

**MADISON PARISH PORT COMMISSION**  
**TALLULAH, LOUISIANA**

*Financial Statements*  
*For the Year Ended December 31, 2025*

**Madison Parish Port Commission**  
Tallulah, Louisiana

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**Madison Parish Port Commission**  
Tallulah, Louisiana

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INDEPENDENT AUDITOR'S REPORT

Madison Parish Port Commission  
Tallulah, Louisiana

*Report on the Audit of the Financial Statements*

*Opinions*

We have audited the accompanying financial statements of the governmental activities of the Madison Parish Port Commission (Port Commission), a component unit of the Madison Parish Police Jury, as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the Port Commission'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 of the Madison Parish Port Commission, as of December 31, 2025, and the respective changes in financial position 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 Madison Parish Port Commission and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

*Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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

***Auditor's 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 and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

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

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess 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 of the effectiveness of the Madison Parish Port Commission's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the
- Madison Parish Port Commission's ability to continue as a going concern for a reasonable period of time.

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

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the, Schedule of Proportionate Share of the Net Pension Liability, Schedule of Employer Contributions to Pension Plan and the Budgetary Comparison Schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during the 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 assurances.

Management 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 the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Madison Parish Port Commission's basic financial statements. The schedule of compensation, reimbursements, benefits and other payments to agency head, political subdivision head or chief executive officer is the responsibility of management and was derived directly from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of compensation, reimbursements, benefits and other payments to agency head, political subdivision head or chief executive officer is fairly stated in all material respects in relation to the financial statements as a whole.

Madison Parish Port Commission  
Tallulah, Louisiana

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

In accordance with *Government Auditing Standards*, we have also issued our report dated March 17, 2026 on our consideration of the Port Commission'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 Port Commission's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in considering the Port Commission's internal control over financial reporting and compliance.

*David M. Hart, CPA (APAC)*

West Monroe, Louisiana  
March 17, 2026

BASIC FINANCIAL STATEMENTS

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana

STATEMENT OF NET POSITION  
DECEMBER 31, 2025

	<u>Governmental Activities</u>
<i><u>Assets</u></i>	
Cash and Cash Equivalents	\$ 1,551,415
Investments	1,332,199
Accounts Receivable - Leases	2,200,904
Accounts Receivable - Property Taxes	331,849
Accrued Interest Receivable - Leases	47,219
Capital Assets:	
Depreciable	<u>9,840,082</u>
Total Assets	<u>15,303,668</u>
<i><u>Deferred Outflows of Resources</u></i>	
Resources Related to Pensions	26,901
<i><u>Liabilities</u></i>	
Accounts Payable	21,975
Payroll Payable	-
Payroll Taxes Payable	23,675
Compensated Absences Payable	5,160
Net Pension Liability	<u>159,542</u>
Total Liabilities	210,352
<i><u>Deferred Inflows of Resources</u></i>	
Resources Related to Pensions	27,322
Resources Related to Leases	2,292,831
<i><u>Net Position</u></i>	
Net Investment in Capital Assets	9,840,082
Net Position - Unrestricted	<u>2,959,982</u>
Total Net Position	<u>\$ 12,800,064</u>

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

## MADISON PARISH PORT COMMISSION

Tallulah, Louisiana

STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2025

	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Net (Expense) Revenue and Changes in Net Position</u>
Governmental Activities: Transportation	\$ 931,007	\$ 1,015,192	\$ -	\$ -	\$ 84,185

## General Revenues:

Taxes - Ad Valorem	326,313
Intergovernmental Revenues	589,978
Interest Earnings - Leases	110,428
Interest Earnings	58,569
Other Revenues	-
Total General Revenues	<u>1,085,288</u>

Changes in Net Position 1,169,473

Net Position - Beginning 11,630,591NET POSITION - ENDING \$ 12,800,064

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

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana

BALANCE SHEET, GOVERNMENTAL FUNDS  
DECEMBER 31, 2025

	<u>General Fund</u>	<u>Construction Fund</u>	<u>Total</u>
<u>Assets</u>			
Cash and Cash Equivalents	\$ 1,468,112	\$ 83,303	\$ 1,551,415
Investments	1,332,199	-	1,332,199
Accounts Receivable - Leases	2,200,904	-	2,200,904
Accounts Receivable - Property Taxes	331,849	-	331,849
Accrued Interest Receivable - Leases	47,219	-	47,219
<u>Total Assets</u>	<u>\$ 5,380,283</u>	<u>\$ 83,303</u>	<u>\$ 5,463,586</u>
 <u>LIABILITIES AND FUND BALANCE</u>			
<u>Liabilities</u>			
Accounts Payable	\$ 21,975	\$ -	\$ 21,975
Salaries Payable	-	-	-
Payroll Taxes Payable	23,675	-	23,675
Deferred Inflow of Resources - Leases	2,292,831	-	2,292,831
<u>Total Liabilities</u>	2,338,481	-	2,338,481
<u>Fund Balance</u>			
Unassigned	3,041,802	83,303	3,125,105
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>\$ 5,380,283</u>	<u>\$ 83,303</u>	<u>\$ 5,463,586</u>

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

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana

BALANCE SHEET, GOVERNMENTAL FUNDS  
DECEMBER 31, 2025

**Reconciliation of the Balance Sheet of the Governmental Funds  
to the Statement of Net Position**

*Amounts reported for governmental activities in the Statement of Net Position are  
different because:*

Fund Balance, Governmental Funds:	\$ 3,125,105
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	9,840,082
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.	(5,160)
Net pension liability does not require the use of current financial resources and therefore is not reported in the funds.	(159,542)
The net effect of deferred outflows of resources and deferred inflows of resources related to pensions do not require the use of current financial resources and therefore are not reported in the funds.	<u>(421)</u>
Net Position of Governmental Activities	<u><u>\$ 12,800,064</u></u>

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

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2025

	<u>General Fund</u>	<u>Construction Fund</u>	<u>Total</u>
<u>Operating Revenue</u>			
Taxes - Ad Valorem	\$ 326,313	\$ -	\$ 326,313
Intergovernmental Revenues			
Federal	3,551	-	3,551
State	578,500	-	578,500
State Revenue Sharing	7,927	-	7,927
Other Revenues	-	-	-
Use of Money and Property			
Leases	786,772	-	786,772
Interest Earned on Leases	110,428	-	110,428
Interest Earned	58,318	251	58,569
Total Operating Revenue	<u>1,871,809</u>	<u>251</u>	<u>1,872,060</u>
<u>Operating Expenditures</u>			
Current:			
Personnel Services	182,938	-	182,938
Contractual Charges	814,927	-	814,927
Materials and Supplies	8,828	-	8,828
Maintenance & Repairs	5,500	-	5,500
Travel and Other Charges	13,333	-	13,333
Intergovernmental	10,207	-	10,207
Total Operating Expenditures	<u>1,035,733</u>	<u>-</u>	<u>1,035,733</u>
<u>Excess (Deficiency) of Revenues Over Expenditures</u>	836,076	251	836,327
<u>Other Financing Sources (Uses)</u>			
Transfers In (Out)	-	-	-
<u>Fund Balance - Beginning of the Year</u>	<u>2,205,726</u>	<u>83,052</u>	<u>2,288,778</u>
<u>FUND BALANCE - END OF THE YEAR</u>	<u>\$ 3,041,802</u>	<u>\$ 83,303</u>	<u>\$ 3,125,105</u>

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

MADISON PARISH PORT COMMISSIONTallulah, Louisiana

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**Reconciliation of the Statement of Revenues, Expenditures,  
and Changes in Fund Balances of Governmental Funds  
To the Statement of Activities**

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

Net change in fund balances - total governmental funds		\$ 836,327
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is <i>depreciated over their estimated useful lives.</i>		
Expenditures for capital assets	621,000	
Less current year depreciation	<u>(515,261)</u>	
		105,739
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds		
		(1,013)
Governmental funds report current year pension contributions as expenditures. However, in the statement of activities, these contributions are reported as deferred inflows of resources and the District's proportionate share of the plans pension expense is reported as pension expense.		
		228,420
The District's proportionate share of non-employer contributions to the pension plans do not provide current financial resources and are not reported in the governmental funds.		
		<u>-</u>
Changes in net position of governmental activities		<u>\$ 1,169,473</u>

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

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**INTRODUCTION**

Madison Parish Port Commission (Port Commission) was created by Act 369 of the 1966 Session of the Louisiana Legislature as the governing authority of the Madison Parish Port, Harbor, and Terminal District. The board of commissioners consist of seven members who serve four-year staggered terms; six appointed by the Madison Police Jury, and one elected by the six appointed members. Commissioners serve without compensation.

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. BASIS OF PRESENTATION**

The accompanying financial statements of the Madison Parish Port Commission have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, Basic Financial Statements and Management’s Discussion and Analysis – for State and Local Governments.

**B. REPORTING ENTITY**

As the governing authority of the parish, for reporting purposes, the Madison Parish Police Jury is the financial reporting entity for Madison Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board established criteria for determining which component units should be considered part of the Madison Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
  - a. The ability of the police jury to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury and the potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury exists.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**B. REPORTING ENTITY (CONTINUED)**

3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury appoints the Commission's governing body, the Port Commission was determined to be a component unit of the Madison Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Port Commission and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

**C. BASIC FINANCIAL STATEMENTS – GOVERNMENT WIDE STATEMENTS**

The Port Commission's basic financial statements include both government-wide (reporting the Port Commission as a whole) and fund financial statements (reporting the Port Commission's major fund). Both government-wide and fund financial statements categorize primary activities as either governmental or business type. All activities of the Port Commission are classified as governmental.

The Statement of Net Position and the Statement of Activities display information about the reporting government as a whole. These statements include all the financial activities of the Port Commission.

In the Statement of Net Position, governmental activities are presented on a consolidated basis and are presented on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term obligations. Net position is reported in three parts; invested in capital assets, net of any related debt; restricted net position; and unrestricted net position. The Port Commission first uses restricted resources to finance qualifying activities.

The government-wide financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB No.33, *Accounting and Financial Reporting for Nonexchange Transactions*.

**Program Revenues** – Program revenues included in the Statement of Activities are derived directly from parties outside the Port Commission's taxpayers or citizenry. Program revenues reduce the cost of the function to be financed from the Port Commission's general revenues.

**Expenditures** – The Port Commission reports all direct expenditures by function in the Statement of Activities. Direct expenditures are those that are clearly identifiable with a function. Depreciation expense, which can be specifically identified by function, is included in the direct expenditures of each function. Depreciation on buildings is assigned to the "general administration" function due to the fact that buildings serve multiple purposes. Interest on general long-term debt is considered an indirect expense and is reported separately on the Statement of Activities.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. BASIC FINANCIAL STATEMENTS – FUND FINANCIAL STATEMENTS**

The financial transactions of the Port Commission are reported in individual funds in the fund financial statements. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Fund financial statements report detailed information about the Port Commission. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column.

Funds are classified into three categories; governmental, proprietary and fiduciary. Each category, in turn, is divided into separate “fund types”. Governmental funds are used to account for a government’s general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The Port Commission’s current operations require only the use of governmental funds (General Fund). Revenues of the General Fund include ad valorem taxes, state revenue sharing, fees, fines and forfeitures. General operating expenditures are paid from this fund.

**E. BASIS OF ACCOUNTING**

The amounts reflected in the Governmental funds statements are accounted for using a current financial resources measurement focus and a modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources.

The amounts reflected in the General Fund and Other Funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The Port Commission considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental funds use the following practices in recording revenues and expenditures:

The agency funds are custodial in nature and do not present results of operations or have a measurement focus. Agency funds are accounted for using the accrual basis of accounting.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**E. BASIS OF ACCOUNTING (CONTINUED)**

*Revenues*

Commissions on fines and bond forfeitures are recorded in the year they are collected by the parish tax collectors.

Grants are recorded when the Port Commission is entitled to the funds. Interest earned on investments is recorded when the investment has matured and the income is available. Substantially all other revenues are recorded when received.

*Expenditures*

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

**F. CASH AND CASH EQUIVALENTS**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. The Port Commission considers all short-term, highly liquid investments with original maturities of 90 days or less to be treated as cash equivalents. Under state law, the Port Commission may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

**G. INVESTMENTS**

Investments are limited by Louisiana Revised Statute (R.S.) 33:2955 and the Port Commission's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments in non-participating interest-earning contracts, such as non-negotiable certificates of deposit with redemption terms that do not consider market rates, are reported using a cost-based measure.

**H. CAPITAL ASSETS**

Capital assets are capitalized at historical cost or estimated historical costs for assets where actual cost is not available. Donated assets, if any, are recorded as capital assets at their estimated fair market value at the date of donation. The Port Commission maintains a threshold level of \$500 or more for capitalizing capital assets.

<u>Description</u>	<u>Estimated Lives</u>
Buildings and building improvements	20-40 years
Furniture and fixtures	5-10 years
Vehicles	5-15 years
Equipment	5-20 years

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**I. ANNUAL AND SICK LEAVE**

All employees of the Port Commission's office earn from 12 to 24 days of vacation and sick leave each year, depending on length of service. Vacation leave may be accrued and upon separation or retirement the employee will be paid up to 38 days (300 hours). Sick leave may be accrued, but upon separation or termination the employee is not compensated for any accrued sick time.

**J. RISK MANAGEMENT**

The Port Commission is exposed to various risk of loss related to torts: theft of, damage to, and destruction of assets; errors and omissions, and injuries to employees. To handle such risk of loss, the Port Commission maintains a commercial insurance policy covering property, general liability, employee fidelity and worker's compensation. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended December 31, 2025.

**K. PENSION PLANS**

The Port Commission is a participating employer in a cost-sharing, multiple-employer defined benefit pension plan as described in Note 5. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of each of the plans, and additions to/deductions for the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments have been reported at fair value within the plan.

**L. FUND BALANCE OF FUND FINANCIAL STATEMENTS**

Fund balance amounts are reported within the fund balance categories as follows:

Non-spendable: Fund balance that is not in spendable form or legally or contractually required to be maintained intact.

Restricted: Fund balance that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Committed: Fund balance that can only be used for specific purposes determined by the Port Commission. Committed amounts cannot be used for any other purpose unless the Port Commission removes or changes the specified use by taking the same type of action it employed to previously commit the funds.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**L. FUND BALANCE OF FUND FINANCIAL STATEMENTS (CONTINUED)**

Assigned: Fund balance that is constrained by the Port Commission's intent to be used for specific purposes but are neither restricted nor committed. Intent should be expressed by the Port Commission.

Unassigned: Fund balance that is the residual classification for the general fund or a deficit fund balance in other funds.

The Port Commission reduces committed amounts, followed by assigned amounts and then unassigned amounts when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used. The Port Commission considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available.

**M. ESTIMATES**

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

**N. DEFERRED OUTFLOWS/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 or resources (expense/expenditure) until then. The Port Commission has one item, deferred outflows related to pensions that qualifies in this category and is reported only in the governmental activities.

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 until that time. The Port Commission has one item, deferred inflows related to pensions that qualifies in this category and is reported only in the governmental activities.

For purposes measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the retirement systems and additions to/deductions from the retirements systems fiduciary net position have been determined on the same basis as they are reported by the retirement systems.

For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 2 – CASH AND CASH EQUIVALENTS**

Deposits are stated at cost, which approximate fair value. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in the holding or custodial bank that is mutually acceptable to both parties.

**Interest Rate Risk:** The Port Commission’s policy does not address interest rate risk.

**Credit Risk:** The Port Commission’s investments are in Certificates of Deposits which do not have credit ratings; however, the Port Commission’s policy does not address credit rate risk.

**Custodial Credit Risk:** At year-end the Port Commission’s carrying amount of deposits was \$2,883,614 and the bank balance was \$2,905,646, which includes \$1,332,199 in certificate of deposits classified as investments.

Of the bank balance, \$500,000 was covered by federal depository insurance. The remaining balance was collateralized with securities held by the pledging financial institution's trust department or agent but not in the Port Commission’s name in the amount of \$2,686,978. The Port Commission’s policy does not address custodial credit risk. Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement No. 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Port Commission that the fiscal agent has failed to pay deposited funds upon demand.

**NOTE 3 – ACCOUNTS RECEIVABLE**

The General Fund receivables of \$2,579,972 at December 31, 2025, are as follows:

Taxes – Ad Valorem	\$ 326,540
Leases	2,200,904
State Revenue Sharing	5,309
Accrued Interest Receivable	<u>47,219</u>
Total	<u>\$2,579,972</u>

**NOTE 4 – LEVIED TAXES**

The ad valorem tax millage levied by the Port Commission was 2.81 mills for the year ended December 31, 2025. The authorized millage for the year ended December 31, 2025 was 2.81 mills. The difference between authorized and levied millages is the result of reassessments of taxable property withing the parish as required by Article 7, Section 18 of the Louisiana Constitution of 1974. The following are the principal taxpayers for the parish and their 2024 assessed valuation (amounts expressed in thousands):

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 4 – LEVIED TAXES**

	2025 Assessed Value <u>Valuation</u>	Percent of Total
Gulf South Pipeline Company, LP	\$ 27,468	24.11%
Southeast Supply Header	16,167	14.19%
Midcontinent Express Pipeline, LLC	4,991	4.38%
Denbury Gulf Coast Pipeline	3,436	3.02%
Entergy Louisiana	3,437	3.02%
Complex Chemicals Co., Inc.	4,999	4.39%
Columbia Gulf Transmission	2,452	2.15%
Conexon, LLC	1,246	1.09%
Terral River Service	1,378	1.21%
Kansas City Southern Railroad	<u>2,509</u>	<u>2.20%</u>
Total	<u>\$ 68,083</u>	<u>59.76%</u>

**NOTE 5 – CAPITAL ASSETS**

A summary of changes in capital assets for the year ended December 31, 2025 is as follows:

	Balance at December 31, 2024	Additions	Deletions	Balance at December 31, 2025
Land	\$ 3,921,437	\$ -	\$ -	\$ 3,921,437
Construction in Progress	-	-	-	-
Buildings	4,113,521	-	-	4,113,521
Improvements	10,034,994	621,000	-	10,655,994
Heavy Equipment	130,362	-	-	130,362
Office Equipment	30,462	-	-	30,462
Vehicles	<u>44,247</u>	-	-	<u>44,247</u>
Total	18,275,023	621,000	-	18,896,023
Less Accumulated Depreciation	( 8,540,680)	( 515,261)	-	( 9,055,941)
Net Capital Assets	<u>\$ 9,734,343</u>	<u>\$ 105,739</u>	<u>\$ -</u>	<u>\$ 9,840,082</u>

Depreciation expense was \$515,261 in 2025.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 6 – PENSION PLAN**

**Retirement Systems**

**Louisiana State Employees' Retirement System (LASERS)**

The Commission's employees are provided with benefits through the Louisiana State Employees Retirement System ("the Plan").

**General information about the Plan:**

LASERS is a cost-sharing, multiple-employer defined benefit pension plan. Membership is mandatory for eligible employees of the state. For members hired before July 1, 2006, the plan provides retirement benefits to any member who has:

- 30 years of creditable service, or
- 25 years of creditable service who has attained age 55, or
- 10 years of service who has attained age 60

Benefit rates are 2.5% to 3.5% of average compensation (average monthly earnings during the highest 36 consecutive months) times the number of years' service, not to exceed 100% of final salary.

For members hired after July 1, 2006 and June 30, 2015, a member is eligible for benefits after 5 years of creditable service at age 60. Those hired on or after July 1, 2015 may retire at age 62 upon completion of 5 years of creditable service.

The Plan also provides survivor, death and disability benefits.

In lieu of terminating employment and accepting a service retirement allowance, any member who is eligible to retire may elect to participate in the deferred retirement option plan (DROP) for up to three years and defer the receipt of benefits. During such period, both employer and employee contributions cease. Monthly benefits that the member would have received during the DROP period are paid into the DROP fund. Interest is earned when the member has completed DROP participation, based on the actual rate of return less one-half percentage point on the investments identified as DROP funds for the period. No cost-of-living increases are payable to participants until employment has been terminated for at least one full year.

Contributions by employers are actuarially determined by law, and vary depending on class of member. For the year ended December 31, 2025 (plan year ended June 30, 2025), employer contributions for regular employees were 34.74%.

The Plan also receives insurance premium tax monies appropriated by the state legislature as additional employer contributions and considered support from a nonemployer contributing entity, but not considered a special funding situation.

**Actuarial assumptions:**

- |                                    |                  |
|------------------------------------|------------------|
| • Valuation date                   | June 30, 2025    |
| • Actuarial cost method            | Entry age normal |
| • Expected remaining service lives | 2 years          |

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

- Investment rate of return 7.25%
- Inflation rate 2.4%
- Salary increases, including inflation:
  - Regular employees 3.3% - 14.0%
- Mortality tables PubG-2010 Healthy Retiree, MP-2021  
RP-2000 Disabled Retiree
- Funded percentage 79.30%

The estimated real rate of return for each major asset class is as follows:

<u>Asset Class</u>	<u>Expected Portfolio Real Rate of Return</u>
Cash	0.85%
Domestic Equity	4.42%
Domestic Fixed Income	2.53%
International Equity	5.22%
International Fixed Income	5.37%
Alternative Investments	<u>7.43%</u>
Total Fund	<u>5.75%</u>

**Pension liabilities, pension expense and deferred outflows of resources and deferred inflows of resources:**

As of December 31, 2025 the Commission reported a total of \$159,542 for its proportionate share of the net pension liabilities of the Plan

The net pension liability was measured as of June 30, 2025, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Commission's proportion of the net pension liability was based on a projection of the Commission's long-term contributions to the plans relative to the projected contributions of all participating employers, actuarially determined.

At December 31, 2025 (plan year ended June 30, 2025), the Commission's proportion of the Plan was .00354%

For the year ended December 31, 2025, the Commission recognized pension expense of \$154.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

In addition, the Commission reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Changes in proportion Differences between expected and actual experience	\$ -	\$ -
Changes in assumptions	2,216	-
Net difference between projected and actual earnings on pension plan investments	-	27,322
City Court contributions subsequent to the measurement date	<u>24,685</u>	<u>-</u>
<b>Total</b>	<b><u>\$ 26,901</u></b>	<b><u>\$ 27,322</u></b>

The deferred outflows of resources related to pensions resulting from Commission contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year ended December 31:</b>	
2026	\$ 3,478
2027	(13,511)
2028	(10,406)
2029	(4,667)
2030	-
Thereafter	-

**Sensitivity of the of the Commission’s proportionate share of the net pension liabilities to changes in the discount rate:**

The following presents the Commission’s proportionate shares of the net pension liabilities of the plans, calculated using the discount rates as shown above, as well as what the Commission’s proportionate shares of the net pension liabilities would be if they were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate as of the Plan year June 30, 2025:

	<u>1% Decrease</u>	<u>Current Discount Rate</u>	<u>1% Increase</u>
LASERS (current rate 7.25%)	<u>242,859</u>	<u>159,542</u>	<u>104,066</u>

**Pension plan fiduciary net position:**

Detailed information about the Plan’s fiduciary net position is available in the separately issued financial statements of the Plan, available on the Louisiana Legislative Auditor’s website, [www.la.gov](http://www.la.gov), or the plan’s website at [www.lasersonline.org](http://www.lasersonline.org).

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 7 – COMPENSATED ABSENCES PAYABLE**

Long-Term Obligations at January 1, 2025	\$ 4,147
Additions	-
Deletions	<u>1,013</u>
Long-Term Obligations at December 31, 2025	<u>\$ 5,160</u>

**NOTE 8 – LITIGATION AND CLAIMS**

The Madison Parish Port Commission is not involved in any litigation at December 31, 2025, nor is it aware of any unasserted claims.

**NOTE 9 – GRANTS AND COOPERATIVE ENDEAVOR**

During 2022, the Port Commission entered into a cooperative endeavor with the Louisiana Department of Economic Development (LED) to increase the capacity for natural gas service to the Port facility by constructing and providing an 8-inch high-pressure steel natural gas main pipeline for the Port. LED has committed funds up to \$3.65 million to be provided to the Port Commission as reimbursement of its expenses to be incurred in connection with the construction. \$1.85 million was received during 2021. The Port Commission will share the costs of construction of \$500,000.

**NOTE 10 – PORT LEASE RENTALS (AS LESSOR)**

The Commission's lessor lease activity consists primarily of leasing infrastructure and dock space to maritime enterprises, and other uses. The terms of these leases are for periods ranging from 5 to 40 years at various payment frequencies and amounts. In accordance with GASB Statement No. 87, *Leases*, a receivable has been recorded for the present value of lease payments to be received over the lease term for each agreement. As of December 31, 2025, the combined value of the lease receivables was \$2,200,904. In determining the present value, a discount rate of 4.50% was generally applied to reflect a reasonable rate of return of the lease investments to the Commission. Also, deferred inflows associated with these lease payments have been recorded that will be recognized as revenue over the lease terms. The balance of the deferred inflows at December 31, 2025 is \$2,292,831.

Inflows recognized during the year ended December 31, 2025 consisted of amortization of deferred inflow of \$371,630 and interest income of \$110,428. Additionally, approximately \$787,000 of rental income was recognized on those leases which were not included in the lease receivable, either because of the variable nature of the payments or the short-term features of the contract.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

**NOTE 10 – PORT LEASE RENTALS (AS LESSOR) (continued)**

The future lease collections including principal and interest as of December 31, 2025, are as follows:

Year	Principal	Interest	Total
2026	355,892	98,388	454,280
2027	369,898	81,388	451,286
2028	294,573	65,183	359,756
2029	141,671	54,781	196,452
2030	118,935	48,326	167,261
2031-2035	452,943	157,136	610,079
2036-2040	66,934	101,216	168,150
2041-2045	85,186	84,804	169,990
2046-2050	114,980	62,270	177,250
2051-2055	112,335	34,015	146,350
2056-2060	87,557	12,443	100,000
Total	\$ 2,200,904	\$ 799,950	\$ 3,000,854

**NOTE 11 – SUBSEQUENT EVENTS**

Subsequent events have been evaluated through May 7, 2026 and no significant events have occurred for disclosure.

REQUIRED SUPPLEMENTAL INFORMATION

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGET TO ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2025

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Over(Under)
	Original	Final		
<u>Operating Revenue</u>				
Taxes - Ad Valorem	\$ 300,000	\$ 300,000	\$ 326,313	\$ 26,313
Intergovernmental Revenues				
Federal	4,000	4,000	3,551	(449)
State	180,000	180,000	578,500	398,500
State Revenue Sharing	10,000	10,000	7,927	
Other Revenues			-	-
Use of Money and Property				
Leases	400,000	400,000	786,772	386,772
Interest Earned on Leases	-	-	110,428	110,428
Interest Earned	15,000	15,000	58,318	43,318
Total Operating Revenues	<u>\$ 909,000</u>	<u>\$ 909,000</u>	<u>\$ 1,871,809</u>	<u>\$ 964,882</u>
<u>Operating Expenditures</u>				
General Government				
Personnel Services	296,000	296,000	182,938	113,062
Contractual Charges	1,267,000	1,267,000	814,927	452,073
Materials and Supplies	13,000	13,000	14,328	(1,328)
Travel and Other Charges	30,000	30,000	13,333	16,667
Capital Outlay	76,400	76,400	-	76,400
Intergovernmental	-	-	10,207	(10,207)
Total Expenditures	<u>1,682,400</u>	<u>1,682,400</u>	<u>1,035,733</u>	<u>646,667</u>
<u>Excess (Deficiency) of Revenues Over</u> <u>Expenditures</u>	(773,400)	(773,400)	836,076	1,611,549
<u>Other Financing Sources (Uses)</u>				
Transfers In (Out)	-	-	-	-
<u>Fund Balance - Beginning of the Year</u>	<u>2,205,726</u>	<u>2,205,726</u>	<u>2,205,726</u>	<u>-</u>
<u>FUND BALANCE - END OF THE YEAR</u>	<u>\$ 1,432,326</u>	<u>\$ 1,432,326</u>	<u>\$ 3,041,802</u>	<u>\$ 1,611,549</u>

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

Schedule II

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana

SCHEDULE OF EMPLOYER'S SHARE OF NET PENSION LIABILITY  
FOR THE YEAR ENDED DECEMBER 31, 2025

<u>Fiscal Year</u>	<u>Agency's proportion of the net pension liability (asset)</u>	<u>Agency's proportionate share of the net pension liability (asset)</u>	<u>Agency's covered payroll</u>	<u>Agency's proportionate share of the net pension liability (asset) as a percentage of its covered payroll</u>	<u>Plan fiduciary net position as a percentage of the total pension liability</u>
2016	0.005200%	\$ 407,940	\$ 94,643	431%	57.70%
2017	0.005860%	\$ 412,616	\$ 105,722	390%	62.50%
2018	0.006210%	\$ 423,654	\$ 117,353	361%	64.30%
2019	0.006440%	\$ 466,210	\$ 121,123	385%	62.90%
2020	0.006710%	\$ 555,210	\$ 118,154	470%	58.00%
2021	0.006660%	\$ 366,675	\$ 139,815	262%	72.80%
2022	0.007280%	\$ 550,425	\$ 146,215	376%	63.80%
2023	0.006820%	\$ 456,766	\$ 83,397	548%	68.40%
2024	0.724000%	\$ 393,564	\$ 165,731	237%	74.60%
2025	0.003540%	\$ 159,542	\$ 87,556	182%	79.00%

Amounts presented were determined as of the measurement date (previous fiscal year end). Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Schedule III

SCHEDULE OF EMPLOYER CONTRIBUTIONS  
FOR THE YEAR ENDED DECEMBER 31, 2025

<u>Fiscal Year</u>	<u>(a) Statutorily required contribution</u>	<u>(b) Contributions in relation to the statutorily required contribution</u>	<u>(a-b) Contribution deficiency</u>	<u>Agency's covered payroll</u>	<u>Contributions as a percentage of covered payroll</u>
2016	\$ 18,284	\$ 18,284	\$ -	\$ 94,643	37.20%
2017	\$ 18,284	\$ 18,284	\$ -	\$ 105,722	35.80%
2018	\$ 21,694	\$ 21,694	\$ -	\$ 117,353	37.90%
2019	\$ 23,123	\$ 23,123	\$ -	\$ 121,123	37.90%
2020	\$ 22,041	\$ 22,041	\$ -	\$ 118,154	40.40%
2021	\$ 28,263	\$ 28,263	\$ -	\$ 139,815	39.80%
2022	\$ 29,980	\$ 29,980	\$ -	\$ 146,215	20.50%
2023	\$ 64,253	\$ 64,253	\$ -	\$ 157,263	40.90%
2024	\$ 57,734	\$ 57,734	\$ -	\$ 153,777	37.50%
2025	\$ 30,417	\$ 30,417	\$ -	\$ 87,556	34.74%

Amounts presented were determined as of the end of the fiscal year. Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

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

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
NOTES TO THE BUDGETARY COMPARISON SCHEDULE  
FOR THE YEAR ENDED DECEMBER 31, 2025

A proposed budget, prepared on the modified accrual basis of accounting, is published in the official journal at least ten days prior to the public hearing. A public hearing is held at the Madison Parish Port Commission's office during the month of December for comments from taxpayers. The budget is then legally adopted by the Port Commission and amended during the year, as necessary. The budget is established and controlled by the Port Commission at the object level of expenditure. Appropriations lapse at year end and must be reappropriated for the following year to be expended.

Formal budgetary integration is employed as a management control device during the year. Budgeted amounts included in the accompanying budgetary comparison schedule include the original adopted budget amounts and all subsequent amendments.

SUPPLEMENTARY INFORMATION

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana

SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS TO AGENCY HEAD OR  
CHIEF EXECUTIVE OFFICER  
FOR THE YEAR ENDED DECEMBER 31, 2025

**Agency Head: Kimmeka Sterling**

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 119,464
Benefits – Insurance	19,235
Benefits – Retirement	40,545
Per diem	-
Travel	2,843
Conferences	1,375
Cellphone	1,168
Memberships	5,200

OTHER REPORTS REQUIRED BY *GOVERNMENT AUDITING*  
*STANDARDS AND BY OFFICE OF MANAGEMENT AND BUDGET*  
*UNIFORM GUIDANCE*

INDEPENDENT AUDITOR'S 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*

Madison Parish Port Commission  
Tallulah, 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 of Madison Parish Port Commission (Port Commission), a component unit of the Madison Parish Police Jury, as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the Port Commission's basic financial statements and have issued our report thereon dated March 17, 2026.

***Internal Control Over Financial Reporting***

In planning and performing my audit of the financial statements, We considered the Port Commission'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 my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Port Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Port Commission'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, detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Port Commission's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be significant deficiencies or material weaknesses.

Madison Parish Port Commission  
Tallulah, Louisiana

***Compliance and Other Matters***

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

***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.

This report is intended for the use of management of the Madison Parish Port Commission and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

*David M. Hartz, CPA (ADAC)*

West Monroe, Louisiana  
March 17, 2026

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

Madison Parish Port Commission  
Tallulah, Louisiana

We have audited the financial statements of Madison Parish Port Commission, a component unit of the Madison Parish Police Jury as of and for the year ended December 31, 2025, and have issued our report thereon dated March 17, 2026. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our audit of the financial statements as of December 31, 2025, resulted in an unqualified opinion.

Section I- Summary of Auditor's Results

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

Internal Control

Material Weakness \_\_\_ yes X no

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

Compliance

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

B. Federal Awards – N/A

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

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

Type of Opinion on Compliance For Major Programs (No Major Programs)

Unqualified \_\_\_ Qualified \_\_\_

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

Are their findings required to be reported in accordance with the Uniform Guidance, Section .510 (a)? N/A

C. Identification of Major Programs: N/A

Name of Federal Program (or cluster) CFDA Number(s) N/A

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

Is the auditee a “low-risk” auditee, as defined by the Uniform Guidance? N/A

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2025

Section I - Internal Control and Compliance Material to the Financial Statements

No findings were reported under this section.

Section II - Financial Statement Findings

No findings were reported under this section.

Section III - Management Letter

No management letter was issued.

MADISON PARISH PORT COMMISSION  
Tallulah, Louisiana  
SCHEDULE OF PRIOR YEAR FINDINGS  
FOR THE YEAR ENDED DECEMBER 31, 2025

Section I - Internal Control and Compliance Material to the Financial Statements

This section is not applicable for this entity.

Section II - Internal Control and Compliance Material to Federal Awards

This section is not applicable for this entity.

Section III - Management Letter

This section is not applicable for this entity.

INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES

To the Madison Parish Port Commission and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below, which were agreed to by the Madison Parish Port Commission (the Entity) and the Louisiana Legislative Auditor (LLA), on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2025 through December 31, 2025. The Entity's management is responsible for those C/C areas identified in the SAUPs.

Madison Parish Port Commission 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, 2025 through December 31, 2025. 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 related exceptions obtained are described in the attachment to this report.

We were engaged by the Madison Parish Port Commission 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 Madison Parish Port Commission 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.

*David M. Hartt, CPA (APAC)*

West Monroe, Louisiana  
March 17, 2026

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, adopting, 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.

*No exceptions were noted in the above procedures.*

## 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, review the minutes from all regularly scheduled board/finance committee meetings held during the fiscal year and observe whether the minutes from at least one meeting each month referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual comparisons, at a minimum, on all proprietary funds, and semi-annual budget-to-actual comparisons, 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.

*No exceptions were noted in the above procedures.*

## 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 within 1 month of the date the reconciliation was prepared (e.g., initialed and dated or 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.

*No exceptions were noted in the above procedures.*

**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 custodial 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.

*The employee collecting cash does make the deposit, is responsible for posting collections to the general ledger, and is responsible for reconciling cash collections. See financial statement finding 2025-1.*

**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.

*[Note: Findings related to controls that constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality) should not be reported.]*

- 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.*

*Requisition or purchase orders are not used in purchasing and there is no approval noted on the invoices themselves. There is only one employee in charge of all areas of the accounting function. This employee can add vendors to the general ledger system, but does not have signatory authority and does not initiate the purchase. No signature stamp is used.*

**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., itemized 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 #6B 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.

- D. Using the list of terminated employees obtained in Payroll and Personnel procedure #9C identify those individuals who had access to cards and randomly select 5 terminated employees (or all terminated employees with card access if less than 5) from this population. Observe evidence that the cards have been deactivated for these terminated employees. In cases where a card is shared by multiple users, obtain evidence that the terminated employees’ authorization has been removed.

*There is not evidence that the monthly statement was reviewed and approved in writing by someone other than the card holder.*

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 ([doa.la.gov/doa/ost/ppm-49-travel-guide/](http://doa.la.gov/doa/ost/ppm-49-travel-guide/)) or the U.S. General Services Administration ([www.gsa.gov](http://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.

*There were no expenses for travel reimbursement for the year.*

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.

*No contracts are maintained by the District other than copy machine and maintenance contracts.*

**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) have been paid, and any associated forms have been filed, by required deadlines.

*No exceptions noted in the above procedures.*

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

*One of the selected employees/officials did not receive the required ethics training during the year.*

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).

*Procedures related to debt service are not required since the District has no debt.*

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*

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

- A. Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if 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.
- B. 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.
- C. Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.
- D. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in Payroll and Personnel procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.
- E. 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 are as follows:
  - Hired before June 9, 2020 - completed the training; and
  - Hired on or after June 9, 2020 - completed the training within 30 days of initial service or employment.

*We performed the procedures and discussed the results with management.*

#### ***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.

*Of the five employees/officials tested, only four received the required sexual harassment training.*