

**CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana**

**Annual Financial Statements**

**As of and for the Year Ended  
December 31, 2020**

CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

Annual Financial Statements  
As of and for the Year Ended December 31, 2020

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*M. Carleen Dumas*  
CERTIFIED PUBLIC ACCOUNTANT

369 DONALDSON ROAD • CALHOUN, LOUISIANA 71225 • TELEPHONE 318/644-5726

**Independent Accountant's Review Report**

BOARD OF COMMISSIONERS  
CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

I have reviewed the accompanying financial statements of Consolidated Water District No. 2 of Morehouse Parish (the "District"), a component unit of Morehouse Parish Police Jury, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

**Management's Responsibility for the Financial Statements**

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

**Accountant's Responsibility**

My responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

**Accountant's Conclusion**

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

BOARD OF COMMISSIONERS  
CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana  
Independent Accountant's Review Report  
December 31, 2020

**Other Matters**

**Supplementary Information**

The accompanying schedule of compensation, benefits, and other payments to agency head and board of commissioners and the schedule of prior year findings are presented for the purpose of additional analysis and are not a required part of the basic financial statements. The information is the representation of management. I have reviewed the information and, based on my review, I am not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. I have not audited the supplementary information and, accordingly, do not express an opinion on such information.

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

**Report on Other Legal and Regulatory Requirements**

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, I have issued a report dated June 21, 2021, on the results of my agreed-upon procedures performed in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*. The purpose of that report is solely to describe the scope of testing performed on Consolidated Water District No. 2 of Morehouse Parish's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, and the result of that testing, and not to provide an opinion on control or compliance.



Calhoun, Louisiana  
June 21, 2021

**BASIC FINANCIAL STATEMENTS**

CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

STATEMENT OF NET POSITION  
December 31, 2020

**ASSETS**

## Current assets:

Cash	\$451,444
Investments - certificates of deposit	447,003
Receivables	40,136
Inventory	28,674
Total current assets	967,257

## Noncurrent assets:

Restricted cash	47,110
Property, plant and equipment (net of accumulated depreciation)	444,716
Total noncurrent assets	491,826
Total assets	1,459,083

**LIABILITIES**

## Current liabilities:

Accounts payable	9,725
Payroll withholdings payable	6,517
Sales tax payable	231
Sewer fees payable	909
Current portion of URAF loan	32,795

## Payable from restricted assets:

Customer deposits	47,196
Total current liabilities	97,373

## Long-term liabilities - URAF loan

Total liabilities	160,675
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**NET POSITION**

Net investment in capital assets	444,716
Unrestricted	853,692
Total net position	\$1,298,408

See accompanying notes and independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

STATEMENT OF REVENUE, EXPENSES, AND  
CHANGES IN NET POSITION  
For the Year Ended December 31, 2020

<b>OPERATING REVENUE</b>	
Water sales	\$418,377
Penalties	8,591
Service fees	8,190
Sewer collection fee	1,245
Other operating revenue	2,451
Total operating revenue	<u>438,854</u>
<b>OPERATING EXPENSES</b>	
Salaries	175,804
Commissioners per diem	4,260
Payroll tax expense	13,449
Workers compensation insurance	7,728
Employees health insurance	37,986
Maintenance expense	21,809
Auto fuel and maintenance	5,796
Chemicals	3,203
Office expense	9,541
Utilities and telephone	27,594
Insurance	14,653
Legal and accounting	1,466
Postage	3,920
Dues and memberships	500
Taxes, licenses, and permits	81
Travel and training	998
Depreciaton	23,107
Total operating expenses	<u>351,895</u>
<b>OPERATING INCOME</b>	<u>86,959</u>
<b>NON-OPERATING REVENUE:</b>	
Interest income	11,088
Gain on sale of capital asset	4,050
Total non-operating revenue	<u>15,138</u>
<b>INCREASE IN NET POSITION</b>	102,097
<b>NET POSITION - BEGINNING</b>	<u>1,196,311</u>
<b>NET POSITION - ENDING</b>	<u><u>\$1,298,408</u></u>

See accompanying notes and independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

STATEMENT OF CASH FLOWS  
For the Year Ended December 31, 2020

**CASH FLOWS FROM OPERATING ACTIVITIES**

Receipts from customers	\$444,014
Customer meter deposits (net)	449
Payments to suppliers	(157,148)
Payments to employees and board	<u>(181,573)</u>
Net cash provided by operating activities	<u>105,742</u>

**CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES**

Increase in restricted cash	<u>(473)</u>
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**CASH FLOWS FROM INVESTING ACTIVITIES**

Interest income	11,088
Loan payment	(32,795)
Purchase and construction of capital assets	(90,327)
Proceeds from sale of capital asset	4,050
Decrease in investments	<u>125,915</u>
Net cash provided by investing activities	<u>17,931</u>

<b>NET INCREASE IN CASH</b>	123,200
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<b>CASH AT BEGINNING OF YEAR</b>	<u>328,244</u>
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<b>CASH AT END OF YEAR</b>	<u><u>\$451,444</u></u>
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**Reconciliation of Operating Income to Net Cash****Provided by Operating Activities**

Operating Income	<u>\$86,959</u>
Adjustments:	
Depreciation	23,107
Decrease in accounts receivable	3,212
Decrease in inventory	658
Decrease in accounts payable	(1,648)
Decrease in payroll withholdings payable	(6,293)
Increase in sales tax payable	6
Increase in customer meter deposits	449
Decrease in sewer fees payable	<u>(708)</u>
Total adjustments	<u>18,783</u>
Net cash provided by operating activities	<u><u>\$105,742</u></u>

See accompanying notes and independent accountant's review report.



CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

Notes to the Financial Statements  
As of and for the Year Ended December 31, 2020

## INTRODUCTION

Consolidated Water District No. 2 of Morehouse Parish was created by the Morehouse Parish Police Jury as authorized by Louisiana Revised Statute 33:3811 for the purpose of supplying safe drinking water to the population of the District. The District is governed by a five member board of commissioners appointed by the police jury. Consolidated Water District No. 2 of Morehouse Parish commissioners receive \$60 per meeting attended. The District serves approximately 1,160 customers and has five employees.

GASB Statement No. 14, *The Reporting Entity*, and No. 39, *Determining Whether Certain Organizations Are Component Units - an amendment of GASB Statement No. 14*, established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of these statements, Consolidated Water District No. 2 of Morehouse Parish is considered a component unit of the Morehouse Parish Police Jury. As a component unit, the accompanying financial statements maybe included within the reporting of the primary government, either blended into those financial statements or separately reported as a discrete component unit.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Financial Statements

Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, provides that special-purpose governments engaged only in business-type activities should present only the financial statements required for enterprise funds. For these governments, basic financial statements and required supplemental information (RSI) consist of :

- (1) Management's discussion and analysis (MD&A)
- (2) Statement of net position
- (3) Statement of revenue, expenses, and changes in net position
- (4) Statement of cash flows
- (5) Notes to the financial statements
- (6) RSI other than MD&A, if applicable

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Notes to the Financial Statements

The Consolidated Water District No. 2 of Morehouse Parish is a special-purpose government engaged only in business-type activities.

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

Enterprise fund statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Enterprise funds distinguish operating revenue and expenses from nonoperating items. Operating revenue and expenses generally result from providing services in connection with the fund's principal ongoing operation. The operating revenue of Consolidated Water District No. 2 of Morehouse Parish is water sales, penalties, safe drinking water fee, service fees, sewer collection fee, and other operating income. Operating expenses for enterprise funds include the costs of the services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

**C. Deposits and Investments**

Cash and restricted cash includes amounts in interest-bearing demand deposits. State law limits the District's credit risk by restricting the District's investments to collateralized certificates of deposits, government-backed securities, commercial paper, the state sponsored investment pool, and mutual funds consisting solely of government-backed securities. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. At December 31, 2020, the District's investments consists of nonnegotiable certificate of deposits with original maturities that exceed 90 days that are reported in the accompanying financial statements at cost. The District's interest rate risk is limited by the investment of funds for periods not to exceed 24 months.

**D. Receivables**

Accounts receivable consist of amounts due from customers for water service provided prior to year end and receivables for overpayment of supplies and a payroll error. Receivables are generally shown net of an allowance for uncollectible accounts. These statements contain no provision for uncollectible accounts. The District is of the opinion that such an allowance would be immaterial in relation to the financial statements taken as

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
 OF MOREHOUSE PARISH  
 Notes to the Financial Statements

a whole. Customer accounts are considered past due when they are not paid by the 10<sup>th</sup> of the month following the month of service. The customer's meter is locked if amount due is not paid by the 25<sup>th</sup> of the month following the month of service. Unpaid accounts are written off as bad debts when considered uncollectible by the board.

**E. Inventory**

Inventory consists of parts and expendable supplies and is recorded as an expense when consumed. Inventory is valued at market, which approximates cost.

**F. Restricted Assets**

Certain resources set aside for the refunding of customer meter deposits are classified as restricted assets on the balance sheet because their use is limited. It is the District's policy to use restricted assets first when both unrestricted and restricted assets are available for a specific purpose.

**G. Capital Assets**

Capital assets, which include land, the water system, tanks, wells, buildings, and equipment are reported in the enterprise fund financial statements. Capital assets purchased by the District are capitalized at historical cost. Donated capital assets are recorded at fair market value on the date of donation. The Consolidated Water District No. 2 of Morehouse Parish maintains a threshold level of \$1,000 or more and an estimated useful life of five years or more for capitalizing assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

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

	<u>Estimated Lives</u>
Water systems, tanks, and wells	11- 40 years
Buildings and equipment	3-20 years

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Notes to the Financial Statements

**H. Compensated Absences**

The District's full-time employees earn from 5 to 15 days of vacation leave each year depending upon length of service. Vacation must be taken in the calendar year earned. Full-time salaried employees earn compensatory time for hours worked in excess of 40 each week. The compensatory time earned must be taken within the following year.

**I. Long-term Obligations**

Long-term debt such as the URAF loan is reported as a liability on the statement of net position.

**J. Estimates**

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

**2. DEPOSITS IN FINANCIAL INSTITUTIONS**

At December 31, 2020, the District has cash, restricted cash, and investments (book balances) as follows:

Petty cash	\$240
Interest bearing checking accounts	447,759
Savings accounts	50,555
Investments - certificates of deposit	<u>447,003</u>
Total	<u>\$945,557</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank and deposited with an unaffiliated 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.

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
 OF MOREHOUSE PARISH  
 Notes to the Financial Statements

At December 31, 2020, the Consolidated Water District No. 2 of Morehouse Parish had \$940,333 in deposits (collected bank balances). These deposits were secured from risk by \$766,802 of FDIC and NCUA insurance and \$261,033 of pledged securities held by an unaffiliated bank in the name of the fiscal agent bank.

**3. RECEIVABLES**

At December 31, 2020, the District has net receivables of \$40,136 as follows:

Water sales	\$38,188
Overpayment of expenses	439
Payroll error	1,509
Allowance for uncollectible accounts	<u>NONE</u>
Net receivables	<u>\$40,136</u>

**4. CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended December 31, 2020, is as follows:

	Balance at January 1, 2020	Increases	Decreases	Balance at December 31, 2020
Capital assets not being depreciated:				
Land	\$5,000			\$5,000
Capital assets being depreciated:				
Water system, tanks, and wells	973,283	\$67,376		1,040,659
Buildings and equipment	150,381	22,951	(\$15,940)	157,392
Total capital assets being depreciated	<u>1,123,664</u>	<u>90,327</u>	<u>(15,940)</u>	<u>1,198,051</u>
Less accumulated depreciation for:				
Water system, tanks, and wells	609,765	18,409		628,174
Buildings and equipment	141,403	4,698	(15,940)	130,161

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
 OF MOREHOUSE PARISH  
 Notes to the Financial Statements

	Balance at January 1, 2020	Increases	Decreases	Balance at December 31, 2020
Total accumulated depreciation	\$751,168	\$23,107	(\$15,940)	\$758,335
Total assets being depreciated, net	372,496	67,220	NONE	439,716
Total assets	<u>\$377,496</u>	<u>\$67,220</u>	<u>NONE</u>	<u>\$444,716</u>

Depreciation expense of \$23,107 for the year ended December 31, 2020 was reported in the statement of revenue, expenses, and changes in net position.

**5. URAF LOAN**

In August 2008, the District entered into an agreement with the State of Louisiana, Department of Transportation (DOTD) for Utility Relocation Assistance Funding (URAF) to relocate the District's water lines that are located within the limits of a road construction project on US Highway 425. The agreement provided for a total project cost of \$481,313. The District was to be financially responsible for \$281,108 with the remainder to be funded by the state through a URAF loan. The actual cost of the project was \$539,817. During 2009 and 2011, the District was reimbursed a total of \$327,941 of the project cost through a URAF loan. During 2013, the District received notice from DOTD that their annual minimum repayment due on January 15<sup>th</sup> of each year was calculated at either 5% of gross income or 10% of the outstanding URAF debt. A payment of \$32,795 was made in January 2020.

The following is a summary of the URAF loan transactions for the year ended December 31, 2020:

	Direct <u>Borrowing</u>
URAF loan payable at January 1, 2020	\$128,892
Additions	NONE
Reductions	<u>(32,795)</u>
URAF loan payable at December 31, 2020	<u>\$96,097</u>

The following is a summary of the current (due in one year or less) and long-term (due in more than one year) portions of long-term obligations as of December 31, 2020:

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
 OF MOREHOUSE PARISH  
 Notes to the Financial Statements

Current portion	\$32,795
Long-term portion	<u>63,302</u>
Total	<u><u>\$96,097</u></u>

The non-interest bearing loan is due as follows:

Year Ending December 31,	Total Payment
2021	\$32,795
2022	32,795
2023	<u>30,507</u>
Total	<u><u>\$96,097</u></u>

**6. RISK MANAGEMENT**

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

**7. SUBSEQUENT EVENTS**

Since March 2020, the spread of COVID-19 has severely impacted many local economies. Measures taken to contain the spread of the virus have triggered significant disruptions to businesses. There were no significant adverse effects from COVID-19 on the District's financial position during 2020. Although not expected, the District's future cash flows could be affected by an economic slowdown that results from measures taken to contain the spread of the virus. The District has determined that the potential impact of COVID-19 is a non-adjusting subsequent event. Accordingly, the financial position and results of operations as of and for the year ended December 31, 2020, have not been adjusted to reflect this potential impact. The duration and impact of the COVID-19 pandemic remains unclear at this time.

Management of the District has evaluated subsequent events through June 21, 2021, the date which the financial statements were available to be issued.

See independent accountant's review report.

**SUPPLEMENTAL INFORMATION SCHEDULES**

See independent accountant's review report.



CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

SUPPLEMENTAL INFORMATION SCHEDULES  
As of and For the Year Ended December 31, 2020

**SCHEDULE OF COMPENSATION, BENEFITS, AND  
OTHER PAYMENTS TO AGENCY HEAD  
AND BOARD OF COMMISSIONERS**

The schedule of compensation, benefits, and other payments to agency head and board of commissioners is presented in compliance with Louisiana Revised Statute 24:513 A (3) and House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. As provided by Louisiana Revised Statute 33:3819, Consolidated Water District No. 2 of Morehouse Parish commissioners receive \$60 per meeting attended.

**SCHEDULE OF PRIOR YEAR FINDINGS**

The follow-up and corrective action taken on all prior year findings is presented in Schedule 2.

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
 OF MOREHOUSE PARISH  
 Bastrop, Louisiana

SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER  
 PAYMENTS TO AGENCY HEAD AND BOARD OF COMMISSIONERS  
 For the Year Ended December 31, 2020

**BOARD COMPENSATION**

Agency Head - Derrell Bray - President (January - March)	\$360
Agency Head - Steve Sistrunk - President (April - December)	840
Jackie Courson	540
Bud Morrison	840
Doyle Murphy	780
Hubert Williams	<u>900</u>
Total	<u>\$4,260</u>

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
 OF MOREHOUSE PARISH  
 Bastrop, Louisiana

SCHEDULE OF PRIOR YEAR FINDINGS  
 For the Year Ended December 31, 2020

Reference Number	Fiscal Year Finding Initially Occurred	Description of Finding	Status of Finding
2019-001	2009	Inadequate Segregation of Accounting Duties	Unresolved - see 2020-001 in current year findings.

See independent accountant's review report.

CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

CURRENT YEAR FINDINGS AND  
CORRECTIVE ACTION PLAN  
For the Year Ended December 31, 2020

**2020-001. Inadequate Segregation of Accounting Duties**

Criteria: Proper internal controls require that accounting duties be performed by separate individuals so that one individual could not perpetrate and conceal errors or irregularities without them being detected by another individual who was performing his or her assigned duties.

Condition: All accounting duties are performed by one employee.

Cause: Limited number of employees due to the small size of the District.

Effect: Errors or irregularities may not be detected within a timely period.

Recommendation: None.

Management's Response: It is not economically feasible to correct this deficiency based on the size of the District and its limited revenues.

See independent accountant's review report.

**Independent Accountant's Report on Applying  
Agreed-Upon Procedures**

The following independent accountant's report on applying agreed upon procedures is presented in compliance with the requirements of the *Louisiana Governmental Audit Guide* and the *Louisiana Attestation Questionnaire*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

*M. Carleen Dumas*  
CERTIFIED PUBLIC ACCOUNTANT

369 DONALDSON ROAD • CALHOUN, LOUISIANA 71225 • TELEPHONE 318/644-5726

**Independent Accountant's Report  
On Applying Agreed-Upon Procedures**

BOARD OF COMMISSIONERS  
CONSOLIDATED WATER DISTRICT NO. 2  
OF MOREHOUSE PARISH  
Bastrop, Louisiana

I have performed the procedures enumerated below, which were agreed to by Consolidated Water District No. 2 and the Louisiana Legislative Auditor (the specified parties), on the District's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2020, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The District's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, I make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

**Public Bid Law**

1. Obtain documentation for all expenditures made during the year for materials and supplies exceeding \$30,000, and public works exceeding \$250,000. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.), R.S. 39:1551-39:1775 (the state procurement code) or R.S. 38:2211-2296 (the public bid law), whichever is applicable; and report whether the expenditures were made in accordance with these laws.

A review was made of all expenditures for the year. There were no expenditures for materials and supplies that exceeded \$30,000 nor any expenditures for public works exceeding \$250,000 made during the year.

**Code of Ethics for Public Officials and Public Employees**

2. Obtain a list of the immediate family members of each board member as defined by R.S. 42:1101-1124 (the ethics law).

Management provided the requested information.

Consolidated Water District No. 2  
Independent Accountant's Report on  
Applying Agreed-Upon Procedures  
December 31, 2020

3. Obtain a list of all employees paid during the fiscal year.

Management provided the requested information.

4. Report whether any employees' names appear on both lists obtained in Procedures 2 and 3.

One of the employees included on the list of employees provided by management for agreed-upon Procedure 3 appeared on the list provided by management in agreed-upon Procedure 2. However, this employee was hired by the District many years prior to his immediate family member being appointed to serve on the Board of Commissioners.

5. Obtain a list of all disbursements made during the year; and a list of outside business interests of board members, employees, and board members' and employees' immediate families. Report whether any vendors appear on both lists.

Management provided the requested information. None of the businesses of board members, employees, and board members' and employees' immediate families appeared as vendors on the list of disbursements.

### **Budgeting**

6. Obtain a copy of the legally adopted budget and all amendments.

The District is not legally required to adopt a budget.

7. Trace documentation for the adoption of the budget and approval of any amendments to the minute book, and report whether there are any exceptions.

See agreed-upon Procedure 6.

8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures. Report whether actual revenues failed to meet budgeted revenues by 5% or more, and whether actual expenditures exceed budgeted amounts by 5% or more.

See agreed-upon Procedure 6.

Consolidated Water District No. 2  
Independent Accountant's Report on  
Applying Agreed-Upon Procedures  
December 31, 2020

**Accounting and Reporting**

9. Obtain the list of all disbursements made during the fiscal year. Randomly select six disbursements, and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation and:

- (a) Report whether the six disbursements agree to the amount and the payee in the supporting documentation.

Each of the six selected disbursements agreed with the amount and payee in the supporting documentation.

- (b) Report whether the six disbursements were coded to the correct fund and general ledger account.

Each of the six selected disbursements were coded to the correct fund and general ledger account.

- (c) Report whether the six disbursements were approved in accordance with management's policies and procedures.

Each of the six selected disbursements were approved in accordance with management's policies and procedures.

**Meetings**

10. Obtain evidence from management to support that agendas for meetings recorded in the minute book were posted or advertised as required by R.S. 42:11 - 42:28 (the opening meetings law); and report whether there are any exceptions.

Management provided evidence that a notice of each meeting and the accompanying agenda are posted on the gate at the District's office building as required by the open meetings law.

**Debt**

11. Obtain bank deposit slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like



Consolidated Water District No. 2  
Independent Accountant's Report on  
Applying Agreed-Upon Procedures  
December 31, 2020

indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

I scanned all bank deposit slips for the fiscal year and noted no deposits which appeared to be proceeds from bank loans, bonds, or like indebtedness.

### **Advances and Bonuses**

12. Obtain a list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan these documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.

I scanned payroll disbursements and read the meeting minutes of the District's board of commissioners for the fiscal year. I found no payments or approval for payments to employees that may constitute bonuses, advances, or gifts.

### **State Audit Law**

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The District's report for the year ended December 31, 2019, was submitted prior to June 30, 2020.

14. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1.A (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

The District was in compliance with R.S. 24:513 for the year ended December 31, 2019.

### **Prior Year Comments**

15. Obtain and report management's representation as to whether any prior year suggestions, exceptions, recommendations, and/or comments have been resolved.

My prior year report, dated June 25, 2020, included one finding. That finding has not been resolved by management.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to

Consolidated Water District No. 2  
Independent Accountant's Report on  
Applying Agreed-Upon Procedures  
December 31, 2020

attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. I was not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the District's compliance with the foregoing matters. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the District's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, 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 Louisiana Legislative Auditor as a public document.



Calhoun, Louisiana  
June 21, 2021

## Louisiana Attestation Questionnaire

The accompanying *Louisiana Attestation Questionnaire* has been completed by management and is included in this report as required by the *Louisiana Governmental Audit Guide*.

**LOUISIANA ATTESTATION QUESTIONNAIRE**  
**(For Attestation Engagements of Governmental Agencies)**

\_\_\_\_\_ (Date Transmitted)

\_\_\_\_\_  
M. Carleen Dumas, CPA  
\_\_\_\_\_  
369 Donaldson Road  
\_\_\_\_\_  
Calhoun, LA 71225  
\_\_\_\_\_

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of December 31, 2020 and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

**Public Bid Law**

It is true that we have complied with the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes [] No [  ]

**Code of Ethics for Public Officials and Public Employees**

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [] No [  ]

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [] No [  ]

**Budgeting**

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes [] No [  ]

**Accounting and Reporting**

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes [] No [  ]

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes [] No [  ]

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes [] No [  ]

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [] No [  ]

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [] No [  ]

**Meetings**

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.  
Yes [  ] No [  ]

**Debt**

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.  
Yes [  ] No [  ]

**Advances and Bonuses**

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.  
Yes [  ] No [  ]

**Prior-Year Comments**

We have resolved all prior-year recommendations and/or comments.  
Yes [  ] No [  ]

**General**

We are responsible for our compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.  
Yes [  ] No [  ]

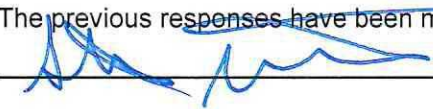
We have evaluated our compliance with these laws and regulations prior to making these representations.  
Yes [  ] No [  ]

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.  
Yes [  ] No [  ]

We have made available to you all records that we believe are relevant to the foregoing agreed-upon procedures.  
Yes [  ] No [  ]

We have provided you with any communications from regulatory agencies, internal auditors, other independent practitioners or consultants or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of your report.  
Yes [  ] No [  ]

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.  
Yes [  ] No [  ]

The previous responses have been made to the best of our belief and knowledge.  
 President 2-9-2020 Date