

**CITY COURT OF RAYNE, LOUISIANA**

**Financial Report**

**Year Ended September 30, 2025**

CITY COURT OF RAYNE, LOUISIANA

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# THIBODEAUX ACCOUNTING COMPANY

A LIMITED LIABILITY COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

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P. O. Box 34 • 801 THE BOULEVARD, SUITE B • RAYNE, LOUISIANA 70578 • (337) 334-7251 FAX (337) 334-7002

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## INDEPENDENT AUDITOR'S REPORT

The Honorable Luke Beslin  
City Judge  
City Court of Rayne  
Rayne, Louisiana

### Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the City Court of Rayne, Louisiana, a component unit of City of Rayne, as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the Court'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, each major fund, and the aggregate remaining fund information of the City Court of Rayne, Louisiana, as of September 30, 2025, 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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City Court of Rayne, Louisiana and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City Court of Rayne'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 the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of

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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, we exercise professional judgment and maintain professional skepticism throughout the audit, identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements. We also obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City Court of Rayne's internal control. Accordingly, no such opinion is expressed. We will 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 and conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City Court of Rayne'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 27-28 and the schedule of employer's share of net pension liability and the schedule of employer contributions on pages 29-30 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.

Management 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 City Court of Rayne's basic financial statements. The schedule of compensation, benefits and other payments to Agency Head or Chief Executive Officer and the Justice system funding schedule- collecting/disbursing entity are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Compensation, benefits and other payments to Agency Head or Chief Executive Officer and the Justice system funding schedule- collecting/disbursing entity are fairly stated in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report March 24, 2026 on our consideration of the City Court of Raynes 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 City Court of Rayne's internal control over financial reporting and compliance.



***Thibodeaux Accounting Company***  
A Limited Liability Company

Rayne, Louisiana  
March 24, 2026

## **Basic Financial Statements**

## CITY COURT OF RAYNE, LOUISIANA

## STATEMENT OF NET POSITION

September 30, 2025

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 62,453
Due from other governments	\$ 620
Due from fiduciary funds	-
Receivables	-
Restricted Assets:	
Cash and cash equivalents	8,438
Total Assets	<u>\$ 71,511</u>
Noncurrent Assets	
Capital assets (net)	<u>\$ 16,058</u>
Total Assets	<u>\$ 87,569</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred outflows of resources, pension related	<u>\$ 2,743</u>
Total Deferred Outflows of Resources	<u>\$ 2,743</u>
Total Assets and Deferred Outflows of Resources	<u><u>\$ 90,312</u></u>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts payable	\$ -
Total Current Liabilities	<u>\$ -</u>
Noncurrent Liabilities	
Net Pension Liability	<u>\$ 22,631</u>
Total Liabilities	<u>\$ 22,631</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred inflows of resources, pension related	<u>\$ 38,702</u>
Total Deferred Inflows of Resources	<u>\$ 38,702</u>
<b>NET POSITION</b>	
Net investment in capital assets	\$ 16,058
Unrestricted	<u>12,921</u>
Total Net Position	<u><u>\$ 28,979</u></u>
Total Liabilities and Net Position	<u><u>\$ 90,312</u></u>

The accompanying notes are an integral part of this statement.

CITY COURT OF RAYNE, LOUISIANA

STATEMENT OF ACTIVITIES  
Year Ended September 30, 2025

<u>Function / Program</u>	<u>Expenses</u>	<u>Program Revenues</u>	<u>Net (Expense) Revenue and Change in Net Position</u>
		Charges for Services, Fines, and Forfeits	2025 Governmental Activities
Governmental activities:			
General government	<u>86,315</u>	<u>\$66,536</u>	(\$19,779)
General revenues:			
Transfers			<u>-</u>
Change in net position			\$ (19,779)
Net position, beginning			<u>48,758</u>
Net position, ending			<u>\$ 28,979</u>

The accompanying notes are an integral part of this statement.

## **Fund Financial Statements**

CITY COURT OF RAYNE, LOUISIANA  
 GOVERNMENTAL FUND BALANCE SHEET  
 September 30, 2025

	<u>General Fund</u>	<u>Building and Maintenance Fund</u>	<u>Total</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 62,453	\$ -	\$ 62,453
Due from Fiduciary Funds	-	-	-
Due from Other Governments	620	-	620
Receivables	-	-	-
Restricted Assets:			
Cash and cash equivalents	-	8,438	8,438
Total Assets	<u>\$ 63,073</u>	<u>\$ 8,438</u>	<u>\$ 71,511</u>
<b>LIABILITIES</b>			
Accounts payable	\$ -	\$ -	\$ -
Total Liabilities	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>FUND BALANCE</b>			
Restricted for:			
Building and Maintenance Fund	\$ -	\$ 8,438	\$ 8,438
Unassigned	63,073	-	63,073
Total Fund Balance	<u>\$ 63,073</u>	<u>\$ 8,438</u>	<u>\$ 71,511</u>
Total Liabilities and Fund Balances	<u>\$ 63,073</u>	<u>\$ 8,438</u>	<u>\$ 71,511</u>

The accompanying notes are an integral part of this statement.

CITY COURT OF RAYNE, LOUISIANA

RECONCILIATION OF THE GOVERNMENTAL FUNDS  
BALANCE SHEET TO THE STATEMENT OF NET POSITION

SEPTEMBER 30, 2025

Fund Balances - Total Governmental Funds		\$	71,511
Amounts reported for governmental activities in the statement of net assets are different because:			
Capital assets used in governmental activities are not financial resources and therefore reported in the funds.			
Building Improvements, net of \$16,874 accumulated depreciation			12,350
Equipment, net of \$36,678 accumulated depreciation			3,708
Deferred Outflows			2,743
Net Pension Liability			(22,631)
Deferred Inflows			(38,702)
			<u>(42,532)</u>
Net Position of Governmental Activities		\$	<u>28,979</u>

The accompanying notes are an integral part of this statement.

## CITY COURT OF RAYNE, LOUISIANA

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN  
FUND BALANCE  
September 30, 2025

	<u>General Fund</u>	<u>Building and Maintenance Fund</u>	<u>Total</u>
Revenues:			
Criminal Fees	\$ 50,482	\$ -	\$ 50,482
Civil Court Fees	13,560	-	13,560
Building and Maintenance Fees		2,417	2,417
Miscellaneous	77	-	77
Total Revenues	<u>\$ 64,119</u>	<u>\$ 2,417</u>	<u>\$ 66,536</u>
Expenditures:			
General Government			
Judicial	\$ 85,652	\$ 37,516	\$ 123,168
Capital Outlay	-	-	-
Total Expenditures	<u>\$ 85,652</u>	<u>\$ 37,516</u>	<u>\$ 123,168</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (21,533)	\$ (35,099)	\$ (56,632)
Other Sources (Uses)			
Transfers In		\$ -	\$ -
Transfers Out	-	-	-
Total other sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	\$ (21,533)	\$ (35,099)	\$ (56,632)
Fund Balance, Beginning of Year	<u>84,606</u>	<u>43,537</u>	<u>128,143</u>
Fund Balance, End of Year	<u>\$ 63,073</u>	<u>\$ 8,438</u>	<u>\$ 71,511</u>

The accompanying notes are an integral part of this statement.

CITY COURT OF RAYNE, LOUISIANA

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS  
TO CHANGE IN NET POSITION FOR THE STATEMENT OF ACTIVITIES

SEPTEMBER 30, 2025

Net Change in Fund Balances - Total Governmental Funds \$ (56,632)

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

Governmental funds report capital outlays as expenditures. However,  
in the statement of activities the cost of 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 Balance	-	
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Depreciation expense for the year then ended	<u>(3,543)</u>	(3,543)
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Net change in pension liability and deferred inflows/outflows of resources		<u>40,396</u>
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Change in Net Position of Governmental Activities		<u><u>\$ (19,779)</u></u>
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The accompanying notes are an integral part of this statement.

## CITY COURT OF RAYNE, LOUISIANA

STATEMENT OF FIDUCIARY NET POSITION  
September 30, 2025

	<u>Custodial Funds</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 394,290
Accounts receivable	-
Total Assets	<u>\$ 394,290</u>
<b>LIABILITIES</b>	
Accounts payable	\$ 46,498
Due to other governments	\$ 192,600
Due to other funds	-
Total Liabilities	<u>\$ 239,098</u>
<b>NET POSITION</b>	
Restricted for individuals, organizations and other governments	<u>\$ 155,192</u>

The accompanying notes are an integral part of this statement.

CITY COURT OF RAYNE, LOUISIANA

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
September 30, 2025

	Custodial Funds
<b>ADDITIONS:</b>	
Fines and court costs	\$ 149,898
Contempt collections	34,000
Civil suit collections	144,611
Total Assets	<u>\$ 328,509</u>
<b>REDUCTIONS:</b>	
Civil and criminal fees distributed to others	\$ 308,236
Other	\$ -
Total Reductions	<u>\$ 308,236</u>
Net change in fiduciary position	\$ 20,273
Net position, beginning of year	<u>134,919</u>
Balances, end of year	<u><u>\$ 155,192</u></u>

The accompanying notes are an integral part of this statement.

## **Notes to the Financial Statements**

# CITY COURT OF RAYNE, LOUISIANA

## NOTES TO FINANCIAL STATEMENTS

September 30, 2025

### Note 1. Summary of Significant Accounting Policies

#### Basis of Presentation

The accompanying basic financial statements of the City Court of Rayne, Louisiana have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Such accounting and reporting procedures also conform to the guidance set forth in the Louisiana Governmental Audit Guide, and to the industry audit guide, Audits of State and Local Governmental Units.

#### Financial Reporting Entity:

The City Court Judge is an independently elected official and is a part of the operations of the City Court system. The City Court of Rayne is fiscally dependent on the City of Rayne for office space and courtrooms. The City of Rayne also has approval authority over the City Court's capital budget. For these reasons, the City Court of Rayne is a component unit of the City of Rayne.

#### Fund Accounting:

The accounting system of the City Court of Rayne is organized and operated on a fund basis whereby a separate self-balancing set of accounts is maintained for the purpose of carrying on certain activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. The funds maintained by the Court consist of the following major categories:

#### Governmental Funds

Governmental Funds account for all of the City Court's general activities, including the collection and disbursement of specific or legally restricted monies and the general operating expenses of the court.

General Fund—The general fund derives its revenues from charges made through the criminal court system and the civil court system, and expends these funds for certain operations of the court.

#### Special Revenue Funds

Special Revenue Funds- Special Revenue Funds are used to account for all specific revenue sources that are restricted to expenditures for specified purposes.

Building and Maintenance Fund- In accordance with Louisiana Statute RS 13:2080.1, the City Court collects from every person filing any type of civil suit or proceeding, and who is not otherwise exempt by law from payment of court cost, an additional sum to be placed in a separate account designated as the Building and Maintenance Fund. This fund is established and may be used for capital improvements for the building housing the City Court.

#### Fiduciary Funds

Fiduciary Funds—Fiduciary funds are used to account for assets held by the Court as an agent for other governments, individuals, or funds. The court maintains two custodial funds:

Trust Fund—The Trust Fund collects on judgments, traffic fines and receives traffic bonds pending final settlement. The Trust Fund makes payments in settlements of suits, and the traffic bonds are either refunded, or paid out as fines and court costs. The court costs are paid to the

# CITY COURT OF RAYNE, LOUISIANA

## NOTES TO FINANCIAL STATEMENTS

September 30, 2025

General Fund and the fine portion is paid to another government agency on traffic fines and forfeited traffic bonds.

Marshall's Trust Fund—This custodial fund accounts for the collection of worthless checks and fines and court costs on State charges. Payments are made to other governmental agencies and for restitution on the worthless checks.

### Basis of Accounting:

The modified accrual basis of accounting is utilized for the General Fund whereby revenues are recognized when they become available and measurable and expenditures when they are incurred. Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City Court considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred.

### Vacation and Sick Leave:

The City Court of Rayne has no vacation or sick leave policies as of September 30, 2024. City Court employees are paid by the City of Rayne.

### Equity Classifications:

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

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

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

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

1. Restricted fund balance – This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.
2. Committed fund balance – These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the Judge – the government's highest level of decision making authority. Those committed amounts cannot be used for any

**CITY COURT OF RAYNE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2025**

other purpose unless the Judge removes the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

3. Assigned fund balance – This classification reflects the amounts constrained by the Court’s “intent” to be used for specific purposes, but are neither restricted nor committed. The City Court of Rayne and the Judge have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.
4. Unassigned fund balance – This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

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

Fund balances for the period September 30, 2025 are as follows:

	For year ended September 30, 2025		
	General Fund	Building and Maintenance Fund	Total
Unassigned	63,073	-	63,073
Restricted	-	8,438	8,438
Total Fund			
Balances	\$ 63,073	\$ 8,438	\$ 71,511

**Net Position - Government-Wide Statements:**

Net position represents the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. The Court reports three categories of net position as follows:

1. Net investment in capital assets – consists of net capital assets reduced by outstanding balances of any related debt obligations and deferred inflows or resources attributable to the acquisition, constructions, or improvement of those assets and increase by balances of deferred outflows of resources related to those assets.
2. Restricted net position – net position is considered restricted if their use is constrained to a particular purpose. Restrictions are imposed by external organizations such as federal or state laws or buyers of the Court’s bonds. Restricted net position is reduced by liabilities and deferred inflows of resources related to the restricted assets.

# CITY COURT OF RAYNE, LOUISIANA

## NOTES TO FINANCIAL STATEMENTS

September 30, 2025

3. Unrestricted net position – consist of all other net position that does not meet the definition of the above two components and is available for general use by the Court.

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, management applies restricted resources first, then unrestricted resources as they are needed.

### Deferred Outflows of Resources and Deferred Inflows of Resources

In some instances, the GASB requires a government to delay recognition of decreases in net position as expenditures until a future period. In other instances, governments are required to delay recognition of increases in net position as revenues until a future period. In these circumstances, deferred outflows of resources and deferred inflows of resources result from the delayed recognition of expenditures or revenues, respectively. The City Court of Crowley recognizes deferred outflows of resources and deferred inflows of resources that are attributable to its pension plan.

### Note 2. Government-Wide Financial Statements (GWFS)

The Statement of Net Position (Exhibit A) and the Statement of Activities (Exhibit B) display information about the court as a whole. These statements include all the financial activities of the court. Information contained in these columns reflect the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed).

### Note 3. Budgets

The City Court is legally required to prepare a budget. The budget is prepared and adopted prior to the beginning of each fiscal year and amended prior to year end.

### Note 4. Cash and Cash Equivalents

Cash consists of funds in non-interest bearing checking accounts and interest bearing passbook accounts. The City Court of Rayne has no cash equivalents such as time deposits and money market accounts.

### Note 5. 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 disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could vary from these estimates.

### Note 6. Deposits with Financial Institutions

The City Court of Rayne's bank balances of deposits with financial institutions amounted to \$458,731 at September 30, 2025. Deposits were fully insured.

### Note 7. Capital Assets

Capital assets, which include furniture, fixtures, and equipment, are reported in the governmental activities columns in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. The City Court maintains a threshold level of \$500 or

**CITY COURT OF RAYNE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS  
September 30, 2025**

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.

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 assets. 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:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Office furniture	5-10
Equipment	5-10

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

The City of Rayne maintains and owns the majority of the capital assets utilized by The City Court.

Capital assets and depreciation activities as of and for the year ended September 30, 2025 are as follows:

	<u>2025</u>			<u>Balance 9/30/2025</u>
	<u>Balance 9/30/2024</u>	<u>Additions</u>	<u>Retirements</u>	
Governmental activities:				
Capital assets being depreciated				
Building Improvements	\$ 29,225	\$ -	\$ -	\$ 29,225
Equipment	40,384	-	-	40,384
Total capital assets being depreciated	<u>\$ 69,609</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 69,609</u>
Less accumulated depreciation for:				
Building Improvements	\$ 16,311	\$ 449	\$ -	\$ 16,760
Equipment	33,697	3,094	-	36,791
Total accumulated depreciation	<u>\$ 50,008</u>	<u>\$ 3,543</u>	<u>\$ -</u>	<u>\$ 53,551</u>
Total capital assets	<u>\$ 19,601</u>	<u>\$ (3,543)</u>	<u>\$ -</u>	<u>\$ 16,058</u>

Depreciation expense for the year ended September 30, 2025 was charged as follows:

Governmental Activities:	
General government	<u>\$3,543</u>

## CITY COURT OF RAYNE, LOUISIANA

### NOTES TO FINANCIAL STATEMENTS

September 30, 2025

#### Note 8. Expenses of City Court of Rayne Not Included in This Report

The City Court's administrative office is located in a building owned by the City of Rayne. The City of Rayne made on-behalf payments for the Court for salaries and fringe benefits and they are recorded as expenditures in the General Fund. The costs of maintaining and operating the building, as required by statute are paid by the City government and are not included in the accompanying financial statements.

#### Note 9. Related Party Transactions

At September 30, 2025, there are no related party transactions or related amounts receivable or payable.

#### Note 10. Litigation

The City Court of Rayne has no threatened or pending litigation against it at September 30, 2025.

#### Note 11. Retirement Benefits

##### *Plan Description*

One employee, the City Court Judge, of the City Court is provided with a pension through a cost-sharing multiple-employer defined benefit plan administered by the Louisiana State Employees' Retirement System (LASERS). Section 401 of Title 11 of the Louisiana Revised Statutes (LA RS 11:401) grants to LASERS Board of Trustees and the Louisiana Legislature the authority to review administration, benefit terms, investments, and funding of the plan. LASERS issues a publicly available financial report that can be obtained at [www.lasersonline.org](http://www.lasersonline.org).

##### *Benefits Provided*

The following is a description of the plan and its benefits and is provided for general information purposes only. Participants should refer to the appropriate statutes for more complete information.

##### *Retirement*

The age and years of creditable service required in order for a member to retire with full benefits are established by statute, and vary depending on the member's hire date, employer, and job classification. The rank and file members hired prior to July 1, 2006, may either retire with full benefits at any age upon completing 30 years of creditable service and at age 60 upon completing ten years of creditable service depending on their plan. Those members hired between July 1, 2006 and June 30, 2015, may retire at age 60 upon completing five years of creditable service and those hired on or after July 1, 2015 may retire at age 62 upon completing five years of creditable service. The basic annual retirement benefit for members is equal to 2.5% to 3.5% of average compensation multiplied by the number of years of creditable service. Additionally, members may choose to retire with 20 years of service at any age, with an actuarially reduced benefit.

Average compensation is defined as the member's average annual earned compensation for the highest 36 consecutive months of employment for members employed prior to July 1, 2006. For members hired July 1, 2006 or later, average compensation is based on the member's average annual earned compensation for the highest 60 consecutive months of employment. The maximum annual retirement benefit cannot exceed the lesser of 100% of average compensation or a certain specified dollar amount of actuarially determined monetary limits, which vary depending upon the member's age at retirement. Judges, court officers, and certain elected officials receive an additional annual retirement benefit equal to 1.0% of average compensation multiplied by the number of years of creditable service in their respective capacity. As an alternative to the basic retirement benefits, a member may elect to receive their retirement benefits under

## CITY COURT OF RAYNE, LOUISIANA

### NOTES TO FINANCIAL STATEMENTS

September 30, 2025

any one of six different options providing for reduced retirement benefits payable throughout their life, with certain benefits being paid to their designated beneficiary after their death.

Act 992 of the 2010 Louisiana Regular Legislative Session, changed the benefit structure for LASERS members hired on or after January 1, 2011. This resulted in three new plans: regular, hazardous duty, and judges. The new regular plan includes regular members and those members who were formerly eligible to participate in specialty plans, excluding hazardous duty and judges. Regular members and judges are eligible to retire at age 60 after five years of creditable service and, may also retire at any age, with a reduced benefit, after 20 years of creditable service. Hazardous duty members are eligible to retire with twelve years of creditable service at age 55, 25 years of creditable service at any age or with a reduced benefit after 20 years of creditable service. Average compensation will be based on the member's average annual earned compensation for the highest 60 consecutive months of employment for all three new plans. Members in the regular plan will receive a 2.5% accrual rate, hazardous duty plan a 3.33% accrual rate, and judges a 3.5% accrual rate. The extra 1.0% accrual rate for each year of service for court officers, the governor, lieutenant governor, legislators, House clerk, sergeants at arms, or Senate secretary, employed after January 1, 2011, was eliminated by Act 992. Specialty plan and regular members, hired prior to January 1, 2011, who are hazardous duty employees have the option to transition to the new hazardous duty plan.

Act 226 of the 2014 Louisiana Regular Legislative Session established new retirement eligibility for members of LASERS hired on or after July 1, 2015, excluding hazardous duty plan members. Regular members and judges under the new plan are eligible to retire at age 62 after five years of creditable service and, may also retire at any age, with a reduced benefit, after 20 years of creditable service. Average compensation will be based on the member's average annual earned compensation for the highest 60 consecutive months of employment. Members in the regular plan will receive a 2.5% accrual rate, and judges a 3.5% accrual rate, with the extra 1.0% accrual rate based on all years of service as a judge.

A member leaving employment before attaining minimum retirement age, but after completing certain minimum service requirements, becomes eligible for a benefit provided the member lives to the minimum service retirement age, and does not withdraw their accumulated contributions. The minimum service requirement for benefits varies depending upon the member's employer and service classification but generally is ten years of service.

#### ***Deferred Retirement Benefits***

The State Legislature authorized LASERS to establish a Deferred Retirement Option Plan (DROP). When a member enters DROP, their status changes from active member to retiree even though they continue to work and draw their salary for a period of up to three years. The election is irrevocable once participation begins. During DROP participation, accumulated retirement benefits that would have been paid to each retiree are separately tracked. For members who entered DROP prior to January 1, 2004, interest at a rate of one-half percent less than the System's realized return on its portfolio (not to be less than zero) will be credited to the retiree after participation ends. At that time, the member must choose among available alternatives for the distribution of benefits that have accumulated in the DROP account. Members who enter DROP on or after January 1, 2004, are required to participate in LASERS Self-Directed Plan (SDP) which is administered by a third-party provider. The SDP allows DROP participants to choose from a menu of investment options for the allocation of their DROP balances. Participants may diversify their investments by choosing from an approved list of mutual funds with different holdings, management styles, and risk factors.

Members eligible to retire and who do not choose to participate in DROP may elect to receive at the time of retirement an initial benefit option (IBO) in an amount up to 36 months of benefits, with an actuarial reduction of their future benefits. For members who selected the IBO option prior to January 1, 2004, such amount may be withdrawn or remain in the IBO account earning interest at a rate of one-half percent less

**CITY COURT OF RAYNE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS  
September 30, 2025**

than the System’s realized return on its portfolio (not to be less than zero). Those members who select the IBO on or after January 1, 2004, are required to enter the SDP as described above.

***Disability Benefits***

Generally, active members with ten or more years of credited service who become disabled may receive a maximum disability retirement benefit equivalent to the regular retirement formula without reduction by reason of age. Upon reaching age 60, the disability retiree may receive a regular retirement benefit by making application to the Board of Trustees. For injuries sustained in the line of duty, hazardous duty personnel in the Hazardous Duty Services Plan will receive a disability benefit equal to 75% of final average compensation or 100% of final average compensation if the injury was the result of an intentional act of violence.

***Survivor’s Benefits***

Certain eligible surviving dependents receive benefits based on the deceased member’s compensation and their relationship to the deceased. The deceased member who was in state service at the time of death must have a minimum of five years of service credit, at least two of which were earned immediately prior to death, or who had a minimum of twenty years of service credit regardless of when earned in order for a benefit to be paid to a minor or handicapped child. Benefits are payable to an unmarried child until age 18, or age 23 if the child remains a full-time student. The aforementioned minimum service credit requirement is ten years for a surviving spouse with no minor children, and benefits are to be paid for life to the spouse or qualified handicapped child.

The deceased regular member hired on or after January 1, 2011, must have a minimum of five years of service credit regardless of when earned in order for a benefit to be paid to a minor child. The aforementioned minimum service credit requirements for a surviving spouse are 10 years, 2 years being earned immediately prior to death, and active state service at the time of death, or a minimum of 20 years of service credit regardless of when earned. A deceased member’s spouse must have been married for at least one year before death.

***Permanent Benefit Increases/Cost-of-Living Adjustments***

As fully described in Title 11 of the Louisiana Revised Statutes, LASERS allows for the payment of permanent benefit increases, also known as cost-of-living adjustments (COLAs), that are funded through investment earnings when recommended by the Board of Trustees and approved by the State Legislature.

***Contributions***

Contribution requirements of active employees are governed by Title 11 of the Louisiana Revised Statutes and may be amended by the Louisiana Legislature. Employee contributions are deducted from a member’s salary and remitted to LASERS by participating employers along with the employer portion of the contribution.

The rates in effect during the plan year ending June 30, 2026 and during the plan year ended June 30, 2025 related to the City Court were as follows:

<b>Plan</b>	<b>Plan Status</b>	<b>Employee Contribution Rate</b>	<b>Employer Contribution Rate 2025</b>	<b>Employer Contribution Rate 2026</b>
Judges hired on or after 7/1/15	Open	11.5%	38.31%	35.24%

**CITY COURT OF RAYNE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2025**

The City Court’s contractually required composite contribution rate for the period from October 1, 2024 to June 30, 2025 was 38.31%, and for the period from July 1, 2025 to September 30, 2025 was 35.24%, of annual payroll, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any Unfunded Actuarial Accrued Liability. Contributions to the pension plan from the City Court were \$12,000 for the year ended September 30, 2025.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At September 30, 2025, the City Court reported a liability of \$22,631 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2025 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City Court’s proportion of the net pension liability was based on a projection of the City Court’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2025, the City Court’s proportion was 0.000502%, which was a decrease of 0.001147% from its proportion measured as of June 30, 2024.

At September 30, 2025, the City Court reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Experience	\$ 314	\$ -
Investment Earnings	-	(3,876)
Assumptions	-	-
Changes in proportion and differences between employer contributions and proportion of shared contributions	1,372	(34,826)
Employer Contributions	1,057	-
<b>Total</b>	<b>\$ 2,743</b>	<b>\$ (38,702)</b>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions totaling \$1,057 will be recognized in pension expense in the year ending September 30, 2026.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ending September 30:	<b>Total</b>
2026	\$ (32,961)
2027	(1,917)
2028	(1,476)
2029	(662)
	<u>\$ (37,016)</u>

**CITY COURT OF RAYNE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS  
September 30, 2025**

***Actuarial Assumptions***

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2025 are as follows:

Valuation Date	June 30, 2025
Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Expected Remaining Service Lives	2 years.
Investment Rate of Return	7.25% per annum, net of investment expenses
Inflation Rate	2.40% per annum.
Mortality	Non-disabled members - The PubG-2010 Healthy Retiree on a fully generational basis by Mortality Improvement Scale MP-2021.  Disabled members – Mortality rates based on the RP-2000 Disabled Retiree Mortality Table, with no projection for mortality improvement.
Termination, Disability, and Retirement	Termination, disability, and retirement assumptions were projected based on a five-year (2019-2023) experience study of the System's members.

Salary Increases were projected based on a 2019-2023 experience study of the System's members. The salary increase ranges for specific types of members are:

<u>Member Type</u>	<u>Lower Range</u>	<u>Upper Range</u>
Judges	2.4%	4.8%

Cost of Living Adjustments The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The projected benefit payments do not include provisions for potential future increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 8.30% for 2025. Best estimates of geometric real rates of return for each major asset class included in the System's target asset allocation as of June 30, 2025 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Cash	-	0.85%
Domestic equity	34%	4.42%
International equity	18%	5.22%

**CITY COURT OF RAYNE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS  
September 30, 2025**

Domestic fixed income	3%	2.53%
International fixed income	17%	5.37%
Alternative investments	28%	7.43%
<b>Total</b>	<b>100%</b>	<b>5.75%</b>

***Discount Rate***

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by PRSAC, taking into consideration the recommendation of the System’s actuary. Based on those assumptions, the System’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

***Sensitivity of the City Court’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate***

The following presents the City Court’s proportionate share of the Net Pension Liability using the discount rate of the pension plan, as well as what the City Court’s proportionate share of the Net Pension Liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate:

	<b>1.0% Decrease</b>	<b>Current Discount Rate</b>	<b>1.0% Increase</b>
<b>LASERS</b>			
Discount rate	6.25%	7.25%	8.25%
Share of NPL	\$ 34,449	\$ 22,631	\$ 14,762

***Support of Non-employer Contributing Entities***

Contributions received by a pension plan from non-employer contributing entities that are not in a special funding situation are recorded as revenue by the respective pension plan. The City Court recognizes revenue in an amount equal to their proportionate share of the total contributions to the pension plan from these non-employer contributing entities. During the year ended September 30, 2024, the City Court recognized revenue as a result of support received from non-employer contributing entities of \$5 for its participation in LASERS.

***Pension Plan Fiduciary Net Position***

Detailed information about the pension plan’s fiduciary net position is available in the separately issued LASERS 2024 Comprehensive Annual Financial Report at [www.lasersonline.org](http://www.lasersonline.org).

**Note 12. Evaluation of Subsequent Events**

Subsequent events have been evaluated through March 24, 2026. This date represents the date the financial statements were available to be issued.

## **Required Supplemental Information**

CITY COURT OF RAYNE, LOUISIANA  
GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE  
Year Ended September 30, 2025

	2025			Variance-- Positive (Negative)
	Budget		Actual	
	Original	Final		
Revenues:				
Criminal fees	\$ 65,067	\$ 65,721	\$ 50,482	\$ (15,239)
Civil court fees	-	-	13,560	13,560
Miscellaneous	100	89	77	(12)
Total Revenues	<u>\$ 65,167</u>	<u>\$ 65,810</u>	<u>\$ 64,119</u>	<u>\$ (1,691)</u>
Expenditures:				
General government--judicial				
Retirement	6,100	5,473	4,505	968
Compensation	45,464	44,074	46,967	(2,893)
Convention and meetings	26,147	24,900	23,907	993
Dues and subscriptions	2,040	2,387	2,040	347
Office expense	2,059	2,054	2,088	(34)
Miscellaneous	7,231	8,473	6,145	2,328
Capital Outlay	-	-	-	-
Total Expenditures	<u>\$ 89,041</u>	<u>\$ 87,361</u>	<u>\$ 85,652</u>	<u>\$ 1,709</u>
Excess Revenues over Expenditures	\$ (23,874)	\$ (21,551)	\$ (21,533)	\$ 18
Other sources (uses):				
Operating transfers out- Building and Maintenance fund	\$ -	\$ -	\$ -	\$ -
Operating transfers in- Fiduciary fund	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>\$ -</u>
Total other sources (uses)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	\$ (23,874)	\$ (21,551)	\$ (21,533)	\$ 18
Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -
Fund Balance, Beginning of Year	<u>\$ 84,606</u>	<u>\$ 84,606</u>	<u>\$ 84,606</u>	<u>\$ -</u>
Fund Balance, End of Year	<u><u>\$ 60,732</u></u>	<u><u>\$ 41,504</u></u>	<u><u>\$ 63,073</u></u>	<u><u>\$ 36</u></u>

The accompanying notes are an integral part of this statement.

CITY COURT OF RAYNE, LOUISIANA  
BUILDING AND MAINTENANCE FUND  
BUDGETARY COMPARISON SCHEDULE  
Year Ended September 30, 2025

	2025			Variance-- Positive (Negative)
	Budget		Actual	
	Original	Final		
<b>Revenues:</b>				
Building and Maintenance Fees	\$ 161,779	\$ 215,706	\$ 2,417	\$ (213,289)
Miscellaneous	-	-	-	-
Total Revenues	\$ 161,779	\$ 215,706	\$ 2,417	\$ (213,289)
<b>Expenditures:</b>				
Building and Maintenance	194,066	231,868	37,516	194,352
Capital Outlay	-	-	-	-
Total Expenditures	\$ 194,066	\$ 231,868	\$ 37,516	\$ 194,352
Excess Revenues over Expenditures	\$ (32,287)	\$ (16,162)	\$ (35,099)	\$ (18,937)
<b>Other sources (uses):</b>				
Operating transfers in- General Fund	\$ -	\$ -	\$ -	\$ -
Excess (deficiency) of revenues and other sources over expenditures and other uses	\$ (32,287)	\$ (16,162)	\$ (35,099)	\$ (18,937)
Fund Balance, Beginning of Year	\$ 43,537	\$ 43,537	\$ 43,537	\$ -
Fund Balance, End of Year	\$ 11,250	\$ 11,213	\$ 8,438	\$ (37,874)

The accompanying notes are an integral part of this statement.

CITY COURT OF RAYNE, LOUISIANA

Schedule of Employer Contributions  
For the year ended September 30, 2025

Louisiana State Employees' Retirement System (LASERS)  
(b)

Fiscal Year ended September 30,	(a) Statutorily Required Contribution	(b) Contributions in Relation to the Statutorily Required Contribution	(a-b) Contribution Deficiency (Excess)	Agency's covered payroll	Contributions as a % of Covered Payroll
2025	\$ 12,000	\$ 12,000	\$ -	\$ 18,000	66.7%
2024	\$ 15,274	\$ 15,274	\$ -	\$ 36,000	42.4%
2023	\$ 15,849	\$ 15,849	\$ -	\$ 36,000	44%
2022	\$ 15,552	\$ 15,552	\$ -	\$ 36,000	43.2%
2021	\$ 850	\$ 850	\$ -	\$ 2,000	42.5%
2020	\$ 17,182	\$ 17,182	\$ -	\$ 40,500	42.4%
2019	\$ 23,203	\$ 23,203	\$ -	\$ 57,000	40.7%
2018	\$ 18,648	\$ 18,648	\$ -	\$ 46,500	40.1%
2017	\$ 15,801	\$ 15,801	\$ -	\$ 41,000	38.5%
2016	\$ 12,942	\$ 12,942	\$ -	\$ 34,000	38.1%

\* Amounts presented were determined as of the end of the fiscal year (September 30).

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

**Notes to Required Supplementary Information**

***Change of Benefit Terms***

For LASERS, Act 37 provided a monthly benefit increase to retirees that on June 30, 2021 have attained age 60, have 30 or more years of service, have been retired 15 or more years, receive a monthly benefit of less than \$1,450, and have not participated in DROP or the Initial Benefit Option. The benefit increase is the lesser of \$300 per month or the amount needed to increase the monthly benefit to \$1,450.

Changes of benefit terms include a 1.5% COLA, effective July 1, 2016, provided by Acts 93 and 512 of the 2016 Louisiana Regular Legislative Session, and, added benefits for members of the Harbor Police Retirement System which was merged with LASERS effective July 1, 2015 by Act 648 of 2014.

***Changes of Assumptions***

*For LASERS, the inflation rate was increased from 2.30% to 2.40% for valuation dated June 30, 2024.*

*For LASERS, the investment rate of return was decreased from 7.40% to 7.25% for valuation dated June 30, 2022.*

*For LASERS, the investment rate of return was decreased from 7.55% to 7.40% for valuation dated June 30, 2021.*

*The investment rate of return was decreased from 7.60% to 7.55%, the inflation rate was decreased from 2.50% to 2.30% the salary increases changed for the lower range from 2.8%-3.8% to 2.6%-3.6% and the upper range from 5.3%-14.0% to 5.1% to 13.8% for the valuation dated June 30, 2020.*

*The investment rate of return was decreased from 7.65% to 7.60%, the inflation rate was decreased from 2.75% to 2.50% the average remaining services lives decreased from 3 years to 2 years, and the mortality table for non-disabled members changed to the RP-2014 Healthy Mortality Table for the valuation dated June 30, 2019.*

*The investment rate of return was decreased from 7.70% to 7.65% for the valuation dated June 30, 2018.*

*The investment rate of return was decreased from 7.75% to 7.70% and the inflation rate was decreased from 3.00% to 2.75% for the valuation dated June 30, 2017.*

The accompanying notes are an integral part of this statement.

CITY COURT OF RAYNE, LOUISIANA

Schedule of Employer's Proportionate Share of the Net Pension Liability  
For the year ended September 30, 2025

Louisiana State Employees' Retirement System (LASERS)

Fiscal Year ended June 30	Agency's Proportion of the Net Pension Liability (Asset)	Agency's Proportionate Share of the Net Pension Liability (Asset)	Agency's Covered Payroll	Agency's	Plan Fiduciary
				Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll	Net Position as a Percentage of the Total Pension Liability
2025	0.000502%	\$ 22,631	\$ 18,000	126%	79.3%
2024	0.001649%	\$ 89,676	\$ 36,000	249%	74.6%
2023	0.001717%	\$ 114,928	\$ 36,000	319%	68.4%
2022	0.001376%	\$ 104,022	\$ 27,000	385%	63.7%
2021	0.000000%	\$ -	\$ 12,000	0.0%	72.8%
2020	0.003638%	\$ 300,887	\$ 45,500	661.3%	58.0%
2019	0.003142%	\$ 227,635	\$ 54,000	421.5%	62.9%
2018	0.002624%	\$ 178,955	\$ 45,000	397.7%	64.3%
2017	0.002383%	\$ 167,735	\$ 39,500	424.6%	62.5%
2016	0.00203%	\$ 159,564	\$ 31,000	514.7%	57.7%

\* Amounts presented were determined as of the measurement date (fiscal year ended June 30)

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

**Notes to Required Supplementary Information**

***Change of Benefit Terms***

For LASERS, Act 37 provided a monthly benefit increase to retirees that on June 30, 2021 have attained age 60, have 30 or more years of service, have been retired 15 or more years, receive a monthly benefit of less than \$1,450, and have not participated in DROP or the Initial Benefit Option. The benefit increase is the lesser of \$300 per month or the amount needed to increase the monthly benefit to \$1,450.

Changes of benefit terms include a 1.5% COLA, effective July 1, 2016, provided by Acts 93 and 512 of the 2016 Louisiana Regular Legislative Session, and, added benefits for members of the Harbor Police Retirement System which was merged with LASERS effective July 1, 2015 by Act 648 of 2014.

***Changes of Assumptions***

*For LASERS, the inflation rate was increased from 2.30% to 2.40% for valuation dated June 30, 2024.*

For LASERS, the investment rate of return was decreased from 7.40% to 7.25% for valuation dated June 30, 2022.

For LASERS, the investment rate of return was decreased from 7.55% to 7.40% for valuation dated June 30, 2021.

The investment rate of return was decreased from 7.60% to 7.55%, the inflation rate was decreased from 2.50% to 2.30% the salary increases changed for the lower range from 2.8%-3.8% to 2.6%-3.6% and the upper range from 5.3%-14.0% to 5.1% to 13.8% for the valuation dated June 30, 2020.

The investment rate of return was decreased from 7.65% to 7.60%, the inflation rate was decreased from 2.75% to 2.50% the average remaining services lives decreased from 3 years to 2 years, and the mortality table for non-disabled members changed to the RP-2014 Healthy Mortality Table for the valuation dated June 30, 2019.

The investment rate of return was decreased from 7.70% to 7.65% for the valuation dated June 30, 2018.

The investment rate of return was decreased from 7.75% to 7.70% and the inflation rate was decreased from 3.00% to 2.75% for the valuation dated June 30, 2017.

The accompanying notes are an integral part of this statement.

## **Other Supplemental Information**

CITY COURT OF RAYNE, LOUISIANA  
 JUSTICE SYSTEM FUNDING SCHEDULE- COLLECTING/DISBURSING ENTITY  
 AS REQUIRED BY ACT 87 OF THE 2020 REGULAR LEGISLATIVE SESSION

September 30, 2025

	First Six Month Period Ended <u>3/31/25</u>	Second Six Month Period <u>Ended 9/30/25</u>
Beginning balance of amounts collected	\$ 217,024	\$ 214,008
Add: Collections-		
Criminal Court Costs/Fees	\$ 72,088	\$ 77,959
Criminal Fines-Contempt	\$ 16,600	\$ 17,400
Civil Fees	\$ 535,876	\$ 449,010
Criminal Fines- Other/Non-Contempt	\$ 34,861	\$ 28,390
Total Collected	<u>\$ 659,425</u>	<u>\$ 572,759</u>
Deductions: Collections Retained by Rayne City Court		
Civil Fees	\$ 6,780	\$ 6,780
Criminal Court Costs/Fees	\$ 6,592	\$ 2,504
Criminal Fines-Contempt	<u>\$ 16,600</u>	<u>\$ 17,400</u>
Deductions: Amounts Disbursed to Individuals and Entities Excluding Governments and Nonprofits		
Collection/Processing Fees Paid to 3rd Party Entities		
Civil Fee Refunds	\$ 2,158	\$ 1,935
Restitution Disbursements to Individuals and Entities, Excluding Governments or Nonprofits	\$ 33,160	\$ 27,560
Other Disbursements of Individuals and Entities, Excluding Governments or Nonprofits	<u>\$ 289</u>	<u>\$ 271</u>
Deductions: Total Disbursements to Other Governments and Nonprofits	<u>\$ 596,862</u>	<u>\$ 336,027</u>
Total Amounts Disbursed/Retained	\$ 662,441	\$ 392,477
Ending Cash Balance	\$ 214,008	\$ 394,290

The accompanying notes are an integral part of this statement.

CITY COURT OF RAYNE, LOUISIANA

SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS  
TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER  
September 30, 2025

Agency Head Name: Luke Beslin

<b>Purpose</b>	<b>Amount</b>
Salary*	\$ 51,020
Benefits-insurance*	3,270
Benefits-retirement*	19,726
Benefits-other	-
Car allowance	-
Vehicle provided by government	-
Per diem	1,031
Reimbursements	-
Conference Travel	-
Dues	1,220
Registration fees	1,950
Continuing professional education fees	4,373
Dues and subscriptions	-
Unvouchered expenses	-
Special meals	-
Other	-
	<hr/>
	<u>\$ 82,590</u>

\*Includes amounts from the Acadia Parish Police Jury and the City of Rayne.

The accompanying notes are an integral part of this statement.

**Compliance, Internal Control  
and Other Information**

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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 Luke Beslin  
City Judge  
City Court of Rayne  
Rayne, 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, each major fund, and the aggregate remaining fund information of the City Court of Rayne, Louisiana as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the City Court of Rayne Louisiana's basic financial statements and have issued our report thereon dated March 24, 2026.

### **Report on Internal Control Over Financial Reporting**

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or 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 over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and corrective action plan at 2025-1 and 2025-4 that we consider to be significant deficiencies.

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City Court of Rayne, Louisiana's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed two instances of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and they are described in the accompanying schedule of findings and corrective action plan at 2025-2 and 2025-3.

## City Court of Rayne Louisiana's Response to Findings

*Government Auditing Standards* requires the auditor to perform limited procedures on the City Court of Rayne Louisiana's response to the findings identified in our audit is described in the accompanying schedule of findings and corrective action plan. The City Court of Rayne Louisiana'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 it.

### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of management, others in the organization and the Office of the Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document. Therefore, its distribution is not limited.



**Thibodeaux Accounting Company**  
A Limited Liability Company

Rayne, Louisiana  
March 24, 2026

CITY COURT OF RAYNE, LOUISIANA

Schedule of Findings  
Year Ended September 30, 2025

PART I. SUMMARY OF AUDITOR'S RESULTS

FINANCIAL STATEMENTS

Auditor's Report

An unmodified opinion has been issued on the City Court of Rayne, Louisiana's basic financial statements as of and for the year ended September 30, 2025.

Internal Control - Financial Reporting

There were two significant deficiencies in internal control on financial reporting that were disclosed by the audit of the financial statement.

Material Noncompliance – Financial Reporting

The results of our tests disclosed two instances of noncompliance required to be reported under *Government Auditing Standards*.

PART II. FINDING RELATING TO AN AUDIT IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

2025-1 Finding: Financial Statements Not in Accordance With GAAP

The City Court does not have a staff person who has the qualifications and training to apply generally accepted accounting principles (GAAP) in recording the entity's financial transactions or preparing the financial statements.

Criteria:

The reporting entity should be able to prepare financial statements in accordance with GAAP without any outside assistance.

Cause of Condition:

The City Court does not have the funds to hire someone or to outsource this function.

Effect of Condition:

The financial statements may not be prepared in accordance with GAAP.

Recommendation:

We recommend that the City Court outsource this task to ensure the recording of the court's financial transactions in accordance with GAAP.

CITY COURT OF RAYNE, LOUISIANA

Schedule of Findings (Continued)  
Year Ended September 30, 2025

2025-2 Finding: Budget Violation

City Court did not properly amend their budget and fell short of budgeted revenues by 5% or more in the Building and Maintenance Fund.

Criteria:

Louisiana Revised Statute 39:1311 states that the total actual revenues and other sources shall not be 5% or less than budgeted revenues and that total actual expenses should not exceed budgeted expenses by 5% or more.

Cause of Condition:

Management did not properly amend the budget.

Effect of Condition:

City Court could spend funds in excess of budgeted amounts.

Recommendation:

City Court should comply with Louisiana Revised Statute 39:1309 and properly amend its budget upon a change in operations or conditions.

2025-3 Finding: Failure to Disburse Amounts Timely

City Court collected and failed to disburse amounts timely to applicable agencies.

Criteria:

City Court is required to disburse fines required by state statute monthly.

Cause of Condition:

The Court held fine money instead of disbursing timely.

Effect of Condition:

City Court could be out of compliance with applicable statutes.

Recommendation:

The City Court should disburse agency fund amounts monthly.

2025-4 Finding: Inadequate Controls Over Contracts for Services

The City Court should have policies and procedures in place to ensure that contracts for services are properly obtained.

CITY COURT OF RAYNE, LOUISIANA

Schedule of Findings (Continued)  
Year Ended September 30, 2025

Criteria:

The City Court continued to pay a vendor for services without a contract.

Cause of Condition:

The City Court did not adhere to its policies and procedures related to obtaining contracts for services.

Effect of Condition:

The City Court entered into an agreement for services without obtaining a proper contract. City Court continued to pay for invoices that were not clearly defined as to the services provided for the City Court.

Recommendation:

City Court should follow proper procedures when entering into a contract for services and should only pay for services that are supported by detailed invoices and proper contracts.

CITY COURT OF RAYNE, LOUISIANA

Corrective Action Plan  
Year Ended September 30, 2025

Response to Findings:

2025-1 City Court has evaluated the cost vs. benefits of establishing internal controls over the preparation of financial statements in accordance with GAAP, and determined that it is in the best interests of the court to outsource this task to its independent auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their contents and presentation.

Judge Luke Beslin is the responsible party. There is no estimated date of completion.

2025-2 Management will ensure that the budgets are properly amended upon a change in operations.

Judge Luke Beslin is the responsible party. The estimated date of completion is September 30, 2026.

2025-3 The Court will ensure that all amounts collected are disbursed timely and properly.

Judge Luke Beslin is the responsible party. The estimated date of completion is September 30, 2026.

2025-4 The Court is working on obtaining a contract before the next phase of services is to begin.

Judge Luke Beslin is the responsible party. The estimated date of completion is September 30, 2026.

CITY COURT OF RAYNE, LOUISIANA

Summary Schedule of Prior Audit Findings  
Year Ended September 30, 2025

2024-1 The City Court does not have a staff person who has the qualifications and training to apply generally accepted accounting principles (GAAP) in recording the entity's financial transactions or preparing the financial statements.

Recommendation: We recommend that the City Court outsource this task to ensure the recording of the Court's financial transactions in accordance with GAAP.

Status: Unresolved

2024-2 City Court did not properly amend their budget.

Recommendation: The City Court should comply with Louisiana Revised Statute 39:1309 and properly amend its budget upon a change in operations or conditions.

Status: Unresolved

2024-3 City Court collected and failed to disburse amounts timely to applicable agencies.

Recommendation: The City Court should disburse agency funds amounts monthly.

Status: Unresolved

2024-4 The City Court entered into an agreement with a vendor for software services without obtaining proper documentation to the type and scope of services that were being requested nor determining the cost of the service.

Recommendation: City Court should follow proper procedures when entering into a contract for services. The City of Rayne should be included in the process due to the City being fiscally responsible for paying the City Court's expenses.

Status: Unresolved

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## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES FOR THE YEAR ENDED SEPTEMBER 30, 2025

The Honorable Luke Beslin  
City Judge  
City Court of Rayne  
Rayne, Louisiana  
And the Louisiana Legislative Auditor

March 24, 2026

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, 2024- September 30, 2025. Rayne City Court's management is responsible for those C/C areas identified in the SAUPs.

Rayne City Court 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, 2024- September 30, 2025. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

### ***1. Written Policies and Procedures- Testing not required for FYE 9/30/2025.***

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- A. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:
- i) Budgeting*, including preparing, adopting, monitoring, and amending the budget
  - ii) Purchasing*, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.
  - iii) Disbursements*, including processing, reviewing, and approving
  - iv) Receipts/Collections*, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
  - v) Payroll/Personnel*, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.
  - vi) Contracting*, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.

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- vii) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- viii) **Credit Cards (and debit cards, fuel cards, purchase cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g. determining the reasonableness of fuel card purchases).
- ix) **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.
- x) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- xi) **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
- xii) **Prevention of Sexual Harassment**, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

**2. Board or Finance Committee- Testing not required for FYE 9/30/2025.**

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- A. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
  - i) Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
  - ii) For those entities reporting on the governmental accounting model, review the minutes from all regularly scheduled board/finance committee meetings held during the fiscal year and observe whether the minutes from at least one meeting each month referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual comparisons, at a minimum, on all proprietary funds, and semi-annual budget-to-actual comparisons, at a minimum, on all special revenue funds. *Alternately, for those entities reporting on the not-for-profit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.*
  - iii) For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.
  - iv) Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

**3. *Bank Reconciliations- Testing not required for FYE 9/30/2025.***

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- A. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:
- i) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated, electronically logged);
  - ii) Bank reconciliations include written evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation within 1 month of the date the reconciliation was prepared (e.g., initialed and dated, electronically logged); and
  - iii) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable

**4. *Collections (excluding electronic funds transfers)***

---

- A. Obtain 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. Randomly select 5 deposit sites (or all deposit sites if less than 5).

*The list was provided by management. Only one site for collections.*

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

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

*Exception noted.*

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

*No exceptions noted.*

- iii) Each employee responsible for collecting cash is not also 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.

*No exceptions noted.*

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

*No exceptions noted.*

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

*Policy was obtained. No exceptions noted.*

- D. Randomly select two deposit dates for each of the 5 bank accounts selected for Bank Reconciliations procedure #3A (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternatively, 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.* Obtain supporting documentation for each of the 10 deposits and:
- i) Observe that receipts are sequentially pre-numbered.  
*No exceptions noted.*
  - ii) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip  
*No exceptions noted.*
  - iii) Trace the deposit slip total to the actual deposit per the bank statement.  
*No exceptions noted.*
  - iv) Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).  
*No exceptions noted.*
  - v) Trace the actual deposit per the bank statement to the general ledger.  
*No exceptions noted.*

***5. Non-Payroll Disbursements (excluding card purchases, travel reimbursements, and petty cash purchases)- Testing not required for FYE 9/30/2025.***

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- A. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).
- B. For each location selected under procedure #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
  - i) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
  - ii) At least two employees are involved in processing and approving payments to vendors.
  - iii) The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
  - iv) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.
  - v) Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer or some other electronic means.

- C. For each location selected under procedure #5A above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction and:
  - i) Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity.
  - ii) Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #5B, as applicable.
- D. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements.

**6. Credit Cards/Debit Cards/Fuel Cards/Purchase Cards (Cards)- Testing not required for FYE 9/30/25**

- A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.
- B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and:
  - i) Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., itemized receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and
  - ii) Observe that finance charges and late fees were not assessed on the selected statements.
- C. Using the monthly statements or combined statements selected under procedure #6B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e. each card should have 10 transactions subject to testing). For each transaction, observe 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, the practitioner should describe the nature of the transaction and note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

**7. Travel and Travel- Related Expense Reimbursements (excluding card transactions)- Testing not required for FYE 9/30/2025.**

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

selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

- i) If reimbursed using a per diem, observe that the approved reimbursement rate is no more than those rates established either by the State of Louisiana ([doa.la.gov/doa/ost/ppm-49-travel-guide/](http://doa.la.gov/doa/ost/ppm-49-travel-guide/)) or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov)).
- ii) If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.
- iii) Observe that each reimbursement is supported by documentation of business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by Written Policies and Procedures procedure #1A(vii); and
- iv) Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

***8. Contracts- Testing not required for FYE 9/30/2025.***

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- A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:
  - i) Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised) if required by law.
  - ii) Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g. Lawrason Act, Home Rule Charter).
  - iii) If the contract was amended (e.g. change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, was approval documented).
  - iv) Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

***9. Payroll and Personnel- Testing not required for FYE 9/30/2025.***

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- A. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.
- B. Randomly select one pay period during the fiscal period. For the 5 employees/officials selected under #9A above, obtain attendance records and leave documentation for the pay period, and:

- i) Observe that all selected employees/officials documented their daily attendance and leave (e.g. vacation, sick, compensatory).
  - ii) Observe whether supervisors approved the attendance and leave of the selected employees/officials.
  - iii) Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.
  - iv) Observe the rate paid to the employees or officials agrees to the authorized salary/pay rate found within the personnel file.
- C. Obtain a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee/officials' cumulative leave records, agree the pay rates to the employee/officials' authorized pay rates in the employee/officials' personnel files and agree the termination payment to entity policy.
- D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments and workers' compensation premiums) have been paid, and associated forms have been filed, by required deadlines.

***10. Ethics – Testing not required for FYE 9/30/2025.***

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- A. Using the five randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain ethics documentation from management, and:
- i) Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal calendar year as required by R.S. 42:1170; and
  - ii) Observe whether the entity maintains documentation which demonstrates that each employee and official were notified of any changes to the entity's policy during the fiscal period, as applicable.
- B. Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

***11. Debt Service – Testing not required for FYE 9/30/2025.***

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- A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.
- B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

***12. Fraud Notice- Testing not required for FYE 9/30/2025.***

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- A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting

documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.

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

***13. Information Technology Disaster Recovery/Business Continuity- Testing not required for FYE 9/30/2025.***

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Perform the following procedures, **verbally discuss the results with management, and report “We performed the procedures and discussed the results with management.”**

- A. Obtain and inspect the entity’s most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government’s local server or network and (c) was encrypted.
- B. Obtain and inspect the entity’s most recent documentation that it has tested/verified that its backups can be restored (if there is no written documentation, then inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.
- C. Obtain a listing of the entity’s computers currently in use and their related locations, and management’s representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.
- D. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.
- E. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency’s information technology assets have completed the cybersecurity training as required by R.S. 42:1267. The requirements are as follows: Hired before June 9, 2020- completed the training; and Hired on or after June 9, 2020- completed the training within 30 days of initial service or employment.

***14. Prevention of Sexual Harassment- Testing not required for FYE 9/30/2025.***

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- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain sexual harassment training documentation from management, and observe that the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.
- B. Observe that 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).
- C. Obtain the entity’s annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344;

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

***Management's Response:***

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Management of the Rayne City Court concurs with the exceptions and is working to address the deficiencies identified.

We were engaged by Rayne City Court 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 Rayne City Court 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.



***Thibodeaux Accounting Company***

A Limited Liability Company  
Rayne, Louisiana  
March 24, 2026