

DISTRICT NO. 6 PUBLIC WORKS COMMISSION
OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
District No. 6 Public Works Commission
of St. Landry Parish
Port Barre, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of District No. 6 Public Works Commission, component unit of the St. Landry Parish Government, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

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.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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To the Board of Commissioners
District No. 6 Public Works Commission
of St. Landry Parish
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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Commission, as of December 31, 2019, 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.

Other Matters

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedule on pages 24 and 25 be presented to supplement the basic financial statements. Such 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statement that collectively comprise the Commission's basic financial statements. The other supplementary information on pages 26-29 is presented for purposes of additional analysis and is not a required part of the basic financial statement.

To the Board of Commissioners
District No. 6 Public Works Commission
of St. Landry Parish
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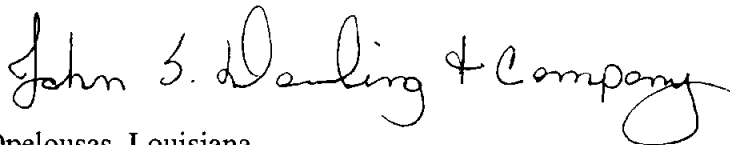
The other supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated June 23, 2020, on our consideration of the Commission's internal control over financial reporting and on our test 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 Commission's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Commission's internal control over financial reporting and compliance.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of the Louisiana Legislative Auditor, we have issued a report dated June 23, 2020 on the results of our state wide 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 those control and compliance areas identified in the Louisiana Legislative Auditor's state wide agreed-upon procedures, and the results of that testing, and not to provide an opinion on control or compliance.



Opelousas, Louisiana
June 23, 2020

BASIC FINANCIAL STATEMENTS

The District No. 6 Public Works Commission's basic financial statements comprise the following three components:

Government-wide financial statements - provide readers with a broad overview of District No. 6 Public Works Commission's finances in a manner similar to a private sector business.

Fund financial statements - provide readers information with an emphasis on inflows and outflows of resources useful for making decisions in a budgetary context where the focus is on meeting the near-term financial needs.

Notes to financial statements - provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
STATEMENT OF NET POSITION
GOVERNMENTAL FUND
DECEMBER 31, 2019

	<u>GOVERNMENTAL ACTIVITIES</u>
<u>ASSETS</u>	
Cash and cash equivalents	\$ 1,828,198
Receivables	
Ad valorem taxes (net)	1,856,369
State revenue sharing	20,416
Prepaid insurance	5,873
Capital assets (net)	<u>6,716,848</u>
<u>Total assets</u>	<u>10,427,704</u>
 <u>LIABILITIES</u>	
Accounts payable and accrued expenses	<u>8,870</u>
<u>Total liabilities</u>	<u>8,870</u>
 <u>NET POSITION</u>	
Net investment in capital assets	6,716,848
Unrestricted	<u>3,701,986</u>
<u>Total net position</u>	<u>10,418,834</u>

The accompanying notes are an integral part of this statement.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
STATEMENT OF ACTIVITIES
GOVERNMENTAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u> Grants and Charges for Services	<u>Net (Expenses) Revenues and Change in Net Position</u> Governmental Activities
<u>Governmental Activities</u>			
Public works	<u>\$ 1,071,025</u>	<u>\$ -</u>	<u>\$ (1,071,025)</u>
<u>Total governmental activities</u>	<u>1,071,025</u>	<u>-</u>	<u>(1,071,025)</u>
General revenues			
			1,940,302
			30,624
			8,680
			7,709
		<u>Total general revenues</u>	<u>1,987,315</u>
		Change in net position	916,290
		Net position – January 1, 2019	<u>9,502,544</u>
		Net position – December 31, 2019	<u>10,418,834</u>

The accompanying notes are an integral part of this statement.

FUND FINANCIAL STATEMENTS

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
BALANCE SHEET
GOVERNMENTAL FUND
DECEMBER 31, 2019

	<u>GENERAL FUND</u>
<u>ASSETS</u>	
Cash	\$ 1,828,198
Ad valorem taxes receivable (net)	1,856,369
State revenue sharing receivable	<u>20,416</u>
<u>Total assets</u>	<u><u>3,704,983</u></u>
<u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES</u> <u>AND FUND BALANCE</u>	
<u>LIABILITIES</u>	
Accounts payable and accrued expenses	\$ <u>8,870</u>
<u>Total liabilities</u>	<u>8,870</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>	
Unavailable revenues - ad valorem taxes	51,286
Unavailable revenues - state revenue sharing	<u>20,416</u>
<u>Total deferred inflows of resources</u>	<u>71,702</u>
<u>FUND BALANCE</u>	
Unassigned	<u>3,624,411</u>
<u>Total fund balance</u>	<u>3,624,411</u>
<u>Total liabilities, deferred inflows of resources</u> <u>and fund balance</u>	<u><u>3,704,983</u></u>

The accompanying notes are an integral part of this statement.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
RECONCILIATION OF THE GOVERNMENTAL FUND'S BALANCE SHEET
TO THE STATEMENT OF NET POSITION
DECEMBER 31, 2019

Total fund balance for the governmental fund at December 31, 2019		\$3,624,411
The Statement of Net Position reports receivables at their net realizable value. However, receivables not available to pay for current-period expenditures are deferred in governmental funds.		71,702
Cost of capital assets at December 31, 2019	\$ 7,949,468	
Less: Accumulated depreciation as of December 31, 2019	<u>(1,232,620)</u>	6,716,848
Prepaid insurance		<u>5,873</u>
<u>Net position at December 31, 2019</u>		<u>10,418,834</u>

The accompanying notes are an integral part of this statement.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
GOVERNMENTAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>GENERAL FUND</u>
<u>REVENUES</u>	
Taxes	
Property taxes	\$ 1,937,272
Intergovernmental	
State revenue sharing	30,828
Interest	8,680
Miscellaneous	7,709
<u>Total revenues</u>	1,984,489
<u>EXPENDITURES</u>	
Current operating	
Salaries	231,188
Board member pay	7,200
Payroll taxes	18,607
Property tax pension	60,912
Materials	60,738
Workmen's compensation	21,309
Other insurance	92,082
Legal and advertising	1,974
Licenses and fees	75
Telephone	7,107
Utilities	2,411
Professional fees	21,085
Rent	58,319
Repairs and maintenance	30,977
Fuel and oil	26,673
Parts and supplies	14,752
Office supplies	6,963
Uniforms	626
Board meeting expense	417

Continued on next page.

The accompanying notes are an integral part of this statement.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
GOVERNMENTAL FUND (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>GENERAL FUND</u>
<u>EXPENDITURES</u> - Continued	
Capital outlay	
Road project - Black top	\$ 979,913
Equipment	22,670
<u>Total expenditures</u>	1,665,998
 <u>NET CHANGE IN FUND BALANCE</u>	 318,491
 <u>FUND BALANCE</u> , beginning of year	 3,305,920
 <u>FUND BALANCE</u> , end of year	 3,624,411

The accompanying notes are an integral part of this statement.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUND
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2019

Total net change in fund balance for the year ended December 31, 2019 per Statement of Revenues, Expenditures, and Changes in Fund Balance		\$ 318,491
Governmental funds defer revenues that do not provide current financial resources. However, the Statement of Activities recognizes such revenues at their net realizable value when earned, regardless of when received.		2,826
Change in prepaid insurance for year ended December 31, 2019		(7,949)
Capital outlay which are considered expenditures on Statement of Revenues, Expenditures and Changes in Fund Balance	\$1,002,583	
Depreciation expense for year ended December 31, 2019	<u>(399,661)</u>	<u>602,922</u>
<u>Total change in net position for the year ended</u> <u>December 31, 2019 per Statement of Activities</u>		<u><u>916,290</u></u>

The accompanying notes are an integral part of this statement.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

District No. 6 Public Works Commission of St. Landry Parish, is a political subdivision of the State of Louisiana and possesses all the powers necessary to construct, acquire, operate, and maintain roads, bridges, and road drainage facilities as well as the rights, powers, and authority enumerated for road districts in Part II of Chapter 2 of Title 48. The Commission was created by Louisiana Revised Statute 48:600.1.

The Commission is governed by 6 commissioners appointed by the St. Landry Parish Government. Effective in October 2009, the Commission approved reimbursements to commissioners for each meeting attended. Prior to October 2009, they received no compensation.

The financial statements of District No. 6 Public Works Commission of St. Landry Parish have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The following is a summary of certain significant accounting policies and practices of District No. 6 Public Works Commission of St. Landry Parish.

A. FINANCIAL REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the St. Landry Parish Government is the financial reporting entity for St. Landry Parish. The financial reporting entity consists of (a) the primary government (parish government), (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 Statement No. 14 established criteria for determining which component units should be considered part of the St. Landry Parish Government 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.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

A. FINANCIAL REPORTING ENTITY - Continued

This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the parish government 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 parish government.
2. Organizations for which the parish government does not appoint a voting majority but are fiscally dependent on the parish government.
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 parish government appoints the commissioners of District No. 6 Public Works Commission and the function of the Commission serves as a substantial contribution to similar services provided by the parish government, the Commission was determined to be a component unit of the St. Landry Parish Government, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Commission and do not present information on the parish government, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. BASIS OF PRESENTATION

GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

The Statement of Net Position and the Statement of Activities display information on all of the nonfiduciary activities of the Commission, a component unit, as a whole. They include all funds of the reporting entity. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities are normally supported by taxes and intergovernmental revenues.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

B. BASIS OF PRESENTATION - Continued

FUND FINANCIAL STATEMENTS

The accounts of the Commission are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

Funds of the Commission are classified as governmental funds. Governmental funds account for the Commission's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of capital assets, and the servicing of general long-term debt. The emphasis on fund financial statements is on major governmental funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the Commission or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The Commission reports the following major governmental fund:

General Fund - The General Operating Fund of District No. 6 Public Works Commission of St. Landry Parish is used to account for all financial resources except those required to be accounted for in other funds.

C. MEASUREMENT FOCUS/BASIS OF ACCOUNTING

Measurement focus is a term used to describe which transactions are recorded within the various financial statements. Basis of accounting refers to when transactions are recorded regardless of the measurement focus applied.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

C. MEASUREMENT FOCUS/BASIS OF ACCOUNTING - Continued

MEASUREMENT FOCUS

On the government-wide Statement of Net Position and the Statement of Activities, governmental activities are presented using the economic resources measurement focus as defined in item b. below.

In the fund financial statements, the current financial resources measurement focus or the economic resources measurement focus is used as appropriate:

- a. All governmental funds utilize a current financial resources measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. A fund on an accrual basis utilizes an economic resources measurement focus. The accounting objective of this measurement focus is the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net position.

BASIS OF ACCOUNTING

In the government-wide Statement of Net Position and Statement of Activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

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

Revenues from local sources consist primarily of property taxes. Property tax revenues and revenue sharing revenues received from the State of Louisiana are recognized when susceptible to accrual.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. MEASUREMENT FOCUS/BASIS OF ACCOUNTING - Continued

Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received.

Purchase of various operating supplies are regarded as expenditures at the time purchased. The costs of governmental fund type inventories are recorded as expenditures when purchased and items on hand at year-end, if material, are recorded as assets. The policy regarding prepaid expenditures is to record the portion of insurance premiums that are paid during the current year for the future periods.

D. CASH AND INVESTMENTS

Investments, if any, are stated at cost or amortized cost, which approximates market.

Louisiana statutes authorize the Commission to invest in United States bonds, treasury notes or certificates, time certificates of deposit in state and national banks, or any other federally insured investment. At December 31, 2019, the Commission did not hold any investments.

E. CAPITAL ASSETS

In the government-wide financial statements, capital assets are capitalized at historical cost, or estimated historical cost if actual is unavailable, except for donated assets, which are recorded at their estimated fair value at the date of donation. Such assets are maintained on the basis of original cost (cash paid plus trade-in allowance, if applicable).

Depreciation of all exhaustible assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Infrastructure	20 years
Equipment	10-20 years
Trucks	10 years

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

No interest costs were incurred during construction.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

F. BUDGETS

The Commission legally adopted a budget for the year ended December 31, 2019. The budget is prepared on a modified accrual basis. At year-end, all appropriations lapse. The budget amounts shown in the financial statements are the final authorized amounts as revised for the year. The level of budgetary control is by total appropriations; however, for reporting purposes, the budgetary information has been expanded.

G. ENCUMBRANCES

The Commission does not employ the encumbrance system of accounting.

H. COMPENSATED ABSENCES

Annual vacation leave is provided to all full-time employees and they are encouraged to take an annual vacation. Employees earn 40 hours of vacation time for the first year of service, 80 hours for the second year, and 120 hours beginning on the eleventh year. Vacation time in excess of 30 days may not be accumulated for a period more than one year in addition to the present year in which the vacation time is being earned.

Sick leave is earned at the rate of 2.77 hours per bi-weekly period. Any unused sick leave is carried over on December 31 of each year. Upon termination or resignation accrued sick leave will not be paid to the employee.

Employees also may accumulate compensatory time for hours worked in excess of 40 hours per week. Compensatory time will not be paid upon termination or resignation.

I. LONG-TERM DEBT

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements.

Long-term debt for the governmental fund is not reported as liabilities in the fund financial statements. The accounting for proprietary fund long-term debt is the same in the fund statements as it is in the government-wide statements.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

J. EXPENDITURES AND EXPENSES

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

In the fund financial statements, the governmental fund reports expenditures of financial resources.

K. EQUITY CLASSIFICATIONS

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

1. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups, such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
3. Unrestricted net position - All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

In the fund financial statements, governmental fund equity is classified as fund balance. Fund balance reports aggregate amounts for five classifications of fund balances based on the constraints imposed on the use of these resources. The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form – prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned and unassigned.

1. Restricted – Reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

K. EQUITY CLASSIFICATIONS - Continued

2. Committed – Consists of amounts that can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the board members – the government’s highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the board members remove the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.
3. Assigned – Reflects the amounts constrained by the Commission’s “intent” to be used for specific purposes, but are neither restricted nor committed. The members of the board have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.
4. Unassigned – This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

The Commission considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the Commission would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

When both restricted and unrestricted resources are available for use, it is the Commission’s policy to use restricted resources first, then unrestricted resources – committed, assigned, and unassigned – in order as needed.

L. 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.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

M. OTHER POST-EMPLOYMENT BENEFITS (OPEB)

District No. 6 Public Works Commission of St. Landry Parish does not provide any post-employment benefits to employees and therefore is not required to report under GASB Statement No. 45, Accounting and Financial Reporting by Employers for Post-employment Benefits other than Pensions.

N. DEFERRED OUTFLOWS/INFLOWS OF RESOURCES

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenses/expenditures) until that time. The Commission does not have any of this type.

In addition to liabilities, the statement of financial position includes a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Commission has only one type of item, which arises only under a modified accrual basis of accounting, which qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: property taxes and state revenue sharing. This amount is deferred and recognized as an inflow of resources in the period that the amount becomes available. Property taxes and state revenue sharing receivable for the governmental fund types, which have been remitted within 60 days subsequent to the year end, are considered measurable and available and recognized as revenues. All other property taxes and state revenue sharing are offset by deferred inflows of resources and, accordingly, have not been recorded as revenue.

NOTE 2 - CASH

At December 31, 2019, the bank and book balances of cash in checking accounts were \$1,832,157 and \$1,828,198, respectively.

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Commission's deposits may not be recovered or will not be able to recover the collateral securities that are in the possession of an outside party. These deposits are stated at cost, which approximates market. Under state law, these deposits, (or the resulting balances) must be secured by federal deposit insurance or similar federal security 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.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 2 - CASH - Continued

These securities are held in the name of the Commission or the pledging fiscal agent bank by a holding or custodial bank that is mutually acceptable to both parties. The Commission does not have a policy for custodial credit risk.

At year-end, \$250,000 of the bank balance was covered by FDIC insurance and \$1,582,157 was covered by securities.

NOTE 3 - AD VALOREM TAXES

District No. 6 Public Works Commission of St. Landry Parish levies a special tax of 14.37 mills on all taxable property. This tax, which was renewed at a special election held on April 21, 2012, will be assessed for a period of 10 years, for the purpose of constructing, acquiring, operating and maintaining the roads, bridges and road drainage facilities of the Commission and acquiring the necessary equipment therefore.

The Commission's ad valorem property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the Commission. Property taxes are due on October 1 and become delinquent on January 1 of the following year. The St. Landry Parish Sheriff bills, collects, and distributes the property taxes for the Commission using the assessed values determined by the Tax Assessor of St. Landry Parish.

The Commission is required to remit a percentage of the total ad valorem taxes per the tax roll to a State Pension Fund. This amount is determined by the legislative auditor each year. Since the Sheriff collects all taxes for the parish, the tax collected in the first month is reduced by the Sheriff for the Pension Fund amount owed and the remainder is remitted to the taxing district. Therefore, the ad valorem tax receivable and revenue are shown net of Pension Fund distributions. A breakdown of taxes receivable is as follows:

	<u>Total Per Tax Roll</u>	<u>Pension Fund Requirements</u>	<u>Received in November & December</u>	<u>Allowance for Uncollectibles</u>	<u>Tax Receivable</u>
2019	\$ 1,949,533	\$ 60,912	\$ 22,599	\$ 9,653	\$ 1,856,369

NOTE 4 - CAPITAL ASSETS

Capital assets and depreciation activity, as of and for the year ended December 31, 2019, for District No. 6 Public Works Commission of St. Landry Parish are as follows:

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 4 - CAPITAL ASSETS - Continued

	Balance January 1, 2019	Additions	Transfers/ Disposals	Balance December 31, 2019
Governmental activities				
Depreciable				
Trucks	\$ 76,348	\$ -	\$ -	\$ 76,348
Equipment	198,906	22,670	-	221,576
Infrastructure	6,671,631	979,913	-	7,651,544
<u>Totals at historical cost</u>	<u>6,946,885</u>	<u>1,002,583</u>	<u>-</u>	<u>7,949,468</u>
Less accumulated depreciation				
Trucks	(62,310)	(5,245)	-	(67,555)
Equipment	(75,366)	(11,839)	-	(87,205)
Infrastructure	(695,283)	(382,577)	-	(1,077,860)
<u>Total accumulated depreciation</u>	<u>(832,959)</u>	<u>(399,661)</u>	<u>-</u>	<u>(1,232,620)</u>
Governmental activities				
Capital assets, net	<u>6,113,926</u>	<u>602,922</u>	<u>-</u>	<u>6,716,848</u>

Depreciation expense was charged to governmental activities as follows:

Public works	\$ 399,661
--------------	------------

NOTE 5 - OPERATING LEASE

On March 28, 2019, the Commission entered into an operating lease for a Caterpillar 140K Motor Grader. The lease is for a period of three years and requires monthly payments of \$3,894.

On June 15, 2015, the Commission entered into an operating lease for a John Deere 85G Excavator. The lease is for a period of five years and requires monthly payments of \$1,153.

On April 29, 2014, the Commission entered into an operating lease for a John Deere Motor Grader. The lease is for a period of five years and requires monthly payments of \$2,150. The last payment on the lease was made on March 20, 2019.

Future minimum lease payments are as follows:

2020	\$ 52,493
2021	46,728
2022	15,576
Total	<u>114,797</u>

Rental expenditures for 2019 were \$ 48,432.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE 6 - FUND BALANCE

The Commission does not have a deficit fund balance in its fund financial statement for the year ended December 31, 2019.

NOTE 7 - COMMISSION MEMBERS

A list of commissioners as of December 31, 2019, along with compensation received is as follows:

Jason Fitzgerald, Chairman	\$ 1,500
Sidney Bourque, Vice Chairman	1,400
James Allen Cox, Secretary	1,200
Frank Albrecht	1,300
Dale Polozola	800
Renee Aymond	1,000
	7,200
	7,200

NOTE 8 - SUBSEQUENT EVENTS

Subsequent events were evaluated through June 23, 2020, which is the date the financial statements were available to be issued. As of June 23, 2020, there were no subsequent events noted.

NOTE 9 - FUND BALANCE CONSTRAINTS

The constraints on fund balance as listed in aggregate in the Statement of Revenues, Expenditures, and Changes in Fund Balance are detailed according to balance classification.

	<u>GENERAL FUND</u>
Fund Balance:	
Nonspendable	\$ -
Restricted	-
Committed	-
Assigned	-
Unassigned	3,624,411
	3,624,411
Total Fund Balance	3,624,411

REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE

DISTRICT NO. 6 ROAD PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

	BUDGET		ACTUAL	VARIANCE
	ORIGINAL	FINAL		FAVORABLE (UNFAVORABLE)
<u>REVENUES</u>				
Taxes				
Property taxes	\$ 1,884,206	\$ 1,867,920	\$ 1,937,272	\$ 69,352
Intergovernmental				
State revenue sharing	30,000	30,857	30,828	(29)
Interest	5,000	8,700	8,680	(20)
Miscellaneous	-	7,202	7,709	507
<u>Total revenues</u>	<u>1,919,206</u>	<u>1,914,679</u>	<u>1,984,489</u>	<u>69,810</u>
<u>EXPENDITURES</u>				
Current Operating				
Salaries - administration	38,000	40,000	39,574	426
Salaries - operators	190,000	186,000	191,614	(5,614)
Board member pay	7,800	7,500	7,200	300
Payroll taxes	25,250	18,660	18,607	53
Property tax pension	3,000	3,500	60,912	(57,412)
Materials	185,000	80,000	60,738	19,262
Medical	150	-	-	-
Workmen's compensation	120,000	21,309	21,309	-
Insurance - other	-	92,330	92,082	248
Legal advertising	1,900	2,325	1,974	351
Licenses and fees	2,000	50	75	(25)
Telephone	7,500	7,200	7,107	93
Utilities	3,000	2,500	2,411	89
Professional fees	99,700	106,100	21,085	85,015
Rent	48,400	58,800	58,319	481
Repairs and maintenance	60,000	25,000	30,977	(5,977)
Fuel and oil	30,000	28,500	26,673	1,827
Parts and supplies	17,000	16,000	14,752	1,248
Office expense	7,000	6,100	6,963	(863)
Uniform cleaning	-	2,100	626	1,474
Board meeting expense	400	1,100	417	683

Continued on following page.

See Independent Auditor's Report.

DISTRICT NO. 6 ROAD PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
BUDGETARY COMPARISON SCHEDULE (CONTINUED)
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>BUDGET</u>		<u>ACTUAL</u>	<u>VARIANCE</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		<u>FAVORABLE</u> <u>(UNFAVORABLE)</u>
<u>EXPENDITURES - Continued</u>				
Capital outlay				
Road project - Black top	\$1,500,000	\$1,000,000	\$ 979,913	\$ 20,087
Testing and inspection	6,500	-	-	-
Equipment	-	24,648	22,670	1,978
<u>Total expenditures</u>	<u>2,352,600</u>	<u>1,729,722</u>	<u>1,665,998</u>	<u>63,724</u>
<u>NET CHANGE IN FUND BALANCE</u>	<u>(433,394)</u>	<u>184,957</u>	318,491	<u>133,534</u>
<u>FUND BALANCE, beginning of year</u>			<u>3,305,920</u>	
<u>FUND BALANCE, end of year</u>			<u>3,624,411</u>	

See Independent Auditor's Report.

OTHER SUPPLEMENTARY INFORMATION

GENERAL FUND

The General Fund is used to account for resources traditionally associated with governments which are not required to be accounted for in another fund. The General Fund has a greater number and variety of revenue sources than any other fund, and its resources normally finance a wider range of activities. The resources of the General Fund are ordinarily largely expended and replenished on an annual basis.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUND
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

	GENERAL FUND	
	2019	2018
<u>REVENUES</u>		
Taxes		
Property taxes	\$ 1,937,272	\$ 1,922,272
Intergovernmental		
State revenue sharing	30,828	30,527
Interest	8,680	6,269
Miscellaneous	7,709	248
<u>Total revenues</u>	<u>1,984,489</u>	<u>1,959,316</u>
<u>EXPENDITURES</u>		
Current operating		
Salaries - administration	39,574	37,337
Salaries - operators	191,614	182,097
Board member pay	7,200	7,100
Payroll taxes	18,607	17,950
Property tax pension	60,912	60,710
Materials	60,738	170,492
Workmen's compensation	21,309	16,675
Other insurance	92,082	97,401
Legal advertising	1,974	1,445
Licenses and fees	75	-
Telephone	7,107	7,306
Utilities	2,411	3,053
Professional fees	21,085	20,520
Rent	58,319	57,050
Repairs and maintenance	30,977	51,089
Fuel and oil	26,673	31,208
Parts and supplies	14,752	15,536
Office supplies	6,963	6,090
Uniforms	626	1,956
Board meeting expense	417	395

Continued on following page.
See Independent Auditor's Report.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUND (CONTINUED)
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

<u>EXPENDITURES</u> - Continued	GENERAL FUND	
	2019	2018
Capital outlay		
Road project - black top	\$ 979,913	\$ 1,203,592
Testing and inspection	-	9,695
Equipment	22,670	10,078
<u>Total expenditures</u>	1,665,998	2,008,775
 <u>NET CHANGE IN FUND BALANCE</u>	318,491	(49,459)
 <u>FUND BALANCE</u> , beginning of year	3,305,920	3,355,379
 <u>FUND BALANCE</u> , end of year	3,624,411	3,305,920

See Independent Auditor's Report.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS
TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER
FOR THE YEAR ENDED DECEMBER 31, 2019

Agency Head Name: Jason Fitzgerald, Chairman

Purpose	Amount
Salary	\$1,500
Benefits-insurance	0
Benefits-retirement	0
Benefits- <list any other here>	0
Car allowance	0
Vehicle provided by government	0
Per diem	0
Reimbursements	0
Travel	0
Registration fees	0
Conference travel	0
Continuing professional education fees	0
Housing	0
Unvouchered expenses	0
Special meals	0

See Independent Auditor's Report.

RELATED REPORTS

James L. Nicholson, Jr., CPA
 Michael A. Roy, CPA
 Lisa Trouille Manuel, CPA
 Dana D. Quebedeaux, CPA



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 Chizal S. Fontenot, CPA - 1955-2012
 Russell J. Stelly, CPA - 1942 - 2019

Retired

Harold Dupre, CPA - 1996
 Dwight Ledoux, CPA - 1998
 Joel Lanclos, Jr., CPA - 2003
 G. Kenneth Pavy, II, CPA - 2020

Van L. Auld, CPA

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

To the Board of Commissioners
 District No. 6 Public Works
 Commission of St. Landry Parish
 Port Barre, 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 and each major fund of District No 6 Public Works Commission, component unit of the St. Landry Parish Government, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements and have issued our report thereon dated June 23, 2020.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the 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, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the 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.

To the Board of Commissioners
District No. 6 Public Works
Commission of St. Landry Parish
Page 2

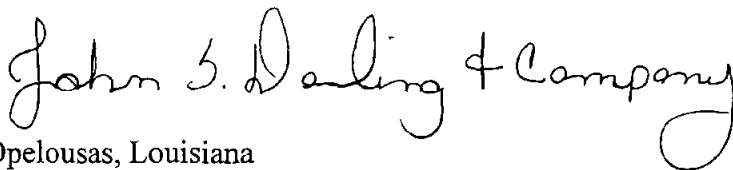
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free of 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 amounts. 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 an instance of noncompliance or other matter that is required to be reported under Government Auditing Standards and which is described in the accompanying schedule of findings and responses as item 2019-1.

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. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

A handwritten signature in cursive script that reads "John S. Darling & Company". The signature is written in dark ink and is positioned above the typed name and date.

Opelousas, Louisiana
June 23, 2020

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED DECEMBER 31, 2019

A. SUMMARY OF AUDIT RESULTS

1. We have audited the basic financial statements of District No. 6 Public Works Commission of St. Landry Parish as of and for the year ended December 31, 2019, and have issued our report thereon dated June 23, 2020. 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 Governmental Auditing Standards, issued by the Comptroller General of the United States and provisions of the Uniform Guidance. Our audit of the financial statements as of December 31, 2019, resulted in an unmodified opinion.
2. No significant deficiencies relating to the audit of the financial statements are reported in the 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.
3. One instance of noncompliance relating to the audit of the financial statements is reported in the 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.
4. No management letter was issued for District No 6 Public Works Commission as of and for the year ended December 31, 2019.
5. A single audit was not required under the Uniform Guidance.

B. INTERNAL CONTROL AND COMPLIANCE TO THE FINANCIAL STATEMENTS

Compliance

2019-1 Sexual Harassment Policy

Condition: A sexual harassment policy was not adopted by the board, and an annual report was not compiled.

Criteria: The Louisiana Revised Statute (RS 42:341-344) states that each agency head must adopt a sexual harassment policy, containing certain required language, and compile an annual report containing information regarding the agency's noncompliance.

Cause: A sexual harassment policy was not adopted by the board.

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
SCHEDULE OF FINDINGS AND RESPONSES (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

B. INTERNAL CONTROL AND COMPLIANCE TO THE FINANCIAL STATEMENTS
(CONTINUED)

Compliance (Continued)

2019-1 Sexual Harassment Policy (Continued)

Effect: The policy required by the Louisiana Revised Statute was not adopted and the reporting requirements were not met.

Recommendation: A sexual harassment policy should be adopted, and an annual report should be compiled.

Corrective Action Plan: A sexual harassment policy will be adopted, and the annual report will be compiled.

Contact Person: Jason Fitzgerald, Chairman

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2019

SECTION I - INTERNAL CONTROL AND COMPLIANCE TO THE FINANCIAL STATEMENTS

2018-1 Actual Expenditures Exceeded Budgeted Expenditures By More Than Five Percent – Resolved

SECTION II - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

N/A.

SECTION III - MANAGEMENT LETTER

No findings.

James L. Nicholson, Jr., CPA
 Michael A. Roy, CPA
 Lisa Trouille Manuel, CPA
 Dana D. Quebedeaux, CPA



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INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES

To the Board of Commissioners
 District No. 6 Public Works
 Commission of St. Landry Parish
 Port Barre, Louisiana

We have performed the procedures enumerated below, which were agreed to by the Board of Commissioners of District No. 6 Public Works Commission of St. Landry Parish (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, 2019 through December 31, 2019. The Entity's management is responsible for those C/C areas identified in the SAUPs.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of Government Auditing Standards. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described 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:

Written Policies and Procedures

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

a) **Budgeting**, including preparing, adopting, monitoring, and amending the budget

Written policies and procedures were obtained for budgeting and address all the above functions.

b) **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.

Written policies and procedures were obtained for purchasing and address all the above functions.

To the Board of Commissioners
 District No. 6 Public Works Commission
 of St. Landry Parish
 Page 2

- c) **Disbursements**, including processing, reviewing, and approving
Written policies and procedures were obtained for disbursements and address all the above functions.
- d) **Receipts**, 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).
There are no written policies and procedures addressing receipts.
- e) **Payroll/Personnel**, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.
Written policies and procedures were obtained for payroll/personnel and address all the above functions.
- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process
Written policies and procedures were obtained for contracting and address all the above functions.
- g) **Credit Cards (and debit cards, fuel cards, P-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)
Not applicable to the entity.
- h) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers
Written policies and procedures were obtained for travel and expense reimbursement and address all the above functions.
- i) **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the entity's ethics policy.
Written policies and procedures were obtained for ethics and address all the above functions.
- j) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
Not applicable to the entity.

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 District No. 6 Public Works Commission
 of St. Landry Parish
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- k) ***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.

There are no written policies and procedures addressing disaster recovery/business continuity.

Bank Reconciliations

3. Obtain a listing of client 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 selected each account, and observe that:

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

No exceptions noted.

- b) Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each reconciliation (e.g., initialed and dated, electronically logged); and

No exceptions noted.

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

No exceptions noted.

Ethics

4. Using 5 randomly selected employees/officials, obtain ethics documentation from management, and:

- a) Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.

No exceptions noted.

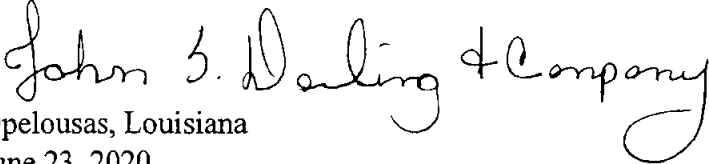
- b) Observe that the documentation demonstrates each employee/official attested through signature verification that he or she has read the entity's ethics policy during the fiscal period.

There are no written policies and procedures addressing ethics for the entity.

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We were 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 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.

The purpose of this report is 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.


Opelousas, Louisiana
June 23, 2020

DISTRICT NO. 6 PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH
PORT BARRE, LOUISIANA
FOR THE YEAR ENDED DECEMBER 31, 2019

Management's responses to the following agreed-upon procedure exceptions:

Written Policies and Procedures:

1. d) Receipts
- k) Disaster recovery/business continuity

Management's Response:

The Commission follows policies and procedures set forth by the St. Landry Parish Government.