

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

FINANCIAL REPORT
(Reviewed)

AND

REPORT ON APPLYING AGREED-UP ON PROCEDURES

December 31, 2022

HILL, INZINA & COMPANY

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HILL, INZINA & COMPANY

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Commissioners
Morehouse Parish Communications District
Bastrop, Louisiana

We have reviewed the accompanying financial statements of the governmental activities and the major fund of Morehouse Parish Communications District (a component unit of Morehouse Parish) (the "District"), as of and for the year ended December 31, 2022, 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 the District's 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, we do not express such an opinion.

Management's Responsibility for the Financial Statements

The District's 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 the financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our 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 us to perform procedures to obtain limited assurance as a basis for reporting whether we are 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. We believe that the results of our procedures provide a reasonable basis for our conclusion.

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Accountant's Conclusion

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

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a required 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. The information is the responsibility of management. We have reviewed the required supplementary information and, based on our review, we are 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. We have not audited the information and, accordingly, do not express an opinion on such information.

Other Supplementary Information

The accompanying schedules of compensation are presented for purposes of additional analysis and also are not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are 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. We have not audited the other supplementary information and, accordingly, we do not express an opinion on such information.

Report on Agreed-Upon Procedures

In accordance with *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report dated March 10, 2023 on the results of our agreed-upon procedures.

/s/ Hill, Inzina & Co.

March 10, 2023

REQUIRED SUPPLEMENTARY INFORMATION (Part 1 of 2)

MOREHOUSE PARISH COMMUNICATIONS DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

As of and for the Year Ended December 31, 2022

As management of Morehouse Parish Communications District (the "District"), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended December 31, 2022. Please read it in conjunction with the District's basic financial statements. This discussion and analysis of management is designed to provide an objective and easy-to-read analysis of the District's financial activities based on currently known facts, decisions, or conditions. It is intended to provide readers with a broad overview of the District's finances. It is also intended to provide readers with an analysis of the short-term and long-term activities of the District based on information presented in the financial report and fiscal policies that have been adopted by the District. Specifically, this section is designed to assist the readers in focusing on significant financial issues, provide an overview of the District's financial activity, identify changes in the District's financial position (its ability to address the next and subsequent years' challenges), identify any material deviations from the financial plan (the approved budget), and identify individual issues or concerns.

As with other sections of this financial report, the information contained within this discussion and analysis of management should be considered only a part of a greater whole. The readers of this statement should take time to read and evaluate all sections of this report, including the footnotes and supplementary information that are provided in addition to this discussion and analysis of management.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's financial statements. The District's basic financial statements consist of the following components:

1. Government-wide financial statements.
2. Fund financial statements.
3. Notes to financial statements.

In addition to the basic financial statements and accompanying notes, the District also includes in subsequent sections of this report additional information to supplement the basic financial statements.

1. Government-wide financial statements

Government-wide financial statements are designed to provide readers with a concise “entity-wide” statement of net position and statement of activities and to give the users of the financial statements a broad overview of the District’s financial position and results of operations in a manner similar to a private-sector business.

The statement of net position presents information on all of the District’s assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. The difference between assets and liabilities is reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or weakening. Evaluation of the overall economic health of the District would extend to other nonfinancial factors in addition to the financial information provided in this report.

The statement of activities presents information detailing how the District’s net position changed. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected fees).

The government-wide financial statements report governmental activities of the District that are principally supported by fees and services. Governmental activities include public safety.

2. Fund financial statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The District uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the District’s only fund which is considered a major fund.

The District has only one fund type. The governmental fund is reported in the fund financial statements and encompasses essentially the same functions reported as governmental activities in the government-wide financial statements.

A reconciliation from both the governmental fund balance sheet and the statement of revenues, expenditures, and changes in fund balance to the government-wide statements is provided to assist in understanding the differences between these two perspectives.

3. Notes to financial statements

The accompanying notes to the financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the financial statements begin immediately following the basic financial statements.

Government-Wide Financial Analysis

The following provides a summary of the net position of the District's governmental activities:

	Year Ended December 31,	
	<u>2022</u>	<u>2021</u>
Current and other assets	\$ 1,626,389	\$ 1,492,653
Capital assets	<u>-</u>	<u>-</u>
Total assets	<u>\$ 1,626,389</u>	<u>\$ 1,492,653</u>
Other liabilities	\$ 249	\$ 124
Net position:		
Invested in capital assets	\$ -	\$ -
Unrestricted	<u>1,626,140</u>	<u>1,492,529</u>
Total net position	<u>\$ 1,626,140</u>	<u>\$ 1,492,529</u>
Total liabilities and net position	<u>\$ 1,626,389</u>	<u>\$ 1,492,653</u>

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. The District will use the unrestricted net position to meet the ongoing obligations to users of its services and creditors.

Governmental Activities

The following provides a summary of the District's changes in net position:

	Year Ended December 31,	
	<u>2022</u>	<u>2021</u>
Program revenues	\$ 243,427	\$ 253,278
General revenues	1,964	1,924
Public safety expenses	<u>(111,781)</u>	<u>(110,252)</u>
Changes in net position	<u>\$ 133,610</u>	<u>\$ 144,950</u>

Program revenues derive directly from the program itself, and fund all of the governmental activities. As a whole, they reduce the cost of the function to be financed from the District's general revenues. General revenues consist of interest earnings received to pay for governmental activities, if any, whose cost is not reduced by program revenues.

Budgetary Highlights

The District adopted an annual appropriated budget for its General Fund. The General Fund budget complied with financial policies approved by the Board of Commissioners and maintained core District services.

The District made one amendment to its original budget for the year ended December 31, 2022. Actual non-GAAP basis revenues of the General Fund of \$245,391 were less than budgeted revenues by approximately \$1,200 while actual non-GAAP basis expenditures of \$111,781 were also less than budgeted expenditures by approximately \$1,500.

Capital Assets

The District's investment in capital assets, net of accumulated depreciation, for governmental activities as of December 31, 2022 was \$0.

Economic Factors and Next Year's Budget

For the year ending December 31, 2023, the District anticipates that revenues will remain relatively unchanged from the final budget adopted for the year ended December 31, 2022. Budgeted expenditures for the year ending December 31, 2023 were increased approximately \$450,000 more than those budgeted for the year ended December 31, 2022 in anticipation of updating equipment.

BASIC FINANCIAL STATEMENTS

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

STATEMENT OF NET POSITION - GOVERNMENTAL ACTIVITIES
December 31, 2022

ASSETS

Cash	\$ 1,027,661
Certificates of deposit	550,701
User fees receivable	<u>48,027</u>
Total assets	<u>\$ 1,626,389</u>

LIABILITIES AND NET POSITION

Accrued payroll expenses	\$ 249
Net position - unrestricted	<u>1,626,140</u>
Total liabilities and net position	<u>\$ 1,626,389</u>

See independent accountant's review report and notes to financial statements.

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

STATEMENT OF ACTIVITIES - GOVERNMENTAL ACTIVITIES
For the Year Ended December 31, 2022

Expenses:

Current:

Public safety:

Commissioners' fees	\$	2,685
Contractual services		24,400
Dispatchers' supplemental pay		6,341
Insurance		3,660
Legal and accounting		3,261
Maintenance and use		51,674
Materials and supplies		8,598
Salaries		6,497
Taxes - payroll		621
Telephone		<u>4,044</u>
Total expenses	\$	<u>111,781</u>

Program revenues:

Public safety:

Charges for services		<u>243,427</u>
Net revenues	\$	<u>131,646</u>

General revenues:

Interest and miscellaneous		<u>1,964</u>
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Change in net position \$ 133,610

Net position - beginning 1,492,530

Net position - ending \$ 1,626,140.

See independent accountant's review report and notes to financial statements.

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

BALANCE SHEET - GOVERNMENTAL FUND - GENERAL FUND
December 31, 2022

ASSETS

Cash	\$ 1,027,661
Certificates of deposit	550,701
User fees receivable	<u>48,027</u>
Total assets	<u>\$ 1,626,389</u>

LIABILITIES AND FUND BALANCE

Accrued payroll expenses	\$ 249
Fund balance - unassigned	<u>1,626,140</u>
Total liabilities and fund balance	<u>\$ 1,626,389</u>

See independent accountant's review report and notes to financial statements.

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE -
GOVERNMENTAL FUND - GENERAL FUND
For the Year Ended December 31, 2022

Revenues:	
Fees and services	\$ 243,427
Interest and miscellaneous	<u>1,964</u>
Total revenues	<u>\$ 245,391</u>
Expenditures:	
Current:	
Public safety:	
Commissioners' fees	\$ 2,685
Contractual services	24,400
Dispatchers' supplemental pay	6,341
Insurance	3,660
Legal and accounting	3,261
Maintenance and use	51,674
Material and supplies	8,598
Salaries	6,497
Taxes - payroll	621
Telephone	<u>4,044</u>
Total expenditures	<u>\$ 111,781</u>
Net change in fund balance	\$ 133,610
Fund balance - beginning	<u>1,492,530</u>
Fund balance - ending	<u>\$ 1,626,140</u>

See independent accountant's review report and notes to financial statements.

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

RECONCILIATION OF GOVERNMENTAL FUND BALANCE SHEET
TO GOVERNMENT-WIDE STATEMENT OF NET POSITION
December 31, 2022

Total fund balance - governmental fund balance sheet	\$ 1,626,140
Amounts reported for governmental activities in statement of net position are different	<u>-</u>
Total net position of governmental activities - government-wide statement of net position	<u>\$ 1,626,140</u>

See independent accountant's review report and notes to financial statements.

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

RECONCILIATION OF GOVERNMENTAL FUND STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE TO
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

December 31, 2022

Net change in fund balance - governmental fund - general fund	\$ 133,610
Amounts reported for governmental activities in statement of activities are different	<u>-</u>
Change in net position of governmental activities - government-wide statement of activities	<u>\$ 133,610</u>

See independent accountant's review report and notes to financial statements.

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

NOTES TO FINANCIAL STATEMENTS
As of and for the Year Ended December 31, 2022

Note 1. Organization and Summary of Significant Accounting Policies

Morehouse Parish Communications District (the "District") is a component unit of Morehouse Parish. It was created by Ordinance No. 1151 adopted by the Police Jury of Morehouse Parish on November 9, 1987 in accordance with Louisiana Revised Statute 31:9101. The District is governed by a board of seven commissioners who are qualified voters and residents of the District and are appointed by Morehouse Parish Police Jury. The commissioners serve four-year terms that expire on a rotating basis and are compensated from \$35 to \$50 for each meeting attended.

The District was created for the purpose of owning and operating facilities to establish and operate a uniform emergency number to simplify the notification of public service personnel in the case of an emergency.

The District employs one part-time employee.

The District is considered a component unit of Morehouse Parish Police Jury, the financial reporting entity, as the commissioners are appointed by Morehouse Parish Police Jury and the District provides emergency service to all residents within Morehouse Parish.

The accompanying financial statements present information only on the funds maintained by the District and do not present information on Morehouse Parish Police Jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

The more significant of the District's accounting policies are described below:

Government-Wide Financial Statements:

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the District as a whole as governmental activities, generally supported by program revenues.

NOTES TO FINANCIAL STATEMENTS

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include charges for services to users of the District's service. Other revenue sources not properly included with the program revenues are reported instead as general revenues.

Fund Financial Statements:

Fund financial statements are provided for the governmental fund.

Basis of Accounting, Measurement Focus, and Financial Statement Presentation:

The financial statements of the District are prepared in accordance with generally accepted accounting principles (GAAP).

The government-wide financial statements report using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The District considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred.

Major revenue sources susceptible to accrual are user fees. In general, other revenues are recognized when cash is received.

Fund Type and Major Fund:

The District reports the General Fund as a major governmental fund. The General Fund is the general operating fund of the District and accounts for all financial resources.

NOTES TO FINANCIAL STATEMENTS

Budgets and Budgetary Accounting:

The Board of Commissioners adopted the 2022 annual budget for the General Fund on December 21, 2021 . The annual budget was prepared on a non-GAAP budgetary basis of accounting. The treasurer is authorized to transfer budgeted amounts within and among departments; however, any revisions that alter the total expenditures resulting from revenues exceeding amounts estimated must be approved by the Board of Commissioners. The only amendment was made to the budget on December 20, 2022 and the budgetary comparison schedule, included as supplementary information in the accompanying financial statements, includes the original and final amended budgeted amounts. All annual appropriations lapse at the end of each fiscal year.

Use of 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 and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Certificates of Deposit:

Cash includes amounts in demand deposits. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

Receivables:

Receivables include user fees.

Uncollectible Allowance:

The statements contain no provision for uncollectible accounts. The District's management is of the opinion that such allowance would be immaterial in relation to the financial statements taken as a whole.

NOTES TO FINANCIAL STATEMENTS

Capital Assets and Depreciation:

Capital assets, which include property, plant, and equipment, with useful lives of more than one year are reported in the government-wide financial statements. Capital assets are capitalized at historical cost. The District maintains a threshold level of \$2,500 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 life of the asset are not capitalized.

When capital assets are disposed, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in operations.

As surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets are depreciated using the straight-line method over useful lives of five or seven years.

Equity Classifications:

In the government-wide financial statements, equity is classified as net position and classified further into two components:

1. Net investment in capital assets - consists of capital assets net of accumulated depreciation.
2. Unrestricted - consists of all other assets.

In the fund financial statements, governmental fund equity is classified as fund balance. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- a. Nonspendable fund balance - amounts that are not in a spendable form (such as inventory) or are required to be maintained intact;
- b. Restricted fund balance - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation:

NOTES TO FINANCIAL STATEMENTS

- c. Committed fund balance - amounts constrained to specific purposes by the District itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the District takes the same highest level action to remove or change the constraint;
- d. Assigned fund balance - amounts that the District intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- e. Unassigned fund balance - amounts that are available for any purpose; positive amounts are reported only in the General Fund.

Note 2. Cash and Deposits

The following is a summary of cash and deposits of the District as of December 31, 2022:

Non-interest bearing demand deposits	\$ 1,027,661
Time deposits	<u>550,701</u>
	<u>\$ 1,578,362</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.

As of December 31, 2022, the District had \$1,581,452 in deposits (collected bank balances). These deposits were secured from risk by \$800,701 of federal deposit insurance and \$780,751 of pledged securities held by Bank of New York Mellon.

There were no repurchase or reverse repurchase agreements as of December 31, 2022.

NOTES TO FINANCIAL STATEMENTS

Note 3. Capital Assets

Capital assets and depreciation activity as of and for the year ended December 31, 2022 for the District is as follows:

	Balance January <u>1, 2022</u>	<u>Increases</u>	<u>Decreases</u>	Balance December <u>31, 2022</u>
Capital assets being depreciated:				
Machinery and equipment	\$ 609,812	\$ -	\$ -	\$ 609,812
Less accumulated depreciation for:				
Machinery and equipment	<u>(609,812)</u>	<u>-</u>	<u>-</u>	<u>(609,812)</u>
Total capital assets being depreciated, net	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Depreciation expense, if any, is reported separately in the statement of activities.

Note 4. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District carries commercial insurance for all risks of loss.

Note 5. Subsequent Events

The District has evaluated subsequent events through March 10, 2023, the date which the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION (Part 2 of 2)

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

BUDGETARY (NON-GAAP) COMPARISON SCHEDULE -
GOVERNMENTAL FUND - GENERAL FUND
For the Year Ended December 31, 2022

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget - Favorable
	<u>Original</u>	<u>Final</u>		<u>(Unfavorable)</u>
Revenues:				
Fees and services	\$ 258,500	\$ 245,000	\$ 243,427	\$(1,573)
Interest and miscellaneous	<u>2,500</u>	<u>1,550</u>	<u>1,964</u>	<u>414</u>
Total revenues	<u>\$ 261,000</u>	<u>\$ 246,550</u>	<u>\$ 245,391</u>	<u>\$(1,159)</u>
Expenditures:				
Public safety:				
Commissioners' fees	\$ 1,500	\$ 1,950	\$ 2,685	\$(735)
Contractual services	27,000	24,500	24,400	100
Dispatchers' supplemental pay	8,000	7,500	6,341	1,159
Insurance	4,000	3,700	3,660	40
Legal and accounting	4,500	3,500	3,261	239
Maintenance and use	54,000	51,500	51,674	(174)
Materials and supplies	2,500	9,100	8,598	502
Repairs and maintenance	2,500	250	-	250
Salaries	6,500	6,500	6,497	3
Taxes - payroll	500	500	621	(121)
Telephone	3,000	4,000	4,044	(44)
Capital outlay	<u>1,000</u>	<u>250</u>	<u>-</u>	<u>250</u>
Total expenditures	<u>\$ 115,000</u>	<u>\$ 113,250</u>	<u>\$ 111,781</u>	<u>\$ 1,469</u>

(continued)

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

BUDGETARY (NON-GAPP) COMPARISON SCHEDULE -
GOVERNMENTAL FUND - GENERAL FUND (Continued)
For the Year Ended December 31, 2022

	<u>Budgeted Amounts</u>			Variance with
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	Final Budget - Favorable (Unfavorable)
Net changes in fund balances	\$ 146,000	\$ 133,300	\$ 133,610	\$ 310
Fund balances (non-GAAP and GAAP budgetary basis) - beginning	<u>1,445,019</u>	<u>1,442,502</u>	<u>1,492,530</u>	<u>50,028</u>
Fund balances (non- GAAP and GAAP budgetary basis) - ending	<u>\$1,591,019</u>	<u>\$ 1,575,802</u>	\$ 1,626,140	<u>\$ 50,338</u>
Adjustments to generally accepted accounting principles			<u>-</u>	
Fund balances (GAAP basis) - ending			<u>\$ 1,626,140</u>	

See independent accountant's review report.

OTHER SUPPLEMENTARY INFORMATION

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

SCHEDULE OF COMPENSATION PAID COMMISSIONERS
Year Ended December 31, 2022

Compensation of the commissioners is included in the public safety expenditures of the General Fund.

<u>Name and Title</u>	<u>Compensation</u>
Brain Shoemaker, Chairman	\$ 400
Leondrio Reed	210
James Cunningham	280
Timothy Williams	280
Ted Parker	245
William Shepherd	210
Lawrence Robinson	<u>280</u>
Total compensation	<u>\$ 1,905</u>

See independent accountant's review report.

MOREHOUSE PARISH COMMUNICATIONS DISTRICT
BASTROP, LOUISIANA

SCHEDULE OF COMPENSATION, BENEFITS,
AND OTHER PAYMENTS TO AGENCY HEAD
As of and For the Year Ended December 31, 2022

The District paid no compensation, reimbursements, or benefits to an agency head during the year ended December 31, 2022.

See independent accountant's review report.

HILL, INZINA & COMPANY

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Morehouse Parish Communications District and Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the District's compliance with certain laws and regulations contained in the accompanying *Louisiana Attestation Questionnaire* during the year ended December 31, 2022, as required by Louisiana Revised Statute ("R.S.") 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 District 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 District's compliance with the laws and regulations contained in the accompanying *Louisiana Attestation Questionnaire* during the year ended December 31, 2022. Additionally, the Louisiana Legislative Auditor has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

Public Bid Law

1. Obtain documentation for all expenditures made during the year for materials and supplies exceeding \$60,000, or public works exceeding \$250,000. Compare the documentation for these expenditures to R.S. 39:1551-39:1755 (the state procurement code), R.S. 38:2211-2296 (the public bid law), or the regulations of the Division of Administration and the State Purchasing Office, whichever is applicable; and report whether the expenditures were made in accordance with these laws.
 - Our review of expenditure totals and the detail general ledger revealed no individual checks for materials and supplies exceeding \$60,000 and no individual checks for or exceeding \$250,000 for public works.

Code of Ethics for Public Officials and Public Employees

2. Obtain a list of the immediate family members of each commissioner as defined by R.S. 42:1101- 1124 (the ethics law).
 - Management provided the requested information.
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.
 - The required information was provided. The employee included on the employee list in procedure 3 did not appear on the lists provided in procedure 2.
5. Obtain a list of all disbursements made during the year; and a list of outside business interests of commissioners, employees, and commissioners' and employees' immediate families. Report whether any vendors appear on both lists.
 - Management provided the requested information. None of the businesses of commissioners, employees, and commissioners' 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.
 - Management provided a copy of the original and amended budget. Management represented that there was only one amendment to the budget during the year.
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.
 - The adoption of the original budget was traced to documentation in the minutes of the meeting of the District's commissioners held on December 21, 2021. The only amendment to the budget was traced to minutes of the meeting held on December 20, 2022.
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 exceeded budgeted amounts by 5% or more.

- We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues did not fail to meet budgeted revenues by 5% or more and expenditures did not exceed budgeted expenditures by 5% or more.

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 payee in the supporting documentation, (b) report whether the six disbursements are coded to the correct fund and general ledger account, and (c) report whether the six disbursements were approved in accordance with management's policies and procedures.
 - We examined supporting documentation for each of the six selected disbursements and found that the (a) payments agreed to the amount and payee in the supporting documentation, (b) were coded to the correct fund and general ledger account, and (c) were approved in accordance with management's standing 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 through 42:28 (the open meetings law); and report whether there are any exceptions.
 - Management represented that the District is only required to post a notice of each meeting and the accompanying agenda on the door of the District's meeting location. Although management has asserted that such documents were properly posted, no evidence is provided to support the assertion other than unmarked copies of the notices and agendas.

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 banks loans, bonds, or like indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.
 - All bank deposit slips and the detailed general ledger for the year were scanned with no deposits appearing to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

12. Obtain the list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan the documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.
 - For the year, payroll disbursements were scanned and minutes of meetings of the commissioners were read. No payments or approval of payments to employees that would constitute bonuses, advances, or gifts were found.

State Audit Law

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513.
 - The District's annual report will be timely filed.
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 the audit law.

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.
 - No suggestions, exceptions, recommendations, and/or comments were made in the prior year's report.

We were engaged by the District 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 the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. 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 the District's compliance with the foregoing matters. 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 District 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 the District's compliance with certain laws and regulations contained in the accompanying *Louisiana Attestation Questionnaire*, as required by R.S. 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 R.S. 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

/s/ Hill, Inzina & Co.

March 10, 2023

ATTACHMENT: SIGNED LOUISIANA ATTESTATION QUESTIONNAIRE

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

2-8-23 (Date Transmitted)

Hill Inzine Co. (CPA Firm Name)
701 East Madison Avenue (CPA Firm Address)
Bastrop LA 71220 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of 12-31-22 (date) 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 state procurement code (R.S. 39:1551 – 39:1755); the public bid law (R.S. 38:2211-2296), and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes No N/A

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 N/A

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 N/A

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 N/A

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 N/A

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

Yes No N/A

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

Yes No N/A

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 N/A

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 N/A

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes No N/A

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes No N/A

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 N/A

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 N/A

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes No N/A

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes No N/A

We acknowledge that we are responsible for determining that that the procedures performed are appropriate for the purposes of this engagement.

Yes No N/A

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes No N/A

We have provided you with all relevant information and access under the terms of our agreement.

Yes No N/A

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 N/A

We are not aware of any material misstatements in the information we have provided to you.

Yes No N/A

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes No N/A

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes No N/A

The previous responses have been made to the best of our belief and knowledge.

<u>Debra Williams</u>	Secretary	<u>2/10/23</u>	Date
<u>Debra Williams</u>	Treasurer	<u>2/10/23</u>	Date
<u>[Signature]</u>	President	<u>2-10-2023</u>	Date