreciable capital assets, net	3,430,359
Total noncurrent assets	3,633,925
Total assets	3,949,420
LIABILITIES	
Current liabilities:	
Accounts and other payables	8,540
Payable from restricted assets -	
Accrued interest payables	1,506
Revenue bond payable	39,000
Total current liabilities	49,046
Noncurrent liabilities:	
Customers' deposits	104,515
Revenue bond payable	496,000
Total noncurrent liabilities	600,515
Total liabilities	649,561
NET POSITION	
Net investment in capital assets	2,900,359
Restricted for prepaid items	7,330
Unrestricted	392,170
Total net position	$ 3,299,859

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Statement of Revenues, Expenditures, and Change in Fund Balance -
Propriertary Fund
For the Year Ended December 31, 2024

Operating revenues:	
Charges for services	
Water services	$ 608,578
Late Charges	7,475
Miscellaneous	26,187
Total operating revenues	642,240
Operating Expenditures:	
Salaries	180,273
Payroll taxes	13,791
Maintenance and supplies	123,350
Utilities and telephone	37,318
Office supplies	23,264
Insurance	33,252
Professional fees	11,445
Miscellaneous	14,788
Depreciation Expense	192,251
Total operating expenses	629,732
Operating loss	12,508
Nonoperating revenues (expenses)	
Grant revenues	40,000
Interest income	4,256
Interest expense	(17,203)
Total other financing sources	27,053
Income before transfers	39,561
Operating transfers out	(95,119)
Change in net position	(55,558)
Net position, beginning	3,355,417
Net position, ending	$ 3,299,859

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Statement of Cash Flows
Propriertary Fund
For the Year Ended December 31, 2024

Cash flows from operating activities:	
Receipts from customers	$ 622,318
Payments to suppliers	(621,194)
Payments to employees	194,064
Other receipts	5,398
Net cash provided by operating activities	200,586
Cash flows from noncapital financing activities:	
Transfers to other funds	(95,119)
Cash flows from capital and related financing activites:	
Proceeds from grant revenues	40,000
Princpal paid on note revenue bonds payable	(38,000)
Interest and fiscal charges paid on revenue bonds	(17,203)
Capital purchase and construction of capital assets	(90,281)
Net cash provided by capital and related financing activities	(105,484)
Cash flows from investing activities:	
Purchase of interest-bearing deposits with maturity in excess of ninety days	(155,308)
Proceeds of interest-bearing deposits with maturity in excess of ninety days	153,268
Interest income	4,256
Net cash provided by investing activities	2,216
Net change in cash and interest-bearing deposits	2,199
Cash and interest-bearing deposits, beginning of period	283,924
Cash and interest-bearing deposits, end of period	$ 286,123

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Statement of Cash Flows
Propriertary Fund (Continued)
For the Year Ended December 31, 2024

Reconciliation of operating income to net cash provided by operating activites:		
Operating income	$	12,508
Adjustments to reconcile operating income to net cash provided (used) by operating activities:		
Depreciation		192,251
Changes in current assets and liabilities:		
Accounts receivable		3,770
Accounts payable		(10,351)
Customers' deposits		2,408
Net cash provided by operating activities		200,586
Reconciliation of cash and cash equivalents per statement of cash flows to statement of net position		
Cash and cash equivalents, beginning of period -		
Cash and cash equivalents - unrestricted		252,171
Cash and cash equivalents - restricted		185,021
Less: Interest-bearing deposits with maturity in excess of 90 days		(153,268)
Total cash and cash equivalents, beginning of period		283,924
Cash and cash equivalents, end of period -		
Cash and cash equivalents - unrestricted		242,865
Cash and cash equivalents - restricted		198,566
Less: Interest-bearing deposits with maturity in excess of 90 days		(155,308)
Total cash and cash equivalents, end of period	$	286,123

(1) Summary of Significant Accounting Policies

The accompanying financial statements of the Village of Plaucheville (Village) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in the subsequent subsections of this note.

A. Financial Reporting Entity

The Village of Plaucheville was incorporated in 1903 and operates under the provisions of the Lawrason Act. The Village is governed by its Mayor and Board of Alderman consisting of three members.

This report includes all funds that are controlled by or dependent on the Village executive and legislative branches (the Mayor and Board of Alderman). Control by or dependence on the Village was determined on the basis of budget adoption, taxing authority, authority to issue debt, election or appointment of governing body, and other general oversight responsibility.

The Village of Plaucheville is a primary government and has no component units. The accompanying financial statements present information only on the funds maintained by the Village and do not present information on any other governmental unit.

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The government-wide financial statements provide operational accountability information for the Village as an economic unit. The government-wide financial statements report the Village's ability to maintain service levels and continue to meet its obligations as they come due. The statements include all governmental activities and all business-type activities of the primary government.

Fund Financial Statements

The accounts of the Village are organized on the basis of funds, each of which is considered to be an independent fiscal and accounting entity. The operations of each fund are accounted for within separate sets of self-balancing accounts, which comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund balance/net position, revenues, and expenditures/expenses, and transfers.

Major funds are determined as funds whose revenues, expenditures/expenses, assets and deferred outflows of resources or liabilities and deferred inflows of resources are at least ten percent of the totals for all governmental or enterprise funds and at least five percent of the aggregate amount for all governmental and enterprise funds for the same item or funds designated as major at the discretion of the Village.

Funds not classified as a major fund are aggregated and presented in a single column in the fund financial statements. The Village uses the following funds, grouped by fund type.

Governmental Fund -

Governmental Funds are those through which most governmental functions of the Village are financed. The acquisition, use and balances of the Village's expendable financial resources and the related liabilities (except those accounted for in proprietary funds) are accounted for through governmental funds.

General Fund

The General Fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund.

Proprietary Fund –

Proprietary funds are used to account for ongoing operations and activities that are similar to those often found in the private sector where the intent is that costs of providing goods and services are recovered through user charges. The proprietary fund maintained by the Village is the enterprise fund.

Enterprise fund

The Enterprise Fund is used to report activities for which a fee is charged to external users. This fund accounts 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 are 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 Village's enterprise fund is the Water Utility Fund.

C. Measurement Focus/Basis of Accounting and Financial Statement Presentation

The measurement focus determines the accounting and financial reporting treatment applied to a fund. The governmental and business-type activities within the government-wide statement of net position and statement of activities are presented using the economic resources measurement focus. The economic resources measurement focus meets the accounting objectives of determining net income, net position, and cash flows.

The fund financial statements use either the current financial resources measurement focus or the economic resources measurement focus as appropriate. Governmental funds use the current financial resources measurement focus. The measurement focus is based upon the receipt and disbursement of current available financial resources rather than upon net income. The measurement focus of the proprietary fund types, the flow of economic resources, is based upon determination of net income, net position, and cash flows.

The accrual basis of accounting is used throughout the government-wide statements; conversely, the financial statements of the governmental funds have been prepared in accordance with the modified accrual basis of accounting, whereby revenues are recognized when considered both measurable and available to finance expenditures of the current period. For this purpose, the Village considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. An exception to this is grants collected on a reimbursement basis. Those reimbursable grants are recognized as revenue when reimbursable expenditures are made. The Village considers reimbursement amounts received within one year as available. The Village accrues intergovernmental revenue, ad valorem and sales tax revenue, franchise fees, and charges for services based upon this concept. Expenditures generally are recognized when the related fund liabilities are incurred and become payable in the current period. Proceeds of debt are reported as other financing sources, and principal and interest on long-term debt, as well as expenditure related to compensated absences and claims and judgments, are recorded as expenditures when paid.

Interest on invested funds is recognized when earned. Intergovernmental revenues that are reimbursement for specific purposes or projects are recognized in the period in which the expenditures are recorded. All other revenue items are considered to be measurable and available only when cash is received by the Village. Transfers between governmental funds are recorded when the related liability is incurred. These transfers do not represent revenues (expenditures) to the Village and are, therefore, reported as other financing sources (uses) in the governmental fund financial statements.

Since the fund level statements are presented using a different measurement focus and basis of accounting than the government-wide statements, a reconciliation is presented on the page following each fund level statement that summarizes the adjustments necessary to convert the fund level statements into the government-wide presentations. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

The financial statements of the enterprise funds have been prepared in accordance with the accrual basis of accounting. Accordingly, revenues are recorded when earned, and expenses and related liabilities are recorded when incurred.

D. Asset, Deferred Outflows, Liabilities, Deferred Inflows and Equity

Cash and interest-bearing deposits

For purposes of the statement of net position, cash and interest-bearing deposits include all cash on hand, demand accounts, savings accounts, and certificates of deposits of the Village. Under state law, the Village may deposit funds within a fiscal agent bank organized under the laws of the state of Louisiana, the laws of any other state in the union, or the laws of the United States of America. The Village may invest in certificates and time deposits of state banks organized under Louisiana laws and national banks having principal offices in Louisiana.

For the purpose of the proprietary funds statement of cash flows, "cash and interest-bearing deposits" include all demand deposits and savings accounts, and certificates of deposit or short-term investments with an original maturity of three months or less.

Receivables

Receivables consist of all revenues earned at year-end and not yet received. Major receivable balances for the governmental activities include ad valorem, sales and use taxes, and franchise taxes. Business-type activities report customers' utility service receivables as their major receivables. Uncollectible amounts due from utility service receivables are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular, receivable. Allowance for uncollectible receivables was $7,088 at December 31, 2024. Unbilled utility service receivables resulting from utility services rendered between the date of meter reading and billing and the end of the month, are recorded at year-end.

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the Village in October and are actually billed to taxpayers in November. The Village bills and collects is own property taxes using the assessed values determined by the tax assessor of Avoyelles Parish. Village property tax revenues are budgeted in the year billed.

Interfund receivables and payables

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. Those related to goods and services type transactions are classified as "due to and from other funds."

Restricted Assets

Restricted assets include cash and interest-bearing deposits that are legally restricted as to their use. The restricted assets in the water utility fund are related to the water revenue bond accounts, utility meter deposits and grant proceeds.

Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are capitalized at acquisition cost or estimated if acquisition cost is not available. Donated assets are recorded as capital assets at their estimated acquisition value at the date of donation. The Village maintains a threshold level of $1,000 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 asset lives are not capitalized. Prior to July 1, 2003, governmental funds' infrastructure assets were not capitalized. These assets have been valued at estimated historical cost.

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	40 years
Equipment, furniture and fixtures	5-25 years
Utility system and improvements	20-40 years
Infrastructure	20 years

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

Compensated Absences

Full-time employees of the Village earn from 5 to 10 days of paid time off (PTO) each year (depending on the length of service). PTO may be accumulated up to 16 hours and carried over to future years; however, accumulated PTO at retirement or resignation is forfeited, and not be paid to the employee.

No accruals for accumulated unused compensated absences have been made in these financial statements due to the amount being immaterial.

Long-term debt

The accounting treatment of long-term debt depends on whether the assets are used for 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 is reported as liabilities in the government-wide statements. The long-term debt consists of water revenue bonds payable and a capital lease payable.

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 financial statements as it is in the government-wide statements.

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, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

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 that applies to a future period (s) and so will not be recognized as an inflow of resources (revenue) until that time.

Equity Classifications

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

a. Net investment in capital assets consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

b. Restricted net position consists of net position with constraints placed on the use either by (1) external groups, such as creditors, grantors, contributors, laws, or regulations of other governments; or (2) laws through constitutional provisions or enabling legislation. It is the Village's policy to use restricted net position prior to the use of unrestricted net position when both restricted and unrestricted net position are available for an expense which has been incurred.

c. Unrestricted net position consists of all other net assets, deferred outflows of resources, liabilities and deferred inflows of resources that do not meet the definition of "restricted" or "net investment in capital assets."

In the fund financial statements, governmental fund equity is classified as fund balance. Fund balances for governmental funds are reported in classifications that comprise a hierarchy based primarily upon the extent to which the Village is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The categories and their purposes are:

a. Non-spendable includes fund balance amounts that cannot be spent either because they are not in spendable form or because of legal or contractual constraints requiring they remain intact.

b. Restricted includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, grantors, contributors, or amounts constrained due to constitutional provisions or enabling legislation or the laws or regulations of other governments.

c. Committed includes fund balance amounts that can be used only for specific purposes that are internally imposed by the Village through formal legislative action of the Mayor and Board of Aldermen and does not lapse at year end. A committed fund balance constraint can only be established, modified, or rescinded by passage of an ordinance (law) by the Mayor and Board of Aldermen.

d. Assigned includes fund amounts that are constrained by the Village's intent to be used for specific purposes, that are neither restricted nor committed. The assignment of fund balance is authorized by a directive from the Village administrator and approval of a resolution by the Mayor and Board of Aldermen.

e. Unassigned includes fund balance amounts which have not been classified within the above-mentioned categories.

It is the Village's policy to use restricted amounts first when both restricted and unrestricted fund balance is available unless prohibited by legal or contractual provisions. Additionally, the Village uses committed, assigned, and lastly unassigned amounts of fund balance in that order when expenditures are made.

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

E. Revenues, Expenditures, and Expenses

Revenues

The Village considers revenue to be susceptible to accrual in the governmental funds as it becomes measurable and available, as defined under the modified accrual basis of accounting. The Village generally defines the availability period for revenue recognition as received within sixty (60) days of year end. The Village's major revenue sources that meet this availability criterion are intergovernmental revenues, franchise fees, tax revenue, and charges for services.

There are two classifications of programmatic revenues for the Village, grant revenue and program revenue. Grant revenues are revenues from federal, state, and private grants. These revenues are recognized when all applicable eligibility requirements are met and are reported as intergovernmental revenues. Program revenues are derived directly from the program itself or from parties outside the Village's taxpayers or citizenry, as a whole. Program revenues reduce the cost of the function to be financed from the Village's general revenues. The primary sources of program revenue are fees, fines, and charges paid by recipients of goods or services, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and earned income in connection with the operation of the Village's utility system.

Interest income is recorded as earned in the fund holding the interest-bearing asset.

Substantially all other revenues are recorded when received.

Operating Revenues and Expenses

In the proprietary funds, operating revenues are those revenues produced as a result of providing services and producing and delivering goods and/or services. Nonoperating revenues are funds primarily provided by investing activities, such as financial institution interest income, gains on disposal of assets and insurance recoveries on property loss. Operating expenses are those expenses related to the production of revenue. Nonoperating expenses are those expenses not directly related to the production of revenue and include items such as interest expense and losses on disposal of assets.

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function for both governmental and business-type activities.

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - By Character
Proprietary Fund - By Operating and Nonoperating

In the fund financial statements, governmental funds report expenditures of financial resources. Proprietary funds report expenses relating to use of economic resources.

Interfund Transfers

Permanent reallocations of resources between funds of the reporting entity are classified as interfund transfers. For the purposes of the statement of activities, all interfund transfers between individual governmental funds and proprietary funds have been eliminated.

F. Revenue Restrictions

The Village has various restrictions placed over certain revenue sources from state or local requirements. The primary restricted revenue sources include:

Revenue Source	Legal Restrictions of Use
Water revenue	See Note 8

The Village uses unrestricted resources only when restricted resources are fully depleted.

G. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and revenues and expenditures during the reporting period. These estimates include assessing the collectability of accounts receivable and the useful lives and impairment of tangible and intangible assets, among others. Estimates and assumptions are reviewed periodically, and the effects of revisions are reflected in the financial statements in the period they are determined to be necessary. Actual results could differ from those estimates.

(2) Cash and Interest-Bearing Deposits

Under state law, the Village may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The Village may invest in direct obligations of the United Sates government, bonds, debentures, notes, or other evidence of indebtedness issued or guaranteed by federal agencies and/or the United States government, and time certificates of deposits of the state banks organized under Louisiana law and national banks having principal offices in Louisiana.

These deposits are stated at cost, which approximates market. Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Village's deposits may not be recovered, or the Village will not be able to recover collateral securities that are in the possession of an outside party. The Village does not have a policy for custodial credit risk however, under state law, 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 bank. 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. The following is a summary of deposit balances (bank balances) and the related federal insurance and pledged securities:

Bank balances	$ 710,924
Federal deposit insurance	$ 485,240
Uninsured and collateral held by pledging bank, not in Village's name	225,684
Total	$ 710,924

(3) Restricted Assets

Restricted assets of business-type activities consisted of the following:

Customer meter deposits	$	104,515
Bond and interest sinking fund		19,051
Water depreciation and contingency fund		75,000
Total restricted assets	$	198,566

(4) Capital Assets

Capital asset activity was as follows:

	Balance Beginning	Additions	Deletions	Balance Ending
Governmental Activities:				
Capital assets not being depreciated-				
Land	$ 140,910	$ -	$ -	$ 140,910
Total capital assets not being depreciated	140,910	-	-	140,910
Capital assets being depreciated:				
Buildings and improvements	340,094	7,650	(176,525)	171,219
Infrastructure	366,174	3,800	(120,102)	249,872
Equipment, furniture, and fixtures	216,956	-	(81,401)	135,555
Total capital assets being depreciated	923,224	11,450	(378,028)	556,646
Less accumulated depreciation -				
Buildings and improvements	248,976	7,229	(176,525)	79,680
Infrastructure	307,959	7,096	(120,102)	194,953
Equipment, furniture, and fixtures	165,919	15,280	(81,401)	99,798
Total accumulated depreciation	722,854	29,605	(378,028)	374,431
Total capital assets being depreciated, net	200,370	(18,155)	-	182,215
Governmental activities, capital assets, net	$ 341,280	$ (18,155)	$ -	$ 323,125

Depreciation expense was charged to governmental activities as follows:

General government	$ 11,317
Police	6,259
Street	3,705
Recreation	8,3,24
Total depreciation expense	$ 29,605

	Balance Beginning	Additions	Deletions	Balance Ending
Business-Type Activites:				
Capital assets not being depreciated-				
Land	$ 5,000	$ -	$ -	$ 5,000
Total capital assets not being depreciated	5,000	-	-	5,000
Capital assets being depreciated:				
Water System	6,030,317	65,712	-	6,096,029
Machinery and Equipment	307,376	24,569	-	331,945
Total capital assets being depreciated	6,337,693	90,281	-	6,427,974
Less accumulated depreciation -				
Water System	2,533,937	168,167	-	2,702,104
Machinery and Equipment	271,427	24,084	-	295,511
Total accumulated depreciation	2,805,364	192,251	-	2,997,615
Total capital assets being depreciated, net	3,532,329	(101,970)	-	3,430,359
Governmental activities, capital assets, net	$ 3,537,329	$ (101,970)	$ -	$ 3,435,359

Depreciation expense was charged to business-type activities as follows:

Water	$ 192,251

(5) Unearned Revenue

Unearned revenue consisted of $43,554 of rent revenue received in advance as part of a 30-year rental agreement with the Avoyelles Parish Police Jury and Avoyelles Parish Library Board.

(6) Long-Term Liabilities

The following is a summary of long-term liability transactions of the Village:

	Balance Beginning	Additions	Deletions	Balance Ending	Amount due in one year
Business-Type Activites:					
Water Revenue Bonds	$ 573,000	$ -	$ 38,000	$ 535,000	$ 39,000

For the purpose of improving its waterworks system the Village issued $825,000 of 2016 Water Revenue Bonds during the year ended December 31, 2016. The bonds are due in annual installments of $28,000 to $59,000 through December 1, 2035, bearing an annual interest of 3.0%, and secured by water utility revenues. The water revenue bond ordinance requires the Village to maintain separate sinking fund and contingency accounts along with water utility rates that generate net revenues equal to or greater than 115% of the largest outstanding principal and interest payment in any future year. In the event of default with any covenants under the ordinance, which continues for a period of more than thirty days, the bond owners are entitled to the appointment of a receiver to take possession of the water system until such time as the default is cured.

Annual debt service requirements of the note payable and bonds outstanding is as follows:

	Direct Placement Debt		
Year Ended Decemebr 31,	Principal	Interest	Total
2025	$ 39,000	$ 16,050	$ 55,050
2026	41,000	14,880	55,880
2027	43,000	13,650	56,650
2028	45,000	12,360	57,360
2029	46,000	11,010	57,010
2030-2034	262,000	33,120	295,120
2035	59,000	1,770	60,770
	$ 535,000	$ 102,840	$ 637,840

(7) Operating Lease

On January 6, 2020, the Village entered into a surface lease to drill, operate, and maintain a water well with a primary term of ten (10) years ending on January 6, 2030. Total lease expense for the year amounted to $2,000.

Future minimum lease payments under the operating lease are as follows:

Year Ending December 31,	Total
2025	$ 2,000
2026	2,000
2027	2,000
2028	2,000
2029	2,000
Totals	$ 10,000

(8) Flow of Funds: Restriction on Use – Water Revenues

The revenues of the water system are partially pledged to retire the bonds dated January 26, 2016. The bond resolutions of the Water Revenue Refunding Bonds, Series 2016 requires the establishment and maintenance of the following bank accounts:

Water Revenue Bond and Interest Sinking Fund
Water Depreciation and Contingency Fund

The Water System Fund is required to transfer the following amounts into the Water Revenue Bond and Interest Sinking fund on or before the 20th day of each month.

December to November	Amount
2024 - 2025	$ 4,587
2025 - 2026	$ 4,657
2026 - 2027	$ 4,721
2027 - 2028	$ 4,780
2028 - 2029	$ 4,751
2029 - 2030	$ 4,802
2030 - 2031	$ 4,849
2031 - 2032	$ 4,891

December to November	Amount
2032 - 2033	$ 5,011
2033 - 2034	$ 5,040
2034 - 2035	$ 5,064

The Water System Fund is also required to transfer on or before the 20th day of each month, a sum equal to five percent (5%) of the net revenues of the water system into the Depreciation and Contingency Fund until a sum of $75,000 is accumulated in the account. Should the sum on deposit in the Contingency Fund fall below $75,000 at any time, then the monthly deposits set forth above will recommence until $75,000 is on deposit.

(9) Sales and Use Tax

The proceeds of the 1% sales and use tax levied by the Village are dedicated to the following purposes:

> Constructing, acquiring, improving and/or maintaining a new municipal building for the Village, including the purchasing, and acquiring the necessary land, equipment, and furnishings for the building to be utilized as a public meeting hall and for recreational purposes, and for any lawful corporate purpose of the Village. The tax is subject to funding into bonds by the Village for any one or more of the foregoing purposes.

(10) Interfund Transactions

Transfers consisted of the following:

	Transfers In	Transfers Out
General Fund	$95,119	$ -
Enterprise Fund:		
Water Utility Fund	-	95,119
Total	$95,119	$ 95,119

Transfers are used to (a) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and to (b) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

(11) Compensation, Benefits and Other Payments to Mayor

A detail of compensation, benefits and other payments paid to Mayor Terryl St. Romain for the year ended December 31, 2024 is as follows.

Purpose	Amount
Salary	$ 5,850
Benefits	448
Conference travel	183
Conference registration fees	320
Total	$6,801

(12) Compensation Paid to Village Officials

A detail of compensation paid to the Board of Aldermen for the year ended December 31, 2024 follows:

Aldermen:	Salary
Robbie Plauche	$ 2,600
Guy Lemoine	2,600
Craig Gremillion	2,600
Total	$ 7,800

(13) Litigation and Claims

On December 31, 2024, the Village was not involved in any lawsuits claiming damages that would not be adequately covered by liability insurance.

(14) Risk Management

The Village is exposed to risks of loss in the areas of general and auto liability, property hazards and workers' compensation. All of these risks are mitigated by buying commercial insurance coverage. Management believes coverage is sufficient to prelude significant losses to the Village. There have been no significant reductions in the insurance coverage during the year, nor have settlements exceeded insurance coverage for the past three years.

SUPPLEMENTARY INFORMATION

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Budgetary Comparison Schedule - Revenues
General Fund
For the Year Ended December 31, 2024

	Budget Original	Budget Final	Actual	Variance with Final Budget Positive (Negative)
Revenues:				
Taxes:				
Sales	$ 140,000	$ 168,754	$ 165,302	$ (3,452)
Property	10,000	13,446	14,468	1,022
Franchise fees	20,924	20,359	20,518	159
Licenses and permits	30,000	29,590	30,298	708
Intergovernmental	12,600	8,044	16,577	8,533
Fines and forfeits	5,000	909	1,317	408
Miscellaneous	16,500	13,217	14,708	1,491
Total revenues	235,024	254,319	263,188	8,869
Expenditures:				
Current -				
General government	110,700	133,726	125,477	8,249
Public Safetey:				
Police	128,500	134,952	136,688	(1,736)
Fire	7,100	8,913	9,223	(310)
Recreation	28,500	29,594	28,036	1,558
Public works	16,000	12,058	14,195	(2,137)
Capital outlay	-	11,450	11,450	-
Total expenditures	290,800	330,693	325,069	5,624
Deficiency of revenues over expenditures	(55,776)	(76,374)	(61,881)	14,493
Other financing sources:				
Operating transfers in	60,000	95,000	95,119	(119)
Net change in Fund balance	4,224	18,626	33,238	14,374
Fund balance, beginning	197,709	197,709	197,709	197,709
Fund balance, ending	$ 201,933	$ 216,335	$ 230,947	$ 212,083

VILLAGE OF PLAUCHEVILLE, LOUISIANA

Notes to the Budgetary Comparison Schedule
For the Year Ended December 31, 2024

(1) Budget and Budgetary Accounting

The Village uses the following procedures to establish the budgetary data reflected in the financial statements:

1. The Mayor meets with the Board of Aldermen to review the prior year revenue and expenditures as a basis for projecting the current fiscal year budget.

2. Anticipated changes from the prior year are considered and reflected in the projections.

3. Once adopted, the budget is made available for public inspection and a budget summary is published in the Village's designated official journal.

4. The Village does not formally integrate its budget as a management tool.

5. All budgetary appropriations lapse at the end of the fiscal year.

6. Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budget amounts are as originally adopted, or as amended by the Mayor and Board of Aldermen. Such amendments were not material in relation to the original appropriations.

(2) Excess of Expenditures Over Appropriations

The Village incurred expenditures in excess of appropriations in the General Fund.

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Budgetary Comparison Schedule - Revenues
General Fund
For the Year Ended December 31, 2024

	Budget			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Taxes:				
Sales	$ 140,000	$ 168,754	$ 165,302	$ (3,452)
Property	10,000	13,446	14,468	1,022
Franchise Fee -				
Electric	14,000	9,603	9,603	-
Gas	4,000	7,844	8,329	485
Cable TV	2,500	2,162	2,162	-
Telephone	424	750	424	(326)
Total taxes	170,924	202,559	200,288	(2,271)
Licenses and Permits:				
Occupational licenses	30,000	29,590	30,298	708
Intergovernmental:				
State of Louisiana -				
Beer taxes	500	1,548	1,548	-
Video poker	-	-	6,958	6,958
State mowing agreement	2,100	2,625	4,200	1,575
Gaming revenue	10,000	3,871	3,871	-
Total intergovernmental	12,600	8,044	16,577	8,533
Fines and forfeits:				
Fines and court costs	5,000	909	1,317	408
Miscellaneous:				
Interest	500	2,179	2,820	641
Hall rentals	15,000	8,485	9,335	850
Library rent	-	1,502	1,502	-
Other sources	1,000	1,051	1,051	-
Total Miscellaneous	16,500	13,217	14,708	1,491
Total revenues	$ 235,024	$ 254,319	$ 263,188	$ 8,869

See independent auditors' report and the related notes to the financial statements.

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Budgetary Comparison Schedule - Expenditures
General Fund
For the Year Ended December 31, 2024

	Budget Original	Budget Final	Actual	Variance with Final Budget Positive (Negative)
Current:				
General Government				
Administrative -				
Mayor and Council Salaries	$ 7,200	$ 27,510	$ 13,650	$ 13,860
Other salaries and wages	20,000	27,876	30,116	(2,240)
Insurance	25,000	25,000	16,878	8,122
Payroll taxes	2,500	2,133	3,348	(1,215)
Maintenance and supplies	17,000	26,640	29,852	(3,212)
Advertisements and publishing	2,500	819	569	250
Office supplies and postage	10,000	3,889	3,497	392
Professional fees	10,000	9,235	9,835	(600)
Miscellaneous	1,000	-	4,704	(4,704)
Utilities and telephone	9,500	6,250	8,529	(2,279)
Dues and subscriptions	1,000	1,282	1,407	(125)
Sales tax collection fee	5,000	3,092	3,092	-
Total administrative	110,700	133,726	125,477	8,249
Public Safety:				
Police -				
Salaries	80,000	84,864	83,368	1,496
Payroll taxes	7,500	6,492	6,378	114
Legal & Professional	2,000	1,500	1,800	(300)
Utilties and telephone	1,000	1,310	1,310	-
Gas, oil and repairs	15,000	16,701	16,691	10
Insurance	20,000	23,069	26,240	(3,171)
Miscellanous	3,000	1,016	901	115
Total police department	128,500	134,952	136,688	(1,736)
Fire -				
Contract labor	2,100	1,800	1,800	-
Utilities	1,500	2,039	2,349	(310)
Insurance	3,500	5,074	5,074	-
Total fire	7,100	8,913	9,223	(310)

See independent auditors' report and the related notes to the financial statements.

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Budgetary Comparison Schedule - Expenditures
General Fund
For the Year Ended December 31, 2024

	Budget			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Recreation:				
Cleaning and janitorial	13,500	4,969	6,169	(1,200)
Insurance	3,500	-	-	-
Utilties	4,000	2,959	4,104	(1,145)
Repairs and maintenance	5,000	16,991	12,260	4,731
Miscellanous	2,500	4,675	5,503	(828)
Total recreation	28,500	29,594	28,036	1,558
Public works:				
Utilties	7,500	7,950	8,291	(341)
Gas, oil and repairs	8,500	4,108	5,510	(1,402)
Miscellanous	-	-	394	(394)
Total public works	16,000	12,058	14,195	(2,137)
Capital outlay:				
General government	-	4,725	4,725	-
Public works	-	3,800	3,800	-
Recreation	-	2,925	2,925	-
Total capital outlay	-	11,450	11,450	-
Total expenditures	$ 290,800	$ 330,693	$ 325,069	$ 5,624

VILLAGE OF PLAUCHEVILLE, LOUISIANA
Plaucheville, Louisiana

Justice System Funding Schedule - Collecting/Disbursing Entity
As Required by ACT 87 of the 2020 Regular Legislative Session
General Fund
Cash Basis Presentation
For the Year Ended December 31, 2024

	First Six Month Period Ended 06/30/2024	Second Six Month Period Ended 12/31/2024
1. Beginning Balance of Amounts Collected (i.e. cash on hand)	$ -	$ -
2. Collections		
a. Civil Fees	-	-
b. Bonds Fees	-	-
c. Cash Bonds	-	-
d. Asset Forfeiture/Sale	-	-
e. Pre-Trial Diversion Program Fees	-	-
f. Criminal Court Costs/Fees	584	734
g. Criminal Fines - Contempt	-	-
h. Criminal Fines - Other/Non-Contempt	-	-
i. Restitution	-	-
j. Probabtion/Parole/Supervision Fees	-	-
k. Service Fees	-	-
l. Collection Fees	-	-
m. Interest Earning on Collected Balance	-	-
n. Others	-	-
Total Collected	584	734
3. Deductions: Collections Retained by the Village of Hessmer		
I. Collection Fee for Collecting/Disbursing to Others based on Percentage of Collection	-	-
II. Collection Fee for Collecting/Disbursing to Others based on Fixed Amount	-	-
III. Other Amounts "Self-Disbursed"		
a. Civil Fees	-	-
b. Bonds Fees	-	-
c. Cash Bonds	-	-
d. Asset Forfeiture/Sale	-	-
e. Pre-Trial Diversion Program Fees	-	-
f. Criminal Court Costs/Fees	584	626
g. Criminal Fines - Contempt	-	-
h. Criminal Fines - Other/Non-Contempt	-	-
i. Restitution	-	-
j. Probabtion/Parole/Supervision Fees	-	-
k. Service Fees	-	-
l. Collection Fees	-	-
m. Interest Earning on Collected Balance	-	-
n. Others	-	-
Total Collections Retained by the Village of Plaucheville	584	626
4. Deductions; Amounts Disbursed to Individuals and Entities/ Excluding Governments and Nonprofits		
a. Collecting/Processing Fees Paid to Third Party Entities	-	-
b. Civil Fee Refunds	-	-
c. Bond Refunds	-	-
d. Restituion Disbursements to Individuals and Entities/Excluding Governments and Nonprofits	-	-
e. Other Disbursements to Individuals and Entities/Excluding Governments and Nonprofits	-	-
Total Amounts Disbursed to Individuals and Entities, Exluding Governments and Nonprofits	-	-
5. Deductions: Total Disbursements to Other Governments & Nonprofits	-	108
6. Total Amounts Disbursed/Retained	584	734
7. Ending Cash Balance	$ -	$ -
8. Ending Balance of "Partial Payments" Collected but not Disbursed	-	-
9. Other Information:		
I. Ending Balance of Amounts Assessed by Not Yet Collected	-	-
II. Total Waivers During the Fiscal Period	-	-

INTERNAL CONTROL,

COMPLIANCE AND

OTHER MATTERS

Aloysia C. Ducote, CPA, PC
Joan S. Ducote, CPA, PC
Hope J. Gagnard, CPA, PC

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*

The Honorable Terryl St. Romain, Mayor
and Members of the Board of Aldermen
Village of Plaucheville, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, and each major fund of the Village of Plaucheville, Louisiana as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the Village of Plaucheville's basic financial statements and have issued our report thereon dated June 27, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Village of Plaucheville's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village of Plaucheville's internal control. Accordingly, we do not express an opinion of the effectiveness of the Village of Plaucheville's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Village of Plaucheville'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. We did identify certain deficiencies in internal control, described in the accompanying schedule of current and prior year audit findings and management's corrective action plan as items 2024-001 through 2024-003 that we consider to be material weaknesses.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Village of Plaucheville's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that is required to be reported under *Government Auditing Standards.*

Village of Plaucheville, Louisiana's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Village of Plaucheville's response to the findings identified in our audit and described in the accompanying schedule of audit findings and management's corrective action plan. The Village of Plaucheville's response was not subject to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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. Although the intended use of this report may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Ducote & Company
Certified Public Accountants

Marksville, Louisiana
June 27, 2025

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VILLAGE OF PLAUCHEVILLE, LOUISIANA

Schedule of Current and Prior Year Audit Findings
and Management's Corrective Action Plan
Year Ended December 31, 2024

Part I: Current Year Findings and Management's Corrective Action Plan

A. Internal Control Over Financial Reporting

2024-001 Application of Generally Accepted Accounting Principles (GAAP)

Fiscal year finding initially occurred: Unknown.

CONDITION: Management and staff lack the expertise and/or experience in the selection and application of generally accepted accounting principles, as applicable to governmental entities in the financial statement preparation process.

CRITERIA: The Village's internal control over financial reporting includes policies and procedures that pertain to its ability to record, process, summarize, and report financial data consistent with the assertions embodied in the financial statements, including the ability of management and staff to detect potential misstatements that may exist in the financial statements and related disclosures.

CAUSE: The cause of the condition results from a reliance on the external auditor as part of the internal control process.

EFFECT: Financial statements and related supporting transactions may reflect a material departure from generally accepted accounting principles.

RECOMMENDATION: Management should evaluate the additional costs required to achieve the desired benefit and determine if it is economically feasible in relation to the benefit received.

MANAGEMENT'S CORRECTIVE ACTION PLAN: We evaluated the cost vs. benefit of establishing enhanced internal controls over financial reporting and determined that it would not be cost effective to enhance these controls. Currently, our financial staff receives annual training related to their job duties and we carefully review the financial statements, related notes, and all proposed adjustments. All questions are adequately addressed by our auditors, which allows us to appropriately supervise these functions. We feel we have taken appropriate steps to reduce the financial statement risk caused by this finding.

2024-002 Inadequate Segregation of Accounting Functions

Fiscal year finding initially occurred: Unknown.

CONDITION: The Village of Plaucheville did not have adequate segregation of functions within the accounting system.

CRITERIA: AU-C §315.04, *Understanding the Entity and its Environment and Assessing the Risks of Material Misstatement*, defines internal control as follows:

> "Internal control is a process, affected by those charged with governance, management, and other personnel, designed to provide reasonable assurance about the achievement of objectives with regard to reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations."

CAUSE: The cause of the condition is the fact that Village does not have a sufficient number of staff performing administrative and financial duties so as to provide adequate segregation of accounting and financial duties.

EFFECT: Failure to adequately segregate accounting and financial functions increases the risk that errors and/or irregularities including fraud and/or defalcations may occur and not be prevented and/or detected.

RECOMMENDATION: Management should reassign incompatible duties among different employees to ensure that a single employee does not have control of more than one of the following responsibilities: (1) authorization; (2) custody; (3) recordkeeping; and (4) reconciliation.

MANAGEMENT'S CORRECTIVE ACTION PLAN: The Village concurs with the audit finding. Due to the size of staffing, the achievement of adequate segregation of duties is desirable, but cost prohibitive. All efforts are made to segregate duties where feasible. In an effort to establish more sound controls the Board of Aldermen monitors activity and account balances in all funds.

2024-003 Utility Accounts Receivable and Customer Deposits Subsidiary Ledger

Fiscal year finding initially occurred: 2018.

CONDITION: The Village is not reconciling the subsidiary ledgers for utility accounts receivable and customer deposits to the meter cash account balances and general ledger accounts on a regular basis.

CRITERIA: Internal controls should be in place to reconcile the subsidiary ledgers for utility accounts receivable and customer deposits to the general ledger and cash account to ensure all activity is properly recorded.

CAUSE: The cause of the condition is the fact that the Village is not reconciling the accounts receivables and customer deposit subsidiary ledgers to the general ledgers on a monthly basis.

EFFECT: Failure to reconcile these subsidiary ledgers could result in cash missing and customers not receiving proper credit on billings and their deposits.

RECOMMENDATION: The accounts receivable and customer deposit subsidiary ledgers should be reconciled to the cash account and general ledger on a monthly basis.

MANAGEMENT'S CORRECTIVE ACTION PLAN: The Village administration will review procedures related to the collection and recording of utility receivables and deposits to ensure procedures are in place to reconcile subsidiary ledgers on a monthly basis.

Schedule of Current and Prior Year Audit Findings
And Management's Corrective Action Plan
Year Ended December 31, 2024

Part II: Prior Year Findings:

A. Internal Control Over Financial Reporting

2023-001 Application of Generally Accepted Accounting Principles (GAAP)

Fiscal year finding initially occurred: Unknown.

CONDITION: The Village of Plaucheville does not have adequate internal controls over recording the entity's financial transactions or preparing its financial statements, including the related notes in accordance with generally accepted accounting principles (GAAP).

RECOMMENDATION: Management should evaluate the additional costs required to achieve the desired benefit and determine if it is economically feasible in relation to the benefit received.

CURRENT STATUS: Unresolved. See item 2024-001.

2023-002 Inadequate Segregation of Functions

Fiscal year finding initially occurred: Unknown.

CONDITION: The Village of Plaucheville did not have adequate segregation of functions within the accounting system.

RECOMMENDATION: Management should reassign incompatible duties among different employees to ensure that a single employee does not have control of more than one of the following responsibilities: (1) authorization; (2) custody; (3) recordkeeping; and (4) reconciliation.

CURRENT STATUS: Unresolved. See item 2024-002.

2023-003 Utility Accounts Receivable and Customer Deposits Subsidiary Ledger

Fiscal year finding initially occurred: 2018.

CONDITION: The Village is not maintaining an accurate subsidiary ledger for utility accounts receivables and customer deposits, and the subsidiary ledgers are not being reconciled to the meter cash account balances and general ledger accounts.

RECOMMENDATION: The Village should periodically compare actual activity to budgeted amounts and adopt budgetary amendments as necessary to cause compliance with state statute.

CURRENT STATUS: Unresolved. See item 2024-003.

Village of Plaucheville
Plaucheville, Louisiana

Statewide Agreed-Upon Procedures Report

Fiscal Period January 1, 2024 through December 31, 2024

Aloysia C. Ducote, CPA, PC
Joan S. Ducote, CPA, PC
Hope J. Gagnard, CPA, PC

To the Board Members
Village of Plaucheville
Plaucheville, Louisiana

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2024 through December 31, 2024. The management is responsible for those C/C areas identified in the SAUPs.

The Village of Plaucheville has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period January 1, 2024 through December 31, 2024. 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:

1) Written Policies and Procedures

A. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:

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

   ii) ***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.

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

   iv) ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).

   v) ***Payroll/Personnel***, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.

   vi) ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.

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

viii) ***Credit Cards (and debit cards, fuel cards, purchase cards, if applicable)***, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).

ix) ***Ethics***, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.

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

xi) ***Information Technology Disaster Recovery/Business Continuity***, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

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

2) Board or Finance Committee

A. 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

i) 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.

ii) For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual, at a minimum, on proprietary funds, and semi-annual budget- to-actual, at a minimum, on all special revenue funds. *Alternatively, for those entities reporting on the not-for-profit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.*

iii) For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

iv) Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved

3) Bank Reconciliations

A. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (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:

i) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);

ii) Bank reconciliations include written evidence that a member of management or a 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

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

4) Collections (excluding electronic funds transfers)

A. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

B. 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 (e.g., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if there are no written policies or procedures, then inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that

i) Employees responsible for cash collections do not share cash drawers/registers;

ii) Each employee responsible for collecting cash is not also responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit;

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

iv) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, is (are) not also responsible for collecting cash, unless another employee/official verifies the reconciliation.

C. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe that the bond or insurance policy for theft was in force during the fiscal period.

D. Randomly select two deposit dates for each of the 5 bank accounts selected for Bank Reconciliations procedure #3A (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). Alternatively, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc. Obtain supporting documentation for each of the 10 deposits and:

i) Observe that receipts are sequentially pre-numbered.

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

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

iv) 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).

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

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

A. 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).

B. For each location selected under procedure #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, then inquire of employees about their job duties), and observe that job duties are properly segregated such that

i) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order or making the purchase;

ii) At least two employees are involved in processing and approving payments to vendors;

iii) 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;

iv) 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; and

v) Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.

C. For each location selected under procedure #5A 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

i) Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity, and *ii)* Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under procedure #5B above, as applicable.

D. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements.

6) Credit Cards/Debit Cards/Fuel Cards/Purchase Cards (Cards)

A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, 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.

B. 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

i) Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved) by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and

ii) Observe that finance charges and late fees were not assessed on the selected statements.

C. Using the monthly statements or combined statements selected under procedure #7B 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 (e.g., each card should have 10 transactions subject to inspection). For each transaction, observe 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). For missing receipts, the practitioner should describe the nature of the transaction and observe whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

7) Travel and Travel-Related Expense Reimbursements (excluding card transactions)

A. 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 and 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

i) If reimbursed using a per diem, observe that the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov);

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

iii) 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 Policies and Procedures procedure #1A(vii); and

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

8) Contracts

A. 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. Alternatively, the practitioner may use an equivalent selection source, such as an active vendor list. Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and

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

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

iii) 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, the documented approval); and

iv) 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.

9) Payroll and Personnel

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

B. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under procedure #9A above, obtain attendance records and leave documentation for the pay period, and

i) Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);

ii) Observe whether supervisors approved the attendance and leave of the selected employees or officials;

iii) Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and

iv) Observe the rate paid to the employees or officials agrees to the authorized salary/pay rate found within the personnel file.

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

D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

10) Ethics

A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A obtain ethics documentation from management, and

i) Observe whether the documentation demonstrates that each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170; and

ii) Observe whether the entity maintains documentation which demonstrates that each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

iii) Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

11) Debt Service

A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.

B. 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).

12) Fraud Notice

A. 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 as required by R.S. 24:523.

B. Observe that 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.

13) Information Technology Disaster Recovery/Business Continuity

A. Perform the following procedures, verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."

   i) Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government's local server or network, and (c) was encrypted.

   ii) Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if there is no written documentation, then inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

   iii) 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.

B. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.

C. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency's information technology assets have completed cybersecurity training as required by R.S. 42:1267. The requirements as follows:

- Hired before June 9, 2020 – completed the training; and
- Hired on of after June 9, 2020 – completed the training within 30 days of initial service of employment.

14) Prevention of Sexual Harassment

A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A. obtain sexual harassment training documentation from management. and observe that the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

B. Observe that 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).

C. 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 that the report includes the applicable requirements of R.S. 42:344:

i) Number and percentage of public servants in the agency who have completed the training requirements;

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

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

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

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

Findings:

No exceptions were found as a result of applying procedures listed above except:

Written policies:

The Village of Plaucheville, Louisiana's do not have written policies and procedures addressing the following:

Travel and Expense Reimbursement

- (2) Dollar threshold by category of expense

Information technology disaster recovery/Business Continuity

- including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored. (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

Ethics:

The Village of Plaucheville, Louisiana could not provide documentation, for one of the five individuals tested, that each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170.

Prevention of Sexual Harassment

The Village of Plaucheville, Louisiana could not provide documentation for three of the five individuals tested, that each employee/official completed one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

The Village of Plaucheville, Louisiana does not have its sexual harassment police and complaint procedures on its website.

Management's Response:

The management of the Village of Plaucheville concurs with the exceptions and has been and is currently working to address the matters identified. Management continues to develop and adopt policies and procedures for the Village of Plaucheville and in particular for those policy areas listed above.

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

We are required to be independent of the Village of Plaucheville 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.

Ducote & Company
Certified Public Accountants

Marksville, Louisiana
June 27, 2025