

TOWN OF CHURCH POINT, LOUISIANA

Financial Report

Year Ended September 30, 2022

TABLE OF CONTENTS

| | Page |
|---|-------|
| Independent Auditor's Report | 1-4 |
| BASIC FINANCIAL STATEMENTS | |
| GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS) | |
| Statement of net position | 7 |
| Statement of activities | 8 |
| FUND FINANCIAL STATEMENTS (FFS) | |
| Balance sheet - governmental funds | 11 |
| Reconciliation of the governmental funds balance sheet to the statement of net position | 12 |
| Statement of revenues, expenditures, and changes in fund balances - governmental funds | 13 |
| Reconciliation of the statement of revenues, expenditures, and changes in fund balances of governmental funds to the statement of activities | 14 |
| Statement of net position - proprietary fund | 15 |
| Statement of revenues, expenses, and changes in fund net position - proprietary fund | 16 |
| Statement of cash flows - proprietary fund | 17-18 |
| Notes to basic financial statements | 19-35 |
| REQUIRED SUPPLEMENTARY INFORMATION | |
| Budgetary comparison schedules: | |
| General Fund | 37 |
| Sales Tax Fund | 38 |
| 2012 Law Enforcement Sales Tax Fund | 39 |
| Notes to the required supplementary information | 40 |
| OTHER SUPPLEMENTARY INFORMATION | |
| Statement of net position, with comparative totals for prior year | 42 |
| Major Governmental Funds - Detailed budgetary comparison schedules compared to actual for prior year | |
| General Fund - Revenues | 43 |
| General Fund - Expenditures | 44-45 |
| Sales Tax Fund | 46-47 |
| 2012 Law Enforcement Sales Tax Fund | 48-49 |
| Capital Projects Fund | 50 |

(continued)

TABLE OF CONTENTS (Continued)

| | Page |
|--|-------|
| Enterprise Fund - | |
| Comparative statement of net position - Utility Fund | 51 |
| Comparative departmental analysis of revenues and expenses and changes in net position - Utility Fund | 52 |
| LCDBG Sewer System Project - schedule of net position | 53 |
| LCDBG Sewer System Project - schedule of revenues, expenses, and changes in net position | 54 |
| Justice System Funding Schedule - Collecting/Disbursing Entity | 55 |
| INTERNAL CONTROL, COMPLIANCE AND OTHER MATTERS | |
| Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> | 57-58 |
| Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance | 59-61 |
| Schedule of Expenditures of Federal Awards | 62 |
| Notes to the Schedule of Expenditures of Federal Awards | 63 |
| Schedule of Findings and Questioned Costs | 64-65 |
| Management Corrective Action Plan | 66-67 |
| Summary Schedule of Prior Year Findings | 68 |

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INDEPENDENT AUDITOR'S REPORT

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The Honorable Ryan Meche, Mayor
and Members of the Board of Aldermen
Town of Church Point, Louisiana

Report on the Audit of Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the Town of Church Point, Louisiana (Town), as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Town as of September 30, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Change in Accounting Principle

As described in Note 21 to the financial statements, in 2022, the Town adopted new accounting guidance, GASB Statement No. 87, *Leases*. Our opinion is not modified with respect to this matter.

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

Auditor's Responsibility for the Audit of Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards 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. We 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. We 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 Town's internal control. Accordingly, no such opinion is expressed. We 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. We conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

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

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on pages 37 through 39 be presented to supplement the basic financial statements. Such information is the responsibility of management and although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or

provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The Town of Church Point has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying comparative statements and schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, on pages 42, 51 through 52, 55 and 62 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 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, these comparative statements, the Justice System Funding Schedule, and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The prior year comparative information on the comparative statements has been derived from the Town of Church Point's 2021 financial statements, which was 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, and, in our opinion, was fairly presented in all material respects in relation to the basic financial statements from which they have been derived.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the comparative detailed budget comparison schedules on pages 43 through 50 and the LCDBG schedules on pages 53 through 54 but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 15, 2023, on our consideration of the Town of Church Point, Louisiana'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 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 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 Town's internal control over financial reporting and compliance.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
March 15, 2023

BASIC FINANCIAL STATEMENTS

**GOVERNMENT - WIDE
FINANCIAL STATEMENTS (GWFS)**

TOWN OF CHURCH POINT, LOUISIANA

Statement of Net Position
September 30, 2022

| | Governmental Activities | Business-Type Activities | Total |
|--------------------------------------|----------------------------|-----------------------------|----------------------|
| ASSETS | | | |
| Current assets: | | | |
| Cash and interest-bearing deposits | \$ 725,764 | \$ 716,976 | \$ 1,442,740 |
| Receivables, net | 153,467 | 169,921 | 323,388 |
| Internal balances | (136,119) | 136,119 | - |
| Due from other governmental units | 214,588 | 211,747 | 426,335 |
| Inventory | - | 56,804 | 56,804 |
| Prepaid expenses | 11,977 | 21,703 | 33,680 |
| Total current assets | <u>969,677</u> | <u>1,313,270</u> | <u>2,282,947</u> |
| Noncurrent assets: | | | |
| Restricted assets - | | | |
| Cash and interest-bearing deposits | - | 207,179 | 207,179 |
| Capital assets - | | | |
| Land and construction in progress | 759,147 | 748,486 | 1,507,633 |
| Capital assets, net | <u>3,419,617</u> | <u>5,160,576</u> | <u>8,580,193</u> |
| Total noncurrent assets | <u>4,178,764</u> | <u>6,116,241</u> | <u>10,295,005</u> |
| Total assets | <u>5,148,441</u> | <u>7,429,511</u> | <u>12,577,952</u> |
| LIABILITIES | | | |
| Current liabilities: | | | |
| Accounts and other payables | 255,235 | 312,971 | 568,206 |
| Unearned revenue | 95,860 | - | 95,860 |
| Customers' deposits | - | 207,179 | 207,179 |
| Total liabilities | <u>351,095</u> | <u>520,150</u> | <u>871,245</u> |
| NET POSITION | | | |
| Net investment in capital assets | 4,178,764 | 5,655,310 | 9,834,074 |
| Restricted for sales tax dedications | 62,022 | - | 62,022 |
| Unrestricted | <u>556,560</u> | <u>1,254,051</u> | <u>1,810,611</u> |
| Total net position | <u>\$ 4,797,346</u> | <u>\$ 6,909,361</u> | <u>\$ 11,706,707</u> |

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

TOWN OF CHURCH POINT, LOUISIANA

Statement of Activities
For the Year Ended September 30, 2022

| Activities | Expenses | Program Revenues | | | Net (Expense) Revenues and Changes in Net Position | | |
|--|---------------------|--|--|--|---|-----------------------------|----------------------|
| | | Fees, Fines, and Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions | Governmental Activities | Business-Type Activities | Total |
| Governmental activities: | | | | | | | |
| General government | \$ 808,256 | \$ 237,172 | \$ 10,800 | \$ - | \$ (560,284) | \$ - | \$ (560,284) |
| Public safety: | | | | | | | |
| Police | 1,212,148 | 381,618 | 70,716 | 14,973 | (744,841) | - | (744,841) |
| Public works | 875,304 | - | - | 210,930 | (664,374) | - | (664,374) |
| Community Center | 78,246 | - | - | - | (78,246) | - | (78,246) |
| Culture and recreation | 228,258 | 86,210 | - | - | (142,048) | - | (142,048) |
| Interest on long-term debt | 4,243 | - | - | - | (4,243) | - | (4,243) |
| Total governmental activities | <u>3,206,455</u> | <u>705,000</u> | <u>81,516</u> | <u>225,903</u> | <u>(2,194,036)</u> | <u>-</u> | <u>(2,194,036)</u> |
| Business-type activities: | | | | | | | |
| Water | 856,740 | 739,821 | - | 1,019,859 | - | 902,940 | 902,940 |
| Sewer | 652,218 | 592,406 | - | - | - | (59,812) | (59,812) |
| Total business-type activities | <u>1,508,958</u> | <u>1,332,227</u> | <u>-</u> | <u>1,019,859</u> | <u>-</u> | <u>843,128</u> | <u>843,128</u> |
| Total | <u>\$ 4,715,413</u> | <u>\$ 2,037,227</u> | <u>\$ 81,516</u> | <u>\$ 1,245,762</u> | <u>(2,194,036)</u> | <u>843,128</u> | <u>(1,350,908)</u> |
| General revenues: | | | | | | | |
| Taxes - | | | | | | | |
| Property taxes, levied for general purposes | | | | | 126,519 | - | 126,519 |
| Sales and use taxes, levied for general purposes | | | | | 1,599,424 | - | 1,599,424 |
| Franchise and other taxes | | | | | 381,693 | - | 381,693 |
| Grants and contributions not restricted to specific programs - | | | | | | | |
| State sources | | | | | 48,924 | - | 48,924 |
| Interest and investment earnings | | | | | - | 2,252 | 2,252 |
| Gain on sale/disposal of capital assets | | | | | 186,342 | 1,792 | 188,134 |
| Miscellaneous | | | | | 240,481 | - | 240,481 |
| Transfers | | | | | 95,665 | (95,665) | - |
| Total general revenues and transfers | | | | | <u>2,679,048</u> | <u>(91,621)</u> | <u>2,587,427</u> |
| Change in net position | | | | | 485,012 | 751,507 | 1,236,519 |
| Net position - October 1, 2021 | | | | | <u>4,312,334</u> | <u>6,157,854</u> | <u>10,470,188</u> |
| Net position - September 30, 2022 | | | | | <u>\$ 4,797,346</u> | <u>\$ 6,909,361</u> | <u>\$ 11,706,707</u> |

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

FUND FINANCIAL STATEMENTS (FFS)

MAJOR FUND DESCRIPTIONS

General Fund

To account for resources traditionally associated with governments which are not required to be accounted for in another fund.

Sales Tax Fund

To account for the collection of a 1% sales and use tax and its subsequent disbursement in accordance with the sales tax dedication. The proceeds of the 1% sales tax approved on 01/10/67 are dedicated to construction, improving and maintaining streets, drainage, drainage canals, subsurface drains, fire department stations and funding into bonds.

2012 Law Enforcement Sales Tax Fund

To account for the collection of a 1% sales and use tax and its subsequent disbursement in accordance with the sales tax dedication. The proceeds of the 1% sales tax approved on July 1, 2012 are dedicated to law enforcement expenses.

Capital Projects Fund

To account for the receipt and subsequent disbursement of federal and state grant revenues and Town's matching funds to be utilized for various projects.

Enterprise Fund

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

TOWN OF CHURCH POINT, LOUISIANA

Balance Sheet
Governmental Funds
September 30, 2022

| | General | Sales Tax | 2012 Law Enforcement Sales Tax | Capital Projects | Total |
|--------------------------------------|-------------------|-------------------|--------------------------------------|---------------------|---------------------|
| ASSETS | | | | | |
| Cash | \$ 662,843 | \$ 8,688 | \$ 34,472 | \$ 76,718 | \$ 782,721 |
| Receivables: | | | | | |
| Taxes | 133,417 | - | - | - | 133,417 |
| Due from other funds | 91,636 | 24,646 | 145,681 | - | 261,963 |
| Due from other governmental units | 4,394 | 105,097 | 105,097 | - | 214,588 |
| Other | - | - | - | 20,050 | 20,050 |
| Prepaid expenses | 9,729 | - | 2,248 | - | 11,977 |
| Total assets | <u>\$ 902,019</u> | <u>\$ 138,431</u> | <u>\$ 287,498</u> | <u>\$ 96,768</u> | <u>\$ 1,424,716</u> |
| LIABILITIES AND FUND BALANCES | | | | | |
| Liabilities: | | | | | |
| Overdraft | \$ - | \$ - | \$ 56,957 | \$ - | \$ 56,957 |
| Accounts payable | 145,781 | 20,672 | 28,754 | - | 195,207 |
| Accrued liabilities | 35,080 | 485 | 2,390 | - | 37,955 |
| Unearned revenue | 22,595 | - | - | 73,265 | 95,860 |
| Contracts payable | - | - | - | 22,073 | 22,073 |
| Due to other funds | 145,681 | 96,645 | 155,756 | - | 398,082 |
| Total liabilities | <u>349,137</u> | <u>117,802</u> | <u>243,857</u> | <u>95,338</u> | <u>806,134</u> |
| Fund balances: | | | | | |
| Nonspendable (prepaid expenses) | 9,729 | - | 2,248 | - | 11,977 |
| Restricted - sales tax dedications | - | 20,629 | 41,393 | - | 62,022 |
| Assigned - capital expenditures | - | - | - | 1,430 | 1,430 |
| Unassigned | 543,153 | - | - | - | 543,153 |
| Total fund balances | <u>552,882</u> | <u>20,629</u> | <u>43,641</u> | <u>1,430</u> | <u>618,582</u> |
| Total liabilities and fund balances | <u>\$ 902,019</u> | <u>\$ 138,431</u> | <u>\$ 287,498</u> | <u>\$ 96,768</u> | <u>\$ 1,424,716</u> |

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

TOWN OF CHURCH POINT, LOUISIANA

Reconciliation of the Governmental Funds Balance Sheet
to the Statement of Net Position
September 30, 2022

Total fund balances for governmental funds at September 30, 2022 \$ 618,582

Total net position reported for governmental activities in the statement of net position is different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of:

| | | |
|---|----------------|------------------|
| Land | \$ 480,568 | |
| Construction in progress | 278,579 | |
| Buildings, net of \$497,587 accumulated depreciation | 1,365,237 | |
| Infrastructure, net of \$1,914,274 accumulated depreciation | 1,337,791 | |
| Equipment, net of \$430,375 accumulated depreciation | 496,912 | |
| Vehicles, net of \$220,879 accumulated depreciation | <u>219,677</u> | <u>4,178,764</u> |

Total net position of governmental activities at September 30, 2022 \$ 4,797,346

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

TOWN OF CHURCH POINT, LOUISIANA

Statement of Revenues, Expenditures, and Changes in Fund Balances -
Governmental Funds
Year Ended September 30, 2022

| | General | Sales Tax | 2012 Law Enforcement Sales Tax | Capital Projects | Total |
|---|-------------------|------------------|--------------------------------------|---------------------|-------------------|
| Revenues: | | | | | |
| Taxes | \$ 486,309 | \$ 799,722 | \$ 799,702 | \$ - | \$ 2,085,733 |
| Licenses and permits | 236,595 | - | - | - | 236,595 |
| Intergovernmental revenues | 81,627 | - | 70,716 | 210,930 | 363,273 |
| Charges for services | 577 | - | - | - | 577 |
| Fines and forfeits | 381,618 | - | - | - | 381,618 |
| Miscellaneous | 241,186 | 10,021 | 90,457 | - | 341,664 |
| Total revenues | <u>1,427,912</u> | <u>809,743</u> | <u>960,875</u> | <u>210,930</u> | <u>3,409,460</u> |
| Expenditures: | | | | | |
| Current - | | | | | |
| General government | 600,504 | 88,072 | 13,087 | 55,455 | 757,118 |
| Public safety - | | | | | |
| Police | 95,137 | - | 1,034,783 | - | 1,129,920 |
| Public works | - | 692,002 | - | - | 692,002 |
| Community Center | 48,400 | - | - | - | 48,400 |
| Culture and recreation | 208,166 | - | - | - | 208,166 |
| Capital outlay | 486,816 | 86,910 | 77,342 | 155,475 | 806,543 |
| Debt service | - | 30,779 | 29,960 | - | 60,739 |
| Total expenditures | <u>1,439,023</u> | <u>897,763</u> | <u>1,155,172</u> | <u>210,930</u> | <u>3,702,888</u> |
| Excess (deficiency) of revenues over expenditures | <u>(11,111)</u> | <u>(88,020)</u> | <u>(194,297)</u> | <u>-</u> | <u>(293,428)</u> |
| Other financing sources (uses): | | | | | |
| Proceeds from sale of assets | 256,962 | - | 8,335 | - | 265,297 |
| Transfers in | 83,200 | 65,000 | 180,245 | - | 328,445 |
| Transfers out | (232,780) | - | - | - | (232,780) |
| Total other financing sources (uses) | <u>107,382</u> | <u>65,000</u> | <u>188,580</u> | <u>-</u> | <u>360,962</u> |
| Net changes in fund balances | 96,271 | (23,020) | (5,717) | - | 67,534 |
| Fund balances, beginning | <u>456,611</u> | <u>43,649</u> | <u>49,358</u> | <u>1,430</u> | <u>551,048</u> |
| Fund balances, ending | <u>\$ 552,882</u> | <u>\$ 20,629</u> | <u>\$ 43,641</u> | <u>\$ 1,430</u> | <u>\$ 618,582</u> |

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

TOWN OF CHURCH POINT, LOUISIANA

Reconciliation of the Statement of Revenues, Expenditures, and
 Changes in Fund Balances of Governmental Funds
 to the Statement of Activities
 Year Ended September 30, 2022

Total net changes in fund balances for the year ended September 30, 2022
 per statement of revenues, expenditures and changes in fund balances \$ 67,534

The change in net position reported for governmental activities in the
 statement of activities is different because:

Governmental funds report capital outlays as expenditures. However,
 in the statement of activities, the cost of those assets is allocated over
 their estimated useful lives and reported as depreciation expense.

| | | |
|--|-----------------|---------|
| Capital outlay which is considered expenditures on statement of revenues, expenditures and changes in fund balances | \$ 806,543 | |
| Depreciation expense for the year ended September 30, 2022 | (366,606) | |
| Loss on disposition of capital assets | <u>(78,955)</u> | 360,982 |

Loan proceeds are reported as financing sources in governmental funds
 and thus contribute to the change in fund balance. In the statement of
 net position, however, issuing debt increases long-term liabilities and does
 not affect the statement of activities. Similarly, repayment of principal
 on debt is recorded as expenditures in the governmental
 funds but reduce liability in the statement of net position.

| | | |
|---|--|---------------|
| Principal paid on financed purchase liability | | <u>56,496</u> |
|---|--|---------------|

Total changes in net position for the year ended September 30, 2022 per
 statement of activities \$ 485,012

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

TOWN OF CHURCH POINT, LOUISIANA

Statement of Net Position
 Proprietary Fund
 September 30, 2022

| | <u>Enterprise Fund</u> |
|-----------------------------------|------------------------|
| ASSETS | |
| Current assets: | |
| Cash | \$ 440,439 |
| Interest-bearing deposits | 276,537 |
| Receivables - | |
| Accounts | 114,942 |
| Unbilled utility receivables | 54,979 |
| Due from other funds | 136,119 |
| Due from other governmental funds | 211,747 |
| Inventory | 56,804 |
| Prepaid expenses | 21,703 |
| Total current assets | <u>1,313,270</u> |
| Noncurrent assets: | |
| Restricted assets - | |
| Cash | 207,179 |
| Capital assets - | |
| Land and construction in progress | 748,486 |
| Capital assets, net | <u>5,160,576</u> |
| Total noncurrent assets | <u>6,116,241</u> |
| Total assets | <u>7,429,511</u> |
| LIABILITIES | |
| Current liabilities: | |
| Accounts payable | 52,477 |
| Contracts payable | 196,125 |
| Retainage payable | 57,627 |
| Accrued liabilities | 6,742 |
| Payable from restricted assets - | |
| Customers' deposits | <u>207,179</u> |
| Total current liabilities | <u>520,150</u> |
| NET POSITION | |
| Net investment in capital assets | 5,655,310 |
| Unrestricted | <u>1,254,051</u> |
| Total net position | <u>\$ 6,909,361</u> |

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

TOWN OF CHURCH POINT, LOUISIANA

Statement of Revenues, Expenses, and Changes in Fund Net Position -
 Proprietary Fund
 Year Ended September 30, 2022

| | <u>Enterprise Fund</u> |
|---|------------------------|
| Operating revenues: | |
| Charges for services - | |
| Water sales | \$ 706,553 |
| Sewer sales | 573,366 |
| Other | <u>52,308</u> |
| Total operating revenues | <u>1,332,227</u> |
| Operating expenses: | |
| Salaries | 425,355 |
| Payroll taxes | 32,830 |
| Group insurance | 70,329 |
| Pension | 13,358 |
| Utilities | 102,337 |
| Repairs and maintenance | 187,925 |
| Auto expense | 22,573 |
| Legal and professional | 26,590 |
| Insurance | 54,477 |
| Operating supplies | 23,479 |
| Office supplies and expense | 15,804 |
| Dump and disposal charges | 2,776 |
| Inspection and testing | 12,055 |
| Engineering fees | 73,531 |
| Chemicals | 103,456 |
| Uniforms | 6,414 |
| Depreciation | 320,638 |
| Other | <u>15,031</u> |
| Total operating expenses | <u>1,508,958</u> |
| Operating loss | <u>(176,731)</u> |
| Nonoperating revenues (expenses): | |
| Interest income | 2,252 |
| Gain on sale of asset | <u>1,792</u> |
| Total nonoperating revenues | <u>4,044</u> |
| Loss before contributions and transfers | (172,687) |
| Capital contributions | 1,019,859 |
| Transfers out | <u>(95,665)</u> |
| Change in net position | 751,507 |
| Net position, beginning | <u>6,157,854</u> |
| Net position, ending | <u>\$ 6,909,361</u> |

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

TOWN OF CHURCH POINT, LOUISIANA

Statement of Cash Flows
 Proprietary Fund
 Year Ended September 30, 2022

| | <u>Enterprise Fund</u> |
|---|------------------------|
| Cash flows from operating activities: | |
| Receipts from customers | \$ 1,267,732 |
| Payments to suppliers | (621,458) |
| Payments to employees | (542,351) |
| Other receipts | <u>52,308</u> |
| Net cash provided by operating activities | <u>156,231</u> |
| Cash flows from noncapital financing activities: | |
| Cash paid to other funds | <u>(95,665)</u> |
| Net cash provided by noncapital financing activities | <u>(95,665)</u> |
| Cash flows from capital and related financing activities: | |
| Capital grants received | 808,112 |
| Proceeds from sale of capital assets | 1,792 |
| Acquisition of property, plant and equipment | <u>(760,296)</u> |
| Net cash provided by capital and related financing activities | <u>49,608</u> |
| Cash flows from investing activities: | |
| Proceeds of interest-bearing deposits with maturity in excess of ninety days | 275,762 |
| Purchase of interest-bearing deposits with maturity in excess of ninety days | (276,537) |
| Interest on investments | <u>2,252</u> |
| Net cash provided by investing activities | <u>1,477</u> |
| Net increase in cash and cash equivalents | 111,651 |
| Cash and cash equivalents, beginning of period | <u>535,967</u> |
| Cash and cash equivalents, end of period | <u>\$ 647,618</u> |

(continued)

TOWN OF CHURCH POINT, LOUISIANA

Statement of Cash Flows (Continued)

Proprietary Fund

Year Ended September 30, 2022

| | <u>Enterprise Fund</u> |
|---|------------------------|
| Reconciliation of operating loss to net cash provided by operating activities: | |
| Operating loss | \$ (176,731) |
| Adjustments to reconcile operating loss to net cash provided by operating activities: | |
| Depreciation | 320,638 |
| Changes in current assets and liabilities: | |
| Increase in accounts and unbilled services receivable | (19,789) |
| Increase in inventory | (1,454) |
| Decrease in prepaid expenses | 1,560 |
| Increase in accounts payable | 24,884 |
| Increase in customer meter deposits | 7,602 |
| Decrease in accrued liabilities | (479) |
| Total adjustments | <u>332,962</u> |
| Net cash provided by operating activities | <u>\$ 156,231</u> |
| Reconciliation of cash and cash equivalents per statement of cash flows to the statement of net position: | |
| Cash and cash equivalents, beginning of period - | |
| Cash and interest-bearing deposits - unrestricted | \$ 612,152 |
| Cash and interest-bearing deposits - restricted | 199,577 |
| Less: Interest-bearing deposits with maturity in excess of 90 days | <u>(275,762)</u> |
| Total cash and cash equivalents | <u>535,967</u> |
| Cash and cash equivalents, end of period - | |
| Cash and interest-bearing deposits - unrestricted | 716,976 |
| Cash and interest-bearing deposits - restricted | 207,179 |
| Less: Interest-bearing deposits with maturity in excess of 90 days | <u>(276,537)</u> |
| Total cash and cash equivalents | <u>647,618</u> |
| Net increase in cash and cash equivalents | <u>\$ 111,651</u> |

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

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements

(1) Summary of Significant Accounting Policies

The accompanying financial statements of the Town of Church Point (Town) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note.

A. Financial Reporting Entity

The Town of Church Point (Town) was incorporated June 1, 1899, under the provisions of the Lawrason Act. The Town operates under the Mayor-Board of Aldermen form of government.

This report includes all funds that are controlled by or dependent on the Town executive and legislative branches (the Mayor and Board of Aldermen). Control by or dependence on the Town was determined on the basis of budget adoption, taxing authority, authority to issue debt, election or appointment of governing body, and other general oversight responsibility.

Based on the foregoing criteria, certain governmental organizations are not part of the Town and are thus excluded from the accompanying financial statements. These organizations are the Church Point Volunteer Fire Department and the Town of Church Point Housing Authority. The Town of Church Point Housing Authority was chartered by the Town and its Board of Directors is appointed by the Mayor and Board of Alderman. However, the Town's oversight responsibilities in the management of operations and financial accountability are remote.

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

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

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

The statement of activities presents a comparison between direct expenses and program revenues for the business-type activities of the Town and for each function of the Town's governmental activities. Direct expenses are those that are specifically associated with a program or function and therefore, are clearly identifiable to a particular function. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements

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

The various funds of the Town are classified into two categories: governmental and proprietary. The emphasis on fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the Town or meets the following criteria:

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

The major funds of the Town are described below:

Governmental Funds -

General Fund

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

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

Special Revenue Funds

Sales Tax Fund -

The Sales Tax Fund is used to account for the proceeds of a one percent sales and use tax that is legally restricted to expenditures for specific purposes.

2012 Law Enforcement Sales Tax Fund -

The Law Enforcement Sales Tax Fund is used to account for the proceeds of a one percent sales and use tax that is legally restricted to expenditures for specific purposes.

Capital Projects Fund

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

Proprietary Fund -

Enterprise Fund

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

C. Measurement Focus/Basis of Accounting

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

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

Measurement Focus

On the government-wide statement of net position and the statement of activities, both governmental and business-type activities are presented using the economic resources measurement focus as defined in item b. below.

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

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

Basis of Accounting

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

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

The proprietary fund utilizes the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred, or economic asset used.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

D. Assets, Liabilities, and Equity

Cash and interest-bearing deposits

For purposes of the statement of net position, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposits of the Town. For the purpose of the proprietary fund statement of cash flows, "cash and cash equivalents" include all demand and savings accounts, and certificates of deposit or short-term investments with an original maturity of three months or less.

Interfund receivables and payables

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. Those related to goods and services type transactions are classified as "due to and from other funds." Short-term interfund loans are reported as "interfund receivables and payables."

Long-term interfund loans (noncurrent portion) are reported as "advances from and to other funds." Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net position.

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Major receivable balances for the governmental activities include sales and use taxes. Business-type activities report customer's utility service receivables as their major receivables. Uncollectible amounts due for customers' utility receivables are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. The allowance for uncollectibles for customers' utility receivables was \$30,550 at September 30, 2022. Unbilled utility service receivables resulting from utility services rendered between the date of meter reading and billing and the end of the month, are recorded at year-end.

Inventories

Inventories in the proprietary fund are valued at cost, which approximates market using the first-in/first-out (FIFO) method. The costs of governmental fund type inventories are recorded as expenditures when purchased rather than when consumed.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide or fund financial statements. Capital assets are capitalized at historical cost or estimated cost if historical is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Town maintains a threshold level of \$1,000 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Prior to October 1, 2002, some governmental funds' infrastructure assets were not capitalized. These assets have been valued at estimated historical cost.

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

| | |
|---------------------------------|-------------|
| Buildings | 10-40 years |
| Equipment | 3-20 years |
| Utility system and improvements | 20-40 years |
| Infrastructure | 20-40 years |

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

Restricted Assets

Restricted assets include cash and interest-bearing deposits of the proprietary fund that are legally restricted as to their use. The restricted assets are related to the utility meter deposits.

Long-term debt

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

All long-term debts to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term debts consist primarily of financed purchase liability.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

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

Compensated Absences

Town employees are entitled to certain compensated absences based upon their length of service.

Vacation leave is earned at the rate of five days after one year of service, ten days after five years but less than ten years of service, and fifteen days after ten years of service. However, those employees with two years of service by February 2, 1999 were grandfathered in to receive ten days. Vacation leave earned does not accumulate from year to year.

Sick leave is earned at the rate of seven days for one to five years of employment and ten days for over five years of service. Employees are allowed to accumulate up to two years of leave. If the sick leave is not used within a two-year period, one year's leave is lost. Accumulated sick leave is not payable for employees who resign, retire, or are dismissed from employment.

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 net capital assets reduced by outstanding balances of any related debt obligations and deferred inflows of resources attributable to the acquisition, construction, or improvement of those assets and increased by balances of deferred outflows of resources related to those assets.
- b. Restricted net position – Net position is considered restricted if the use is constrained to a particular purpose. Restrictions are imposed by external organizations such as federal or state laws or buyers of the Town's debt. Restricted net position is reduced by liabilities and deferred inflows of resources related to the restricted assets. At September 30, 2022, the Town reported \$62,022 of restricted net position, all of which is restricted by enabling legislation.
- c. Unrestricted net position – Consists of all other net position that does not meet the definition of the two components and is available for general use by the Town.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

In the fund statements, governmental fund equity is classified as fund balance. As such, fund balances of the governmental funds are classified as follows:

- a. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
- c. Committed – amounts that can be used only for specific purposes determined by a formal decision of the Town’s Mayor and Board or Aldermen, which is the highest level of decision-making authority for the Town.
- d. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but are intended to be used for specific purposes determined by a formal decision of the Town’s Mayor and Board of Aldermen.
- e. Unassigned – all other spendable amounts.

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

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

E. Revenues, Expenditures, and Expenses

Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

Expenditures/Expenses

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

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - By Character

Proprietary Fund - By Operating and Nonoperating

In the fund financial statements, governmental funds report expenditures of financial resources. Proprietary funds report expenses relating to use of economic resources.

Interfund Transfers

Permanent reallocations of resources between funds of the reporting entity are classified as interfund transfers. For the purposes of the statement of activities, all interfund transfers between individual governmental funds have been eliminated.

F. Revenue Restrictions

The Town has various restrictions placed over certain revenue sources from state or local requirements. The primary restricted revenue sources include:

| <u>Revenue Source</u> | <u>Legal Restrictions of Use</u> |
|-------------------------|----------------------------------|
| Sales tax | See Note 11 |
| Water and sewer revenue | Utility operations |

The Town uses unrestricted resources only when restricted resources are fully depleted.

G. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires 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 and expenditures during the reporting period. Actual results could differ from those estimates.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

(2) Cash and Interest-Bearing Deposits

Under state law, the Town may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The Town may invest in certificates and time deposits of the state banks organized under Louisiana law and national banks having principal offices in Louisiana. At September 30, 2022, the Town had cash and interest-bearing deposits (book balances) as follows:

| | |
|-----------------|--------------------|
| Demand deposits | \$1,373,383 |
| Time deposits | <u>276,536</u> |
| Total | <u>\$1,649,919</u> |

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Town's deposits may not be recovered. Under state law, these deposits, (or resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank by a holding or custodial bank that is mutually acceptable to both parties. These deposits are stated at cost, which approximates market. Deposit balances (bank balances) at September 30, 2022 were secured as follows:

| | |
|--|---------------------|
| Bank balances | <u>\$ 1,755,021</u> |
| Federal deposit insurance | \$ 767,365 |
| Pledged securities | <u>987,656</u> |
| Total federal deposit insurance and pledged securities | <u>\$ 1,755,021</u> |

Deposits in the amount of \$987,656 were exposed to custodial credit risk. These deposits are uninsured and collateralized with securities held by the pledging institution's trust department or agent, but not in the Town's name. The Town does not have a policy for custodial credit risk.

(3) Ad Valorem Taxes

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the Town in September or October and are actually billed to taxpayers in November or December. Billed taxes become delinquent on January 1 of the following year. The Town bills and collects its own property taxes using the assessed values determined by the tax assessor of Acadia Parish. Town property tax revenues are budgeted in the year billed.

For the year ended September 30, 2022, taxes of 6.95 mills were levied on property with assessed valuations totaling \$18,147,910 and were dedicated to general corporate purposes. Total taxes levied were \$126,132. There were no taxes receivable at September 30, 2022.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

(4) Receivables

Receivables at September 30, 2022 of \$323,389 consist of the following:

| | <u>Governmental Activities</u> | <u>Business-Type Activities</u> | <u>Total</u> |
|------------------|------------------------------------|-------------------------------------|-------------------|
| Accounts | \$ 20,050 | \$ 114,942 | \$ 134,992 |
| Unbilled utility | - | 54,979 | 54,979 |
| Franchise tax | <u>133,417</u> | <u>-</u> | <u>133,417</u> |
| Totals | <u>\$ 153,467</u> | <u>\$ 169,921</u> | <u>\$ 323,388</u> |

(5) Due from Other Governmental Units

Amounts due from other governmental units in the amount of \$426,335 at September 30, 2022 consisted of the following:

Fund financial statements:

Governmental Funds -

Acadia Parish School Board:

Sales and use taxes collected but not remitted \$ 210,194

State of Louisiana:

Video poker revenue 4,394

Total governmental funds \$ 214,588

Proprietary Fund:

Grant revenue - State of Louisiana 211,747

Total fund financial statements 426,335

Government-wide financial statements:

Total amount reported in -

Governmental Funds, from above 214,588

Proprietary Fund, from above 211,747

Total government-wide financial statements \$ 426,335

(6) Restricted Assets - Proprietary Fund Type

Restricted assets in the proprietary fund at September 30, 2022 consisted of amounts owed to customers for utility deposits in the amount of \$207,179.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

(7) Capital Assets

Capital asset activity for the year ended September 30, 2022 was as follows:

| | Balance 10/01/21 | Additions | Deletions | Balance 09/30/22 |
|--|---------------------|---------------------|-------------------|---------------------|
| Governmental activities: | | | | |
| Capital assets not being depreciated: | | | | |
| Land | \$ 427,020 | \$ 93,548 | \$ 40,000 | \$ 480,568 |
| Construction in progress | - | 278,579 | - | 278,579 |
| Other capital assets: | | | | |
| Buildings | 2,014,234 | 117,193 | 268,603 | 1,862,824 |
| Infrastructure | 3,174,822 | 77,243 | - | 3,252,065 |
| Equipment, furniture and fixtures | 846,907 | 144,827 | 64,447 | 927,287 |
| Vehicles | 435,197 | 95,153 | 89,794 | 440,556 |
| Total capital assets | <u>6,898,180</u> | <u>806,543</u> | <u>462,844</u> | <u>7,241,879</u> |
| Less accumulated depreciation: | | | | |
| Buildings | 681,743 | 47,627 | 231,783 | 497,587 |
| Infrastructure | 1,775,475 | 138,799 | - | 1,914,274 |
| Equipment, furniture and fixtures | 392,892 | 101,795 | 64,312 | 430,375 |
| Vehicles | 230,288 | 78,385 | 87,794 | 220,879 |
| Total accumulated depreciation | <u>3,080,398</u> | <u>366,606</u> | <u>383,889</u> | <u>3,063,115</u> |
| Governmental activities, capital assets, net | <u>\$ 3,817,782</u> | <u>\$ 439,937</u> | <u>\$ 78,955</u> | <u>\$ 4,178,764</u> |
| Business-type activities: | | | | |
| Capital assets not being depreciated: | | | | |
| Land - water system | \$ 100,000 | \$ - | \$ - | \$ 100,000 |
| Land - sewer system | 450 | - | - | 450 |
| Construction in progress | - | 986,857 | 338,821 | 648,036 |
| Other capital assets: | | | | |
| Water system | 5,123,699 | 338,821 | - | 5,462,520 |
| Sewer system | 6,823,225 | - | - | 6,823,225 |
| Vehicles | 94,501 | - | - | 94,501 |
| Other equipment | 761,726 | 27,191 | - | 788,917 |
| Total capital assets | <u>12,903,601</u> | <u>1,352,869</u> | <u>338,821</u> | <u>13,917,649</u> |
| Less accumulated depreciation: | | | | |
| Water system | 3,416,023 | 120,956 | - | 3,536,979 |
| Sewer system | 4,011,881 | 149,865 | - | 4,161,746 |
| Vehicles | 46,039 | 14,354 | - | 60,393 |
| Machinery and equipment | 214,006 | 35,463 | - | 249,469 |
| Total accumulated depreciation | <u>7,687,949</u> | <u>320,638</u> | <u>-</u> | <u>8,008,587</u> |
| Business-type activities, capital assets, net | <u>\$ 5,215,652</u> | <u>\$ 1,032,231</u> | <u>\$ 338,821</u> | <u>\$ 5,909,062</u> |

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

Depreciation expense was charged to governmental activities as follows:

| | |
|----------------------------|-------------------|
| General government | \$ 51,138 |
| Public safety | 82,228 |
| Public works | 183,302 |
| Community Center | 29,846 |
| Culture and recreation | <u>20,092</u> |
| Total depreciation expense | <u>\$ 366,606</u> |

Depreciation expense was charged to business-type activities as follows:

| | |
|----------------------------|-------------------|
| Water | \$ 135,310 |
| Sewer | <u>185,328</u> |
| Total depreciation expense | <u>\$ 320,638</u> |

(8) Accounts and Other Payables

The accounts and other payables in the amount of \$568,204 consisted of the following at September 30, 2022:

| | <u>Governmental Activities</u> | <u>Business-type Activities</u> | <u>Total</u> |
|-------------------|------------------------------------|-------------------------------------|------------------|
| Accounts | \$195,207 | \$ 52,477 | \$247,684 |
| Other liabilities | 37,955 | 6,742 | 44,697 |
| Contracts payable | 22,073 | 196,125 | 218,198 |
| Retainage payable | <u>-</u> | <u>57,627</u> | <u>57,627</u> |
| Totals | <u>\$255,235</u> | <u>\$312,971</u> | <u>\$568,206</u> |

(9) Changes in Long-term Debt

The following is a summary of long-term debt transactions of the Town for the year ended September 30, 2022:

| | <u>Governmental Activities Financed Purchase</u> |
|------------------------------------|--|
| Long-term debt payable at 10/01/21 | \$ 56,496 |
| Long-term debt issued | - |
| Long-term debt retired | <u>(56,496)</u> |
| Long-term debt payable at 9/30/22 | <u>\$ -</u> |

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

(10) On-Behalf Payments of Salaries

The State of Louisiana paid the Town's policemen \$70,716 of supplemental pay during the year ended September 30, 2022. Such payments are recorded as intergovernmental revenues and public safety expenditures in the Town's government-wide and fund financial statements.

(11) Dedication of Proceeds and Flow of Funds - Sales and Use Taxes

- A. Proceeds of a 1% sales and use tax approved January 10, 1967, (accounted for in the Sales Tax Fund - a special revenue fund) levied by the Town of Church Point (2022 collections \$799,722) are dedicated to the following purposes:

Constructing, acquiring, extending, improving and/or maintaining drainage facilities, streets, sidewalks and fire department stations and equipment, including fire engines, and purchasing and acquiring equipment and furnishings for the aforesaid public works, improvements and facilities, title to which shall be in the public name.

- B. Proceeds of a 1% sales and use tax approved May 16, 2012, (accounted for in the Law Enforcement Sales Tax Fund – a special revenue fund) levied by the Town of Church Point (2022 collections \$799,702) are dedicated to support law enforcement in the Town of Church Point.

All of the above sales taxes were issued in perpetuity.

(12) Retirement Commitment

All employees of the Town of Church Point are members of the Federal Social Security system. The Town and its employees contribute a percentage of each employee's salary to the system (7.65% contributed by the Town; 7.65% by the employee). Total covered wages for the year ended September 30, 2022 was \$1,651,292. The Town's contribution during the year ended September 30, 2022 amounted to \$120,906.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

(13) Deferred Compensation Plan

As of July 1, 2003, the Town offers its employees a deferred compensation plan created in accordance with Internal Revenue Code (IRC) Section 457. The plan is administered by the Variable Annuity Life Insurance Company (VALIC). The plan, available to all Town employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The Town's contribution to the plan for the period ended September 30, 2022 was \$60,739.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) held in a trust, custodial account or annuity contract by the Town described in IRC 457(g) for the exclusive benefit of the participants and their beneficiaries.

(14) Departmental Information for the Enterprise Fund

The Town of Church Point maintains one enterprise fund with two departments, which provide water and sewerage services. Departmental information for the year ended September 30, 2022 was as follows:

| | Water Department | Sewerage Department | Total Enterprise Fund |
|---|---------------------|------------------------|-----------------------------|
| Charges for services and other revenues | <u>\$ 739,821</u> | <u>\$ 592,406</u> | <u>\$ 1,332,227</u> |
| Operating expenses - | | | |
| Depreciation | 135,310 | 185,328 | 320,638 |
| Other expenses | <u>721,430</u> | <u>466,890</u> | <u>1,188,320</u> |
| Total operating expenses | <u>856,740</u> | <u>652,218</u> | <u>1,508,958</u> |
| Operating income (loss) | <u>\$(116,919)</u> | <u>\$(59,812)</u> | <u>\$(176,731)</u> |

(15) Risk Management

The Town is exposed to risks of loss in the areas of general and auto liability, property hazards and workers' compensation. All of these risks are handled by purchasing commercial insurance coverage. There have been no significant reductions in the insurance coverage during the year, nor have settlements exceeded coverage for the past three years.

(16) Litigation and Claims

At September 30, 2022, the Town is a defendant in several lawsuits principally arising from the normal course of operations. The Town's legal counsel has reviewed the claims filed and has determined that the Town's liability net of insurance coverage is considered immaterial at September 30, 2022. As of September 30, 2022, no liability has been provided for suits filed or unasserted claims which may be filed.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

(17) Interfund Transactions

A. Receivables and Payables

Interfund receivables and payables consisted of the following at September 30, 2022:

| | <u>Interfund Receivables</u> | <u>Interfund Payables</u> |
|--------------------------------|----------------------------------|-------------------------------|
| Major Funds: | | |
| Governmental Funds - | | |
| General Fund | \$ 91,636 | \$ 145,681 |
| Sales Tax Fund | 24,646 | 96,645 |
| Law Enforcement Sales Tax Fund | 145,681 | 155,756 |
| Proprietary Fund - | | |
| Utility Fund | <u>136,119</u> | <u>-</u> |
| Total | <u>\$ 398,082</u> | <u>\$ 398,082</u> |

Transfers are recorded in the year in which they were budgeted. However, the amounts are not always paid in that same year; therefore, causing balances as noted above. These balances are expected to be paid within the next fiscal year.

B. Interfund transfers

Interfund transfers consisted of the following for the year ended September 30, 2022:

| | <u>Interfund Transfers In</u> | <u>Interfund Transfers Out</u> |
|-------------------------------------|-----------------------------------|------------------------------------|
| Major Funds: | | |
| Governmental Funds - | | |
| General Fund | \$ 83,200 | \$ 232,780 |
| Sales Tax Fund | 65,000 | - |
| 2012 Law Enforcement Sales Tax Fund | 180,245 | - |
| Proprietary Fund - | | |
| Utility Fund | <u>-</u> | <u>95,665</u> |
| Total | <u>\$ 328,445</u> | <u>\$ 328,445</u> |

Transfers are used to (a) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and to (b) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Basic Financial Statements (Continued)

(18) Compensation of Town Officials

A detail of compensation paid to the Mayor and Board of Aldermen for the year ended September 30, 2022 follows:

| | |
|--------------------|-------------------|
| Ryan Meche, Mayor | \$ 65,915 |
| Aldermen: | |
| Pat O'pry | 6,860 |
| Christine Semien | 6,860 |
| Chris LeBas | 6,860 |
| Nelson Kim Cormier | 6,860 |
| Errol Comeaux | <u>6,860</u> |
| | <u>\$ 100,215</u> |

(19) Compensation, Benefits, and Other Payments to Agency Head

The schedule of compensation, benefits, and other payments to Ryan Meche, Mayor, follows:

| | |
|----------------------|------------------|
| Salary | \$ 65,915 |
| Benefits - insurance | 7,641 |
| Retirement | 3,906 |
| Other | <u>909</u> |
| | <u>\$ 78,371</u> |

(20) Uncertainties Arising During and After Financial Statement Date

As a result of the spread of the COVID 19 coronavirus, economic uncertainties have arisen which may have and may continue to impact the Town's ongoing operations. The extent and severity of the potential impact on future operations is unknown at this time.

(21) New Accounting Pronouncement

In June of 2017, the Governmental Accounting Standards Board (GASB) issued Statement No. 87, *Leases*. The objective of this statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payments provisions of the contract. It establishes a single model for lease accounting based on the foundational that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The Town adopted this standard in the year ended September 30, 2022. The implementation of this standard had no material effect on the Town's financial statements for the year ended September 30, 2022.

**REQUIRED SUPPLEMENTARY
INFORMATION**

TOWN OF CHURCH POINT, LOUISIANA
General Fund

Budgetary Comparison Schedule
For the Year Ended September 30, 2022

| | Budget | | Actual | Variance - |
|--|-------------------|-------------------|-------------------|------------------------|
| | Original | Final | | Positive (Negative) |
| Revenues: | | | | |
| Taxes | \$ 392,500 | \$ 483,299 | \$ 486,309 | \$ 3,010 |
| Licenses and permits | 212,000 | 238,718 | 236,595 | (2,123) |
| Intergovernmental revenues | 62,500 | 89,619 | 81,627 | (7,992) |
| Charges for services | 1,500 | 769 | 577 | (192) |
| Fines and forfeits | 329,500 | 346,550 | 381,618 | 35,068 |
| Miscellaneous | 51,450 | 236,590 | 241,186 | 4,596 |
| Total revenues | <u>1,049,450</u> | <u>1,395,545</u> | <u>1,427,912</u> | <u>32,367</u> |
| Expenditures: | | | | |
| Current - | | | | |
| General government | 509,389 | 603,298 | 600,504 | 2,794 |
| Public safety - police | 39,100 | 92,782 | 95,137 | (2,355) |
| Community Center | 24,500 | 48,491 | 48,400 | 91 |
| Culture and recreation | 114,803 | 210,172 | 208,166 | 2,006 |
| Capital outlay | 76,000 | 490,314 | 486,816 | 3,498 |
| Total expenditures | <u>763,792</u> | <u>1,445,057</u> | <u>1,439,023</u> | <u>6,034</u> |
| Excess (deficiency) of revenues over expenditures | <u>285,658</u> | <u>(49,512)</u> | <u>(11,111)</u> | <u>38,401</u> |
| Other financing sources (uses): | | | | |
| Proceeds from sale of assets | - | 256,000 | 256,962 | 962 |
| Transfers in | - | - | 83,200 | 83,200 |
| Transfers out | (330,000) | (120,000) | (232,780) | (112,780) |
| Total other financing sources (uses) | <u>(330,000)</u> | <u>136,000</u> | <u>107,382</u> | <u>(28,618)</u> |
| Net change in fund balance | (44,342) | 86,488 | 96,271 | 9,783 |
| Fund balance, beginning | <u>323,445</u> | <u>456,611</u> | <u>456,611</u> | <u>-</u> |
| Fund balance, ending | <u>\$ 279,103</u> | <u>\$ 543,099</u> | <u>\$ 552,882</u> | <u>\$ 9,783</u> |

See notes to the required supplementary information.

TOWN OF CHURCH POINT, LOUISIANA
Sales Tax Fund

Budgetary Comparison Schedule
For the Year Ended September 30, 2022

| | Budget | | Actual | Variance - |
|--|-------------------|------------------|------------------|------------------------|
| | Original | Final | | Positive (Negative) |
| Revenues: | | | | |
| Taxes - sales taxes | \$ 730,000 | \$ 804,067 | \$ 799,722 | \$ (4,345) |
| Miscellaneous | 750 | 11,028 | 10,021 | (1,007) |
| Total revenues | <u>730,750</u> | <u>815,095</u> | <u>809,743</u> | <u>(5,352)</u> |
| Expenditures: | | | | |
| Current - | | | | |
| General government | 85,215 | 87,860 | 88,072 | (212) |
| Public works | 707,571 | 690,226 | 692,002 | (1,776) |
| Capital outlay | - | 90,000 | 86,910 | 3,090 |
| Debt service | <u>28,417</u> | <u>30,245</u> | <u>30,779</u> | <u>(534)</u> |
| Total expenditures | <u>821,203</u> | <u>898,331</u> | <u>897,763</u> | <u>568</u> |
| Excess (deficiency) of revenues over expenditures | (90,453) | (83,236) | (88,020) | (4,784) |
| Other financing sources: | | | | |
| Transfers in | <u>130,000</u> | <u>120,000</u> | <u>65,000</u> | <u>(55,000)</u> |
| Net change in fund balance | 39,547 | 36,764 | (23,020) | (59,784) |
| Fund balance, beginning | <u>120,370</u> | <u>43,649</u> | <u>43,649</u> | <u>-</u> |
| Fund balance, ending | <u>\$ 159,917</u> | <u>\$ 80,413</u> | <u>\$ 20,629</u> | <u>\$ (59,784)</u> |

See notes to the required supplementary information.

TOWN OF CHURCH POINT, LOUISIANA
2012 Law Enforcement Sales Tax Fund

Budgetary Comparison Schedule
For the Year Ended September 30, 2022

| | Budget | | Actual | Variance - Positive (Negative) |
|---|------------------|------------------|------------------|--------------------------------------|
| | Original | Final | | |
| Revenues: | | | | |
| Taxes - sales taxes | \$ 730,000 | \$ 802,295 | \$ 799,702 | \$ (2,593) |
| Intergovernmental revenue | | | | |
| State of Louisiana - | | | | |
| On-behalf payments | 72,000 | 72,000 | 70,716 | (1,284) |
| Miscellaneous | | | | |
| Donated assets | - | 15,000 | 14,973 | (27) |
| Other | 5,000 | 84,316 | 75,484 | (8,832) |
| Total revenues | <u>807,000</u> | <u>973,611</u> | <u>960,875</u> | <u>(12,736)</u> |
| Expenditures: | | | | |
| Current - | | | | |
| General government | 12,500 | 14,500 | 13,087 | 1,413 |
| Public safety - police | 911,949 | 995,595 | 1,034,783 | (39,188) |
| Capital outlay | 58,000 | 78,159 | 77,342 | 817 |
| Debt service | 29,144 | 29,879 | 29,960 | (81) |
| Total expenditures | <u>1,011,593</u> | <u>1,118,133</u> | <u>1,155,172</u> | <u>(37,039)</u> |
| Deficiency of revenues over expenditures | <u>(204,593)</u> | <u>(144,522)</u> | <u>(194,297)</u> | <u>(49,775)</u> |
| Other financing sources: | | | | |
| Proceeds from sale of assets | - | 34,429 | 8,335 | (26,094) |
| Transfers in | 200,000 | 100,000 | 180,245 | 80,245 |
| Total other financing sources | <u>200,000</u> | <u>134,429</u> | <u>188,580</u> | <u>54,151</u> |
| Net change in fund balance | (4,593) | (10,093) | (5,717) | 4,376 |
| Fund balance, beginning | <u>50,141</u> | <u>49,358</u> | <u>49,358</u> | <u>-</u> |
| Fund balance, ending | <u>\$ 45,548</u> | <u>\$ 39,265</u> | <u>\$ 43,641</u> | <u>\$ 4,376</u> |

See notes to the required supplementary information.

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Required Supplementary Information

(1) Budget and Budgetary Accounting

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to September 30, the Town Clerk submits to the Mayor and Board of Aldermen a proposed operating budget for the fiscal year commencing the following October 1.
2. A summary of the proposed budget is published, and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
3. A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is adopted through passage of an ordinance prior to the commencement of the fiscal year for which the budget is being adopted.
5. Budgetary amendments involving the transfer of funds from one department, program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the Board of Aldermen.
6. All budgetary appropriations lapse at the end of each fiscal year.
7. Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted and as finally amended by the Board of Aldermen.

(2) Excess of Expenditures Over Appropriations

For the year ended September 30, 2022, the following funds had actual expenditures over appropriations, at the functional level, as follows:

| Fund and Function | Budget | Actual | Excess |
|---|---------|-----------|----------|
| General Fund: | | | |
| Public safety - police | 92,782 | 95,137 | (2,355) |
| Sales Tax Fund: | | | |
| General government | 87,860 | 88,072 | (212) |
| Public works | 690,226 | 692,002 | (1,776) |
| Debt service | 30,245 | 30,779 | (534) |
| 2012 Law Enforcement Sales Tax Fund: | | | |
| Public safety - police | 995,595 | 1,034,783 | (39,188) |
| Debt service | 29,879 | 29,960 | (81) |

OTHER SUPPLEMENTARY INFORMATION

TOWN OF CHURCH POINT, LOUISIANA

Statement of Net Position

September 30, 2022

With Comparative Totals for September 30, 2021

| | 2022 | | | 2021 Totals |
|--------------------------------------|----------------------------|-----------------------------|----------------------|----------------------|
| | Governmental Activities | Business-Type Activities | Total | |
| ASSETS | | | | |
| Current assets: | | | | |
| Cash and interest-bearing deposits | \$ 725,764 | \$ 716,976 | \$ 1,442,740 | \$ 1,890,433 |
| Receivables, net | 153,467 | 169,921 | 323,388 | 223,382 |
| Internal balances | (136,119) | 136,119 | - | - |
| Due from other governmental units | 214,588 | 211,747 | 426,335 | 264,405 |
| Inventory | - | 56,804 | 56,804 | 55,350 |
| Prepaid expenses | 11,977 | 21,703 | 33,680 | 36,101 |
| Total current assets | <u>969,677</u> | <u>1,313,270</u> | <u>2,282,947</u> | <u>2,469,671</u> |
| Noncurrent assets: | | | | |
| Restricted assets: | | | | |
| Cash and interest-bearing deposits | - | 207,179 | 207,179 | 199,577 |
| Capital assets: | | | | |
| Land and construction in progress | 759,147 | 748,486 | 1,507,633 | 477,470 |
| Capital assets, net | <u>3,419,617</u> | <u>5,160,576</u> | <u>8,580,193</u> | <u>8,555,964</u> |
| Total noncurrent assets | <u>4,178,764</u> | <u>6,116,241</u> | <u>10,295,005</u> | <u>9,233,011</u> |
| Total assets | <u>5,148,441</u> | <u>7,429,511</u> | <u>12,577,952</u> | <u>11,702,682</u> |
| LIABILITIES | | | | |
| Current liabilities: | | | | |
| Accounts and other payables | 255,235 | 312,971 | 568,206 | 146,921 |
| Financed purchase liability | - | - | - | 56,496 |
| Unearned revenue | 95,860 | - | 95,860 | 829,500 |
| Customers' deposits | - | 207,179 | 207,179 | 199,577 |
| Total current liabilities | <u>351,095</u> | <u>520,150</u> | <u>871,245</u> | <u>1,232,494</u> |
| NET POSITION | | | | |
| Net investment in capital assets | 4,178,764 | 5,655,310 | 9,834,074 | 8,976,938 |
| Restricted for sales tax dedications | 62,022 | - | 62,022 | 90,598 |
| Unrestricted | <u>556,560</u> | <u>1,254,051</u> | <u>1,810,611</u> | <u>1,402,652</u> |
| Total net position | <u>\$ 4,797,346</u> | <u>\$ 6,909,361</u> | <u>\$ 11,706,707</u> | <u>\$ 10,470,188</u> |

TOWN OF CHURCH POINT, LOUISIANA
General Fund

Budgetary Comparison Schedule - Revenues
For the Year Ended September 30, 2022
With Comparative Actual Amounts for the Year Ended September 30, 2021

| | 2022 | | Actual | Variance - Positive (Negative) | 2021 Actual |
|----------------------------------|---------------------|---------------------|---------------------|--------------------------------------|---------------------|
| | Budget | | | | |
| | Original | Final | | | |
| Revenues: | | | | | |
| Taxes - | | | | | |
| Ad valorem | \$ 118,500 | \$ 125,976 | \$ 126,519 | \$ 543 | \$ 121,844 |
| Franchise | <u>274,000</u> | <u>357,323</u> | <u>359,790</u> | <u>2,467</u> | <u>297,670</u> |
| Total taxes | <u>392,500</u> | <u>483,299</u> | <u>486,309</u> | <u>3,010</u> | <u>419,514</u> |
| Licenses and permits - | | | | | |
| Occupational licenses | 210,000 | 235,585 | 233,945 | (1,640) | 225,266 |
| Permits | <u>2,000</u> | <u>3,133</u> | <u>2,650</u> | <u>(483)</u> | <u>2,550</u> |
| Total licenses and permits | <u>212,000</u> | <u>238,718</u> | <u>236,595</u> | <u>(2,123)</u> | <u>227,816</u> |
| Intergovernmental revenues - | | | | | |
| State of Louisiana: | | | | | |
| Housing Authority payment | 22,000 | 22,590 | 21,903 | (687) | 23,394 |
| Beer taxes | 8,500 | 8,485 | 6,597 | (1,888) | 9,173 |
| Video poker commissions | 32,000 | 46,544 | 42,327 | (4,217) | 42,175 |
| Other | <u>-</u> | <u>12,000</u> | <u>10,800</u> | <u>(1,200)</u> | <u>20,712</u> |
| Total intergovernmental revenues | <u>62,500</u> | <u>89,619</u> | <u>81,627</u> | <u>(7,992)</u> | <u>95,454</u> |
| Charges for services - | | | | | |
| Utility collection | <u>1,500</u> | <u>769</u> | <u>577</u> | <u>(192)</u> | <u>1,610</u> |
| Fines and forfeits | <u>329,500</u> | <u>346,550</u> | <u>381,618</u> | <u>35,068</u> | <u>373,179</u> |
| Miscellaneous - | | | | | |
| Rent income | 32,500 | 49,293 | 54,982 | 5,689 | 37,110 |
| Other revenues | <u>18,950</u> | <u>187,297</u> | <u>186,204</u> | <u>(1,093)</u> | <u>261,152</u> |
| Total miscellaneous | <u>51,450</u> | <u>236,590</u> | <u>241,186</u> | <u>4,596</u> | <u>298,262</u> |
| Total revenues | <u>\$ 1,049,450</u> | <u>\$ 1,395,545</u> | <u>\$ 1,427,912</u> | <u>\$ 32,367</u> | <u>\$ 1,415,835</u> |

TOWN OF CHURCH POINT, LOUISIANA
General Fund

Budgetary Comparison Schedule - Expenditures
For the Year Ended September 30, 2022

With Comparative Actual Amounts for the Year Ended September 30, 2021

| | 2022 | | Actual | Variance - Positive (Negative) | 2021 Actual |
|-----------------------------|----------------|----------------|----------------|--------------------------------------|----------------|
| | Budget | | | | |
| | Original | Final | | | |
| Current - | | | | | |
| General government: | | | | | |
| Salaries | \$ 182,121 | \$ 178,294 | \$ 179,677 | \$ (1,383) | \$ 169,454 |
| Court salaries | 54,789 | 59,224 | 59,201 | 23 | 52,370 |
| Payroll taxes | 18,953 | 17,551 | 18,370 | (819) | 16,883 |
| Group insurance | 23,500 | 11,263 | 10,756 | 507 | 20,169 |
| Pension | 9,476 | 14,825 | 15,213 | (388) | 10,549 |
| General insurance | 40,000 | 52,751 | 53,047 | (296) | 23,119 |
| Workers' compensation | 9,400 | 7,379 | 7,567 | (188) | 10,661 |
| Legal and professional | 80,500 | 83,027 | 81,671 | 1,356 | 79,170 |
| Office expense and supplies | 30,250 | 67,024 | 66,789 | 235 | 45,359 |
| Advertising and promotion | 7,000 | 12,417 | 13,181 | (764) | 11,414 |
| Conventions and seminars | 3,000 | 1,600 | - | 1,600 | - |
| Repairs and maintenance | 9,000 | 28,803 | 28,723 | 80 | 12,528 |
| Dues | 1,300 | 1,400 | 1,050 | 350 | 1,050 |
| Utilities and telephone | 16,100 | 38,780 | 38,352 | 428 | 19,403 |
| Preparation of tax rolls | 4,500 | 4,997 | 3,748 | 1,249 | 3,303 |
| Miscellaneous | 11,500 | 16,372 | 15,495 | 877 | 6,736 |
| Presbytere expense | 8,000 | 7,591 | 7,664 | (73) | 30,224 |
| Total general government | <u>509,389</u> | <u>603,298</u> | <u>600,504</u> | <u>2,794</u> | <u>512,392</u> |
| Public safety: | | | | | |
| Police department - | | | | | |
| Transportation | - | - | 166 | (166) | - |
| Supplies | - | - | - | - | 250 |
| Telephone and utilities | - | - | 662 | (662) | - |
| Conventions and seminars | - | 32,467 | 32,046 | 421 | 29,481 |
| Uniforms | - | 4,000 | 4,050 | (50) | - |
| Crime lab fees | 28,000 | 40,707 | 42,457 | (1,750) | 29,080 |
| Miscellaneous | 11,100 | 15,608 | 15,756 | (148) | 15,103 |
| Total public safety | <u>39,100</u> | <u>92,782</u> | <u>95,137</u> | <u>(2,355)</u> | <u>73,914</u> |
| Community Center: | | | | | |
| Office expense and supplies | 2,500 | 10,972 | 9,129 | 1,843 | 2,784 |
| General insurance | 5,500 | 10,500 | 10,714 | (214) | - |
| Repairs and maintenance | 10,000 | 11,169 | 11,214 | (45) | 2,802 |
| Telephone and utilities | 6,500 | 9,583 | 11,293 | (1,710) | 8,387 |
| Miscellaneous | - | 6,267 | 6,050 | 217 | 7,025 |
| Total Community Center | <u>24,500</u> | <u>48,491</u> | <u>48,400</u> | <u>91</u> | <u>20,998</u> |

(continued)

TOWN OF CHURCH POINT, LOUISIANA
General Fund

Budgetary Comparison Schedule - Expenditures (Continued)
For the Year Ended September 30, 2022
With Comparative Actual Amounts for the Year Ended September 30, 2021

| | 2022 | | | Variance - Positive (Negative) | 2021 Actual |
|--------------------------------|-------------------|---------------------|---------------------|--------------------------------------|---------------------|
| | Budget | | Actual | | |
| | Original | Final | | | |
| Culture and recreation: | | | | | |
| Salaries | 48,336 | 47,400 | 47,480 | (80) | 48,434 |
| Payroll taxes | 3,867 | 3,527 | 3,758 | (231) | 3,796 |
| Automobile expense | 2,000 | 8,184 | 8,037 | 147 | 2,741 |
| Tournament fees | - | | - | - | 5,615 |
| Softball services | 15,500 | 20,667 | 15,500 | 5,167 | 8,000 |
| Supplies | 10,000 | 49,283 | 50,245 | (962) | 27,694 |
| Repairs and maintenance | 10,000 | 52,247 | 53,089 | (842) | 50,486 |
| Telephone and utilities | 8,500 | 10,919 | 11,916 | (997) | 10,240 |
| Uniforms | - | 1,000 | 731 | 269 | 550 |
| Insurance | 6,000 | 13,000 | 13,390 | (390) | 8,647 |
| Miscellaneous | 10,600 | 3,945 | 4,020 | (75) | 1,647 |
| Total culture and recreation | <u>114,803</u> | <u>210,172</u> | <u>208,166</u> | <u>2,006</u> | <u>167,850</u> |
| Capital outlay - | | | | | |
| General government: | | | | | |
| Buildings and improvements | 36,000 | 74,542 | 70,242 | 4,300 | 457,912 |
| Vehicles and equipment | 40,000 | 63,552 | 62,365 | 1,187 | 7,050 |
| Culture and recreation: | | | | | |
| Land | - | 95,000 | 93,548 | 1,452 | - |
| Park equipment | - | 67,515 | 69,624 | (2,109) | 55,550 |
| Park improvements | - | 189,705 | 191,037 | (1,332) | 26,233 |
| Total capital outlay | <u>76,000</u> | <u>490,314</u> | <u>486,816</u> | <u>3,498</u> | <u>546,745</u> |
| Total expenditures | <u>\$ 763,792</u> | <u>\$ 1,445,057</u> | <u>\$ 1,439,023</u> | <u>\$ 6,034</u> | <u>\$ 1,321,899</u> |

TOWN OF CHURCH POINT, LOUISIANA
Sales Tax Fund

Budgetary Comparison Schedule
For the Year Ended September 30, 2022
With Comparative Actual Amounts for the Year Ended September 30, 2021

| | 2022 | | Actual | Variance - Positive (Negative) | 2021 Actual |
|----------------------------|------------|------------|------------|--------------------------------------|----------------|
| | Budget | | | | |
| | Original | Final | | | |
| Revenues: | | | | | |
| Taxes - sales taxes | \$ 730,000 | \$ 804,067 | \$ 799,722 | \$ (4,345) | \$ 800,452 |
| Miscellaneous - | | | | | |
| Interest | 250 | - | - | - | - |
| Other | 500 | 11,028 | 10,021 | (1,007) | 958 |
| Total miscellaneous | 750 | 11,028 | 10,021 | (1,007) | 958 |
| Total revenues | 730,750 | 815,095 | 809,743 | (5,352) | 801,410 |
| Expenditures: | | | | | |
| Current - | | | | | |
| General government: | | | | | |
| Salaries | 53,665 | 53,661 | 55,482 | (1,821) | 47,601 |
| Payroll taxes | 4,293 | 4,083 | 4,197 | (114) | 3,545 |
| Pension | 3,757 | 4,063 | 4,010 | 53 | 4,952 |
| Legal and professional | 10,500 | 11,553 | 11,295 | 258 | 10,525 |
| Collection expense | 13,000 | 14,500 | 13,088 | 1,412 | 14,280 |
| Total general government | 85,215 | 87,860 | 88,072 | (212) | 80,903 |
| Public works: | | | | | |
| Salaries | 358,545 | 295,383 | 295,766 | (383) | 312,707 |
| Payroll taxes | 28,684 | 22,252 | 22,805 | (553) | 23,695 |
| Group insurance | 45,000 | 54,817 | 54,336 | 481 | 58,455 |
| Pension | 14,342 | 11,325 | 11,528 | (203) | 12,957 |
| Workers compensation | 35,000 | 31,224 | 31,136 | 88 | 48,081 |
| Legal and professional | 1,000 | 1,333 | 1,000 | 333 | 1,186 |
| Gravel, shell and supplies | 25,500 | 18,898 | 19,098 | (200) | 22,691 |
| Repairs and maintenance | 30,000 | 56,929 | 56,889 | 40 | 38,210 |
| Transportation | 30,500 | 45,651 | 46,747 | (1,096) | 31,964 |
| Telephone and utilities | 10,500 | 10,296 | 11,275 | (979) | 10,758 |
| Insurance | 20,000 | 22,505 | 22,466 | 39 | 18,166 |
| Miscellaneous | 42,000 | 40,130 | 39,953 | 177 | 44,494 |
| Street lighting | 66,500 | 79,483 | 79,003 | 480 | 70,808 |
| Total public works | 707,571 | 690,226 | 692,002 | (1,776) | 694,172 |

(continued)

TOWN OF CHURCH POINT, LOUISIANA
Sales Tax Fund

Budgetary Comparison Schedule (Continued)
For the Year Ended September 30, 2022
With Comparative Actual Amounts for the Year Ended September 30, 2021

| | 2022 | | | | |
|---|-------------------|------------------|------------------|--------------------------------------|------------------|
| | Budget | | Actual | Variance - Positive (Negative) | 2021 Actual |
| | Original | Final | | | |
| Capital outlay - | | | | | |
| Public works: | | | | | |
| Vehicle | - | 50,000 | 46,970 | 3,030 | 13,998 |
| Equipment | - | - | - | - | 3,268 |
| Buildings and improvements | - | 40,000 | 39,940 | 60 | 23,965 |
| Total capital outlay | <u>-</u> | <u>90,000</u> | <u>86,910</u> | <u>3,090</u> | <u>41,231</u> |
| Debt service - | | | | | |
| Principal retirement | 28,417 | 28,417 | 28,417 | - | 27,350 |
| Interest and fiscal charges | - | 1,828 | 2,362 | (534) | 3,430 |
| Total debt service | <u>28,417</u> | <u>30,245</u> | <u>30,779</u> | <u>(534)</u> | <u>30,780</u> |
| Total expenditures | <u>821,203</u> | <u>898,331</u> | <u>897,763</u> | <u>568</u> | <u>847,086</u> |
| Deficiency of revenues over expenditures | <u>(90,453)</u> | <u>(83,236)</u> | <u>(88,020)</u> | <u>(4,784)</u> | <u>(45,676)</u> |
| Other financing sources: | | | | | |
| Transfers in | 130,000 | 120,000 | 65,000 | (55,000) | (102,057) |
| Total other financing sources | <u>130,000</u> | <u>120,000</u> | <u>65,000</u> | <u>(55,000)</u> | <u>(102,057)</u> |
| Net change in fund balance | 39,547 | 36,764 | (23,020) | (59,784) | (147,733) |
| Fund balance, beginning | <u>120,370</u> | <u>43,649</u> | <u>43,649</u> | <u>-</u> | <u>191,382</u> |
| Fund balance, ending | <u>\$ 159,917</u> | <u>\$ 80,413</u> | <u>\$ 20,629</u> | <u>\$ (59,784)</u> | <u>\$ 43,649</u> |

TOWN OF CHURCH POINT, LOUISIANA
2012 Law Enforcement Sales Tax Fund

Budgetary Comparison Schedule
For the Year Ended September 30, 2022
With Comparative Actual Amounts for the Year Ended September 30, 2021

| | 2022 | | Actual | Variance - Positive (Negative) | 2021 Actual |
|---|----------------|----------------|------------------|--------------------------------------|----------------|
| | Budget | | | | |
| | Original | Final | | | |
| Revenues: | | | | | |
| Taxes - sales taxes | \$ 730,000 | \$ 802,295 | \$ 799,702 | \$ (2,593) | \$ 800,446 |
| Intergovernmental revenue - State of Louisiana - On-behalf payments | 72,000 | 72,000 | 70,716 | (1,284) | 65,334 |
| Miscellaneous - Donated Assets | - | 15,000 | 14,973 | (27) | - |
| Other | 5,000 | 84,316 | 75,484 | (8,832) | 58,482 |
| Total revenues | <u>807,000</u> | <u>973,611</u> | <u>960,875</u> | <u>(12,736)</u> | <u>924,262</u> |
| Expenditures: | | | | | |
| Current- | | | | | |
| General government: | | | | | |
| Collection expense | 12,500 | 14,500 | 13,087 | 1,413 | 14,280 |
| Public safety - police: | | | | | |
| Salaries | 537,892 | 606,216 | 615,143 | (8,927) | 586,141 |
| Payroll taxes | 43,031 | 46,633 | 47,313 | (680) | 41,843 |
| Group insurance | 80,000 | 71,189 | 71,517 | (328) | 79,423 |
| Pension | 18,826 | 15,180 | 16,629 | (1,449) | 11,128 |
| Workers compensation | 38,100 | 38,237 | 41,682 | (3,445) | 48,553 |
| Transportation | 48,000 | 96,699 | 102,000 | (5,301) | 48,288 |
| Supplies | 22,500 | 18,066 | 23,620 | (5,554) | 25,263 |
| Telephone and utilities | 16,500 | 18,167 | 19,643 | (1,476) | 17,050 |
| Legal and professional | 10,000 | 1,500 | 11,290 | (9,790) | 10,525 |
| Insurance | 70,000 | 56,564 | 50,031 | 6,533 | 64,461 |
| Repairs and maintenance | 5,000 | 6,343 | 7,546 | (1,203) | 5,560 |
| Training and seminars | 2,800 | 3,537 | 5,416 | (1,879) | 4,433 |
| Meals for prisoners | 3,000 | 2,047 | 2,185 | (138) | 2,565 |
| Uniforms | 10,000 | 7,148 | 11,553 | (4,405) | 6,089 |
| Miscellaneous | 6,300 | 8,069 | 9,215 | (1,146) | 6,109 |
| Total public safety | <u>911,949</u> | <u>995,595</u> | <u>1,034,783</u> | <u>(39,188)</u> | <u>957,431</u> |

(continued)

TOWN OF CHURCH POINT, LOUISIANA
2012 Law Enforcement Sales Tax Fund

Budgetary Comparison Schedule (Continued)
For the Year Ended September 30, 2022
With Comparative Actual Amounts for the Year Ended September 30, 2021

| | 2022 | | | Variance - Positive (Negative) | 2021 Actual |
|---|---------------|---------------|---------------|--------------------------------------|----------------|
| | Budget | | Actual | | |
| | Original | Final | | | |
| Capital outlay - police vehicles | 58,000 | 78,159 | 77,342 | 817 | 56,969 |
| Debt service - | | | | | |
| Principal retirement | 28,144 | 28,079 | 28,079 | - | 26,316 |
| Interest and fiscal charges | 1,000 | 1,800 | 1,881 | (81) | 3,645 |
| Total debt service | 29,144 | 29,879 | 29,960 | (81) | 29,961 |
| Total expenditures | 1,011,593 | 1,118,133 | 1,155,172 | (37,039) | 1,058,641 |
| Deficiency of revenues over expenditures | (204,593) | (144,522) | (194,297) | (49,775) | (134,379) |
| Other financing sources: | | | | | |
| Proceeds from sale of assets | - | 34,429 | 8,335 | (26,094) | - |
| Transfers in | 200,000 | 100,000 | 180,245 | 80,245 | 124,961 |
| Total other financing sources | 200,000 | 134,429 | 188,580 | 54,151 | 124,961 |
| Net change in fund balance | (4,593) | (10,093) | (5,717) | 4,376 | (9,418) |
| Fund balance, beginning | 50,141 | 49,358 | 49,358 | - | 58,776 |
| Fund balance, ending | \$ 45,548 | \$ 39,265 | \$ 43,641 | \$ 4,376 | \$ 49,358 |

TOWN OF CHURCH POINT, LOUISIANA
Capital Projects Fund

Budgetary Comparison Schedule
Budget (GAAP Basis) and Actual
For the Year Ended September 30, 2022
With Comparative Actual Amounts for the Year Ended September 30, 2021

| | 2022 | | Variance - Positive (Negative) | 2021 Actual |
|--|------------------------------------|-----------------|--------------------------------------|-----------------|
| | Original and Final Budget | Actual | | |
| Revenues: | | | | |
| Intergovernmental - | | | | |
| Federal grants | \$ 211,000 | \$ 210,930 | \$ (70) | \$ - |
| Expenditures: | | | | |
| Current- | | | | |
| General government: | | | | |
| Engineering fees | 55,000 | 55,455 | (455) | - |
| Capital outlay - Street improvements project - | | | | |
| Construction costs | <u>155,000</u> | <u>155,475</u> | <u>(475)</u> | <u>-</u> |
| Total expenditures | <u>210,000</u> | <u>210,930</u> | <u>(930)</u> | <u>-</u> |
| Excess of revenues over expenditures | <u>1,000</u> | <u>-</u> | <u>(1,000)</u> | <u>-</u> |
| Net change in fund balance | 1,000 | - | (1,000) | - |
| Fund balance, beginning | <u>1,430</u> | <u>1,430</u> | <u>-</u> | <u>1,430</u> |
| Fund balance, ending | <u>\$ 2,430</u> | <u>\$ 1,430</u> | <u>\$ (1,000)</u> | <u>\$ 1,430</u> |

TOWN OF CHURCH POINT, LOUISIANA

Comparative Statement of Net Position
Enterprise Fund
September 30, 2022 and 2021

| | Utility Fund | |
|-----------------------------------|---------------------|---------------------|
| | 2022 | 2021 |
| ASSETS | | |
| Current assets: | | |
| Cash | \$ 440,439 | 417,024 |
| Interest-bearing deposits | 276,537 | 195,128 |
| Receivables - | | |
| Accounts | 114,942 | 103,373 |
| Unbilled utility receivables | 54,979 | 46,759 |
| Due from other funds | 136,119 | 136,119 |
| Due from other governmental units | 211,747 | - |
| Inventory | 56,804 | 55,350 |
| Prepaid expenses | 21,703 | 23,263 |
| Total current assets | <u>1,313,270</u> | <u>977,016</u> |
| Noncurrent assets: | | |
| Restricted assets - | | |
| Cash | 207,179 | 118,943 |
| Interest-bearing deposits | - | 80,634 |
| Capital assets - | | |
| Land and construction in progress | 748,486 | 100,450 |
| Capital assets, net | <u>5,160,576</u> | <u>5,115,202</u> |
| Total noncurrent assets | <u>6,116,241</u> | <u>5,415,229</u> |
| Total assets | <u>7,429,511</u> | <u>6,392,245</u> |
| LIABILITIES | | |
| Current liabilities: | | |
| Accounts payable | 52,477 | 27,593 |
| Contracts payable | 196,125 | - |
| Retainage payable | 57,627 | - |
| Accrued liabilities | 6,742 | 7,221 |
| Customers' deposits | 207,179 | 199,577 |
| Total current liabilities | <u>520,150</u> | <u>234,391</u> |
| NET POSITION | | |
| Net investment in capital assets | 5,655,310 | 5,215,652 |
| Unrestricted | <u>1,254,051</u> | <u>942,202</u> |
| Total net position | <u>\$ 6,909,361</u> | <u>\$ 6,157,854</u> |

TOWN OF CHURCH POINT, LOUISIANA
Enterprise Fund
Utility Fund

Comparative Departmental Analysis of Revenues and Expenses and Change in Net Position
Years Ended September 30, 2022 and 2021

| | Totals | | Water | | Sewer | |
|--|---------------------|---------------------|---------------------|--------------------|--------------------|--------------------|
| | 2022 | 2021 | 2022 | 2021 | 2022 | 2021 |
| Operating revenues: | | | | | | |
| Charges for services | \$ 1,279,919 | \$ 1,223,638 | \$ 706,553 | \$ 677,786 | \$ 573,366 | \$ 545,852 |
| Other | 52,308 | 48,124 | 33,268 | 26,548 | 19,040 | 21,576 |
| Total operating revenues | <u>1,332,227</u> | <u>1,271,762</u> | <u>739,821</u> | <u>704,334</u> | <u>592,406</u> | <u>567,428</u> |
| Operating expenses: | | | | | | |
| Salaries | 425,355 | 391,997 | 248,753 | 229,922 | 176,602 | 162,075 |
| Payroll taxes | 32,830 | 29,766 | 19,255 | 17,483 | 13,575 | 12,283 |
| Group insurance | 70,329 | 61,558 | 38,159 | 32,700 | 32,170 | 28,858 |
| Pension | 13,358 | 13,733 | 5,816 | 6,597 | 7,542 | 7,136 |
| Utilities and telephone | 102,337 | 88,902 | 53,489 | 42,742 | 48,848 | 46,160 |
| Repairs and maintenance | 187,925 | 136,967 | 122,654 | 86,934 | 65,271 | 50,033 |
| Auto expense | 22,573 | 19,138 | 12,605 | 12,282 | 9,968 | 6,856 |
| Legal and professional | 26,590 | 22,940 | 11,295 | 11,020 | 15,295 | 11,920 |
| Insurance | 54,477 | 77,206 | 38,632 | 47,314 | 15,845 | 29,892 |
| Operating supplies | 23,479 | 26,341 | 9,926 | 12,664 | 13,553 | 13,677 |
| Office supplies and expense | 15,804 | 16,126 | 15,032 | 12,086 | 772 | 4,040 |
| Dump and disposal charges | 2,776 | 6,280 | - | - | 2,776 | 6,280 |
| Inspection and testing | 12,055 | 13,245 | 2,484 | 3,545 | 9,571 | 9,700 |
| Engineering fees | 73,531 | 21,108 | 22,186 | 21,108 | 51,345 | - |
| Chemicals | 103,456 | 81,891 | 103,456 | 81,891 | - | - |
| Uniforms | 6,414 | 5,388 | 4,259 | 3,262 | 2,155 | 2,126 |
| Depreciation | 320,638 | 324,234 | 135,310 | 138,569 | 185,328 | 185,665 |
| Other | 15,031 | 6,662 | 13,429 | 4,204 | 1,602 | 2,458 |
| Total operating expenses | <u>1,508,958</u> | <u>1,343,482</u> | <u>856,740</u> | <u>764,323</u> | <u>652,218</u> | <u>579,159</u> |
| Operating income (loss) | <u>(176,731)</u> | <u>(71,720)</u> | <u>\$ (116,919)</u> | <u>\$ (59,989)</u> | <u>\$ (59,812)</u> | <u>\$ (11,731)</u> |
| Non-operating revenues (expenses): | | | | | | |
| Interest income | 2,252 | 7,707 | | | | |
| Gain on sale of assets | 1,792 | 1,000 | | | | |
| Total non-operating revenues (expenses) | <u>4,044</u> | <u>8,707</u> | | | | |
| Income (loss) before contributions and transfers | (172,687) | (63,013) | | | | |
| Capital contributions | 1,019,859 | 20,429 | | | | |
| Transfers out | (95,665) | (252,839) | | | | |
| Change in net position | 751,507 | (295,423) | | | | |
| Net position, beginning | <u>6,157,854</u> | <u>6,453,277</u> | | | | |
| Net position, ending | <u>\$ 6,909,361</u> | <u>\$ 6,157,854</u> | | | | |

TOWN OF CHURCH POINT, LOUISIANA
LCDBG Sewer System Improvement Project

Schedule of Net Position
For the Year Ended September 30, 2022

| | |
|-------------------|-------------------|
| Assets: | |
| Grant receivable | <u>\$ 188,713</u> |
| Liabilities: | |
| Contracts payable | 162,733 |
| Retainage payable | <u>25,980</u> |
| Total Liabilities | <u>188,713</u> |
| Net Position | <u>\$ -</u> |

TOWN OF CHURCH POINT, LOUISIANA
LCDBG Sewer System Improvement Project

Schedule of Revenues, Expenses, and Change in Net Position
For the Year Ended September 30, 2022

| | |
|---------------------------------|----------------|
| Revenues: | |
| LCDBG program | \$ 259,805 |
| Expenses: | |
| Construction | <u>259,805</u> |
| Change in net position | - |
| Net position, beginning of year | <u>-</u> |
| Net position, end of year | <u>\$ -</u> |

TOWN OF CHURCH POINT
Justice System Funding Schedule - Collecting/Disbursing Entity
As Required by Act 87 of the 2020 Regular Legislative Session
For the Year Ended September 30, 2022

| | First Six Month Period Ended <u>3/31/2022</u> | Second Six Month Period Ended <u>9/30/2022</u> |
|---|--|---|
| Cash Basis Presentation | | |
| Beginning Balance of Amounts Collected (i.e. cash on hand) | \$ 7,685 | \$ 9,648 |
| Add: Collections - | | |
| Bond Fees | 2,525 | 3,085 |
| Criminal Court Costs/Fees | 35,251 | 43,255 |
| Criminal Fines - Other | <u>135,799</u> | <u>156,581</u> |
| Subtotal Collections | <u>173,575</u> | <u>202,921</u> |
| Less: Disbursements to Governments and Nonprofits - | | |
| Lafayette Crime Stoppers - Criminal Court Costs/Fees | 1,114 | 1,488 |
| Acadiana Criminalistics Lab - Criminal Court Costs/Fees | 19,737 | 27,372 |
| Louisiana Commission on Law Enforcement - Criminal Court Costs/Fees | 1,353 | 1,821 |
| Louisiana State Treasurer CMIS - Criminal Court Costs/Fees | 1,650 | 2,240 |
| Louisiana Supreme Court - Criminal Court Costs/Fees | 2,135 | 1,775 |
| Louisiana Department of Health- Criminal Court Costs/Fees | 226 | 1,028 |
| Louisiana Association of Chief of Police - Criminal Court Costs/Fees | 273 | 372 |
| Louisiana Law Enforcement Training -Criminal Court Costs/Fees | 13,850 | 17,921 |
| Less: Amounts Retained by Collecting Agency | | |
| Amounts "Self-Disbursed" to Collecting Agency - Criminal Fines Other | <u>131,274</u> | <u>149,459</u> |
| Subtotal Disbursements/Retainage | <u>171,612</u> | <u>203,476</u> |
| Ending Balance of Amounts Collected but not not Disbursed/Retained (i.e. cash on hand) | <u>\$ 9,648</u> | <u>\$ 9,093</u> |

**INTERNAL CONTROL, COMPLIANCE
AND
OTHER MATTERS**

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

The Honorable Ryan Meche, Mayor
and Members of the Board of Aldermen
Town of Church Point, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, and each major fund of the Town of Church Point, Louisiana (the Town) as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements and have issued our report thereon dated March 15, 2023.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town'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 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, and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We identified certain deficiencies in internal control, described in the accompanying summary schedule of current and prior year audit findings and management's corrective action plan as items 2022-001 and 2022-002 that we consider to be material weaknesses.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the 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 no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

The Town of Church Point, Louisiana's Response to Findings

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

Purpose of this Report

This report is intended solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
March 15, 2023

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

The Honorable Ryan Meche, Mayor
and Members of the Board of Aldermen
Town of Church Point, Louisiana

***Report on Compliance for Each Major Federal Program
Opinion on Each Major Federal Program***

We have audited the Town of Church Point, Louisiana's (Town) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Town's major federal programs for the year ended September 30, 2022. The Town's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Town complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2022.

Basis for Opinion on Each Major Federal Program

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

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

Responsibilities of Management for Compliance

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

Auditor's Responsibilities for the Audit of Compliance

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

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

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

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

Report on Internal Control over Compliance

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

requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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

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

Purpose of this Report

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

Kolder, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
March 15, 2023

TOWN OF CHURCH POINT, LOUISIANA

Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2022

| Federal Grantor / Pass-Through Grantor / Program Name | Assistance Listing Number | Pass- Through Grantor's Number | Expenditures |
|--|---------------------------------|---|-------------------|
| <u>U.S. Department of Housing and Urban Development</u> | | | |
| Passed through Louisiana Division of Administration: | | | |
| Community Development Block Grants/State's Program and Non-Entitlement Grants in Hawaii | 14.228 | 2000288303 | \$ 259,799 |
| | | | |
| <u>U.S. Department of Treasury</u> | | | |
| Direct Program: | | | |
| COVID 19 - Coronavirus State and Local Fiscal Recovery Funds* | 21.027 | N/A | <u>734,332</u> |
| Total Federal Expenditures | | | <u>\$ 994,131</u> |

* Indicates major program

TOWN OF CHURCH POINT, LOUISIANA

Notes to the Schedule of Expenditures of Federal Awards
Year Ended September 30, 2022

Basis of Presentation

(1) General

The accompanying schedule of expenditures of federal awards (schedule) includes the federal award activity of the Town of Church Point (Town) under programs of the federal government for the year ended September 30, 2022. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the Town, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Town.

(2) Basis of Accounting

The accompanying schedule of expenditures of federal awards is reported in accordance with accounting principles generally accepted in the United States of America as applied to governmental units, which is described in Note 1 to the Town's basic financial statements for the year ended September 30, 2022. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

(3) Indirect Cost Rate

The Town has elected not to use the 10 percent de minimis indirect cost rate allowed under Uniform Guidance.

TOWN OF CHURCH POINT, LOUISIANA

Schedule of Findings and Questioned Cost
Year Ended September 30, 2022

Part I. Summary of Auditor's Results:

1. The auditor's report expresses an unmodified opinion on whether the financial statements of the Town were prepared in accordance with GAAP.
2. Two deficiencies in internal control were disclosed during the audit of the financial statements. These deficiencies were determined to be material weaknesses.
3. No instances of noncompliance material to the financial statements of the Town, which would be required to be reported in accordance with *Governmental Auditing Standards*, were disclosed during the audit.
4. No material weaknesses in internal control over the major federal programs were disclosed during the audit.
5. The auditor's report on compliance for the major federal award program for the Town (21.027) expresses an unmodified opinion.
6. There were no audit findings that are required to be reported in accordance with 2 CFR section 200.516(a).
7. The following program is the major program: Coronavirus State and Local Fiscal Recovery Funds (21.027).
8. The dollar threshold used to distinguish between Type A and Type B programs was \$750,000.
9. The auditee did not qualify as a low-risk auditee.

Part II. Findings which are required to be reported in accordance with generally accepted Governmental Auditing Standards:

A. Internal Control Findings –

2022-001 Inadequate Segregation of Accounting Functions

Fiscal year finding initially occurred: Unknown

CONDITION: The Town did not have adequate segregation of functions within the accounting system.

CRITERIA: The Town should have a control policy according to which no person should be given responsibility for more than one related function.

CAUSE: Due to the size of the Town, there are a small number of available employees.

EFFECT: The Town has employees that are performing more than one related function.

RECOMMENDATION: The Town should establish and monitor mitigating controls over functions that are not completely segregated.

TOWN OF CHURCH POINT, LOUISIANA

Schedule of Findings and Questioned Cost
Year Ended September 30, 2022

MANAGEMENT'S CORRECTION ACTION PLAN: Due to the size of the operations and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties.

2022-002 Inadequate Controls Over Financial Statement Preparation

Fiscal year finding initially occurred: 2021

CONDITION: The Town does not have a staff person who has the qualifications and training necessary to apply generally accepted accounting principles (GAAP) in recording the Town's financial transactions or preparing its financial statements, including the related notes.

CRITERIA: The Town should be able to record financial transactions and prepare financial statements in accordance with GAAP.

CAUSE: The Town does not personnel with the qualifications needed to perform this function.

EFFECT: The Town financial transactions and financial statements may not be prepared in accordance with GAAP.

RECOMMENDATION: The Town should outsource this task to ensure the financial statements and transactions are in accordance with GAAP.

MANAGEMENT'S CORRECTION ACTION PLAN: The Town has evaluated the cost vs benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP and determined that is in the best interest of the Town to outsource this task to the independent auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their contents and presentation.

B. Compliance Findings:

There were no compliance findings reported for the year ended September 30, 2022.

Part III. Findings and questioned cost for Federal awards which include audit findings as defined in 2 CFR section 200 of the Uniform Guidance:

A. Internal Control Findings –

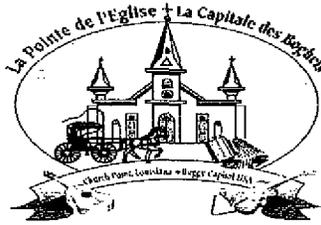
There were no internal control findings reported.

B. Compliance Findings –

There were no compliance findings reported.

Ryan Meche
Mayor

Rowdy Latiolais
Municipal Clerk



TOWN of CHURCH POINT
741 South Main
Church Point, LA 70525
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Councilmembers:
Errol Comeaux
Joy Daigle
Patrick O'Pry
Dale Wimberley
Gene Malbrough

Managements Corrective Action Plan
For the Year Ended September 30, 2022

The Town of Church Point respectfully submits the following corrective action plan for the year ended September 30, 2022.

Audit conducted by:

Kolder, Slaven & Company, LLC
183 S. Beadle Road
Lafayette LA 70508

Audit Period: 10/01/2021 – 09/30/2022

The findings from the September 30, 2022, schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the number assigned in the schedule.

FINDINGS – FINANCIAL STATEMENT AUDIT:

Internal Control:

Material Weakness:

2022-001: Inadequate Segregation of Accounting Function

Recommendation: The Town should establish and monitor mitigating controls over functions that are not completely segregated.

Management's corrective action plan: Due to the size of the operations and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties.

2022-002: Inadequate Controls Over Financial Statement Preparation

Recommendation: The Town should outsource the task of financial statement preparation to ensure the financial statements and transactions are in accordance with GAAP.

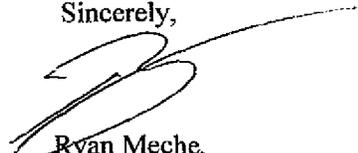
Management's corrective action plan: The Town has evaluated the cost vs benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP and determined that is in the best interest of the Town to outsource this task to the independent auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their contents and presentation.

FINDINGS - FEDERAL AWARD PROGRAMS AUDIT:

There were no findings reported for federal award programs at September 30, 2022.

Should any federal or state pass-through grant agencies have questions regarding this plan, please contact Mayor Ryan Meche at 337-684-5692.

Sincerely,



Ryan Meche,
Mayor

TOWN OF CHURCH POINT, LOUISIANA

Summary Schedule of Prior Year Findings
Year Ended September 30, 2022

Prior Year Findings

Internal Control Findings -

2021-001 Inadequate Segregation of Accounting Functions

Fiscal year finding initially occurred: Unknown

CONDITION: The Town did not have adequate segregation of functions within the accounting system.

RECOMMENDATION: The Town should establish and monitor mitigating controls over functions that are not completely segregated.

CURRENT STATUS: Unresolved. See finding 2022-001.

2021-002: Inadequate Controls Over Financial Statement Preparation

Fiscal Year finding initially occurred: 2021

CONDITION: The Town does not have a staff person who has the qualifications and training necessary to apply generally accepted accounting principles (GAAP) in recording the Town's financial transactions or preparing its financial statements, including the related notes.

RECOMMENDATION: The Town should outsource this task to ensure the financial statements and transactions are in accordance with GAAP.

CURRENT STATUS: Unresolved. See Finding 2022-002

TOWN OF CHURCH POINT
Church Point, Louisiana

Agreed-Upon Procedures Report

Year Ended September 30, 2022

KOLDER, SLAVEN & COMPANY, LLC

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Christine C. Doucet, CPA - retired 2022

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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

The Honorable Ryan Meche, Mayor
and Members of the Board of Aldermen
Town of Church Point, Louisiana
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 October 1, 2021 through September 30, 2022. The Town of Church Point, Louisiana's management is responsible for those C/C areas identified in the SAUPs.

The Town of Church Point, Louisiana (Town) 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 October 1, 2021 through September 30, 2022. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

Written Policies and Procedures

1. We obtained and inspected the Town's written policies and procedures and observed that they address each of the following categories and subcategories if applicable to public funds and the Town's operations:
 - a) ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.
 - b) ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.
 - c) ***Disbursements***, including processing, reviewing, and approving.
 - d) ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g. periodic confirmation with outside parties,

reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).

- e) **Payroll/Personnel**, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee(s) rate of pay or approval and maintenance of pay rate schedules.
- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
- g) **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
- h) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- i) **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.
- j) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- k) **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
- l) **Sexual Harassment**, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

Board or Finance Committee

- 2. Obtained and inspected the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
 - a) Observed that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
 - b) Observed that the minutes referenced or included monthly budget-to-actual comparisons on the General Fund, quarterly budget-to-actual, at a minimum, on proprietary funds, and semi-annual budget-to-actual, at a minimum, on all special revenue funds.
 - c) Obtained the prior year audit report and observed the unassigned fund balance in the General Fund. If the General Fund had a negative ending unassigned fund balance in the prior year audit report, observed that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unrestricted fund balance in the General Fund.

Bank Reconciliations

3. We obtained a listing of the Town's bank accounts for the fiscal period from management and management's representation that the listing is complete. We asked management to identify the Town's main operating account. We selected Town's main operating account and randomly selected 4 additional accounts (or all accounts if less than 5). We randomly selected one month from the fiscal period, obtained and inspect the corresponding bank statement and reconciliation for selected accounts, and observed that:
 - a) Bank reconciliations included evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated, electronically logged);
 - b) Bank reconciliations included evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and
 - c) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

Collections (excluding electronic fund transfers)

4. We obtained a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. We randomly selected 5 deposit sites (or all deposit sites if less than 5).
5. For each deposit site selected, we obtained a listing of collection locations and management's representation that the listing is complete. We randomly selected one collection location for each deposit site (i.e. 5 collection locations for 5 deposit sites), obtained and inspected written policies and procedures relating to employee job duties (if no written policies or procedures, inquired of employees about their job duties) at each collection location, and observed that job duties are properly segregated at each collection location such that:
 - a) Employees that are responsible for cash collections do not share cash drawers/registers.
 - b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g. pre-numbered receipts) to the deposit.
 - c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.
 - d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions are not responsible for collecting cash, unless another employee verifies the reconciliation.
6. We obtained from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. We observed the bond or insurance policy for theft was enforced during the fiscal period.

7. We randomly selected two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (selected the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly selected a deposit if multiple deposits are made on the same day). *Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* We obtained supporting documentation for each of the 10 deposits and:
 - a) Observed that receipts are sequentially pre-numbered.
 - b) Traced sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
 - c) Traced the deposit slip total to the actual deposit per the bank statement.
 - d) Observed that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
 - e) Traced the actual deposit per the bank statement to the general ledger.

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

8. We obtained a listing of locations that process payments for the fiscal period and management's representation that the listing was complete. We randomly selected 5 locations (or all locations if less than 5).
9. For each location selected under #8 above, we obtained a listing of those employees involved with non-payroll purchasing and payment functions. We obtained written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and we observed that job duties are properly segregated such that:
 - a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
 - b) At least two employees are involved in processing and approving payments to vendors.
 - c) The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
 - d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.
10. For each location selected under #8 above, we obtained the Town's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and we obtained management's representation that the population is complete. We randomly selected 5 disbursements for each location, we obtained supporting documentation for each transaction and:
 - a) We observed whether the disbursement matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the entity.
 - b) We observed that the disbursement documentation includes evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

Credit Cards/Debit Cards/Fuel Cards/P-Cards

11. We obtained from management a listing of all active credit cards, bank debit cards, fuel cards, and P-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.

12. Using the listing prepared by management, we randomly selected 5 cards (or all cards if less than 5) that were used during the fiscal period. We randomly selected one monthly statement or combined statement for each card (for a debit card, we randomly selected one monthly bank statement), we obtained supporting documentation, and:
 - a) 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.
 - b) We observed that finance charges and late fees were not assessed on the selected statements.
13. Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, we randomly selected 10 transactions (or all transactions if less than 10) from each statement, and obtained supporting documentation for the transactions (i.e. each card should have 10 transactions subject to testing). For each transaction, we observed that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). 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.

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

14. We obtained from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. We randomly selected 5 reimbursements, we obtained the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:
 - a) If reimbursed using a per diem, we observed the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov).
 - b) If reimbursed using actual costs, we observed that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.
 - c) We observed that each reimbursement is supported by documentation of the business/public purpose (for meal charges, we observed that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedure #1h).
 - d) We observed that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

Contracts

15. We obtained from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* We obtained management's representation that the listing is complete. We randomly selected 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:
 - a) We observed that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.
 - b) We observed that the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter).

- c) If the contract was amended (e.g., change order), we observed that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, was approval documented).
- d) We randomly selected one payment from the fiscal period for each of the 5 contracts, we obtained the supporting invoice, agreed the invoice to the contract terms, and observed that the invoice and related payment agreed to the terms and conditions of the contract.

Payroll and Personnel

- 16. We obtained a listing of employees/elected officials employed during the fiscal period and management's representation that the listing is complete. We randomly selected 5 employees/officials, we obtained related paid salaries and personnel files, and we agreed paid salaries to authorized salaries/pay rates in the personnel files.
- 17. We randomly selected one pay period during the fiscal period. For the 5 employees/officials selected under #16 above, we obtained attendance records and leave documentation for the pay period, and:
 - a) We observed that all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, an elected official is not eligible to earn leave and does not document his/her attendance and leave. However, if the elected official is earning leave according to policy and/or contract, the official should document his/her daily attendance and leave.)
 - b) We observed that supervisors approved the attendance and leave of the selected employees/officials.
 - c) We observed that any leave accrued or taken during the pay period is reflected in the Town's cumulative leave records.
 - d) We observed the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.
- 18. We obtained a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. We randomly selected two employees/officials, we obtained related documentation of the hours and pay rates used in management's termination payment calculations and the Town's policy on termination payments. We agreed the hours to the employee or officials' cumulate leave records, agreed the pay rates to the employee/officials' authorized pay rates in the employee or officials' personnel files, and agreed the termination payment to entity policy.
- 19. We obtained management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

Ethics

- 20. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, we obtained ethics documentation from management, and:
 - a) We observed that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.
 - b) We observed whether the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

Debt Service

21. We obtained a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. We selected all debt instruments on the listing, obtained supporting documentation, and observed State Bond Commission approval was obtained for each debt instrument issued.
22. We obtained a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. We randomly selected one bond/note, inspected debt covenants, obtained supporting documentation for the reserve balance and payments, and agreed actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

Fraud Notice

23. We obtained a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing was complete. We selected all misappropriations on the listing, obtained supporting documentation, and observed that the Town reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the Town is domiciled.
24. Observe that the Town has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Information Technology Disaster Recovery/Business Continuity

25. We performed the following procedures, verbally discussed the results with management, and reported "We performed the procedure and discussed the results with management."
 - a) We obtained and inspected the entity's most recent documentation that it has backed up its critical data (if no written documentation, inquire of personnel responsible for backing up critical data) and observed that such backup occurred within the past week. If backups are stored on a physical medium (e.g., tapes, CDs), we observed evidence that backups are encrypted before being transported.
 - b) We obtained and inspected the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observed evidence that the test/verification was successfully performed within the past 3 months.
 - c) We obtained a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. We randomly selected 5 computers and observed while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

Sexual Harassment

26. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, we obtained sexual harassment training documentation from management, and observed the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year.
27. We observed the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

28. We obtained the entity's annual sexual harassment report for the current fiscal period, observed that the report was dated on or before February 1, and observed it includes the applicable requirements of R.S. 42:344:

- a) Number and percentage of public servants in the agency who have completed the training requirements;
- b) Number of sexual harassment complaints received by the agency;
- c) Number of complaints which resulted in a finding that sexual harassment occurred;
- d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
- e) Amount of time it took to resolve each complaint.

Exceptions:

No exceptions were found as a result of applying the procedures listed above except:

Written Policies and Procedures:

1. The Town's policies and procedures do not address the following: (a) Budgeting - preparing, adopting, monitoring, and amending the budget; (b) Purchasing - how purchases are initiated, controls to ensure compliance with bid law, documentation required to be maintained; (c) Payroll - the approval process for employees rate of pay or pay rate schedules; (d) Contracting - types of services requiring written contracts, legal review, approval and monitoring process; (e) Credit Cards - how credit cards are controlled, allowable uses, documentation requirements, approval and monitoring process; (f) Travel Reimbursements - allowable expenses, the dollar thresholds, required documentation, approval process; (g) Ethics - system to monitor possible ethics violations and the requirement to maintain documentation that demonstrates that all employees and officials were notified of any changes to the Town's ethics policy; (h) Debt Service - debt issuance approval, disclosure requirements, debt service requirements, debt reserve requirements; (i) Information Technology - identification of critical data and frequency of backups in a separate physical location isolated from the network, periodic testing/verification that backups can be restored, use of antivirus software on all systems, timely application of all available system and software patches/updates, and identification of personnel, processes, and tool needed to recover operations after a critical event; (j) Sexual Harassment - employee training requirements for sexual harassment, agencies responsibilities, process for annual reporting.

Bank Reconciliations

2. Of the five bank statements tested none of them had evidence of management review.

Credit Cards

3. Of the four credit card statements selected for testing none had documentation of management approval by someone other than the authorized card holder.

Payroll

4. Four of the Town's timesheets tested did not have evidence of supervisor approval of attendance or sick leave

Ethics

- 5. The Town does not have policies and procedures on ethics.

Sexual Harassment

- 6. The Town could not provide documentation that the selected employees had taken one hour of sexual harassment classes during the year.
- 7. The Town does not have its sexual harassment policy and complaint procedure posted on its website..

Management's Response:

Management of the Town of Church Point concurs with the exceptions and are working to address the deficiencies identified.

We were engaged by the Town of Church Point 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 Town of Church Point 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.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
March 15, 2023