

CITY OF WESTLAKE, LOUISIANA
ANNUAL FINANCIAL REPORT AND INDEPENDENT
AUDITORS' REPORTS
YEAR ENDED JUNE 30, 2024

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INDEPENDENT AUDITORS' REPORT

December 27, 2024

To the Members of the City Council
City of Westlake, Louisiana

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities and each major fund of the City of Westlake, Louisiana as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Westlake, Louisiana's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities and each major fund of the City of Westlake, Louisiana, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Westlake, Louisiana, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Westlake, Louisiana's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Westlake, Louisiana's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Westlake, Louisiana's ability to continue as a going concern for a reasonable period of time.

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

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedules, schedule of employer's proportionate share of net pension liability and the schedule of employer's contributions be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of

inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during 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.

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

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Westlake, Louisiana's basic financial statements. The justice system funding schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The schedule of expenditures of federal awards on page 53 is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the judicial system funding schedules and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the schedule of compensation, benefits and other payments to agency head or chief executive officer but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

To the Members of the City Council
December 27, 2024
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Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 27, 2024, on our consideration of City of Westlake, Louisiana's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is 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 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 City of Westlake, Louisiana's internal control over financial reporting and compliance.

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BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE
FINANCIAL STATEMENTS

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF NET POSITION
June 30, 2024

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash	\$ 1,384,041	\$ 565,935	\$ 1,949,976
Investments	2,248,756	3,211,269	5,460,025
Receivables	830,547	414,908	1,245,455
Interfund receivable	380,881	-	380,881
Inventories	-	278,787	278,787
Prepaid insurance	-	149,044	149,044
Capital assets:			
Land and construction in progress	3,039,889	11,978,558	15,018,447
Capital assets, net	20,738,522	20,020,874	40,759,396
TOTAL ASSETS	<u>\$ 28,622,636</u>	<u>\$ 36,619,375</u>	<u>\$ 65,242,011</u>
DEFERRED OUTFLOWS OF RESOURCES	<u>2,686,456</u>	<u>\$ -</u>	<u>\$ 2,686,456</u>
LIABILITIES			
Accounts and other accrued payables	1,314,019	\$ 647,079	\$ 1,961,098
Customer meter deposits	-	445,538	445,538
Interest payable	-	242	242
Unearned revenue	289,590	-	289,590
Interfund payable	59,267	321,614	380,881
Long-term liabilities:			
Net pension liability	6,434,287	-	6,434,287
Due within one year	225,946	338,116	564,062
Due after one year	527,380	2,666,540	3,193,920
TOTAL LIABILITIES	<u>\$ 8,850,489</u>	<u>\$ 4,419,129</u>	<u>\$ 13,269,618</u>
DEFERRED INFLOWS OF RESOURCES	<u>345,971</u>	<u>\$ -</u>	<u>\$ 345,971</u>
NET POSITION			
Net invested in capital assets	\$ 22,949,757	\$ 28,994,776	\$ 51,944,533
Net position - Restricted	2,215,727	-	2,215,727
Net position - Unrestricted	(3,052,852)	3,205,470	152,618
TOTAL NET POSITION	<u>\$ 22,112,632</u>	<u>\$ 32,200,246</u>	<u>\$ 54,312,878</u>

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF ACTIVITIES
Year Ended June 30, 2024

Activities	Expenses	Program Revenues		Net (Expense) Revenues and Changes in Net position		
		Fees, Fines and Charges for Services	Operating Grants and Contributions	Primary Government		Total
				Governmental Activities	Business-Type Activities	
Governmental activities:						
General and administrative	\$ 1,589,652	\$ 403,163	1,272,103	\$ 85,614	\$ -	\$ 85,614
Public safety:						
Police	2,582,537	1,133,732	-	(1,448,805)	-	(1,448,805)
Fire	2,749,269	-	1,813,111	(936,158)	-	(936,158)
Highway and streets	1,869,366	-	-	(1,869,366)	-	(1,869,366)
Cemeteries	25,868	-	-	(25,868)	-	(25,868)
Civil defense	9,844	-	-	(9,844)	-	(9,844)
Post office	11,242	0	-	(11,242)	-	(11,242)
City court	166,475	-	-	(166,475)	-	(166,475)
Total Governmental Activities	9,004,253	1,536,895	3,085,214	(4,382,144)	-	(4,382,144)
Business-type activities:						
Utility	7,157,858	7,101,674	134,200	-	78,016	78,016
Golf course	4,681,579	3,405,808	-	-	(1,275,771)	(1,275,771)
Total primary government	<u>\$ 20,843,690</u>	<u>\$ 12,044,377</u>	<u>\$ 3,219,414</u>	<u>(4,382,144)</u>	<u>(1,197,755)</u>	<u>(5,579,899)</u>
General Revenues:						
Tax revenue				4,445,005	1,139,604	5,584,609
Investment income				124,133	146,794	270,927
Hurricane recovery				-	32,035	32,035
Miscellaneous expense				-	(3,169)	(3,169)
Miscellaneous income				125,410	115,438	240,848
Insurance proceeds				1,408,860	-	1,408,860
Gain on sale				-	-	-
Distribution - gaming industry				861,139	-	861,139
Transfers				(2,691,198)	2,691,198	-
Total general revenues				<u>4,312,443</u>	<u>4,121,900</u>	<u>8,434,343</u>
Change in net position				(69,701)	2,924,145	2,854,444
Net position - Beginning				<u>22,182,333</u>	<u>29,276,101</u>	<u>51,458,434</u>
Net position - Ending				<u>\$ 22,112,632</u>	<u>\$ 32,200,246</u>	<u>\$ 54,312,878</u>

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

FUND FINANCIAL STATEMENTS

FUND DESCRIPTIONS

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.

Capital Projects Fund

The capital projects fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

LCDBG – Sewer Rehabilitation Project

The LCDBG – Sewer Rehabilitation Project fund is used to account for the grant monies received from the United States Department of Housing and Urban Development for a Sewer Rehabilitation Project.

Proprietary Funds

Utility Fund

To account for the provision of gas, water and sewerage services to residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service, and billing and collection.

Golf Course and Real Estate Development

To account for the operations of the City golf course and the real estate development around the golf course.

CITY OF WESTLAKE, LOUISIANA
BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2024

	General	Capital Projects	LCDBG - Sewer Rehabilitation Project	Total
ASSETS				
Cash and cash equivalents	\$ 766,185	\$ 617,856	\$ -	\$ 1,384,041
Investments	591,262	1,657,494	-	2,248,756
Receivables (net, where applicable, of allowance for uncollectibles):				
Accounts receivable	663,826	166,721	-	830,547
Interfund receivables	-	380,881	-	380,881
Prepaid expense	-	-	-	-
TOTAL ASSETS	<u>2,021,273</u>	<u>2,822,952</u>	<u>-</u>	<u>4,844,225</u>
DEFERRED OUTFLOWS OF RESOURCES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u>\$ 2,021,273</u>	<u>\$ 2,822,952</u>	<u>\$ -</u>	<u>\$ 4,844,225</u>
LIABILITIES				
Accounts payable	\$ 602,624	\$ 317,635	\$ -	\$ 920,259
Retainage payable	9,732	-	-	9,732
Unearned income	-	289,590	-	289,590
Interfund payables	59,267	-	-	59,267
TOTAL LIABILITIES	<u>671,623</u>	<u>607,225</u>	<u>-</u>	<u>1,278,848</u>
DEFERRED INFLOWS OF RESOURCES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES				
Restricted for:				
Capital projects	-	2,215,727	-	2,215,727
Unassigned	1,349,650	-	-	1,349,650
TOTAL FUND BALANCES	<u>1,349,650</u>	<u>2,215,727</u>	<u>-</u>	<u>3,565,377</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	<u>\$ 2,021,273</u>	<u>\$ 2,822,952</u>	<u>\$ -</u>	<u>\$ 4,844,225</u>

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

CITY OF WESTLAKE, LOUISIANA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
June 30, 2024

Total fund balance for governmental fund at June 30, 2024:		\$ 3,565,377
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds balance sheet. Those assets consist of:		
Land and construction in progress	\$ 3,039,889	
Capital assets, net of \$15,806,719 accumulated depreciation	<u>20,738,522</u>	23,778,411
Deferred outflows and inflows for pension resources and long-term debt are not financial resources or currently payable:		
Deferred inflows related to pensions		(345,971)
Deferred outflows related to pensions		2,686,456
Long-term liabilities are not due and payable in the current period and, therefore, they are not reported in the governmental funds balance sheet:		
Compensated absences	(384,028)	
Capital lease	(753,326)	
Net pension liability	<u>(6,434,287)</u>	<u>(7,571,641)</u>
Total net position of governmental activities at June 30, 2024		<u><u>\$ 22,112,632</u></u>

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
Year Ended June 30, 2024

	General	Capital Projects	LCDBG - Sewer Rehabilitation Project	Total
REVENUES				
Taxes and special assessments	\$ 4,240,760	\$ 204,245	\$ -	\$ 4,445,005
Licenses and permits	384,137	-	-	384,137
Intergovernmental	1,813,111	-	-	1,813,111
Charges for services	19,026	-	-	19,026
Fines and forfeits	1,133,732	-	-	1,133,732
Investment income	54,056	70,077	-	124,133
Miscellaneous income	61,143	64,267	-	125,410
Insurance proceeds	1,408,860	-	-	1,408,860
Grant proceeds	1,032,114	170,599	-	1,202,713
Donations	69,390	-	-	69,390
Post office lease	-	-	-	-
Distribution - gaming industry	-	861,139	-	861,139
TOTAL REVENUES	10,216,329	1,370,327	-	11,586,656
EXPENDITURES				
Current:				
General and administrative	1,509,337	282,344	-	1,791,681
Police	2,396,148	-	-	2,396,148
Fire	2,660,765	-	-	2,660,765
Streets	999,987	198,641	-	1,198,628
Cemeteries	25,868	-	-	25,868
Civil defense	9,844	-	-	9,844
Post office	11,242	-	-	11,242
City court	164,830	-	-	164,830
Hurricane recovery	-	-	-	-
Capital Outlay	654,095	643,004	-	1,297,099
Debt Service:				
Principal	-	-	-	-
Interest	-	-	-	-
TOTAL EXPENDITURES	8,432,116	1,123,989	-	9,556,105
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	1,784,213	246,338	-	2,030,551
OTHER FINANCING SOURCES (USES)				
Sale of fixed assets	309,700	-	-	309,700
Operating transfers in	-	869,912	-	869,912
Operating transfers out	(2,437,443)	-	-	(2,437,443)
TOTAL OTHER FINANCING SOURCES (USES)	(2,127,743)	869,912	-	(1,257,831)
NET CHANGES IN FUND BALANCE	(343,530)	1,116,250	-	772,720
FUND BALANCE - BEGINNING	1,693,180	1,099,477	-	2,792,657
FUND BALANCE - ENDING	\$ 1,349,650	\$ 2,215,727	\$ -	\$ 3,565,377

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

CITY OF WESTLAKE, LOUISIANA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES-GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES
Year Ended June 30, 2024

Total net changes in fund balance at June 30, 2024 per Statement of Revenues, Expenditures and Changes in Fund Balances		\$ 772,720
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Capital outlay which is considered expenditures on the Statement of Revenues, Expenditures and Changes in Fund Balances	\$ 1,297,099	
Gain on disposal of assets	(270,606)	
Depreciation expense for the year ended June 30, 2024	<u>(1,280,606)</u>	(254,113)
Transfer of the completed sewer system from the capital projects fund to the utilities fund		(1,123,667)
Payments for capital equipment leases		177,258
Net increase in compensated absences		(31,616)
Net pension (expense) benefit is reported in the governmental fund as expenditures as they are paid, however, in the statement of activities the net position (expense benefit is reported according to estimates required by GASB 68.		<u>389,717</u>
Total changes in net position at June 30, 2024 per Statement of Activities		<u>\$ (69,701)</u>

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF NET POSITION - PROPRIETARY FUND
June 30, 2024

	Utility	Golf Course and Real Estate Development	Total Proprietary Funds
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 459,527	\$ 106,408	\$ 565,935
Investments	2,762,814	-	2,762,814
Accounts receivable, net of allowance for for uncollectibles	308,160	106,748	414,908
Interfund receivables	-	-	-
Inventories	43,694	235,093	278,787
Prepaid insurance	77,211	71,833	149,044
Restricted assets:			
Cash and cash equivalents	-	-	-
Investments	448,455	-	448,455
Total current assets	<u>4,099,861</u>	<u>520,082</u>	<u>4,619,943</u>
Property, plant and equipment			
Buildings, plant and distribution system	30,626,863	12,046,810	42,673,673
Furniture, fixtures and equipment	2,911,379	3,306,542	6,217,921
	<u>33,538,242</u>	<u>15,353,352</u>	<u>48,891,594</u>
Less accumulated depreciation	20,564,262	8,306,458	28,870,720
	<u>12,973,980</u>	<u>7,046,894</u>	<u>20,020,874</u>
Land	337,431	11,641,127	11,978,558
Total property, plant and equipment	<u>13,311,411</u>	<u>18,688,021</u>	<u>31,999,432</u>
TOTAL ASSETS	<u>\$ 17,411,272</u>	<u>\$ 19,208,103</u>	<u>\$ 36,619,375</u>
DEFERRED OUTFLOWS OF RESOURCES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
LIABILITIES			
Current liabilities:			
Accounts payable	\$ 140,937	\$ 252,361	\$ 393,298
Retainage payable	9,732	-	9,732
Accrued sick payable	108,595	-	108,595
Accrued vacation payable	28,452	-	28,452
Accrued compensation	107,002	-	107,002
Interest payable	242	-	242
Interfund payables	321,614	-	321,614
Security deposits payable	445,538	-	445,538
Total current liabilities	<u>1,162,112</u>	<u>252,361</u>	<u>1,414,473</u>
Long-term liabilities:			
Due within one year	109,473	228,643	338,116
Due after one year	2,469,018	197,522	2,666,540
Total long-term liabilities	<u>2,578,491</u>	<u>426,165</u>	<u>3,004,656</u>
TOTAL LIABILITIES	<u>\$ 3,740,603</u>	<u>\$ 678,526</u>	<u>\$ 4,419,129</u>
DEFERRED INFLOWS OF RESOURCES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
NET POSITION			
Net invested in capital assets	\$ 10,732,920	\$ 18,261,856	\$ 28,994,776
Net position - Unrestricted	2,937,749	267,721	3,205,470
TOTAL NET POSITION	<u>\$ 13,670,669</u>	<u>\$ 18,529,577</u>	<u>\$ 32,200,246</u>

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION - PROPRIETARY FUND
Year Ended June 30, 2024

	Utility	Golf Course and Real Estate Development	Total Proprietary Funds
OPERATING REVENUES			
Charge for utility services	\$ 7,033,742	\$ -	\$ 7,033,742
Charges for golf course	-	3,405,808	3,405,808
Tap fees	67,932	-	67,932
Total Operating Revenues	<u>7,101,674</u>	<u>3,405,808</u>	<u>10,507,482</u>
OPERATING EXPENSES			
Personnel services	1,608,559	1,501,039	3,109,598
Contractual services	519,966	-	519,966
Supplies	1,155,707	1,560,312	2,716,019
Other services and charges	1,742,399	706,832	2,449,231
Heat, light, and power	224,425	153,956	378,381
Sewage usage expense	1,170,594	-	1,170,594
Depreciation and amortization expense	682,273	745,984	1,428,257
Total Operating Expenses	<u>7,103,923</u>	<u>4,668,123</u>	<u>11,772,046</u>
OPERATING INCOME (LOSS)	(2,249)	(1,262,315)	(1,264,564)
NON-OPERATING REVENUES (EXPENSES)			
Tax revenue	1,139,604	-	1,139,604
Investment income	146,722	72	146,794
Grant income	134,200	-	134,200
Miscellaneous income	109,038	6,400	115,438
Hurricane related expenses, net	-	32,035	32,035
Miscellaneous expenses	(669)	(2,500)	(3,169)
Interest expense	(53,935)	(13,456)	(67,391)
Total Non-operating Revenues (Expenses)	<u>1,474,960</u>	<u>22,551</u>	<u>1,497,511</u>
INCOME (LOSS) BEFORE OPERATING TRANSFERS	1,472,711	(1,239,764)	232,947
Operating transfers in	1,793,582	897,616	2,691,198
Operating transfers out	<u>-</u>	<u>-</u>	<u>-</u>
CHANGE IN NET POSITION	3,266,293	(342,148)	2,924,145
NET POSITION, BEGINNING	<u>10,404,376</u>	<u>18,871,725</u>	<u>29,276,101</u>
NET POSITION, ENDING	<u><u>\$ 13,670,669</u></u>	<u><u>\$ 18,529,577</u></u>	<u><u>\$ 32,200,246</u></u>

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

CITY OF WESTLAKE, LOUISIANA
STATEMENT OF CASH FLOWS -
PROPRIETARY FUND
Year Ended June 30, 2024

	Utility	Golf Course and Real Estate Development	Total Proprietary Funds
CASH FLOWS FROM OPERATING ACTIVITIES:			
Receipts from customers	\$ 7,158,976	\$ 3,441,692	\$ 10,600,668
Payments to suppliers	(4,886,755)	(2,508,628)	(7,395,383)
Payments to employees	(1,568,390)	(1,501,039)	(3,069,429)
Net cash from operating activities	<u>703,831</u>	<u>(567,975)</u>	<u>135,856</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:			
Purchase of fixed assets	(1,759,373)	(115,638)	(1,875,011)
Principle payments on debt	(1,242,878)	(216,271)	(1,459,149)
Interest payments on debt	(53,935)	(13,456)	(67,391)
Net cash from investment activities	<u>(3,056,186)</u>	<u>(345,365)</u>	<u>(3,401,551)</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:			
Miscellaneous income	109,038	6,400	115,438
Miscellaneous expense	(669)	(2,500)	(3,169)
Tax revenues	1,139,604	-	1,139,604
Grant income	134,200	-	134,200
Hurricane related expenses, net	-	32,035	32,035
Operating transfers in	1,793,582	897,616	2,691,198
Operating transfers out	-	-	-
Net cash from non-capital financing activities	<u>3,175,755</u>	<u>933,551</u>	<u>4,109,306</u>
CASH FLOWS FROM INVESTING ACTIVITIES:			
Earnings of investments	146,722	72	146,794
purchase of investments	(1,441,951)	-	(1,441,951)
Net cash from investing activities	<u>(1,295,229)</u>	<u>72</u>	<u>(1,295,157)</u>
NET INCREASE (DECREASE) IN CASH	(471,829)	20,283	(451,546)
CASH - BEGINNING	931,356	86,125	1,017,481
CASH - ENDING	<u>\$ 459,527</u>	<u>\$ 106,408</u>	<u>\$ 565,935</u>
Reconciliation of operating income (loss) to net cash from operating activities:			
Operating income (loss)	\$ (2,249)	\$ (1,262,315)	\$ (1,264,564)
Adjustment to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation	682,273	745,984	1,428,257
(Increase) decrease in receivables	57,302	35,884	93,186
(Increase) decrease in inventories	-	(50,719)	(50,719)
(Increase) decrease in prepaid insurance	-	(25,605)	(25,605)
Increase (decrease) in accounts payable	(98,589)	(11,204)	(109,793)
Increase (decrease) in retainage payable	-	-	-
Increase (decrease) in customer deposits	25,736	-	25,736
Increase (decrease) in accrued compensation	40,169	-	40,169
Increase (decrease) in interest payable	(811)	-	(811)
Increase (decrease) in interfund payable	-	-	-
Net cash from operating activities	<u>\$ 703,831</u>	<u>\$ (567,975)</u>	<u>\$ 135,856</u>

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

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Westlake, Louisiana, was incorporated on December 1, 1945, under the provisions of the Lawrason Act. The City operates a Mayor-City Council form of government and provides the following services as authorized by its charter: public safety (police and fire), streets, sanitation, recreation, public improvements, and general administrative services.

The accounting and reporting policies of the City of Westlake conform to accounting principles generally accepted in the United States of America as applicable to governments. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note.

1. Reporting Entity

The accompanying financial statements include the various departments, activities, and organizational units that are within the control and authority of the Mayor and Board of Aldermen of the City of Westlake, Louisiana.

The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in Governmental Accounting Standards Board statement No. 14 (Codification Section 2100.120140). This statement defines the reporting entity as the primary government and those component units for which the primary government is financially accountable. Financial accountability is defined as appointment of a voting majority of the component unit's board, and either a) the ability to impose will by the primary government, or b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government.

Based on the foregoing criteria, the City of Westlake, Louisiana has no other fiscal or significant managerial responsibility over any other governmental unit that is not included in the financial statements of the City of Westlake, Louisiana.

2. Basis of Presentation

The accompanying basic financial statements of the City of Westlake, Louisiana have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, "Basic Financial Statements and Management's Discussion and Analysis-for State and Local Governments", issued in June 1999.

Government-Wide Financial Statements

The Statement of Net Position and the Statement of Activities display information about the City as a whole. They include all funds of the reporting entity. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities presents a comparison between direct expenses and program revenues for each of the functions of the City's governmental activities and business-type activities. 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 services offered by the City, and (b) grants and contributions that are restricted to meeting the operational or capital requirement of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Fund Financial Statements

The City uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain Town functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The various funds of the City are classified into three categories: governmental and proprietary. The emphasis on fund financial statements is on major funds, each displayed on a separate column. A fund is considered major if it is the primary operating fund of the City or its total assets, liabilities, revenues, or expenditures of the individual governmental and enterprise fund is at least 10 percent of the corresponding total for all governmental and enterprise funds of that category or type; and 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 City reports the following major funds:

The General Fund is the primary operating fund of the City. It accounts for all financial resources except those that are required to be accounted for in other funds.

The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

Proprietary Funds

The Enterprise Fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City's enterprise fund accounts for gas, water and sewer services, and golf course and real estate development.

3. 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.

Measurement Focus

On the government-wide statement of net position and the statement of activities, both governmental and business-type 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. The proprietary fund utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are 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.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Basis of Accounting

In the government-wide statement of net position and statement of activities, both governmental and business-type 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.

The proprietary fund utilizes 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.

4. Budgets and Budgetary Accounting

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are adopted for the general and special revenue funds. All annual appropriations lapse at fiscal year end.

Prior to the beginning of each fiscal year, the Mayor submits a budget to the City Council. The budget is prepared by fund, function and activity, and includes information on the past year, current year estimates and requested appropriations for the next fiscal year.

The City Council holds public hearings and may add to, subtract from or change appropriations, but may not change the form of the budget. Any changes in the budget must be within the revenues and reserves estimated or the revenue estimates must be changed by an affirmative vote of a majority of the government's council.

Expenditures may not legally exceed budgeted appropriations at the activity level.

5. Cash and Investments

Cash

The cash and cash equivalents of the City are subject to the following risks.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the City will not be able to recover its deposits. 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 financial agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal or exceed the amount on deposit with the fiscal bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the City that the fiscal agent bank has failed to pay deposited funds upon demand. Further, Louisiana Revised Statute 39:1224 states that securities held by a third party shall be deemed to be held in the City's name.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Interest Rate Risk: This is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity is its fair value to changes in market interest rates. The City does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, as a means of offsetting exposure to interest rate risk, the City diversifies its investments by security type and institution.

Credit Risk: Generally, credit risk is the risk that the issuer of a debt type investment will not fulfill its obligation to the holder of the investment. U.S. government securities or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk exposure. The City's investments comply with Louisiana Statutes (LSA R.S. 33:2955). Under state law, the City may deposit funds with a fiscal agent organized under the laws of Louisiana, the laws of any other state in the union, or the laws of the United States. The City may invest in United States bonds, treasury notes and bills, government-backed agency securities, or certificates of time deposits of state banks organized under Louisiana law and national banks organized under Louisiana law and national banks having principal offices in Louisiana.

Cash includes amounts in demand deposits with a maturity date within three months of the date acquired by the City. State statutes authorize the City to invest in obligations of the U.S. Treasury, U.S. Government Agencies, or time certificates of deposit of state banks organized under the laws of Louisiana and national banks having the principal office in the State of Louisiana, as stipulated in R.S. 39:1271, or any other federally insured investment. In addition, The City participates in the Louisiana Asset Management Pool, Inc. (LAMP). The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool shares.

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. 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. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At June 30, 2024, the City has \$2,914,661 in deposits (collected bank balances). These deposits are secured from risk by \$250,000 of federal deposit insurance and \$2,664,661 of pledged securities held by the custodial bank in the name of the fiscal agent bank.

6. Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet.

7. Accounts Receivable

Uncollectible amounts due for ad valorem taxes and other receivables of governmental funds are recognized as bad debts at the time information becomes available which would indicate that the particular receivable is not collectible.

There appears to be concentration of credit risk with regard to general accounts receivable and more specifically accounts receivable for gas, water and sewer user fees in the Enterprise Funds. The City's ability to collect the amounts due from the users of the City gas, water and sewer system and others (as reflected on the financial statements) may be affected by significant economic fluctuations, natural disaster or other calamity in this one concentrated geographic location.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

8. Prepaid expenses

Payments made to vendors for services that will benefit periods beyond June 30, 2024 are recorded as prepaid items.

9. Capital Assets

Capital assets, which include property, plant and equipment are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Buildings and plant infrastructures	15-50 years
Furniture, Machinery and Equipment	5-15 years
Transportation equipment	3-5 years

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

10. Inventory

Inventory of the Utility Fund is valued at the lower of cost or net realizable value (first-in, first-out). Inventories consist of expendable supplies held for consumption. The expenditures are recognized when the items are purchased.

Inventory of the Golf Course and Real Estate Development Fund is stated at lower of cost or net realizable value under the first-in, first-out method of accounting for inventory. Inventories consist of expendable supplies held for consumption and golf merchandise in the club house. The expenditures are recognized when the items are purchased.

11. Statement of Cash Flows

For the purpose of the statement of cash flows for the enterprise fund, the City considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalents. Ending cash of \$565,935 at June 30, 2024 represents unrestricted amounts of \$565,935 and restricted amounts of \$0.

12. Compensated Absences

Vested or accumulated compensated absences that is expected to be liquidated with expendable available financial resources is reported as expenditures and a liability of the governmental activities. \$384,028 is reported for these amounts. Vested or accumulated compensated absences of proprietary funds is recorded as an expense and liability of those funds as the benefits accrue to employees. At June 30, 2024, liability for compensated absences was \$244,049 in the business-type activities.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

13. 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. The long-term debt consists primarily of bonds and capital leases.

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary fund long-term debt is the same in the fund statements as it is in the government-wide statements.

14. Equity Classification

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

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

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as restricted, assigned and unassigned.

- a. Restricted fund balance – Includes fund balance amounts that are intended to be used for specific purposes which are externally imposed.
- b. Assigned fund balance – Includes fund balance amounts that are intended to be used for specific purposes based on internal (Board) actions.
- c. Unassigned fund balance – Includes positive fund balance within the general fund which has not been classified within the above mentioned categories.

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

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless Board members or the finance committee has provided otherwise in its commitment or assignment actions.

At June 30, 2024, the City had \$2,157,727 net position restricted for construction projects.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

15. Use of Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

16. Revenues, Expenditures, and Expenses

Program Revenues

Program revenues included in the Statement of Activities are derived directly from the program itself or from parties outside the City's taxpayers or citizenry, as a whole; program revenues reduce the cost of the function to be financed from the City's general revenues.

Revenues

Ad valorem taxes and the related state revenue sharing are recorded in the year taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December, January and February of the fiscal year.

Unearned Revenue

Unearned revenue of \$529,698 at June 30, 2023 represents grant funds received but not expended as of year-end.

Expenditures

The Town primary expenditures include salaries and insurance, which are recorded when the liability is incurred. Capital expenditures and purchases of various operating supplies are regarded as expenditures at the time purchased.

Other Financing Sources

Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) when the transfer is authorized by the City.

17. Deferred Outflows of Resources and Deferred Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period(s) and thus, will not be recognized as an outflow of resources (expense/expenditure) until then. The City has no deferred outflows of resources.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

18. Dedication of Proceeds and Flow of Funds – Sales and Use Taxes

Proceeds of a perpetual one percent sales and use tax that was first levied on July 1, 1990 by the City of Westlake, Louisiana are collectible by the sales tax fund, are legally dedicated for municipal waterworks and street and road improvements.

Proceeds of a one percent sales and use tax, which was renewed on July 1 2017, and is to run for ten years, are levied by the City of Westlake, Louisiana and collectible by the sales tax fund, and are legally dedicated in no particular percentage to the following:

1. Construction, acquiring, improving, operating and maintaining fire department.
2. Construction, acquiring, improving, operating and maintaining wastewater department.
3. Construction, acquiring, improving, operating and maintaining parks and recreation department.

d. Salaries and benefits of City employees.

Proceeds of a one-half of one percent sales and use tax, which was renewed on October 1, 2017, and is to run for ten years are levied by the City of Westlake, Louisiana and collectible by the sales tax fund, are legally dedicated for the operation and maintenance of the City Police Department.

19. Subsequent Events

Management has evaluated subsequent events through December 27, 2024, the date the financial statements were available to be issued.

NOTE B – INVESTMENTS

The City uses fair value measurements to record fair value adjustments to certain assets and liabilities and to determine fair value disclosures of investments in debt and equity securities that are classified as available-for-sale on a recurring basis. FASB ASC 820-10 defines fair value, establishes a consistent framework for measuring fair value, and expands disclosure requirements for fair value measurements. FASB ASC 820-10 establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are as follows:

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the Town has the ability to access at the measurement date.

Level 2 inputs are inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for the asset or liability.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE B – INVESTMENTS – Continued

The fair value measurements and levels within the fair value hierarchy of those measurements for the assets reported at fair value on a recurring basis at June 30, 2024 are as follows:

	Fair Value	Quoted Price in Active Markets Identical assets Level 1	Significant Observable Inputs Level 2	Significant Unobservable Inputs Level 3	Percent of Total	Credit Rating Standards & Poor's
Short-term investments:						
Money markets	\$ 536,621	\$ 536,621	\$ -	\$ -	9.8%	N/A
U.S Treasuries	1,120,802	1,120,802	-	-	20.5%	AA+
LAMP	3,802,602	3,802,602	-	-	69.7%	AAAm
	<u>\$ 5,460,025</u>	<u>\$ 5,460,025</u>	<u>\$ -</u>	<u>\$ -</u>		

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LA-R.S. 33.2955.

LAMP is a governmental investment pool that reports at fair value. The following facts are relevant for investment pools:

- Credit risk: LAMP is rated AAAm by Standard & Poor's.
- Custodial credit risk: LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.
- Concentration of credit risk: Pooled investments are excluded from the 5 percent disclosure requirement.
- Interest rate risk: LAMP is designed to be highly liquid to give its participants immediate access to their account balances. LAMP prepares its own interest rate disclosure using the weighted average maturity (WAM) method. The WAM of LAMP assets is restricted to not more than 90 days and consists of no securities with a maturity in excess of 397 days or 762 days for U.S. Government floating/variable rate investments. The WAM for LAMP's total investments is 39 days as of June 30, 2021.
- Foreign currency risk: Not applicable.

The investments in LAMP are stated at fair value. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the net asset value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and board of directors. LAMP is not registered with the SEC as an investment company. An annual audit of LAMP is conducted by an independent certified public accountant. The Legislative Auditor of the State of Louisiana has full access to the records of LAMP. LAMP issues financial reports which can be obtained by writing: LAMP, Inc., 228 St. Charles Avenue, Suite 1123, New Orleans, LA 70130.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE C – AD VALOREM TAXES

For the year ended June 30, 2024 taxes of 24.21 mills were levied on property with assessed valuations totaling \$58,264,580 and were dedicated as follows:

General corporate purposes	24.21 mills
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Total taxes levied were \$1,410,585.

NOTE D – RECEIVABLES

The following is a summary of receivables for June 30, 2024:

	Governmental Fund	Proprietary Funds
Taxes	\$ 40,063	\$ -
Intergovernmental grants	736,927	-
Other	53,557	-
Charges for services	-	482,444
Less: Allowance for bad debt	-	(67,536)
	<u>\$ 1,144,887</u>	<u>\$ 414,908</u>

NOTE E – CAPITAL ASSETS

A summary of changes in capital assets for the year ended June 30, 2024 follows:

	Beginning of Year	Additions	Deletions	End of Year
Governmental activities:				
Land	\$ 2,030,401	\$ -	\$ -	\$ 2,030,401
Buildings	6,897,743	35,450	(751,803)	6,181,390
Furniture and Equipment	2,621,296	357,615	-	2,978,911
Transportation Equipment	2,687,945	296,480	(105,575)	2,878,850
Infrastructure	23,205,623	136,946	-	23,342,569
Leased Equipment	1,061,591	101,930	-	1,163,521
Construction In Progress	1,662,547	607,554	(1,260,613)	1,009,488
Totals at historical cost	40,167,146	1,535,974	(2,117,991)	39,585,130
Less accumulated depreciation for:				
Buildings	3,056,401	175,943	(481,197)	2,751,147
Furniture and Equipment	2,363,639	152,163	-	2,515,802
Transportation Equipment	2,254,352	151,232	(105,575)	2,300,009
Leased Equipment	201,232	208,963	-	410,195
Infrastructure	7,237,261	592,305	-	7,829,566
Total accumulated depreciation	15,112,885	1,280,606	(586,772)	15,806,719
Governmental activities capital Assets, Net	<u>\$ 25,054,261</u>	<u>\$ 255,368</u>	<u>\$ (1,531,219)</u>	<u>\$ 23,778,411</u>

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE E – CAPITAL ASSETS – Continued

Business Type Activities:				
Land	\$ 11,978,558	\$ -	\$ -	\$ 11,978,558
Construction in progress	-	-	-	-
Infrastructure	32,520,933	1,244,502	-	33,765,435
Buildings and plant	8,735,820	46,627	-	8,782,447
Machinery and equipment	3,940,500	444,054	-	4,384,554
Capital lease equipment	1,363,113	202,187	-	1,565,300
Transportation equipment	<u>393,858</u>	<u>-</u>	<u>-</u>	<u>393,858</u>
Totals at historical cost	58,932,782	1,937,370	-	60,870,152
Less accumulated depreciation for:				
Infrastructure	20,780,593	762,130	-	21,542,723
Buildings and plant	2,077,100	247,668	-	2,324,768
Machinery and equipment	3,706,090	107,638	-	3,815,137
Capital lease equipment	484,822	310,821	-	794,234
Transportation equipment	<u>393,858</u>	<u>-</u>	<u>-</u>	<u>393,858</u>
Total accumulated depreciation	<u>27,442,463</u>	<u>1,428,257</u>	<u>-</u>	<u>28,870,720</u>
Business-type activities capital assets, net	<u>\$ 31,490,319</u>	<u>\$ 509,113</u>	<u>\$ -</u>	<u>\$ 31,999,432</u>

Construction in progress in the governmental activities include phase 1 of a golf course drainage improvement project totaling \$553,776. No additional expenses are expected on phase 1. Future phases are expected to be completed in 2025. Construction in progress also includes a Sewer Equalization System totaling \$369,511. The expected cost of the project is \$5.4 million and is expected to be completed in 2025-2026. The remaining \$86,201 represents various drainage and street projects with a total estimated cost of \$1.7 million and expected completion dates in 2025 and 2026.

Depreciation expense was charged to governmental activities as follows:

General and administrative	\$ 135,031
Highway and streets	661,423
Fire	153,009
Police	331,143
City Court	-
Post Office	-
Total	<u>\$ 1,280,606</u>

NOTE F – LEASES

Capital Leases:

The City has financing leases for equipment that qualify as capital leases. The assets and liabilities under capital leases are recorded at the lower of present value of the minimum lease payments or the fair value of the assets. The assets are amortized over the lower of their related lease terms or their estimated productive lives. Amortization of the assets under capital lease is included in depreciation expenses for the year ended June 30, 2024.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE F – LEASES – Continued

The following is a summary of property held under capital lease at June 30, 2024:

Governmental activity:	
Equipment and vehicles	\$ 1,163,521
Less accumulated amortization	<u>(410,195)</u>
	<u>\$ 753,326</u>
Business-type activity:	
Golf course equipment	\$ 1,059,710
Utility equipment	505,590
Less accumulated amortization	<u>(795,643)</u>
	<u>\$ 769,657</u>

Capital leases payable at June 30, 2024 consist of the following:

	Original Amount	Maturity Date	Interest Rate	Balance Outstanding
Governmental activity				
Firetruck Capital Lease	\$ 489,439	4/15/2028	2.44%	\$ 321,466
2022 Chevy Tahoe	37,820	3/28/2026	3.25%	17,152
2021 Chevy Tahoe	35,059	3/8/2026	3.25%	15,900
2021 Chevy Tahoe	34,053	3/8/2026	3.25%	15,444
2021 Ford Expedition	41,639	12/20/2025	3.25%	16,252
2021 Chevy Tahoe	34,053	3/8/2026	3.25%	15,444
2022 Ford F-250	27,215	5/2/2026	3.25%	13,495
2022 Ford F-250	40,088	8/9/2026	3.25%	23,236
2022 Ford F-250	30,006	9/1/2026	3.25%	17,356
2022 Ford F-250	30,006	9/1/2026	3.25%	17,356
2022 Ford F-250	29,924	9/13/2026	3.25%	17,290
2022 Ford F-150	33,489	2/27/2028	3.25%	25,083
2023 Chevy Silverado	53,331	4/5/2028	3.25%	41,650
2023 Chevy Tahoe Police	51,331	2/17/2028	3.25%	38,447
2023 Chevy Tahoe Police	47,070	2/17/2028	3.25%	32,053
2023 Chevy Tahoe Police	47,069	2/17/2028	3.25%	32,052
2024 Ford F-350 XL	55,922	2/16/2029	3.25%	52,123
2023 Ford F-150	46,007	12/26/2028	3.25%	41,527
	<u>\$ 1,163,521</u>			<u>\$ 753,326</u>

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE F – LEASES – Continued

	Original Amount	Maturity Date	Interest Rate	Balance Outstanding
Business-type activity				
2017 Ram 3500	\$ 1,389	3/29/2027	3.25%	\$ 790
2022 Ford F-250	33,472	3/29/2026	3.25%	15,180
2022 Ford F-250	33,491	5/2/2026	3.25%	16,590
2022 Ford F-250	26,573	3/29/2026	3.25%	12,051
2022 Ford F-250	26,843	3/29/2026	3.25%	12,174
2022 Ford F-350	33,721	3/21/2026	3.25%	15,293
2022 Ford F-350	39,960	4/6/2026	3.25%	18,960
2022 GMC Canyon	37,515	12/1/2022	3.25%	26,893
GMC Canyon	37,515	12/1/2022	3.25%	26,893
2022 Chevy Silverado	48,346	3/30/2023	3.25%	36,988
2022 Chevy Silverado	48,346	3/30/2023	3.25%	36,988
Golf Equipment	124,010	1/12/2023	3.62%	-
Golf Equipment	244,250	12/13/2025	2.98%	122,139
Golf Equipment	230,833	11/1/2021	3.25%	80,387
Golf Carts	396,847	4/1/2026	3.25%	168,839
2023 Ford F-150	46,130	1/5/2029	3.25%	41,848
2023 Ford F-150	46,144	12/18/2028	3.25%	41,421
2023 Ford F-150	46,144	12/18/2028	3.25%	41,421
Golf Beverage Cart	62,360	12/22/2027	3.25%	54,802
	<u>\$ 1,191,389</u>			<u>\$ 769,657</u>

NOTE G – LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2024:

	Beginning of Year	Issued	Retired	End of Year	Due Within One Year
Governmental Activities:					
Net pension liability	\$ 6,320,258	\$ 114,029	\$ -	\$ 6,434,287	\$ -
Capital leases	860,359	101,930	208,963	753,326	225,946
Compensated absences	352,412	31,616	-	384,028	-
Governmental Activities					
Long-Term Liabilities	<u>\$ 7,533,029</u>	<u>\$ 247,575</u>	<u>\$ 208,963</u>	<u>\$ 7,571,641</u>	<u>\$ 225,946</u>
Business-Type Activities:					
General Obligation	\$ 3,430,000	\$ -	\$ 1,195,000	\$ 2,235,000	\$ -
Total bonds	<u>3,430,000</u>	<u>-</u>	<u>1,195,000</u>	<u>2,235,000</u>	<u>-</u>
Other Obligations:					
Capital leases	879,700	200,778	310,821	769,657	228,643
Total other obligations	<u>879,700</u>	<u>200,778</u>	<u>310,821</u>	<u>769,657</u>	<u>228,643</u>
Business-Type Activities					
Long-Term Liabilities	<u>\$ 4,309,700</u>	<u>\$ 200,778</u>	<u>\$ 1,505,821</u>	<u>\$ 3,004,657</u>	<u>\$ 228,643</u>

The capital lease obligations liability will be paid by the General and Utility Funds.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE G – LONG-TERM LIABILITIES – CONTINUED

Long-term liabilities at June 30, 2024 are comprised of the following individual issues:

Business-type Activities:

\$5,785,000 Series 2021 revenue refunding bond due in annual
Installments ranging from \$1,180,000 to \$1,030,000 through
July 1, 2026; interest at .650% – 1.550% \$ 2,235,000

Less: Amount due in one year -
\$ 2,235,000

The annual requirements to amortize bond debt are as follows:

Year Ending June 30,	Business-type Activities	
	Principal	Interest
2025	\$ -	\$ 37,904
2026	1,205,000	23,798
2027	1,030,000	7,983
2028	-	-
2029	-	-
Thereafter	-	-
	<u>\$ 2,235,000</u>	<u>\$ 69,685</u>

The annual requirements to maturity for capital leases are as follows:

Year Ending June 30,	Governmental Activity		Business-type Activities	
	Principal	Interest	Principal	Interest
2025	\$ 225,946	\$ 18,805	\$ 338,167	\$ 20,787
2026	217,167	12,011	275,760	8,703
2027	147,754	6,556	79,844	3,880
2028	149,602	2,918	60,445	1,376
2029	12,857	144	15,441	155
Thereafter	-	-	-	-
	<u>\$ 753,326</u>	<u>\$ 40,434</u>	<u>\$ 769,657</u>	<u>\$ 34,901</u>

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN

Substantially all employees of the City of Westlake, LA. Are members of the following statewide retirement systems: Municipal Employees Retirement System of Louisiana or Municipal Police Employees Retirement System of Louisiana. These systems are cost-sharing, multiple-employer defined benefit pension plans administered by separate boards of trustees. Pertinent information relative to each plan follows:

2. Municipal Employees Retirement System of Louisiana (System)

Plan Description. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the municipality are members of Plan A.

All permanent employees working at least 35 hours per week who are not covered by another pension plan and are paid wholly or in part from municipality funds and all elected municipal officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3% of their final-average salary for each year of creditable service. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Employees Retirement System of Louisiana, 7937 Office Park Boulevard, Baton Rouge, Louisiana 70809, or by calling (225) 925-4810.

Funding Policy. Under Plan A, members are required by state statute to contribute 9.50% of their annual covered salary and the Town is required to contribute at an actuarially determined rate. The current rate is 29.5% of annual covered payroll. Contributions to the System also include one-fourth of 1% (except Orleans and East Baton Rouge parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the City are established and may be amended by state statute. As provided by R. S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City contributions to the System under Plan A for the year ending June 30, 2024 were \$393,212.

At June 30, 2024, the City reported a liability of \$1,911,731 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to their pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2024, the District's proportion was .523065%.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

For the year ended June 30, 2024, the City recognized pension expense (benefit) of \$(311,500) including employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, \$10,029. At June 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 1,282	\$ 17,481
Difference between expected and actual investment	219,681	-
Difference between expected and actual assumption	-	-
Changes in proportion and differences between:		
Contributions and proportionate share of contributions	131,390	(30,086)
Contributions subsequent to the measurement date	393,212	-
Total	\$ 745,565	\$ (12,605)

\$393,212 reported as deferred outflows of resources related to pensions resulting from City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2025. Other accounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	Amount
2025	\$ 122,245
2026	82,283
2027	166,889
2028	(6,462)
2029	-
Thereafter	-

Actuarial methods and assumption. The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

The components on net pension liability of the System's employers as of June 30, 2024 are as follows:

Total Pension Liability	\$ 1,327,096,530
Plan Fiduciary Net Pension	961,610,161
Total Net Pension Liability	<u>\$ 365,486,369</u>

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2024 are as follows:

Valuation Date	June 30, 2023
Actuarial Cost Method	Entry Age Normal
Investment Rate of Return	6.85%
Expected Remaining Service Lives	3 years
Projected Salary Increases:	
1-4 years of services	6.4%
More than 4 years of services	4.5%
Annuitant and beneficiary mortality	PubG-2010(B) Healthy Retiree Table set equal to 120% for males and females, each adjusted using their respective male and female MP2018 scales.
Employee mortality	PubNS-2010(B) Employee Table set equal to 120% for males and females, each adjusted using their respective male and female MP2018 scales.
Disabled lives mortality	PubNS-2010(B) Disabled Retiree Table set equal to 120% for males and females with the full generational MP2018 scale.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimated ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and an adjustment for the effect of rebalancing/diversification.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

The target allocation and best estimates of arithmetic real rates of return for each major asset class included in the System's target asset allocation as of June 30, 2023 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Portfolio Real Rate of Return
Public equity	56%	2.44%
Fixed Income	29%	1.26%
Alternative	15%	0.65%
Totals	100%	4.35%
Inflation		2.50%
Expected Nominal Return		6.85%

The discount rate used to measure the total pension liability was 6.85%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity to changes in discount rate. The following presents the net pension liability of the District calculated using the discount rate of 6.85%, as well as what the employers' net pension liability would be if it were calculated using a discount rate that is one percentage point lower 5.85% or one percentage point higher 7.85% than the current rate.

	Changes in Discount Rate 2024		
	1% Decrease 5.85%	Current Discount Rate 6.85%	1% Increase 7.85%
Net Pension Liability (Asset)	\$ 2,650,372	\$ 1,911,731	\$ 1,287,802

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

B. Municipal Police Employees Retirement System of Louisiana (System)

Plan Description. All full-time police department employees engaged in law enforcement are required to participate in the System. Employees who retire at or after age 50 with at least 20 years of creditable service or at or after age 55 with at least 12 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 1/3% of their final-average salary for each year of creditable service. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Police Employees Retirement System of Louisiana, 8401 United Plaza Boulevard, Baton Rouge, Louisiana 708092250, or by calling (225) 929-7411.

Funding Policy. Plan members are required by state statute to contribute 10% of their annual covered salary and the City is required to contribute at an actuarially determined rate. The current rate is 32.25% of annual covered payroll. The contribution requirements of plan members and the Town are established and may be amended by state statute. As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City contributions to the System for the year ending June 30, 2024 were \$309,900.

At June 30, 2024, the City reported a liability of \$2,204,645 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to their pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2024, the District's proportion was .208675%.

For the year ended June 30, 2024, the City recognized pension expense (benefit) of \$(97,584) including employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, \$10,118. At June 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 155,295	\$ 924
Difference between expected and actual investment	238,004	-
Difference between expected and actual assumptions	36,789	-
Changes in proportion and differences between:		
Contributions and proportionate share of contributions	94,903	113,722
Contributions subsequent to the measurement date	309,900	-
Total	<u>\$ 834,891</u>	<u>\$ 114,646</u>

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

\$309,900 reported as deferred outflows of resources related to pensions resulting from City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2025. Other accounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	Amount
2025	\$ 67,583
2026	43,111
2027	262,914
2028	17,900
2029	-
Thereafter	-

Actuarial methods and assumption. The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

The components on net pension liability of the System's employers as of June 30, 2024 are as follows:

Total Pension Liability	\$ 3,681,557,278
Plan Fiduciary Net Pension	<u>2,625,060,377</u>
Total Net Pension Liability	<u>\$ 1,056,496,901</u>

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2024 are as follows:

Valuation Date	June 30, 2023	
Actuarial Cost Method	Entry Age Normal	
Investment Rate of Return	6.750% (Net of investment expense)	
Expected Remaining Service Lives	4 years	
Inflation Rate	2.50%	
Salary increases, Including inflation and merit	Years of Service	Salary Growth Rate
	1-2	12.30%
	Above 2	4.70%

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

Mortality	For annuitants and beneficiaries, the Pub-2010 Public Retirement Plan Mortality Table for Safety Below-Median Healthy Retirees multiplied by 115% for males and 125% for females, each with full generational projection using the MP2019 scale was used. For disabled lives, the Pub-2021 Public Retirement Plans Mortality Table for Safety Disabled Retirees multiplied by 105% for males and 115% for females, each with full generational projection using the MP2019 scale was used. For employees, the Pub-2019 Public Retirement Plans Mortality Table for Safety Below-Median Employees multiplied by 115% for males and 125% for females, each with full generational projection using the MP2019 scale was used.
Cost-of-Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost-of-living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees.

The mortality rate assumption used was set based upon an experience study performed by the prior actuary on plan data for the period July 1, 2014 through June 30, 2019 and review of similar law enforcement mortality. The data was assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the System's liabilities. Annuity values calculated based on this mortality were compared to those produced by using a set-back of standard tables. The result of the procedure indicated that the tables used would produce liability values approximating the appropriate generational mortality tables.

The best estimates of the arithmetic nominal rates of return for each major asset class included in the System's target allocation as of June 30, 2023 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Portfolio Real Rate of Return
Equity	52.00%	3.29%
Fixed Income	34.00%	1.12%
Alternative	14.00%	0.95%
Other	0.00%	0.00%
Totals	100.00%	5.36%
Inflation		2.54%
Expected Nominal Return		7.90%

The discount rate used to measure the total pension liability was 6.750%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

Sensitivity to changes in discount rate. The following presents the net pension liability of the District calculated using the discount rate of 6.75%, as well as what the employers' net pension liability would be if it were calculated using a discount rate that is one percentage point lower 5.75% or one percentage point higher 7.75% than the current rate.

	Changes in Discount Rate 2024		
	1% Decrease 5.75%	Current Discount Rate 6.75%	1% Increase 7.75%
Net Pension Liability (Asset)	\$ 3,102,109	\$ 2,204,645	\$ 1,454,932

C. Firefighters' Retirement System of Louisiana

Plan Description. The Firefighters' Retirement System of Louisiana is the administrator of a cost-sharing multiple-employer plan. Membership in the System is a condition of employment for any full-time firefighters who earn more than \$375 per month and are employed by any municipality, parish, or fire protection district of the State of Louisiana in addition to employees of the Firefighters' Retirement System. The System provides retirement benefits for their members. The projections of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the System in accordance with benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date. Benefit provisions are authorized within Act 434 of 1979 and amended by LRS 11:2251-11:2272.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Firefighters' Retirement System of Louisiana, 3100 Brentwood Drive, Baton Rouge, Louisiana 70809, or by calling (225) 925-4060.

Funding Policy. Plan members are required by state statute to contribute 10% of their annual covered salary and the City is required to contribute at an actuarially determined rate. The current rate is 26.5% of annual covered payroll. The contribution requirements of plan members and the Town are established and may be amended by state statute. As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City contributions to the System for the year ending June 30, 2024 were \$358,808.

At June 30, 2024, the City reported a liability of \$2,317,911 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to their pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2024, the District's proportion was .355137%.

For the year ended June 30, 2024, the City recognized pension expense (benefit) of \$19,367 including employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, \$9,002. At June 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 72,368	\$ 79,413
Difference between expected and actual investment	314,164	-
Difference between expected and actual assumptions	140,255	-
Changes in proportion and differences between:		
Contributions and proportionate share of contributions	220,405	164,517
Contributions subsequent to the measurement date	358,808	-
Total	<u>\$ 1,106,000</u>	<u>\$ 243,930</u>

\$358,808 reported as deferred outflows of resources related to pensions resulting from City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2025. Other accounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	Amount
2025	\$ 151,688
2026	83,721
2027	305,371
2028	381
2029	40,342
Thereafter	29,781

Actuarial methods and assumption. The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

The components on net pension liability of the System's employers as of June 30, 2023 are as follows:

Total Pension Liability	\$ 2,925,476,136
Plan Fiduciary Net Pension	2,272,795,475
Total Net Pension Liability	<u>\$ 652,680,661</u>

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE H – PENSION PLAN – Continued

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2024 are as follows:

Valuation Date	June 30, 2023
Actuarial Cost Method	Entry Age Normal Cost
Investment Rate of Return	6.90% Per annum
Expected Remaining Service Lives	7 years
Salary Increases	14.10% in the first two years of service and 5.20% with 3 or more years of service; includes inflation and merit increases
Inflation Rate	2.50% annum
Cost-of-living adjustment	For the purpose of determining the present value of benefits, COLAs were deemed not to be substantively automatic and only those previously granted were included.

For the June 30, 2023 valuation, assumptions for mortality rates were based on the following:

- For active members, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Employees.
- For annuitants and beneficiaries, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Healthy Retirees.
- For disabled retirees, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Tables for Safety Disabled Retirees.
- In all cases the base table was multiplied by 105% for males and 115% for females, each with full generational projection using the appropriate MP2019 scale.

The estimated long-term expected rate of return on pension plan investments was determined by the System's actuary using the System's target asset allocation and the G.S. Curran & Company Consultant Average study for 2023. The consultants' average study included projected nominal rates of return, standard deviations of returns, and correlations of returns for a list of common asset classes collected from a number of investment consultants and investment management firms. Each consultant's response included nominal expected long term rates of return. In order to arrive at long term expected arithmetic real rates of return, the actuary normalized the data received from the consultants' responses in the following ways. Where nominal returns received were arithmetic by adjusting for the long term standard deviation and then reducing the assumption by the long term inflation assumption. Using the target asset allocation for the System and the average values for expected real rates of return, standard deviation of returns, and correlation of returns, and arithmetic expected nominal rate of return and standard deviation for the portfolio was determined. The System's long-term assumed rate of inflation of 2.5% was used in this process for the fiscal year ended June 30, 2023.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

NOTE H – PENSION PLAN – Continued

The long-term expected real rate of return is an important input into the actuary's determination of the reasonable range for the discount rate which is used in determining the total pension liability. Prior year's financial reports presented the long-term expected real rate of return provided by the System's investment consultant, whereas this year's report presents this information for fiscal year 2023 from the System's actuary. The actuary's method incorporates information from multiple consultants and investments firms regarding future expected rates of return, variances, and correlation coefficients for each asset class. The actuary's method integrates data from multiple sources to produce average values thereby reducing reliance on a single data source.

Best estimates of arithmetic real rates of return for each major class included in the System's target asset allocation as of June 30, 2023 are summarized in the following tables:

Asset Type		Target Asset Allocation	Long-Term Expected Real Rate of Return
Equity	U.S. Equity	29.50%	6.24%
	Non-U.S. Equity	11.50%	6.49%
	Global Equity	10.00%	6.49%
	Emerging Market Equity	5.00%	8.37%
Fixed Income	U.S. Core Fixed Income	20.00%	1.89%
	U.S. TIPS	2.00%	1.72%
	Emerging Market Debt	2.00%	4.30%
	Multisector Fixed Income	2.00%	***
Alternatives	Private Equity	9.00%	9.57%
	Real Estate	6.00%	4.41%
	Real Assets	3.00%	5.62%
Multi-Asset Strategies	Global Tactical Asset Allocation	0.00%	4.02%
		<u>100.00%</u>	

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity to changes in discount rate. The following presents the net pension liability of the District calculated using the discount rate of 6.90%, as well as what the employers' net pension liability would be if it were calculated using a discount rate that is one percentage point lower 5.90% or one percentage point higher 7.90% than the current rate.

	Changes in Discount Rate 2024		
	1% Decrease 5.90%	Current Discount Rate 6.90%	1% Increase 7.90%
Net Pension Liability (Asset)	\$ 3,575,840	\$ 2,317,911	\$ 1,268,741

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE I – RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The municipality maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the municipality. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

NOTE J – CONTINGENCIES

The City participates in a number of federal and state grant programs that are either partially or fully funded by grants received from other governmental units. Such grants are subject to audit by the grantor agencies which could result in requests for reimbursement to the granting agency for expenditures that are disallowed under the terms of the grant. Based on past experience, the Town believes that any disallowed costs as a result of such audits will be immaterial.

The City is a defendant in several lawsuits that are in their discovery phases. The City plans on aggressively defending these lawsuits and legal counsel expects successful defense.

NOTE K – INTERFUND RECEIVABLES AND PAYABLES

Individual amounts due from/to other funds at June 30, 2024, are as follows:

	<u>Due From</u>	<u>Due To</u>
General	\$ 59,267	\$ -
Capital Projects	-	380,881
Utility	321,614	-
Golf Course and Real Estate Development	-	-
	<u>\$ 380,881</u>	<u>\$ 380,881</u>

NOTE L – OPERATING TRANSFERS IN/OUT

Operating transfers as of June 30, 2024 were as follows:

	<u>Transfers In</u>	<u>Transfers Out</u>
General fund	\$ -	\$ 2,437,443
Capital projects	-	253,755
Utility	1,793,582	-
Golf course	897,616	-
	<u>\$ 2,691,198</u>	<u>\$ 2,691,198</u>

NOTE M – RESTRICTED ASSETS – PROPRIETARY FUND TYPE

Restricted assets were applicable to the following at June 30, 2024:

Customer deposits	<u>\$ 448,455</u>
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NOTE N – Rental Agreement

The City of Westlake, Louisiana and the United States Postal Service entered into an agreement to rent a postal facility for the period May 14, 2013 to May 14, 2018 for a total of five years. The annual rent for the facility is set at \$75,708, payable in monthly installments of \$6,309. In 2024 the building was sold for \$309,700. Total rental income at June 30, 2024 was \$0.

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE O – COUNCIL MEMBERS COMPENSATION

The compensation paid to the Mayor and City Council Members for the year ended June 30, 2024, is as follows:

Charles McMillin, Mayor	\$ 95,307
Kenny Brown, Councilman (Current)	7,920
Jeremy Cryer, Councilman (Current)	6,120
Lori Peterson, Councilman (Current)	6,120
Clayton James Rougeou (Current)	6,120
Freddie Harrison III, Councilman (Current)	6,120

NOTE P – AGING OF ACCOUNTS RECEIVABLE

Aging of Accounts Receivable – Utility proprietary fund as of June 30, 2024 are as follows:

0-30 <u>Days</u>	31-60 <u>Days</u>	61-90 <u>Days</u>	over 90 <u>Days</u>	<u>Total</u>
\$ 284,557	\$ 53,657	\$ 7,842	\$ 34,825	\$ 380,881

NOTE Q – SCHEDULE OF INSURANCE COVERAGE

The schedule of insurance coverage as of June 30, 2024 is as follows:

	<u>Limits</u>	<u>Expiration Date</u>
Automobile liability	\$1,000,000 bodily injury and physical damage	May 14, 2025
Commercial general liability: Premises/Operations	\$2,000,000 per occurrence-bodily injury and physical damage	May 14, 2025
Products/Completed operation	\$2,000,000 in the aggregate-bodily injury and physical damage	May 14, 2025
Medical payments	\$10,000 per person \$1,000,000 per accident	May 14, 2025
Commercial property	\$13,289,847	May 14, 2025
Surety bond	\$50,000	May 14, 2025
Workers compensation	\$1,000,000/\$1,000,000/ \$1,000,000	February 20, 2025

CITY OF WESTLAKE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE R- SCHEDULE OF RATES AND NUMBER OF CUSTOMERS

At June 30, 2024 the number of customers were as follows:

Water	2,134
Sewer	2,086
Gas	3,392
Garbage	1,975

The schedule of rates for the proprietary fund is as follows:

<u>Sewer:</u>	
Residential:	\$39.00 per month
Senior Citizens:	\$21.45 per month
Commercial:	Users with metered water = $\frac{\text{monthly water usage (gals)}}{8,000}$ Multiplied by \$45.16 to get dollar amount
<u>Water:</u>	
Residential:	\$33.37 first 2,000 gallons 4.09 per 1,000 gallons thereafter
Senior Citizens:	\$22.31 first 2,000 gallons 4.09 per 1,000 gallons thereafter
Commercial:	\$42.50 first 8,000 gallons 5.11 per 1,000 gallons thereafter
Industrial:	\$65.39 first 10,000 gallons 6.13 per 1,000 gallons thereafter 2.44 per 1,000 gallons after 150,000
<u>Garbage:</u>	
Residential:	\$23.00
Senior Citizens:	\$23.00
Commercial:	\$23.00
<u>Gas:</u>	
Residential and Commercial:	\$19.37 minimum Bill for 0-5 CCF (Hundred Cubic Feet)
Senior Citizens:	\$9.20 minimum Bill for 0-5 CCF (Hundred Cubic Feet)
Industrial:	\$27.63 minimum Bill for 0-5 CCF (Hundred Cubic Feet)

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF WESTLAKE, LOUISIANA
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
Year Ended June 30, 2024

	Budget		Actual			Variance
	Original	Final	Accrual Basis	Adjustments to Cash Basis	Cash Basis	Favorable (Unfavorable)
REVENUES						
Taxes and special assessments	\$ 3,861,508	\$ 4,197,781	\$ 4,240,760	\$ (5,353)	\$ 4,235,407	\$ 37,626
Licenses and permits	245,560	392,290	384,137	-	384,137	(8,153)
Intergovernmental	1,587,907	1,813,071	1,813,111	(13,569)	1,799,542	(13,529)
Charges for services	-	9,100	19,026	(2,560)	16,466	7,366
Fines and forfeits	773,000	1,121,594	1,133,732	(9,895)	1,123,837	2,243
Investment income	29,000	53,403	54,056	-	54,056	653
Miscellaneous income	700	15,582	61,143	5,575	66,718	51,136
Insurance proceeds	-	1,466,219	1,408,860	(1,168,752)	240,108	(1,226,111)
Grant proceeds	-	-	1,032,114	434,666	1,466,780	1,466,780
Donations	500	27,446	69,390	(51,944)	17,446	(10,000)
Post office lease	-	-	-	-	-	-
TOTAL REVENUES	<u>6,498,175</u>	<u>9,096,486</u>	<u>10,216,329</u>	<u>(811,832)</u>	<u>9,404,497</u>	<u>308,011</u>
EXPENDITURES						
Current:						
General and administrative	1,294,810	1,461,751	1,509,337	(65,121)	1,444,216	17,535
Police	2,061,374	2,443,464	2,396,148	(50,760)	2,345,388	98,076
Fire	2,323,137	2,746,785	2,660,765	(3,634)	2,657,131	89,654
Streets	1,244,891	1,350,401	999,987	(22,467)	977,520	372,881
Cemeteries	19,504	25,971	25,868	-	25,868	103
Civil defense	7,597	9,867	9,844	(31)	9,813	54
Post office	-	11,242	11,242	-	11,242	-
City court	140,006	168,134	164,830	-	164,830	3,304
Capital Outlay	-	-	654,095	(141,129)	512,966	(512,966)
Debt Service:						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
TOTAL EXPENDITURES	<u>7,091,319</u>	<u>8,217,615</u>	<u>8,432,116</u>	<u>(283,142)</u>	<u>8,148,974</u>	<u>68,641</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(593,144)	878,871	1,784,213	(528,690)	1,255,523	376,652
OTHER FINANCING SOURCES (USES)						
Sale of fixed assets	310,000	298,458	309,700	-	309,700	11,242
Operating transfers in	350,000	568,100	-	-	-	(568,100)
Operating transfers out	(190,000)	(1,848,671)	(2,437,443)	1,157,002	(1,280,441)	(588,772)
TOTAL OTHER FINANCING SOURCES (USES)	<u>160,000</u>	<u>(982,113)</u>	<u>(2,127,743)</u>	<u>-</u>	<u>(2,127,743)</u>	<u>(1,145,630)</u>
NET CHANGES IN FUND BALANCE	(433,144)	(103,242)	(343,530)	(528,690)	(872,220)	(768,978)
FUND BALANCE - BEGINNING	<u>1,693,180</u>	<u>1,693,180</u>	<u>1,693,180</u>		<u>1,693,180</u>	<u>-</u>
FUND BALANCE - ENDING	<u>\$ 1,260,036</u>	<u>\$ 1,589,938</u>	<u>\$ 1,349,650</u>		<u>\$ 820,960</u>	<u>\$ (768,978)</u>

CITY OF WESTLAKE, LOUISIANA
BUDGETARY COMPARISON SCHEDULE - CAPITAL PROJECTS FUND
Year Ended June 30, 2024

	Budget		Actual			Variance Favorable (Unfavorable)
	Original	Final	Accrual Basis	Adjustments to Cash Basis	Cash Basis	
REVENUES						
Taxes and special assessments	\$ -	\$ 183,996	\$ 204,245	\$ -	\$ 204,245	\$ 20,249
Investment income	-	60,032	70,077	-	70,077	10,045
Miscellaneous income	-	1,271,009	-	1,206,772	1,206,772	(64,237)
Grant proceeds	1,225,457	79,021	170,599	(91,577)	79,022	1
Distribution - gaming industry	-	-	861,139	31,617	892,756	892,756
TOTAL REVENUES	1,225,457	1,594,058	1,306,060	1,146,812	2,452,872	858,814
EXPENDITURES						
Current:						
General and administrative	-	218,310	282,344	(28,123)	254,221	(35,911)
Police	-	-	-	-	-	-
Fire	-	-	-	-	-	-
Streets	-	-	198,641	-	198,641	(198,641)
Cemeteries	-	-	-	-	-	-
Civil defense	-	-	-	-	-	-
Post office	-	-	-	-	-	-
City court	-	-	-	-	-	-
Hurricane recovery	-	-	-	-	-	-
Capital Outlay	1,552,098	749,872	643,004	98,003	741,007	8,865
Debt Service:						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
TOTAL EXPENDITURES	1,552,098	968,182	1,123,989	69,880	1,193,869	(225,687)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(326,641)	625,876	182,071	1,076,932	1,259,003	633,127
OTHER FINANCING SOURCES (USES)						
Operating transfers in	410,000	1,224,989	869,912	60,285	930,197	(355,077)
Operating transfers out	(290,000)	(752,067)	-	-	-	752,067
TOTAL OTHER FINANCING SOURCES (USES)	120,000	472,922	869,912	60,285	930,197	396,990
NET CHANGES IN FUND BALANCE	(206,641)	1,098,798	1,051,983	1,137,217	2,189,200	1,030,117
FUND BALANCE - BEGINNING	1,099,477	1,099,477	1,099,477		1,099,477	-
FUND BALANCE - ENDING	\$ 892,836	\$ 2,198,275	\$ 2,151,460		\$ 3,288,677	\$ 1,030,117

CITY OF WESTLAKE, LOUISIANA
SCHEDULE OF EMPLOYERS' PROPORTIONATE SHARE OF NET PENSION LIABILITY
Year Ended June 30, 2024

Municipal Employees Retirement System of Louisiana System:

	June 30, 2023	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Employer's portion of the net pension liability (asset)	0.05231%	0.46810%	0.46329%	0.46329%	0.63104%	0.61961%	0.65087%	0.67813%	0.77285%	0.84396%
Employer's proportionate share of the net pension liability (asset)	\$ 1,911,731	\$ 1,944,137	\$ 1,288,652	\$ 1,288,652	\$ 2,728,231	\$ 2,565,614	\$ 2,722,868	\$ 2,779,475	\$ 2,760,741	\$2,165,977
Employer's covered payroll	\$ 1,332,923	\$ 1,051,298	\$ 897,139	\$ 919,130	\$ 1,160,110	\$ 1,130,688	\$ 1,001,205	\$ 1,018,834	\$ 1,211,383	\$1,319,071
Employer's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	143.42%	184.93%	143.64%	140.20%	235.17%	226.91%	271.96%	272.81%	227.90%	164.20%
Plan fiduciary net position as a percentage of the total pension liability	73.25%	67.87%	77.82%	77.82%	64.52%	63.94%	62.49%	62.11%	66.18%	73.99%

Municipal Police Employees' Retirement System:

Employer's portion of the net pension liability (asset)	0.20868%	0.19316%	0.21667%	0.21667%	0.24270%	0.25036%	0.23088%	0.22169%	0.33796%	0.28406%
Employer's proportionate share of the net pension liability (asset)	\$ 2,204,645	\$ 1,974,387	\$ 1,155,007	\$ 1,155,007	\$ 2,243,095	\$ 2,116,533	\$ 2,015,715	\$ 2,077,888	\$ 2,647,563	\$2,647,563
Employer's covered payroll	\$ 819,243	\$ 617,297	\$ 553,950	\$ 580,701	\$ 669,412	\$ 734,443	\$ 671,491	\$ 605,081	\$ 545,485	\$ 541,606
Employer's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	269.11%	319.84%	208.50%	198.90%	335.08%	288.18%	300.18%	343.41%	485.36%	488.84%
Plan fiduciary net position as a percentage of the total pension liability	71.30%	70.80%	84.09%	84.09%	70.94%	71.89%	70.08%	66.04%	70.73%	75.10%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

The amounts presented have a measurement date of June 30, 2023.

Continued

CITY OF WESTLAKE, LOUISIANA
SCHEDULE OF EMPLOYERS' PROPORTIONATE SHARE OF NET PENSION LIABILITY-CONTINUED
Year Ended June 30, 2024

State of Louisiana Firefighters' Retirement System:

	June 30, 2023	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Employer's portion of the net pension liability (asset)	0.35514%	0.34061%	0.31733%	0.31733%	0.34988%	0.31813%	0.29735%	0.30477%	0.37184%	0.38779%
Employer's proportionate share of the net pension liability (asset)	\$ 2,317,911	\$ 2,401,734	\$ 1,124,581	\$ 1,124,581	\$ 2,425,217	\$ 1,829,909	\$ 1,704,337	\$ 1,993,458	\$ 2,006,862	\$1,725,636
Employer's covered payroll	\$ 974,523	\$ 857,315	\$ 780,958	\$ 705,718	\$ 778,154	\$ 832,718	\$ 646,265	\$ 608,917	\$ 603,564	\$ 691,913
Employer's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	237.85%	280.15%	144.00%	159.35%	311.66%	219.75%	263.72%	327.38%	332.50%	249.40%
Plan fiduciary net position as a percentage of the total pension liability	77.69%	74.68%	86.78%	86.78%	72.61%	74.76%	73.55%	68.16%	72.45%	76.02%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

*The amounts presented have a measurement date of June 30, 2023.

CITY OF WESTLAKE, LOUISIANA
SCHEDULE OF EMPLOYER CONTRIBUTIONS
Year Ended June 30, 2024

Date	Contractually Required Contribution	Contributions in Relation to Contractually Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Employee Payroll	Contributions as a % of Covered Employee Payroll
Municipal Employees Retirement System of Louisiana System:					
2015	\$ 260,516	\$ 260,516	\$ -	\$ 1,319,071	19.7%
2016	\$ 239,248	\$ 239,248	\$ -	\$ 1,211,383	19.7%
2017	\$ 268,911	\$ 268,911	\$ -	\$ 1,018,834	26.4%
2018	\$ 279,981	\$ 279,981	\$ -	\$ 1,001,205	28.0%
2019	\$ 313,727	\$ 313,727	\$ -	\$ 1,130,688	27.7%
2020	\$ 334,697	\$ 334,697	\$ -	\$ 1,160,110	28.9%
2021	\$ 271,143	\$ 271,143	\$ -	\$ 1,288,652	21.0%
2022	\$ 264,656	\$ 264,656	\$ -	\$ 897,139	29.5%
2023	\$ 310,133	\$ 310,133	\$ -	\$ 1,051,298	29.5%
2024	\$ 393,212	\$ 393,212	\$ -	\$ 1,332,923	29.5%
Municipal Police Employees' Retirement System:					
2015	\$ 208,413	\$ 208,413	\$ -	\$ 541,606	38.5%
2016	\$ 183,198	\$ 183,198	\$ -	\$ 545,485	33.6%
2017	\$ 218,841	\$ 218,841	\$ -	\$ 605,081	36.2%
2018	\$ 227,192	\$ 227,192	\$ -	\$ 671,491	33.8%
2019	\$ 236,858	\$ 236,858	\$ -	\$ 734,443	32.3%
2020	\$ 243,832	\$ 243,832	\$ -	\$ 669,412	36.4%
2021	\$ 223,102	\$ 223,102	\$ -	\$ 580,701	38.4%
2022	\$ 179,491	\$ 197,491	\$ -	\$ 553,950	35.7%
2023	\$ 220,911	\$ 220,911	\$ -	\$ 617,297	35.8%
2024	\$ 220,911	\$ 220,911	\$ -	\$ 819,243	27.0%
State of Louisiana Firefighters' Retirement System:					
2015	\$ 231,142	\$ 231,142	\$ -	\$ 691,913	33.4%
2016	\$ 188,933	\$ 188,933	\$ -	\$ 603,564	31.3%
2017	\$ 172,481	\$ 172,481	\$ -	\$ 608,917	28.3%
2018	\$ 200,715	\$ 200,715	\$ -	\$ 646,265	31.1%
2019	\$ 220,670	\$ 220,670	\$ -	\$ 832,718	26.5%
2020	\$ 241,401	\$ 241,401	\$ -	\$ 778,154	31.0%
2021	\$ 256,698	\$ 256,698	\$ -	\$ 705,718	36.4%
2022	\$ 294,811	\$ 294,811	\$ -	\$ 780,958	37.7%
2023	\$ 317,269	\$ 317,269	\$ -	\$ 857,315	37.0%
2024	\$ 358,808	\$ 358,808	\$ -	\$ 974,523	36.8%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

SUPPLEMENTARY INFORMATION

CITY OF WESTLAKE, LOUISIANA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended June 30, 2024

FEDERAL GRANTOR PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS THROUGH GRANTOR NUMBER	DISBURSEMENTS/ EXPENDITURES
United States Department of Homeland Security			
Passed through the Louisiana Office of Homeland Security/Emergency Preparedness Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036	-	848,453 *
Total Federal Awards			\$ 848,453

Note A -- BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the City of Westlake, Louisiana under programs of the federal government for the year ended June 30, 2024. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City of Westlake, Louisiana, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City of Westlake, Louisiana.

NOTE B -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(1) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowed or are limited as to reimbursement.

(2) The City of Westlake, Louisiana has elected to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

* Major program

CITY OF WESTLAKE, LOUISIANA
JUSTICE SYSTEM FUNDING SCHEDULE - COLLECTING/DISBURSING ENTITY
AS REQUIRED BY ACT 87 OF THE 2020 REGULAR LEGISLATIVE SESSION
Year Ended June 30, 2024

	First Six Month Period Ended December 31, 2023	Second Six Month Period Ended June 31, 2024
Cash Presentation		
Beginning Balance of Amounts Collected	\$ -	\$ -
Add: Collections		
Traffic Fines and Fees	362,140	407,053
Subtotal Collections	362,140	407,053
Less: Disbursements To Governments & Nonprofits		
Louisiana Comission on Law Enforcement	3,924	4,706
Southwest Louisiana Crime Lab	60,120	71,630
Supreme Court of Louisiana	7,051	8,537
DHH-THSCI	8,070	9,590
Crimestoppers	4,000	4,768
Calcasieu Parish Public Defenders Office	19,990	23,690
Less: Amounts Retained by Collecting Agency		
Collection Fee for Collecting/Disbursing to Others Based on Percentage of Collection	258,985	284,132
Less: Disbursements to Individuals/3rd Party Collection or Processing Agencies		
Payments to 3rd Party Collection/Processing Agencies	-	-
Subtotal Disbursements/Retainage	362,140	407,053
Total: Ending Balance of Amounts Collected but not Disbursed/Retained	\$ -	\$ -
Ending Balance of "Partial Payments" Collected but not Disbursed	-	-
Other Information:		
Ending Balance of Total Amounts Assessed but not yet Collected	-	-
Total Waivers During the Fiscal Period	-	-

CITY OF WESTLAKE, LOUISIANA
JUSTICE SYSTEM FUNDING SCHEDULE - RECEIVING ENTITY
AS REQUIRED BY ACT 87 OF THE 2020 REGULAR LEGISLATIVE SESSION
Year Ended June 30, 2024

	First Six Month Period Ended December 31, 2023	Second Six Month Period Ended June 31, 2024
Cash Presentation		
Receipts From:		
N/A	-	-
Subtotal Receipts	-	-
Ending Balance of Amounts Assessed but Not Received	-	-

OTHER INFORMATION

CITY OF WESTLAKE, LOUISIANA
SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS
TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER
Year Ended June 30, 2024

Chief Executive Officer: Mayor Charles McMillin

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 95,307
Benefits - insurance	13,318
Benefits - retirement	-
Benefits - cell phone	600
Mileage	818
Vehicle provided by government	-
Per diem	553
Reimbursements	-
Travel	-
Conference registration	210
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Meal reimbursements	-
Dues	-
Fuel	-

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

December 27, 2024

To the Members of the City Council
City of Westlake, Louisiana

We have audited, 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, the financial statements of the governmental activities, the business-type activities and each major fund of the City of Westlake, Louisiana, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise City of Westlake, Louisiana's basic financial statements and have issued our report thereon dated December 27, 2024.

Internal Control Over Financial Reporting

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. 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 or significant deficiencies may exist that were not identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether City of Westlake, Louisiana's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and questioned costs.

The City of Westlake, Louisiana's Responses to Findings

The City of Westlake, Louisiana's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The City of Westlake, Louisiana's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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.

Dragan, Cassidy: Hillary

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY
THE UNIFORM GUIDANCE

December 27, 2024

To the Members of the City Council
City of Westlake, Louisiana

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Westlake, Louisiana's (City) compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2023. The City's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements related to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, Government Auditing Standards, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

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

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

To the Members of the City Council
City of Westlake, Louisiana
December 27, 2024
Page Three

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the auditors' responsibilities section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given those limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Sharon Cassidy Guillory

CITY OF WESTLAKE, LOUISIANA
Schedule of Findings and Questioned Costs
Year Ended June 30, 2024

1. Summary of Auditors' Results:

Financial Statements

Type of auditors' report issued: unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ☐ yes ☒ no
- Control deficiencies identified that are not considered to be material weakness(es)? ☐ yes ☒ none reported
- Noncompliance material to financial statements noted? ☐ yes ☒ no

Federal Awards

Internal control over financial reporting:

- Material weakness(es) identified? ☐ yes ☒ no
- Control deficiency(s) identified that are not considered to be material weakness(es)? ☐ yes ☒ none reported

Type of auditors' report issued on compliance for major programs: unmodified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of the Uniform Guidance?

☐ yes ☒ no

Identification of major programs:

CFDA Number
97.036

Name of Federal Program
Disaster Grant – Public Assistance
(Presidentially Declared Disaster)

Dollar threshold used to distinguish between type A and type B programs:

\$750,000

Auditee qualified as low-risk auditee?

☐ yes ☒ no

2. Findings Relating to the Financial Statements Which are Required to be Reported in Accordance with Generally Accepted Governmental Auditing Standards

Finding 2022-001: Budgetary Authority and Control

Condition: Inadequate budgeting procedures resulted in expenditures being over budget by 5% or more in one major fund (Capital Projects Fund).

CITY OF WESTLAKE, LOUISIANA
Schedule of Findings and Questioned Costs - Continued
Year Ended June 30, 2024

Criteria: Inadequate budgeting procedures.

Effect: Violation of Louisiana Revised Statute 39:1310.

Cause: Administrative lack of oversight.

Recommendation: The City of Westlake, Louisiana should review actual revenues and expenditures on an interim basis and amend the budget if necessary.

Corrective Action Planned/Management Response: The City of Westlake agrees with the finding and will implement the recommendations.

3. Federal Award Findings and Responses

None

4. Prior Year Audit Findings

None

INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES
FOR THE YEAR ENDED JUNE 30, 2024

December 20, 2024

To Members of the City Council
City of Westlake, Louisiana
Westlake, Louisiana

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal year July 1, 2023 through June 30, 2024. The City's management is responsible for those C/C areas identified in the SAUPs.

City of Westlake, Louisiana has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal year July 1, 2023 through June 30, 2024. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

1) Written Policies and Procedures

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

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

The City's policies and procedures manual addresses this area.

- ii. *Purchasing*, including (1) how purchases are initiated, (2) how vendors are added to the vendor list, (3) the preparation and approval process of purchase requisitions and purchase orders, (4) controls to ensure compliance with the Public Bid Law, and (5) documentation required to be maintained for all bids and price quotes.

The City's policies and procedures manual addresses this area.

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

The City's policies and procedures manual addresses this area.

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

The City's policies and procedures manual addresses this area.

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

The City's policies and procedures manual addresses this area

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

The City's policies and procedures manual addresses this area.

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

The City's policies and procedures manual addresses this area.

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

The City's policies and procedures manual addresses this area.

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

The City's policies and procedures manual addresses this area.

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

The City's policies and procedures manual addresses this area.

- xi. *Information Technology Disaster Recovery/Business Continuity*, includes (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.

The City's policies and procedures manual addresses this area.

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

The City's policies and procedures manual addresses this area.

2) Board or Finance Committee

- A. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and

- i. Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

3) Bank Reconciliations

- A. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

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

No exceptions were found as a result of this procedure.

- ii. Bank reconciliations include evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation within 1 month of the date the reconciliation was prepared. (e.g., initialed and dated, electronically logged); and

No exceptions were found as a result of this procedure.

- iii. 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 were found as a result of this procedure.

4) Collections

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

The listing was provided by management.

- B. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (e.g. 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe the job duties are properly segregated at each collection location such that:

- i. Employees that are responsible for cash collections do not share cash drawers/registers;

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

- D. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure Bank Reconciliations procedure #3A (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). Obtain supported documentation for each of the deposits and:

- i. Observe that receipts are sequentially pre-numbered.

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

- iv. Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

- A. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).

The listing was provided by management.

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

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

- iii. The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files;

No exceptions were found as a result of this procedure.

- iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments; and

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

- C. For each location selected under procedure #5A above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and
 - i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity, and

No exceptions were found as a result of this procedure.

- ii. Observe whether the disbursement documentation included evidence (e.g. initial/date, electronic logging) of segregation of duties tested under procedure #5B above, as applicable.

One of the locations tested did not document evidence of segregation of duties tested under procedure #5B above.

Management Response: In the future, management will document evidence of approval on each invoice.

- D. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy.

No exceptions were found as a result of this procedure.

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

- A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

The listing was provided by management.

- B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each

card (for a debit card, randomly select one monthly bank statement). Obtain supporting documentation, and:

- i. Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excess fuel card usage) were reviewed and approved, in writing, (or electronically approved) by someone other than the authorized card holder; and

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

- C. Using the monthly statements or combined statements selected under procedure #6B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (e.g. each card should have 10 transactions subject to inspection). For each transaction, observed that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only).

No exceptions were found as a result of this procedure.

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

- A. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements and obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

- iii. Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals

participating) and other documentation required by Written Policies and Procedures procedure #1A(vii); and

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

8) Contracts

- A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

- iii. If the contract was amended (e.g. change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, the documented approval); and

No exceptions were found as a result of this procedure.

- iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

No exceptions were found as a result of this procedure.

9) Payroll and Personnel

- A. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select five employees or officials, obtain related

paid salaries and personnel files, and agree paid salaries to the authorized salaries/pay rates in the personnel files.

No exceptions were found as a result of this procedure.

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

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

No exceptions were found as a result of this procedure.

- ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials.

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

One of the termination payments selected did not use hours agreeing to the employee's cumulative leave records.

Management Response: The City subsequently issued a payment for the additional accrued vacation to the former employee.

D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments,

workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

No exceptions were found as a result of this procedure.

10) Ethics

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

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

The required training was not completed by one of the employees selected.

Management Response: Management will have the employee complete the training next year.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

11) Debt Service

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

No exceptions were found as a result of this procedure.

B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

No exceptions were found as a result of this procedure.

12) Fraud Notice

- A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.

No exceptions were found as a result of this procedure.

- B. Observe the entity has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

No exceptions were found as a result of this procedure.

13) Information Technology Disaster Recovery/Business Continuity

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

- iii. Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

We performed the procedure and discussed the results with management.

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

No exceptions were found as a result of this procedure.

- C. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency's information technology assets have completed cybersecurity training as required by R.S. 42:1267. The requirements are as follows:
- Hired before June 9, 2020 - completed the training; and
 - Hired on or after June 9, 2020 - completed the training within 30 days of initial service or employment.

We performed the procedure and discussed the results with management.

14) Prevention of Sexual Harassment

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

The required training was not completed by two of the employees selected.

Management Response: Management will have each employee complete the training next year.

- B. Observe the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

The sexual harassment policy and complaint procedure is not posted on the entity's website.

Management Response: Management will update its website to include the policy and complaint procedure.

- C. Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344:
- i. Number and percentage of public servants in the agency who have completed the training requirements;

No exceptions were found as a result of this procedure.

- ii. Number of sexual harassment complaints received by the agency;

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

No exceptions were found as a result of this procedure.

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

We are required to be independent of City of Westlake, Louisiana and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.

Hagson, Cassidy: Shillery