

**VILLAGE OF DUBBERLY, LOUISIANA**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2021**

VILLAGE OF DUBBERLY, LOUISIANA  
 Financial Statements  
 As of and for the Year Ended December 31, 2021

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INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Honorable Curtis Hirth, Mayor  
and the Members of the Board of Aldermen  
Village of Dubberly, Louisiana

We have reviewed the accompanying financial statements of the governmental activities, the business-type activities and each major fund of Village of Dubberly, Louisiana, as of the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion

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

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

***Accountant's Responsibility***

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

We are required to be independent of the Village, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

***Accountant's Conclusion***

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

*Other Matters*

Supplementary Information

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

The accompanying justice system funding schedules is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with the reporting framework prescribed by Louisiana Revised Statute 24:515.2 and the Louisiana Legislative Auditor. We have not audited the supplementary information and, accordingly, do not express an opinion on such information.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the following supplementary information on pages 28 - 29 be presented to supplement the basic financial statements.

Budgetary Comparison Schedules

Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. This information is the responsibility of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the information and accordingly, do not express an opinion on such information.

Management has omitted the Management Discussion and Analysis that accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. Such missing information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context.

*Wesley Martin 1/2 Colo LLC*

Minden, Louisiana  
June 30, 2022

## **BASIC FINANCIAL STATEMENTS**

**STATEMENT A**

**VILLAGE OF DUBBERLY, LOUISIANA**

Statement of Net Position

December 31, 2021

	<u>Primary Government</u>		
	<u>Governmental</u>	<u>Business-</u>	<u>Total</u>
	<u>Activities</u>	<u>type</u>	
		<u>Activities</u>	
<b>ASSETS</b>			
Cash and cash equivalents	\$ 104,914	\$ 133,447	\$ 238,361
Investments	126,670	-	126,670
Receivables	1,829	11,165	12,994
Prepaid assets	2,518	8,298	10,816
Restricted assets - noncurrent:			
Cash and cash equivalents	-	27,386	27,386
Capital assets:			
Land and construction in progress	5,912	208,104	214,016
Depreciable capital assets, net of depreciation	4,702	408,770	413,472
<b>TOTAL ASSETS</b>	<b>246,545</b>	<b>797,170</b>	<b>1,043,715</b>
<b>LIABILITIES</b>			
Accounts, salaries, and other payables	2,115	8,215	10,330
Customer meter deposits	-	27,386	27,386
Unearned revenue	39,856	-	39,856
<b>TOTAL LIABILITIES</b>	<b>41,971</b>	<b>35,601</b>	<b>77,572</b>
<b>NET POSITION</b>			
Net investment in capital assets	10,614	616,874	627,488
Unrestricted	193,960	144,695	338,655
<b>TOTAL NET POSITION</b>	<b>\$ 204,574</b>	<b>\$ 761,569</b>	<b>\$ 966,143</b>

See accompanying notes and accountants' report.

**STATEMENT B**

**VILLAGE OF DUBBERLY, LOUISIANA**

Statement of Activities

For the Year Ended December 31, 2021

	Program revenues				Net (expenses)/ revenue	Net (expenses) revenues and changes of primary government		
	Expenses	Charges for services	Operating grants & contributions	Capital grants & contributions		Governmental activities	Business-type activities	Total
<b>Governmental activities:</b>								
General government	\$ (21,778)	\$ -	\$ 7,748	\$ -	\$ (14,030)	\$ (14,030)	\$ -	\$ (14,030)
Public safety	(7,732)	2,602	-	-	(5,130)	(5,130)	-	(5,130)
Total governmental activities	<u>(29,510)</u>	<u>2,602</u>	<u>7,748</u>	<u>-</u>	<u>(19,160)</u>	<u>(19,160)</u>	<u>-</u>	<u>(19,160)</u>
<b>Business-type activities:</b>								
Water	(175,014)	169,138	-	179,394	173,518	-	173,518	173,518
Total business-type activities	<u>(175,014)</u>	<u>169,138</u>	<u>-</u>	<u>179,394</u>	<u>173,518</u>	<u>-</u>	<u>173,518</u>	<u>173,518</u>
<b>Total primary government</b>	<u>\$ (204,524)</u>	<u>\$ 171,740</u>	<u>\$ 7,748</u>	<u>\$ 179,394</u>	<u>\$ 154,358</u>	<u>\$ (19,160)</u>	<u>\$ 173,518</u>	<u>\$ 154,358</u>
<b>General revenues:</b>								
Franchise taxes						\$ 7,071	\$ -	\$ 7,071
Insurance premium taxes						14,953	-	14,953
Investment earnings						729	95	824
Other						158	2,612	2,770
Transfers						(5,463)	5,463	-
Total general revenues and transfers						<u>17,448</u>	<u>8,170</u>	<u>25,618</u>
Change in net position						(1,712)	181,688	179,976
Net position - beginning						<u>206,286</u>	<u>579,881</u>	<u>786,167</u>
Net position-ending						<u>\$ 204,574</u>	<u>\$ 761,569</u>	<u>\$ 966,143</u>

See accompanying notes and accountants' report.

**VILLAGE OF DUBBERLY, LOUISIANA**  
 Balance Sheet - Governmental Funds  
 December 31, 2021

	General Fund	American Rescue Plan Fund	Total
<b>ASSETS</b>			
Cash and cash equivalents	\$ 64,154	\$ 40,760	\$ 104,914
Investments	126,670	-	126,670
Accounts receivable	1,829	-	1,829
<b>TOTAL ASSETS</b>	<u>\$ 192,653</u>	<u>\$ 40,760</u>	<u>\$ 233,413</u>
<b>LIABILITIES</b>			
Accounts, salaries, and other payables	\$ 1,211	\$ 904	\$ 2,115
Unearned revenue	-	39,856	39,856
<b>TOTAL LIABILITIES</b>	<u>1,211</u>	<u>40,760</u>	<u>41,971</u>
<b>FUND BALANCE</b>			
Unassigned	<u>191,442</u>	<u>-</u>	<u>191,442</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u>\$ 192,653</u>	<u>\$ 40,760</u>	<u>\$ 233,413</u>

See accompanying notes and accountants' report.



**STATEMENT D**

**VILLAGE OF DUBBERLY, LOUISIANA**  
Reconciliation of the Governmental Fund Balance Sheet to  
The Government-Wide Financial Statement of Net Position  
December 31, 2021

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

Fund Balances, Total Governmental Funds (Statement C)	\$ 191,442
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	10,614
Other assets used in governmental activities that are not financial resources and, therefore, are not reported in the governmental funds	<u>2,518</u>
Net Position of Governmental Activities (Statement A)	<u>\$ 204,574</u>

See accompanying notes and accountants' report.

## STATEMENT E

**VILLAGE OF DUBBERLY, LOUISIANA**  
Statement of Revenues, Expenditures, and  
Changes in Fund Balance - Governmental Funds  
For the Year Ended December 31, 2021

	<u>General Fund</u>	<u>American Rescue Fund</u>	<u>Total</u>
<b>REVENUES</b>			
Taxes:			
Franchise	\$ 7,071	\$ -	\$ 7,071
Insurance premium	14,953	-	14,953
Intergovernmental - federal	-	7,748	7,748
Fines and forfeitures	2,602	-	2,602
Investment earnings	729	-	729
Other	158	-	158
<b>TOTAL REVENUES</b>	<u>25,513</u>	<u>7,748</u>	<u>33,261</u>
<b>EXPENDITURES</b>			
Current:			
General government	19,135	525	19,660
Public safety	7,683	-	7,683
<b>TOTAL EXPENDITURES</b>	<u>26,818</u>	<u>525</u>	<u>27,343</u>
Excess (deficiency) of revenues over (under) expenditures	(1,305)	7,223	5,918
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	1,760	-	1,760
Transfers out	-	(7,223)	(7,223)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>1,760</u>	<u>(7,223)</u>	<u>(5,463)</u>
Net change in fund balances	455	-	455
Fund balances - beginning	<u>190,987</u>	<u>-</u>	<u>190,987</u>
Fund balance - ending	<u>\$ 191,442</u>	<u>\$ -</u>	<u>\$ 191,442</u>

See accompanying notes and accountants' report.

**VILLAGE OF DUBBERLY, LOUISIANA**  
 Reconciliation of the Statement of Revenues, Expenditures, and Changes in  
 Fund Balance of the Governmental Fund to the Statement of Activities  
 For the Year Ended December 31, 2021

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

Net Change in Fund Balances, Total Governmental Funds (Statement E)	\$ 455
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. This is the amount by which depreciation exceeded capital outlays in the current period.	(2,086)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	<u>(81)</u>
Change in Net Position of Governmental Activities (Statement B)	<u>\$ (1,712)</u>

See accompanying notes and accountants' report.

**STATEMENT G**

**VILLAGE OF DUBBERLY, LOUISIANA**  
 Statement of Net Position - Proprietary Fund  
 December 31, 2021

	<u>Utility Fund</u>
<b>ASSETS</b>	
Current assets:	
Cash and cash equivalents	\$ 133,447
Accounts receivable	11,165
Prepaid assets	<u>8,298</u>
Total current assets	<u>152,910</u>
Noncurrent assets:	
Restricted assets	
Cash and cash equivalents	27,386
Capital assets	
Land and construction in progress	208,104
Utility plant and equipment	1,181,359
Accumulated depreciation	<u>(772,589)</u>
Total noncurrent assets	<u>644,260</u>
<b>TOTAL ASSETS</b>	<u>797,170</u>
<b>LIABILITIES</b>	
Current liabilities:	
Accounts, salaries, and other payables	<u>8,215</u>
Total current liabilities	<u>8,215</u>
Payable from restricted assets:	
Customer meter deposits	<u>27,386</u>
<b>TOTAL LIABILITIES</b>	<u>35,601</u>
<b>NET POSITION</b>	
Net investment in capital assets	616,874
Unrestricted	<u>144,695</u>
<b>TOTAL NET POSITION</b>	<u>\$ 761,569</u>

See accompanying notes and accountants' report.

**STATEMENT H**

**VILLAGE OF DUBBERLY, LOUISIANA**

Statement of Revenues, Expenses, and Changes in Net Position - Proprietary Fund  
For the Year Ended December 31, 2021

	<u>Utility Fund</u>
<b>OPERATING REVENUES</b>	
Charges for services	
Water	\$ 167,238
Other charges for services	1,900
<b>TOTAL OPERATING REVENUES</b>	<u>169,138</u>
<b>OPERATING EXPENSES</b>	
Salaries	44,183
Contract labor	4,840
Payroll taxes	3,013
Office	3,699
Utilities	16,432
Repairs and maintenance	49,779
Insurance	14,640
Other services and charges	9,458
Depreciation	28,970
<b>TOTAL OPERATING EXPENSES</b>	<u>175,014</u>
Operating income (loss)	(5,876)
<b>NONOPERATING REVENUES AND EXPENSES</b>	
Investment income	95
Insurance proceeds	2,612
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<u>2,707</u>
Income before contributions and transfers	(3,169)
Capital contributions	179,394
Transfers in	5,463
Change in net position	181,688
Net position - beginning	579,881
Net position - end of year	<u>\$ 761,569</u>

See accompanying notes and accountants' report.

**VILLAGE OF DUBBERLY, LOUISIANA**  
Statement of Cash Flows - Proprietary Fund  
For the Year Ended December 31, 2021

	<u>Utility Fund</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Cash received from customers	\$ 171,247
Cash payments for supplies and services	(98,846)
Cash payments to employees for service and taxes	<u>(47,196)</u>
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<u>25,205</u>
 <b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>	
Interfund transfers	<u>5,463</u>
<b>NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES</b>	<u>5,463</u>
 <b>CASH FLOWS FROM CAPITAL ACTIVITIES</b>	
Capital contribution	179,394
Insurance recovery	2,612
Acquisition/construction of capital assets	<u>(184,319)</u>
<b>NET CASH PROVIDED (USED) FOR CAPITAL ACTIVITIES</b>	<u>(2,313)</u>
 <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Interest on interest-bearing deposits	<u>95</u>
<b>NET CASH PROVIDED (USED) FOR INVESTING ACTIVITIES</b>	<u>95</u>
 Net increase (decrease) in cash and cash equivalents	28,450
 Cash and cash equivalents at beginning of year	<u>132,383</u>
 Cash and cash equivalents at end of year	<u><u>\$ 160,833</u></u>

See accompanying notes and accountants' report.

**VILLAGE OF DUBBERLY, LOUISIANA**  
Statement of Cash Flows - Proprietary Funds  
For the Year Ended December 31, 2021

	<u>Utility Fund</u>
Reconciliation of operating income to net cash provided by operating activities:	
Operating loss	\$ (5,876)
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	28,970
Changes in assets and liabilities -	
(Increase) decrease in accounts receivable	883
(Increase) decrease in prepaid assets	(153)
Increase (decrease) in accounts payable	156
Increase (decrease) in customer deposits	<u>1,225</u>
 Net cash provided (used) by operating activities	 <u>\$ 25,205</u>

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

**INTRODUCTION**

The Village of Dubberly, Louisiana (the Village) was incorporated under the provisions of the Lawrason Act. The Village is located in the Parish of Webster, being in the northwest corner of the State of Louisiana. Elected officials of the Village are a mayor, three (3) aldermen, and a chief of police. The affairs of the Village are conducted and managed by the mayor and board of aldermen, referred to as “The Council”. The Village provides a full range of municipal services as authorized by its charter. These include public safety (police), water, and general administrative services.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. BASIS OF PRESENTATION**

The accompanying basic financial statements of the Village have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental unites. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

**B. REPORTING ENTITY**

As the municipal governing authority, for reporting purposes, the Village is considered a separate financial reporting entity. The financial reporting entity consists of (a) the primary government, the Village, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the Village are such that exclusion would cause the reporting entity’s financial statements to be misleading or incomplete.

GASB statements establish criteria for determining the governmental reporting entity and component units which should be included within the reporting entity. The basic criterion for including a potential component unit within the reporting entity is accountability. These basic criteria are described below:

1. Appointing a voting majority of an organization’s body, and:
  - a. The ability of the Village to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the Village.
2. Organizations that are fiscally dependent on the Village and there is a potential for the organization to provide specific financial benefits or to impose specific financial burdens on the Village.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.



VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
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Based on the aforementioned criteria, the Village has determined there are no component units that should be included in its financial statements.

**C. BASIC FINANCIAL STATEMENTS**

The Village's basic financial statements include both government-wide (reporting the Village as a whole) and fund financial statements (reporting the Village's major funds.) Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type. The Village's police and general administrative services are classified as governmental activities. The Village's water services are classified as business-type activities.

Government-wide Financial Statements

In the government-wide Statement of Net Position, both the governmental and business-type activities columns (a) are presented on a consolidated basis by column, and (b) are reported on a full accrual economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Village's net position is reported in two parts – net investment in capital assets and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the Village's functions and business-type activities. The functions are also supported by general government revenues (interest, certain intergovernmental revenues, etc.). The Statement of Activities reduces gross expense (including depreciation) by related program revenues, operating and capital grants.

Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

**Program revenues** - Program revenues included in the Statement of Activities include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Taxes and other items not properly included among program revenues are reported instead as general revenues.

**Allocation of indirect expenses** - The Village reports all direct expenses by function in the Statement of Activities. Indirect expenses not allocated to functions are reported separately in the Statement of Activities.

The government-wide focus is more on the sustainability of the Village as an entity and the change in the Village's net position resulting from the current year's activities.

Fiduciary funds are not included in the government-wide financial statements.

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

Fund financial statements

The financial transactions of the Village are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues and expenditures/expenses. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

**Major Governmental Fund**

*General Fund* – This fund accounts for all activities of the Village not specifically required to be accounted for in another fund. This fund accounts for transactions for services such as general government and public safety services.

*American Rescue Plan Fund* – This fund accounts for proceeds from the American Rescue Plan Act (ARPA) funds received in 2021.

**Major Proprietary Fund**

*Water Fund* – This fund is used to account for the provision of water to residents of the Village. This 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.

**D. BASIS OF ACCOUNTING**

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

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

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The 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 Village considers revenues to be available if they are collected within 30 days of the end of the current fiscal year. Principal revenue sources considered susceptible to accrual include grants and taxes. All other revenues are considered to be measurable and available only when cash is received by the Village.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Proprietary Funds – The financial statements of the proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting similar to the government-wide statements described above.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the proprietary funds are from charges for water services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

#### **E. CASH & CASH EQUIVALENTS**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits, those investments with original maturities of 90 days or less.

Under state law, the Village may deposit funds in demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and United States, or under the laws of the United States.

For purposes of the proprietary fund Statements of Cash Flows, the Village considers all investments with a maturity of three months or less when purchased to be cash equivalents.

#### **F. INVESTMENTS**

If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

Under state law, the Village may invest in United States bonds, treasury notes, and certificates. In addition, the Village may invest in bonds, debentures, notes or other evidence of indebtedness issued or guaranteed by federal agencies and provided such obligations are backed by the full faith and credit of the U.S and also collateralized mortgage obligations, which have not been stripped into interest only and principal only obligations.

Investments are reported at fair value, which is determined using selected bases. Short-term investments are reported at cost, which approximates fair value. Long-term investments, those with original maturities greater than one (1) year, are valued at the last reported sales price at current exchange rates.

The Village's investments are in certificates of deposit and LAMP.

**G. RECEIVABLES**

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible receivables are based upon historical trends and the periodic aging of accounts receivable. The major receivable balance of the governmental activities is franchise fees. Business-type activities report utilities as their major receivable.

In the fund financial statements, material receivables in governmental funds include revenue accrual for franchise taxes, grants and other intergovernmental revenues since they are usually both measurable and available.

Nonexchange transactions collectible but not available are deferred in the fund financial statements in accordance with modified accrual basis, but not deferred in the government-wide financial statements in accordance with the accrual basis. Interest and investment earnings are recorded when earned and only if paid within 30 days, when considered both measurable and available.

**H. PREPAID ITEMS**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in government-wide financial statements.

**I. CAPITAL ASSETS**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g. roads, bridges, sidewalks, and similar items) 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 cost is not available. Donated assets are recorded as capital assets at their estimated acquisition value at the date of donation. The Village maintains a threshold level of \$2,500 or more for capitalizing assets.

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

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

Major outlays for capital assets and improvements are capitalized as projects are constructed. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

Description	Estimated <u>Lives</u>
Roads, bridges, and infrastructure	25-50 years
Land improvements	10-30 years
Buildings and building improvements	10-40 years
Furniture and fixtures	5-15 years
Vehicles	5-10 years
Equipment	5-15 years

**J. DEFERRED OUTFLOWS/INFLOWS OF RESOURCES**

In addition to assets, the financial statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Village has no items that qualify for reporting in this category.

In addition to liabilities, the financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to future period(s) and so will not be recognized as an inflow of resources (revenues) until that time. The Village has no items that qualify for reporting in this category.

**K. INTERFUND ACTIVITY**

Interfund activity is reported as loans, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances.” Reimbursements are when one fund incurs a cost, charges the appropriate benefitting fund and reduces its related costs as a reimbursement. Transfers between governmental funds are netted as part of the reconciliation to the government-wide financial statements.

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

**L. LONG-TERM OBLIGATIONS**

In the government-wide financial statements, long-term debt and other long-term liabilities are reported as liabilities in the applicable governmental and business-type activities in the Statement of Net Position.

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 is the same in the fund statements as it is in the government-wide statements.

**M. COMPENSATED ABSENCES**

The Village does not have a policy that provides vacation or sick leave to employees; consequently, there is no liability for compensated absences.

**N. POST-EMPLOYMENT HEALTH CARE BENEFITS**

The Village does not provide medical coverage for its retirees; consequently, there is no liability for post-employment health care benefits.

**O. RESTRICTED NET POSITION**

For the government-wide Statement of Net Position, net position is reported as restricted if either of the following conditions exists:

- Restrictions are externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments;
- Restrictions are imposed by law through constitutional provision or enabling legislation.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources when expenses are incurred for purpose for which both restricted and unrestricted net position are available.

**P. FUND EQUITY IN FUND FINANCIAL STATEMENTS**

Fund balance is reported within the following categories:

***Non-spendable*** – Fund balance that is not in spendable form or legally or contractually required to be maintained intact. This category includes items that are not easily converted to cash such as inventories and prepaid items.

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

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

***Committed*** – Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the Village aldermen, the government’s highest level of decision-making authority. Those committed amounts cannot be used for any other purpose unless the Village alderman remove the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the field have been specifically committed for use in satisfying those contractual requirements.

***Assigned*** – Fund balance that is constrained by the Village’s “intent” to be used for specific purposes, but are neither restricted nor committed. The Village alderman and management have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the general fund, that are not classified as non-spendable and are neither restricted nor committed.

***Unassigned*** – Fund balance that is the residual classification for the General fund. It is also used to report negative fund balance in other governmental funds.

***Minimum Fund Balance*** – The Village does not have a minimum fund balance policy.

The Village reduces committed amounts, followed by assigned amounts, and then unassigned amounts when an expense is incurred for purposes for which any of those unrestricted balance classifications could be used. When both restricted and unrestricted resources are available for use, it is the Village’s policy to use externally restricted resources first, then unrestricted resources.

**Q. ELIMINATION AND RECLASSIFICATIONS**

In the process of aggregating data for the Statement of Net Position and the Statement of Activities, the effect of interfund activity has been eliminated within the governmental and business-type activities column.

**R. ESTIMATES**

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

**S. UNEARNED REVENUE**

Unearned revenues arise when resources are received by the Village before it has legal claim to them, as when grant monies are received prior to the occurrence of qualifying expenditures. In subsequent

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

periods when the Village has a legal claim to the resources, the liability for unearned revenues is removed and revenues are recognized.

**2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

*BUDGET INFORMATION* The Village follows these procedures in establishing the budgetary data reflected in these financial statements:

- a) The Village Clerk prepares a proposed budget and submits it to the Mayor and the Council prior to the beginning of each fiscal year.
- b) The budget is adopted through passage of an ordinance prior to the commencement of the fiscal year for which the budget is being adopted.
- c) Budgets are adopted on a basis consistent with generally accepted accounting principles (CASH). Budgeted amounts, as originally adopted, are amended from time to time by the Council.
- d) The revenues and expenditures shown on page 8 are reconciled with the amounts reflected on the budgetary comparison schedule on pages 28 - 29 as follows:

	<u>General fund</u>	<u>American Rescue Plan fund</u>
Excess of revenues of expenditures, GAAP basis	\$ 455	\$ -
Adjustments:		
Increase in accounts receivable	(539)	-
Increase in accounts payable	51	-
Increase in unearned revenue	<u>-</u>	<u>39,856</u>
Excess (deficiency) of revenues over expenditures, budget- cash basis	<u>\$ (33)</u>	<u>\$ 39,856</u>

**3. CASH AND CASH EQUIVALENTS**

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 at least 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 year-end, the Village's carrying amount of deposits was \$265,747



VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
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These deposits are reported as follows:

Cash and cash equivalents	\$ 238,361
Restricted cash	<u>27,386</u>
Total	\$ <u>265,747</u>

**Custodial credit risk – deposits** – At December 31, 2021, the Village bank balances of \$349,945, were secured from risk by federal deposit insurance.

The Village has not formally adopted a deposit policy that limits the government’s allowable deposits and addresses custodial credit risk.

#### 4. INVESTMENTS

As of December 31, 2021, the Village had the following investments:

<u>Types of investments</u>	
Money market funds – LAMP	\$ 44,732
Certificates of deposit	<u>81,938</u>
Total investments	\$ <u>126,670</u>

The Village participates in the Louisiana Asset Management Pool, Inc. (LAMP) which is an external investment pool that is not SEC-registered. Because the LAMP is an arrangement sponsored by a type of governmental entity, it is exempt by statute from regulation by the SEC.

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.

GASB Statement No. 40 Deposit and Investment Risk Disclosure, requires disclosure of credit risk, custodial credit risk, and concentration of credit risk, interest rate risk, and foreign currency risk for all public entity investments.

LAMP is an investment pool that, to the extent practical, invests in a manner consistent with GASB Statement No. 79. The following facts are relevant for investment pools:

- Credit risk: LAMP is rates 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

VILLAGE OF DUBBERLY, LOUISIANA  
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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 risk disclosure using the weighted average maturity (WAM) method. The WAM of LAMP 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 58 days as of December 31, 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 the board of directors. LAMP is not registered with SEC as an investment company.

If you have any questions, please feel free to contact the LAMP Administrative office at 800-249-5267.

*Village's Investment policies*

The Village has not formally adopted an investment policy that limits the government's allowable investments and addresses interest rate risk, credit risk, concentration of credit risk, or custodial credit risk.

**5. ACCOUNTS RECEIVABLE**

The receivables of governmental activities at December 31, 2021 are \$1,829 for franchise taxes. At December 31, 2021, the Water fund had accounts receivable of \$11,165, which is made up of amounts owed for water services.

These receivables are expected to be collected in full; therefore, there is no allowance for doubtful accounts recognized.

**6. RESTRICTED ASSETS**

At December 31, 2021, the Village had restricted assets totaling \$27,386, deposits held for utility customer deposits.

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

**7. CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended December 31, 2021, for the primary government is as follows:

	Balance Dec. 31, <u>2020</u>	<u>Additions</u>	<u>Deletions</u>	Balance Dec. 31, <u>2021</u>
<b>Governmental activities</b>				
Capital assets, not being depreciated:				
Land	\$ <u>5,912</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>5,912</u>
Total capital assets, not being depreciated	<u>5,912</u>	<u>-</u>	<u>-</u>	<u>5,912</u>
Capital assets being depreciated:				
Buildings and equipment	<u>77,319</u>	<u>-</u>	<u>-</u>	<u>77,319</u>
Total capital assets being depreciated	<u>77,319</u>	<u>-</u>	<u>-</u>	<u>77,319</u>
Less accumulated depreciation for:				
Building and equipment	<u>70,531</u>	<u>2,086</u>	<u>-</u>	<u>72,617</u>
Total accumulated depreciation	<u>70,531</u>	<u>2,086</u>	<u>-</u>	<u>72,617</u>
Total capital assets, being depreciated, net	<u>6,788</u>	<u>(2,086)</u>	<u>-</u>	<u>4,702</u>
Governmental activities capital assets, net	\$ <u>12,700</u>	\$ <u>(2,086)</u>	\$ <u>-</u>	\$ <u>10,614</u>
<b>Business-type activities:</b>				
Capital assets, not being depreciated:				
Land	\$ <u>5,519</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>5,519</u>
Construction in progress	<u>18,266</u>	<u>184,319</u>	<u>-</u>	<u>202,585</u>
Total capital assets, not being depreciated	<u>23,785</u>	<u>184,319</u>	<u>-</u>	<u>208,104</u>
Capital assets being depreciated:				
Utility plant and equipment	1,180,003	-	-	1,180,003
Office equipment	<u>1,356</u>	<u>-</u>	<u>-</u>	<u>1,356</u>
Total capital assets being depreciated	<u>1,181,359</u>	<u>-</u>	<u>-</u>	<u>1,181,359</u>
Less accumulated depreciation for:				
Utility plant and equipment	742,263	28,970	-	771,233
Office equipment	<u>1,356</u>	<u>-</u>	<u>-</u>	<u>1,356</u>
Total accumulated depreciation	<u>743,619</u>	<u>28,970</u>	<u>-</u>	<u>772,589</u>
Total capital assets, being depreciated, net	<u>437,740</u>	<u>(28,970)</u>	<u>-</u>	<u>408,770</u>
Business-type activities capital assets, net	\$ <u>461,525</u>	\$ <u>155,349</u>	\$ <u>-</u>	\$ <u>617,874</u>

VILLAGE OF DUBBERLY, LOUISIANA  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2021

Depreciation expense for the year ended December 31, 2021 was charged to functions of the primary government as follows:

Government activities:	
General government	\$ <u>2,086</u>
Business-type activities:	
Water	\$ <u>28,970</u>

**8. INSURANCE RECOVERIES**

The Village suffered a loss in 2020 when \$2,712 of water system payments were stolen from the Village's office. The loss was recognized as of December 31, 2020. At the date of this report, the Village has received \$2,612 worth of insurance recovery. The insurance recovery was recognized as of December 31, 2021.

**9. CUSTOMERS' DEPOSITS**

Deposits held for customers that are currently active on the water and sewer systems total \$27,386 at December 31, 2021. These amounts are payable from restricted assets. See Note 6.

**10. LONG-TERM OBLIGATIONS**

As of December 31, 2021 the Village had no governmental long-term debt.

**11. INTERFUND TRANSFERS**

Interfund transfers for the year ended December 31, 2021 consisted of the following:

	Transfer In	Transfer Out	Net
Governmental Funds			
General fund	\$ 1,760	\$ -	\$ 1,760
American Rescue Plan fund	-	(7,223)	(7,223)
Total Governmental Funds	1,760	(7,223)	(5,463)
Enterprise funds			
Utility fund	5,463	-	5,463
Total	\$ 7,223	\$ (7,223)	\$ -

The Village uses transfers to move funds from the American Rescue Plan Act to cover the expenses of the General fund and Utility fund.

**12. SUBSEQUENT EVENTS**

Subsequent events have been evaluated through June 30, 2022. This date represents the date the financial statements were available to be issued.

**REQUIRED SUPPLEMENTARY INFORMATION**

**VILLAGE OF DUBBERLY, LOUISIANA**  
 Budgetary Comparison Schedule - General Fund  
 For the Year Ended December 31, 2021

	<u>Budgeted amounts</u>		Actual <i>(Cash basis)</i>	Variance with final budget <i>Over (under)</i>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Franchise tax	\$ 6,800	\$ 6,500	\$ 6,531	\$ 31
Insurance premium tax	15,000	15,000	14,953	(47)
Fines and forfeitures	1,700	2,700	2,602	(98)
Interest	1,700	750	729	(21)
Other	20	158	158	-
<b>TOTAL REVENUES</b>	<u>25,220</u>	<u>25,108</u>	<u>24,973</u>	<u>(135)</u>
<b>EXPENDITURES</b>				
General government	18,647	19,091	18,963	128
Public safety	5,200	7,800	7,803	(3)
<b>TOTAL EXPENDITURES</b>	<u>23,847</u>	<u>26,891</u>	<u>26,766</u>	<u>125</u>
Excess (deficiency) of revenues over (under) expenditures	<u>1,373</u>	<u>(1,783)</u>	<u>(1,793)</u>	<u>(10)</u>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers in	-	1,760	1,760	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>-</u>	<u>1,760</u>	<u>1,760</u>	<u>-</u>
Excess (deficiency) of revenues and other sources over (under) expenditures and other uses	<u>1,373</u>	<u>(23)</u>	<u>(33)</u>	<u>(10)</u>
Fund balance at beginning of year	<u>190,489</u>	<u>190,489</u>	<u>190,553</u>	<u>64</u>
Fund balance at end of year	<u>\$191,862</u>	<u>\$ 190,466</u>	<u>\$ 190,520</u>	<u>\$ 54</u>

**VILLAGE OF DUBBERLY, LOUISIANA**  
 Budgetary Comparison Schedule - Special Revenue Fund - American Rescue Plan  
 For the Year Ended December 31, 2021

	<u>Budgeted amounts</u>		Actual (Cash basis)	Variance with
	<u>Original</u>	<u>Final</u>		final budget Over (under)
REVENUES				
Intergovernmental - federal	\$ 47,526	\$ 47,526	\$ 47,603	\$ 77
TOTAL REVENUES	<u>47,526</u>	<u>47,526</u>	<u>47,603</u>	<u>77</u>
EXPENDITURES				
General government	1,250	1,250	525	725
TOTAL EXPENDITURES	<u>1,250</u>	<u>1,250</u>	<u>525</u>	<u>725</u>
Excess (deficiency) of revenues over (under) expenditures	<u>46,276</u>	<u>46,276</u>	<u>47,079</u>	<u>802</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	(7,220)	(7,220)	(7,223)	(3)
TOTAL OTHER FINANCING SOURCES (USES)	<u>(7,220)</u>	<u>(7,220)</u>	<u>(7,223)</u>	<u>(3)</u>
Excess (deficiency) of revenues and other sources over (under) expenditures and other uses	39,056	39,056	39,856	800
Fund balance at beginning of year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance at end of year	<u>\$ 39,056</u>	<u>\$ 39,056</u>	<u>\$ 39,856</u>	<u>\$ 800</u>

**SUPPLEMENTARY INFORMATION**



**VILLAGE OF DUBBERLY, LOUISIANA**  
 Schedule of Compensation Paid Board Members  
 For the Year Ended December 31, 2021

The Village of Dubberly, Louisiana paid the following amounts to the Mayor and Board members as of December 31, 2021.

	<u>Compensation</u>
Mayor	
Curtis Hirth	\$        3,000
Board	
Johnny Brown	1,200
Brent Cooley	1,200
Douglas Culpepper	<u>1,200</u>
<b>TOTAL</b>	<b><u>\$        6,600</u></b>

**VILLAGE OF DUBBERLY, LOUISIANA**  
Schedule of Compensation, Benefits, and Other Payments to Agency Head  
For the Year Ended December 31, 2021

Agency head name: Curtis Hirth - Mayor	<u>Amount</u>
Salary	\$ 3,000
Reimbursements	<u>9</u>
<b>TOTAL</b>	<b><u>\$ 3,009</u></b>

**VILLAGE OF DUBBERLY, LOUISIANA**  
 Justice System Funding Schedule - Receiving Entity  
 For the Year Ended December 31, 2021

<b>Cash Basis Presentation</b>	<b>First Six Month Period Ended 6/30/2021</b>	<b>Second Six Month Period Ended 12/31/2021</b>		
<b>Receipts From:</b>				
<i>City Court of Minden - Criminal Court Costs/Fees</i>	\$ 1,556	\$ 1,046		
<b>Subtotal Receipts</b>	<u>\$ 1,556</u>	<u>\$ 1,046</u>		
<b>Ending Balance of Amounts Assessed but Not Received</b>	<table border="1" style="display: inline-table;"><tr><td style="text-align: center;">\$ -</td></tr></table>	\$ -	<table border="1" style="display: inline-table;"><tr><td style="text-align: center;">\$ -</td></tr></table>	\$ -
\$ -				
\$ -				

**OTHER REPORTS**

**WISE, MARTIN & COLE, L.L.C.**  
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**INDEPENDENT ACCOUNTANTS' REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

To the Honorable Curtis Hirth, Mayor  
and the Members of the Board of Aldermen  
Village of Dubberly, Louisiana

We have performed the procedures enumerated below on the Village's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2021, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Village's management is responsible for its financial records and compliance with applicable laws and regulations.

The Village has agreed to acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the District's compliance with the laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2021. Additionally, the Louisiana Legislative Auditor has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the need of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

**Public Bid Law**

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$250,000. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 39:1551-39:1755 (the state procurement code) or R.S. 38:2211-2296 (the public bid law), whichever is applicable; and report whether the expenditures were made in accordance with these laws.

*There were no expenditures for materials or supplies exceeding \$30,000. There were two expenditures for public works exceeding \$250,000. We examined documentation that indicated these expenditures had been properly advertised and accepted in accordance with the provisions of the applicable statutes.*

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

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

*Management provided us with the requested information.*

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

*Management provided us with the requested information.*

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

*None of the employees included on the list provided by management for agreed-upon procedure 3 appeared on the list provided by management for agreed-upon procedure 2.*

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

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

## **Budgeting**

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

*Management provided us with a copy of the original and the amended budget.*

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

*We traced the adoption of the original budget to documentation in the minutes of the meeting of the Board held December 14, 2020. We traced the adoption of the amended budget to documentation in the minutes of the meeting of the Board held December 13, 2021.*

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

*Actual revenues did not fail to meet budgeted revenues by more than 5%, and actual expenditures did not exceed budgeted amounts by more than 5%.*

## **Accounting and Reporting**

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

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

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

- b. Report whether the six disbursements are coded to the correct fund and general ledger account; and

*All six disbursements were properly coded to the correct fund and general ledger account.*

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

*Exception: The Village's policies and procedures state that the Mayor and Village Clerk must initial and date each invoice to document that the invoice has been reviewed and approved. None of the six disbursements were properly approved in accordance with management's policies and procedures. All checks do require a dual signature with one signature from the Clerk and the second signature from the Mayor. All six checks observed to have a dual signature.*

*Management response: Policy is in place and Village will begin following procedures going forward.*

### **Meetings**

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

*Management represents that the Village is only required to post a notice of each meeting and the accompanying agenda on the marquee sign next to the Village's office. Although management asserted that such documents were properly posted, we could find no evidence supporting that assertion other than copies of the notices and agendas.*

### **Debt**

11. Obtain bank deposit slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

*We examined all bank deposits for the period under examination and noted no deposits that appeared to be proceeds of bank loans, bonds, or like indebtedness.*

### **Advances and Bonuses**

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

*We scanned payroll disbursements and read the meeting minutes of the Village's board for the fiscal year. We found no payments or approval for payments to employees that would constitute bonuses, advances, or gifts.*

#### **State Audit Law**

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

*The Village of Dubberly's report was due June 30, 2022. The Village provided for a timely report in accordance with R.S. 24:513.*

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

*This procedure does not apply. Village was in compliance with audit law.*

#### **Prior-Year Comments**

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

*The prior year report, dated November 18, 2020, included no findings.*

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

We are required to be independent of the Village and to meet out other ethical responsibilities, in accordance with the relevant ethical requirement related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on the Village of Dubberly's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

*Wise Martin & Cole LLC*

Minden, Louisiana  
June 30, 2022

Attachments:  
Signed Louisiana Attestation Questionnaire



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

4-11-22 (Date Transmitted)

Cole Mark & Winc (CPA Firm Name)  
601 Main Street (CPA Firm Address)  
Miner La 71055 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of 12-31-2021 (date) and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

**Public Bid Law**

It is true that we have complied with the state procurement code (R.S. 39:1551 – 39:1755); the public bid law (R.S. 38:2211-2296), and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes  No [ ] N/A [ ]

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

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

Yes  No [ ] N/A [ ]

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

Yes  No [ ] N/A [ ]

**Budgeting**

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

Yes  No [ ] N/A [ ]

**Accounting and Reporting**

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

Yes  No [ ] N/A [ ]

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

Yes  No [ ] N/A [ ]

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

Yes  No [ ] N/A [ ]

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

Yes  No [ ] N/A [ ]

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

Yes  No  N/A

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

Yes  No  N/A

#### Meetings

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

Yes  No  N/A

#### Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes  No  N/A

#### Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes  No  N/A

#### Prior-Year Comments

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

Yes  No  N/A

#### General

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

Yes  No  N/A

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

Yes  No  N/A

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

Yes  No  N/A

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

Yes  No  N/A

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes  No  N/A

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

Yes  No  N/A

to you any such communication received between the end of the period under examination and the date of your report.

Yes [] No [ ] N/A [ ]

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

Yes [] No [ ] N/A [ ]

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

<u>Dianna Jule</u>	<u>Clerk</u>	<u>4-11-22</u>	Date
<u>W.C. Firth</u>	<u>Secretary</u>	<u>4-11-22</u>	Date
_____	<u>Treasurer</u>	_____	Date
_____	<u>President</u>	_____	Date

**SCHEDULES FOR LOUISIANA  
LEGISLATIVE AUDITOR**

**VILLAGE OF DUBBERLY, LOUISIANA**

**Summary Schedules of Prior Year Findings  
For the year ended December 31, 2021**

There were no findings required to be reported for the year ended December 31, 2020.

**VILLAGE OF DUBBERLY, LOUISIANA**

Schedule of Current Year Findings  
For the year ended December 31, 2021

There are no findings required to be reported for the year ended December 31, 2021.