

**CITY OF NATCHITOCHES,
CITY MARSHAL
ANNUAL FINANCIAL REPORT**

DECEMBER 31, 2024

City of Natchitoches, City Marshal
December 31, 2024

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City of Natchitoches, City Marshal
December 31, 2024

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CITY OF NATCHITOCHES, CITY MARSHAL

**450 Fifth Street
Natchitoches, LA 71457**

MANAGEMENT’S DISCUSSION AND ANALYSIS

This section of the City of Natchitoches, City Marshal’s (hereafter referred to as the City Marshal) annual financial report presents an overview and analysis of the City Marshal’s financial activities for the year ended December 31, 2024. The intent of the MD&A is to look at the City Marshal’s financial performance as a whole. It should, therefore be read in conjunction with this report. Certain comparative information is presented to provide an overview of the City Marshal’s operations.

Financial Highlights

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the City Marshal as a whole and presents a longer-term view of the City Marshal’s finances. These statements tell how these services were financed in the short-term as well as what remains for future spending.

Government-Wide Financial Statements

- The Statement of Net Position presents all of the City Marshal’s assets and liabilities, with the difference between the two reported as “net position”. Over time, increases or decreases in the City Marshal’s net position may serve as a useful indicator of whether the financial position of the City Marshal is improving or deteriorating.
- The Statement of Activities presents information showing how the City Marshal’s net position changed during the current year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Therefore, some revenues and some expenses that are reported in this statement will not result in cash flows until future years.

Fund Financial Statements

The services provided by the City Marshal are financed through a governmental fund. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City Marshal uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The City Marshal conducts its day-to-day operations through a governmental fund, the General Fund. These statements provide a short-term view of the City Marshal’s finances and assists in determining whether there will be adequate financial resources available to meet the current needs of the City Marshal. The City Marshal also maintains two Fiduciary Funds. As Fiduciary Funds are simply held for other parties and cannot be used for any of the City Marshal’s activities, it is not included in the government-wide statement, but is separately reported in the statements of the Fiduciary Funds.

A summary of the basic government-wide financial statements is as follows:

Summary of Statement of Net Position

	<u>2024</u>	<u>2023</u>
ASSETS:		
Current Assets	\$ 90,940	\$53,427
Capital Assets, Net of Accumulated Depreciation	<u>31,980</u>	<u>13,785</u>
Total Assets	<u>\$122,920</u>	<u>\$67,212</u>
LIABILITIES:		
Accounts Payable	\$ 3,792	\$ 1,979
Due to Fiduciary Fund	<u>3,610</u>	<u>2,939</u>
Total Liabilities	<u>\$ 7,402</u>	<u>\$ 4,918</u>
NET POSITION:		
Net Investment in Capital Assets	\$ 31,980	\$13,785
Unrestricted	<u>83,538</u>	<u>48,509</u>
Total Net Position	<u>\$115,518</u>	<u>\$62,294*</u>

- The City of Natchitoches, City Marshal has recorded prior period adjustments to restate governmental activities fund balances and net position for correction of accounting errors. As a result the amounts reported above do not articulate to the amounts reported on page 11, which have been restated.

Summary of Statement of Activities

	<u>2024</u>	<u>2023</u>
REVENUES:		
Charges for Services	\$ 52,152	\$ 48,749
Intergovernmental	245,084	225,109
Miscellaneous	<u>1,370</u>	<u>1,350</u>
Total Revenues	\$298,606	\$275,208
EXPENSES:		
Operating Expenses	<u>308,354</u>	<u>285,485</u>
Change in Net Position	\$ <u>(9,748)</u>	\$ <u>(10,277)</u>

- The City Marshal's assets exceeded its assets by \$115,518. This is a decrease of \$9,748 from prior year.
- Unrestricted net position, the amount available for obligations to both citizens and creditors, increased \$83,538, from the prior year.

General Fund Budgetary Highlights

Amendments were made during the year to the original budget. Actual revenues were \$255,199 less than budgeted revenues and actual expenditures were \$252,813 less than budgeted expenditures. Actual revenues were not within the 5% variance allowed.

Economic Factors and Next Year's Budget

Revenues received by the City Marshal continue to be sufficient to maintain the normal day-to-day operational needs of the office. The City Marshal considered many factors when setting the budget for 2025. Revenues and expenses are not expected to differ significantly from 2024.

Contacting the City Marshal

This financial report is designed to provide our citizens and creditors with a general overview of the City Marshal's finances and to show the City Marshal's accountability for the money it receives. Any questions about this report or requests for additional information may be directed to City of Natchitoches, City Marshal, 450 Fifth Street, Natchitoches, LA 71457.

T | C | B | T
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Certified Public Accountants

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INDEPENDENT AUDITORS' REPORT

Randy Williams, City Marshal
City of Natchitoches
450 Fifth Street
Natchitoches, LA 71457

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, major fund, and the fiduciary funds of the City Marshal of the City of Natchitoches (City Marshal), as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City Marshal'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, major fund, and the fiduciary funds of the City Marshal as of December 31, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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 *Government Auditing Standards*, issued by the Comptroller General of the United States and the *Louisiana Governmental Audit Guide*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City Marshal and to meet our other ethical responsibilities, in accordance with the 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 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, and for 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 City Marshal's ability to continue as a going concern for twelve months beyond the financial statements 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 opinion. 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 and *Government 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 Marshal'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 Marshal'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 Management's Discussion and Analysis and Budgetary Comparison Schedule 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City Marshal's basic financial statements. The Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer and 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 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 Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer and Justice System Funding Schedules are fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 26, 2025, on our consideration of the City Marshal's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City Marshal's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City Marshal's internal control over financial reporting and compliance.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of the Louisiana Legislative Auditor, we have issued a report, dated June 26, 2025, on the results of our statewide agreed-upon procedures performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The purpose of that report is solely to describe the scope of testing performed on those control and compliance areas identified in the Louisiana Legislative Auditor's statewide agreed-upon procedures, and the results of that testing, and not to provide an opinion on control or compliance.

Thomas, Cunningham, Broadway & Todtenbier, CPA's

Thomas, Cunningham, Broadway & Todtenbier, CPA's
Natchitoches, Louisiana

June 26, 2025

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE
FINANCIAL STATEMENTS

City of Natchitoches, City Marshal
Statement of Net Position
December 31, 2024

	Governmental <u>Activities</u>
ASSETS:	
Cash & Cash Equivalents	\$ 70,300
Revenue Receivable	16,602
Prepaid Expense	<u>4,038</u>
Total Current Assets	\$ 90,940
Non-current Assets-	
Capital Assets (Net)	<u>31,980</u>
Total Assets	<u>\$122,920</u>
LIABILITIES:	
Accounts Payable	\$ 3,792
Due to Fiduciary Fund	<u>3,610</u>
Total Liabilities	<u>\$ 7,402</u>
NET POSITION:	
Net Investment in Capital Assets	\$ 31,980
Unrestricted	<u>83,538</u>
Total Net Position	<u>\$115,518</u>

See independent auditors' report and notes to financial statements.

City of Natchitoches, City Marshal
Statement of Activities
December 31, 2024

<u>Activities</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue and Changes in Net Position Governmental Activities</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Governmental Activities-				
Public Safety-				
Personnel Services	\$245,084	\$ 0	\$245,084	\$ 0
Operating Expenses	20,960	52,152	0	31,192
Materials & Supplies	25,231	0	0	(25,231)
Travel & Other Charges	<u>17,079</u>	<u>0</u>	<u>0</u>	<u>(17,079)</u>
Total Governmental Activities	<u>\$308,354</u>	<u>\$52,152</u>	<u>\$245,084</u>	\$ (11,118)
General Revenues				
Interest & Miscellaneous				<u>1,370</u>
Change in Net Position				\$ (9,748)
Net Position January 1, 2024 (Restated see Note 2)				<u>125,266</u>
Net Position December 31, 2024				<u>\$115,518</u>

See independent auditors' report and notes to financial statements.

FUND FINANCIAL STATEMENTS

City of Natchitoches, City Marshal
Balance Sheet-Governmental Fund
December 31, 2024

Assets:

Cash & Cash Equivalents	\$70,300
Revenue Receivable	16,602
Prepaid Expense	<u>4,038</u>
Total Assets	<u>\$90,940</u>

Liabilities:

Accounts Payable	\$ 3,792
Due to Fiduciary Fund	<u>3,610</u>
Total Liabilities	<u>\$ 7,402</u>

Fund Balance:

Nonspendable	
Prepaid Expense	\$ 4,038
Unassigned	<u>79,500</u>
Total Fund Balance	<u>\$83,538</u>
Total Liabilities and Fund Balance	<u>\$90,940</u>

See independent auditors' report and notes to financial statements.

City of Natchitoches, City Marshal
Reconciliation of the Governmental Fund
Balance Sheet to the Statement of Net Position
December 31, 2024

Total Governmental Fund Balance	\$ 83,538
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Amounts reported for Governmental Activities
in the Statement of Net Position is different because:

Non-current assets used in Governmental Activities
are not financial resources. Therefore, they are not
reported in the Governmental Fund Balance Sheet:

Equipment and Vehicles	156,724
Less: Accumulated Depreciation	<u>(124,744)</u>

Total Net Position of Governmental Activities at December 31, 2024	<u>\$ 115,518</u>
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See independent auditors' report and notes to financial statements.

City of Natchitoches, City Marshal
Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Fund
Year Ended December 31, 2024

REVENUES:

Charges for Services	\$ 52,152
Intergovernmental	245,084
Interest & Miscellaneous	<u>1,370</u>
Total Revenues	<u>\$298,606</u>

EXPENDITURES:

Public Safety-	
Current-	
Personnel Services & Related Benefits	\$245,084
Operating Expenses	15,455
Materials & Supplies	25,231
Travel & Other Charges	17,079
Capital Expenditures	<u>23,700</u>
Total Expenditures	<u>\$326,549</u>

Deficiency of Revenues over Expenditures \$ (27,943)

Fund Balance-Beginning of Year 111,481
(restated See Note 2)

Fund Balance-End of Year \$ 83,538

See independent auditors' report and notes to financial statements.

City of Natchitoches, City Marshal
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, 2024

Net Change in Fund Balance-Total Governmental Fund	\$(27,943)
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Amounts reported for Governmental Activities in the Statement of Activities are different because Governmental Funds report Capital Outlays as expenditures. However, in the Statement of Activities, the cost of these assets is allocated over their estimated useful lives as depreciation expense. The current year amounts for these items were:

Capital Assets Purchases	23,700
Depreciation Expense	<u>(5,505)</u>

Change in Net Position per Statement of Activities	\$ <u>(9,748)</u>
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City of Natchitoches, City Marshal
Statement of Fiduciary Net Position
Fiduciary Funds
December 31, 2024

Assets:	<u>Civil Account</u>	<u>Delayed Fines</u>	<u>Total</u>
Cash	\$ 0	\$18,662	\$18,662
Due From General Fund	<u>3,610</u>	<u>0</u>	<u>3,610</u>
Total Assets	<u>\$3,610</u>	<u>\$18,662</u>	<u>\$22,272</u>
Liabilities:			
Bank Overdraft	\$4,273	\$ 0	\$ 4,273
Due to Other Government	0	4,480	4,480
Unsettled Deposits	<u>(663)</u>	<u>14,182</u>	<u>13,519</u>
Total Liabilities	<u>\$ 3,610</u>	<u>\$18,662</u>	<u>\$22,272</u>

See independent auditors' report and notes to financial statements.

City of Natchitoches, City Marshal
Statement of Changes in Fiduciary Net Position
Agency Funds
December 31, 2024

	<u>Civil Account</u>	<u>Delayed Fines</u>	<u>Total</u>
ADDITIONS:			
Suit Income	\$381,576	\$138,227	\$519,803
Interest	<u>0</u>	<u>63</u>	<u>63</u>
Total Additions	\$381,576	\$138,290	\$519,866
DEDUCTIONS:			
Disbursements	<u>380,905</u>	<u>126,270</u>	<u>507,175</u>
Change in Liabilities	\$ 671	\$ 12,020	\$ 12,691
Liabilities-Beginning	<u>2,939</u>	<u>6,642</u>	<u>9,581</u>
Liabilities-Ending	\$ <u>3,610</u>	\$ <u>18,662</u>	\$ <u>22,272</u>

See independent auditors' report and notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

City of Natchitoches, City Marshal
Notes to Financial Statements
December 31, 2024

1. Introduction:

As provided by Louisiana Statutes, the City Marshal is the executive officer of the City Court. The City Marshal shall execute the orders and mandates of the Court system of the City of Natchitoches, Louisiana. The City Marshal is elected to a term of six years.

2. Summary of Significant Accounting Policies:

The accompanying component unit financial statements of the City of Natchitoches, City Marshal, have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

A. Reporting Entity-

As the governing authority of the city, for reporting purposes, the City of Natchitoches, Louisiana is the financial reporting entity for the local government. The financial reporting entity consists of (a) the primary government (City of Natchitoches), (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 primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the City of Natchitoches for financial reporting purposes. The basic criteria for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body and
 - a. The ability of the city 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 city.
2. Organizations for which the city does not appoint a voting majority but are fiscally dependent on the city.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because of item 2 above, the City of Natchitoches, City Marshal, was determined to be a component unit of the City of Natchitoches, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the City Marshal and do not present information on the City, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

City of Natchitoches, City Marshal
Notes to Financial Statements
December 31, 2024

B. Basis of Presentation-

Government-Wide Financial Statements (GWFS)

The Statement of Net Position and Statement of Activities report information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

The Statement of Net Position presents the governmental-type activities on a consolidated basis, and is 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 Statement of Activities presents a comparison between direct expenses and program revenues for each function of the City Marshal's governmental activities. Direct expenses are those that are specifically associated with a program or function. Program revenues include (a) fees and charges paid by the recipient for goods or services offered by the program, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues.

C. Fund Accounting-

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

The City Marshal maintains three funds. They are categorized as a governmental fund and two fiduciary funds. The emphasis on fund financial statements is on major governmental funds; each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity.

The funds of the City Marshal are described below:

Governmental Fund-

General Fund

The General Fund is the general operating fund of the City Marshal. It is used to account for all financial resources except those required to be accounted for in another fund.

City of Natchitoches, City Marshal
Notes to Financial Statements
December 31, 2024

Fiduciary Fund-

Fiduciary Funds are used to account for assets held by the City Marshal in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Fiduciary Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Since by definition these assets are being held for the benefit of a third party and cannot be used to address activities of the City Marshal, these funds are not incorporated into the government-wide statements.

D. Measurement Focus/Basis of Accounting-

Basis of accounting refers to when 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.

Accrual Basis - Government-Wide Financial Statements (GWFS)

The Statement of Net Position and the Statement of Activities display information about the City Marshal's office as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Modified Accrual Basis - Fund Financial Statements (FFS)

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City Marshal considers all revenues "available" if collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

E. Assets, Liabilities, and Equity-

Cash and Interest-Bearing Deposits-

For purposes of the Statement of Net Position, cash and cash equivalents include all interest-bearing deposits, demand accounts and savings accounts of the City Marshal.

City of Natchitoches, City Marshal
Notes to Financial Statements
December 31, 2024

Capital Assets-

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column 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 fair market value at the date of donation. The City Marshal maintains a threshold level of \$500 or more for capitalizing capital assets.

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

Depreciation of all exhaustible capital assets is recorded as an 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 useful lives by type of asset is as follows:

Furniture, computers	5 years
Radios	10 years
Vehicles	5 years

Compensated Absences-

Employees of the City Marshal are paid by the City of Natchitoches, including any leave payments, therefore there are no entries made to record compensated absences in the funds of the City Marshal.

Equity Classifications-

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

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

When an expense is incurred for the purposes for which both restricted and unrestricted net position is available, management applies unrestricted resources first, unless a determination is made to use restricted resources. The policy concerning which to apply first varies with the intended use and legal requirements. This decision is typically made by management at the incurrence of the expense.

City of Natchitoches, City Marshal
Notes to Financial Statements
December 31, 2024

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

- a. Nonspendable fund balance - amounts that are not in a spendable form (such as prepaid expenses) or are required to be maintained intact;
- b. Restricted fund balance - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;
- c. Committed fund balance - amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- d. Assigned fund balance - amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- e. Unassigned fund balance - amounts that are available for any purpose. Only the General Fund would report positive amounts in unassigned fund balance.

The General Fund has an unassigned fund balance of \$79,500. If applicable, the City Marshal would typically use restricted fund balances first, followed by committed resources and assigned resources as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first and to defer the use of these other classified funds.

F. Budgetary Practices-

Prior to the beginning of each fiscal year, the City Marshal adopts a budget for the next fiscal year. The budget is open for public inspection and all budgetary appropriations lapse at the end of the fiscal year. The budget is prepared on the modified accrual basis of accounting.

The City Marshal's office performs only a custodial function in the case of fiduciary funds and therefore a budget for these funds is not appropriate.

G. Estimates-

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

H. Prior Period Adjustment-

The City Marshal recorded prior period adjustments to restate governmental activities fund balances and net position for correction of accounting errors. The net effect of the restatement was to increase the net position and fund balance of the City Marshal by \$62,972.

City of Natchitoches, City Marshal
Notes to Financial Statements
December 31, 2024

3. Cash and Cash Equivalents:

The cash and cash equivalents of the City of Natchitoches, City Marshal are subject to the following risk:

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 Marshal's office 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 fiscal 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 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. 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 Marshal 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 Marshal's name.

Bank account balances at December 31, 2024, totaled \$94,166 and were fully secured by FDIC.

4. Capital Assets:

Capital asset balances and activity for the year ended December 31, 2024, is as follows:

Governmental Activities	Balance 01-01-24	Additions	Deletions	Balance 12-31-24
Capital Assets:				
Furniture, computers	\$ 20,841	\$ 0	\$0	\$ 20,841
Radios	12,693	2,695	0	15,388
Vehicles	97,690	21,005	0	118,695
Building	<u>1,800</u>	<u>0</u>	<u>0</u>	<u>1,800</u>
Total Assets	<u>\$133,024</u>	<u>\$23,700</u>	<u>\$0</u>	<u>\$156,724</u>
Less Accumulated Depreciation:				
Furniture, computers	\$ 17,460	\$ 1,088	\$0	\$ 18,548
Radios	7,713	967	0	8,680
Vehicles	92,266	3,450	0	95,716
Buildings	<u>1,800</u>	<u>0</u>	<u>0</u>	<u>1,800</u>
Total Depreciation	<u>\$119,239</u>	<u>\$ 5,505</u>	<u>\$0</u>	<u>\$124,744</u>
Net Capital Assets	<u>\$ 13,785</u>	<u>\$18,195</u>	<u>\$0</u>	<u>\$ 31,980</u>

Depreciation expense of \$5,505 was charged to the public safety function.

City of Natchitoches, City Marshal
Notes to Financial Statements
December 31, 2024

5. On-Behalf Payments:

Employees of the City Marshal's office receive salaries and fringe benefits from the City of Natchitoches, including supplemental pay from the State of Louisiana. Fringe benefits paid by the City include the required contributions to the Louisiana Municipal Employees Retirement System.

Salaries	\$168,082
Fringe Benefits	<u>77,002</u>
Total	<u>\$245,084</u>

In accordance with GASB Statement No. 24, the City Marshal's office has recorded revenues and expenditures for these receipts and payments.

6. Litigation:

The City Marshal is not a party in any litigation seeking damages for the year ended December 31, 2024.

7. Subsequent Events:

Management has evaluated events through June 26, 2025, the date which the financial statements were available for issue. There were no items to be reported as subsequent events.

OTHER REQUIRED
SUPPLEMENTARY INFORMATION

City of Natchitoches, City Marshal
General Fund
Budgetary Comparison Schedule
For the Year Ended December 31, 2024

	<u>Budget</u>		<u>Actual</u>	Variance Favorable (Unfavorable)
	<u>Original</u>	<u>Final</u>		
REVENUES:				
Charges for Services	\$114,000	\$201,822	\$ 52,152	\$(149,670)
Intergovernmental	375,000	351,983	245,084	(106,899)
Miscellaneous				
Interest & Miscellaneous	<u>0</u>	<u>0</u>	<u>1,370</u>	<u>1,370</u>
Total Revenues	<u>\$489,000</u>	<u>\$553,805</u>	<u>\$298,606</u>	<u>\$(255,199)</u>
EXPENDITURES:				
Public Safety-				
Current-				
Personnel Services & Related Benefits	\$375,000	\$351,983	\$245,084	\$ 106,899
Operating Expenses	88,000	148,654	15,455	133,199
Materials & Supplies	21,000	38,577	25,231	13,346
Travel & Other Charges	0	14,470	17,079	(2,609)
Capital Expenditures	<u>5,000</u>	<u>25,678</u>	<u>23,700</u>	<u>1,978</u>
Total Expenditures	<u>\$489,000</u>	<u>\$579,362</u>	<u>\$326,549</u>	<u>\$ 252,813</u>
Deficiency of Revenues over Expenditures	\$ 0	\$ (25,557)	\$ (27,943)	\$ (2,386)
Fund Balance-Beginning of Year	<u>111,481</u>	<u>111,481</u>	<u>111,481</u>	<u>0</u>
Fund Balance-End of Year	<u>\$111,481</u>	<u>\$ 85,924</u>	<u>\$ 83,538</u>	<u>\$ (2,386)</u>

See independent auditors' report and notes to financial statements.

SUPPLEMENTARY INFORMATION

City of Natchitoches, City Marshal
Schedule of Compensation, Benefits and Other Payments to
Agency Head or Chief Executive Officer
For the Year Ended December 31, 2024

Agency Head Name: Randy Williams, Marshal

<u>Purpose</u>	<u>Amount Paid by City of Natchitoches</u>
Salary	\$ 56,672
Benefits-Insurance	256
Benefits-Retirement	17,091
Benefits-Payroll Taxes	839
Benefits-Other	2,579
	<u>Amount Paid by City Marshal</u>
Dues	725
Training & Seminars	3,624
Other	<u>21,696</u>
Total	<u>\$103,482</u>

See independent auditor's report.

City of Natchitoches, City Marshal
Parish of Natchitoches, Louisiana
Justice System Funding Schedule – Collecting/Disbursing Entity
For the Year Ended December 31, 2024

	First Six Month Period Ended 06/30/24	Second Six Month Period Ended 12/31/24
Cash Basis Presentation		
Beginning Balance of Amounts Collected (i.e. cash on hand)	66,343	82,048
Add: Collections		
Civil Fees <i>(including refundable amounts such as garnishments or advance deposits)</i>	173,674	207,902
Bond Fees	-	-
Asset Forfeiture/Sale	-	-
Pre-Trial Diversion Program Fees	-	-
Criminal Court Costs/Fees	75,559	64,846
Criminal Fines - Contempt	-	-
Criminal Fines - Other	-	-
Restitution	-	-
Probation/Parole/Supervision Fees	-	-
Service/Collection Fees (e.g. credit card fees, report fees, 3rd party service fees)	-	-
Interest Earnings on Collected Balances	37	25
Other <i>(do not include collections that fit into more specific categories above)</i>	-	-
Subtotal Collections	249,270	272,773
Less: Disbursements To Governments & Nonprofits: <i>(Must include one agency name and one collection type on each line and may require multiple lines for the same agency if more than one collection type is applicable. Additional rows may be added as necessary.)</i>		
City of Natchitoches-Criminal Court Costs/Fees	6,239	4,364
Natchitoches City Court -Criminal Court Costs/Fees	22,856	20,432
District Attorney of the 10th Judicial District- Criminal Court Costs/Fees	3,258	2,918
10th Judicial District Public Defender - Criminal Court Costs/Fees	7,200	6,613
Natchitoches Parish Clerk of Court - Criminal Court Costs/Fees	348	217
LA Commission on Law Enforcement and Administration of Criminal Justice- Criminal Court Costs/Fees	771	703
Ware Youth Center- Criminal Court Costs/Fees	1,192	1,050
Criminalistics Laboratory North Louisiana - Criminal Court Costs/Fees	7,100	5,680
Supreme Court-Criminal Court Costs/Fines	541	497
Louisiana Department of Health-Criminal Court Costs/Fees	30	50
Natchitoches Parish Government-Criminal Court Costs/Fees	490	450

Continued next page.

City of Natchitoches, City Marshal
Parish of Natchitoches, Louisiana
Justice System Funding Schedule – Collecting/Disbursing Entity
For the Year Ended December 31, 2024

Less: Amounts Retained by Collecting Agency		
Collection Fee for Collecting/Disbursing to Others Based on Percentage of Collection		
Collection Fee for Collecting/Disbursing to Others Based on Fixed Amount		
Amounts "Self-Disbursed" to Collecting Agency (<i>must include a separate line for each collection type, as applicable</i>) - Example: Criminal Fines - Other (<i>Additional rows may be added as necessary</i>)	-	-
Civil Fees	671	-
Bond Fees	-	-
Criminal Court Costs/Fees	5,421	89,026
Less: Disbursements to Individuals/3rd Party Collection or Processing Agencies		
Collection/Processing Fees Paid to Third Party Entities	167,608	203,859
Civil Fee Refunds	9,740	4,573
Bond Fee Refunds	-	-
Restitution Payments to Individuals (additional detail is not required)	-	-
Other Disbursements to Individuals (additional detail is not required)	100	-
Subtotal Disbursements/Retainage	233,565	340,432
Total: Ending Balance of Amounts Collected but not Disbursed/Retained (i.e. cash on hand)	82,048	14,389
Ending Balance of "Partial Payments" Collected but not Disbursed (<i>only applies if collecting agency does not disburse partial payments until fully collected</i>) - This balance is included in the Ending Balance of Amounts Collected but not Disbursed/Retained	-	-
Other Information:		
Ending Balance of Total Amounts Assessed but not yet Collected (<i>i.e. receivable balance</i>)	-	-
Total Waivers During the Fiscal Period (<i>i.e. non-cash reduction of receivable balances, such as time served or community service</i>)	-	-

See independent auditor's report.

City of Natchitoches, City Marshal
Parish of Natchitoches, Louisiana
Justice System Funding Schedule – Receiving Entity
For the Year Ended December 31, 2024

		First Six Month Period Ended 06/30/24	Second Six Month Period Ended 12/31/24
Cash Basis Presentation			
Receipts From: <i>(Must include one agency name and one collection type - see below - on each line and may require multiple lines for the same agency. Additional rows may be added as necessary.)</i>			
City of Natchitoches-Criminal Court Costs/Fees		4,005	6,480
City of Natchitoches-Service Fees		5,096	5,040
Rapides Parish Justice of Peace Ward 11-Service Fees		35	-
Subtotal Receipts		9,136	11,520
Ending Balance of Amounts Assessed but Not Received <i>(only applies to those agencies that assess on behalf of themselves, such as courts)</i>		-	-
Collection Types to be used in the "Receipts From:" section above			
Civil Fees			
Bond Fees			
Asset Forfeiture/Sale			
Pre-Trial Diversion Program Fees			
Criminal Court Costs/Fees			
Criminal Fines - Contempt			
Criminal Fines - Other			
Restitution			
Probation/Parole/Supervision Fees			
Service/Collection Fees (e.g. credit card fees, report fees, 3rd party service fees)			
Interest Earnings on Collected Balances			
Other <i>(do not include collections that fit into more specific categories above)</i>			

See independent auditor's report.

OTHER REPORTS/SCHEDULES

T | C | B | T
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Certified Public Accountants

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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*

Randy Williams, City Marshal
City of Natchitoches
504 Fifth Street
Natchitoches, LA 71457

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and the *Louisiana Governmental Audit Guide*, the financial statements of the governmental activities, major fund, and fiduciary funds as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City of Natchitoches, City Marshal's (City Marshal) basic financial statements and have issued our report thereon dated June 26, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City Marshal's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City Marshal's internal control. Accordingly, we do not express an opinion on the effectiveness of the City Marshal's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the 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.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City Marshal's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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 one 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 audit findings as item 2024-001.

City Marshal's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City Marshal's response to the finding identified in our audit and described in the accompanying schedule of audit findings. The City Marshal's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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. However, this report is a matter of public record and its distribution is not limited. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Thomas, Cunningham, Broadway & Todtenbier, CPA's

Thomas, Cunningham, Broadway & Todtenbier, CPA's
Natchitoches, Louisiana

June 26, 2025

City of Natchitoches, City Marshal
Schedule of Audit Findings
Year Ended December 31, 2024

I. SUMMARY OF AUDIT RESULTS

The following summarize the audit findings:

1. An unmodified opinion was issued on the financial statements of the City of Natchitoches, City Marshal as of and for the year ended December 31, 2024.
2. The audit did not disclose any material weaknesses in internal control.
3. The audit disclosed one instance of noncompliance that is required to be reported under *Government Auditing Standards*.

II. FINDINGS IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Noncompliance-

2024-001 *Local Government Budget Act*

Criteria - Revised Statutes 39:1301-1315, direct local governments as to the manner in which the annual budget shall be adopted, implemented, and amended. This included the requirements to revise the budget when total revenues and other uses are failing to meet the total budgeted revenues and other uses by five percent or more.

Condition - For the year ended December 31, 2024, the City Marshal did not follow the requirements of the Local Government Budget Act in that proper amendments were not made to ensure the five percent variance for revenues was met.

Cause - The City Marshal budgeted the collection of delayed fines and fees in the General Fund.

Effect - The City Marshal is not in compliance with the Local Government Budget Act.

Recommendation - The City Marshal should comply with all provisions of the Local Budget Act by monitoring revenues throughout the year that may have an effect on the budget.

Management's Response - The City Marshal fully intends to comply with the provisions of the Local Government Budget Act.

III. PRIOR YEAR AUDIT FINDINGS

Noncompliance-

2023-001 *Local Government Budget Act*

Condition - For the year ended December 31, 2023, the City Marshal did not follow the requirements of the Local Government Budget Act in that proper amendments were not made to ensure the five percent variance for revenues and expenditures were met.

Status - As of December 31, 2024 this condition still exists. See current year finding 2024-001.

T | C | B | T
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**INDEPENDENT ACCOUNTANT’S REPORT ON APPLYING
STATEWIDE AGREED-UPON PROCEDURES**

To the City of Natchitoches, City Marshal and the Louisiana Legislative Auditor:

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 period January 1, 2024 through December 31, 2024. The City of Natchitoches, City Marshal’s (City Marshal) management is responsible for those C/C areas identified in the SAUPs.

The City Marshal 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 period January 1, 2024 through December 31, 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 for 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:

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

1. We obtained 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. We obtained management’s representation that the listing is complete.
2. Using the listing prepared by management, we randomly selected the required amount of cards (up to five) that were used during the fiscal period. We randomly selected one monthly statement or combined statement for each card (for a debit card, randomly selected one monthly bank statement), and obtained supporting documentation, and:
 - We observed that 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 excessive fuel card usage) was reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder.
 - We observed that finance charges and late fees were not assessed on the selected statements.

3. Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, we randomly selected the required amount transactions (up to ten) from each statement, and obtained supporting documentation for the transactions. For each transaction, we observed that it is supported by (a) an original itemized receipt that identified precisely what was purchased, (b) written documentation of the business/public purpose, and (c) documentation of the individuals participating in meals (for meal charges only). For missing receipts, we described the nature of the transaction and noted whether management had a compensating control to address missing receipts, such as a “missing receipt statement” that is subject to increased scrutiny.

Procedure Results: One exception was noted. Original itemized receipts were not supported.

We were engaged by the City Marshal 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 the City Marshal 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.

Thomas, Cunningham, Broadway & Todtenbier, CPA's

Thomas, Cunningham, Broadway & Todtenbier, CPA's
Natchitoches, Louisiana

June 26, 2025

City of Natchitoches, City Marshal
Management's Response to Exceptions
to Statewide Agreed-Upon Procedures
Year Ended December 31, 2024

MANAGEMENT'S RESPONSE TO EXCEPTIONS:

Item 3: Exception - Original itemized receipts were not supported.

Response - Management will ensure that all credit card statements contain original itemized receipts.