

Village of Tickfaw, Louisiana

Annual Financial Statements

As of June 30, 2020 and for the Year Then Ended

**Village of Tickfaw**

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# Village of Tickfaw

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Dennis E. James, CPA  
Lyle E. Lambert, CPA  
Paul M. Riggs, Jr., CPA  
J. Bryan Ehrlich, CPA

Megan E. Lynch, CPA  
B. Jacob Steib, CPA  
Brody E. Howes, CPA  
Christie J. Barado  
Connor J. Collura  
Sharon B. Bravata  
Krystal L. Waddell  
Debbie G. Faust, EA



**JAMES  
LAMBERT RIGGS  
& ASSOCIATES, INC.**  
CERTIFIED PUBLIC ACCOUNTANTS  
www.jlrcpafirm.com

**AICPA**  
Member of  
American Institute of CPAs  
Society of Louisiana CPAs

## Independent Auditor's Report

The Honorable Mayor Anthony Lamonte  
and Members of the Board of Aldermen  
Village of Tickfaw, Louisiana

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the Village of Tickfaw, Louisiana as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Village of Tickfaw, Louisiana's basic financial statements as listed in the table of contents.

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

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

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Village of Tickfaw, Louisiana, as of June 30, 2020, 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.

***Other Matters***

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis; the Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual; the Schedule of Employer's Share of Net Pension Liability; and the Schedule of Employer Contributions on pages 7 through 14, 50 through 55, 56, and 57 be presented to supplement the basic financial statements. Such 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. 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.

***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Tickfaw, Louisiana's basic financial statements. The Schedule of Compensation Paid Elected Officials and the Schedule of Compensation, Benefits, and Other Payments to Agency Head are presented for purposes of additional analysis and are not a required part of the basic financial statements.

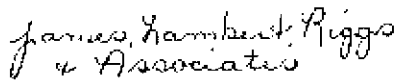
The Schedule of Compensation Paid Elected Officials and the Schedule of Compensation, Benefits, and Other Payments to Agency Head are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such 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 Paid Elected Officials and the

Village of Tickfaw, Louisiana

Schedule of Compensation, Benefits, and Other Payments to Agency Head 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 dated November 30, 2020, on our consideration of the Village of Tickfaw, Louisiana's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village of Tickfaw, Louisiana's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village of Tickfaw, Louisiana's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "James Lambert Riggs & Associates".

James, Lambert, Riggs and Associates, Inc.  
Hammond, Louisiana

November 30, 2020

**Required Supplemental Information (Part I)**  
Management's Discussion and Analysis

## Village of Tickfaw, Louisiana

### Management's Discussion and Analysis As of and for the Year Ended June 30, 2020

#### Introduction

The Village of Tickfaw, Louisiana (the Village) is pleased to present its Annual Financial Statements developed in compliance with Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - Management's Discussion and Analysis - For State and Local Governments* (GASB 34), and related standards.

The Village's discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the Village's financial activity, (c) identify changes in the Village's financial position, (d) identify any significant variations from the Village's financial plan, and (e) identify individual fund issues or concerns.

Since Management's Discussion and Analysis (MD&A) is designed to focus on the current year's activities, resulting changes, and currently known facts, please read it in conjunction with the Village's financial statements on pages 16 through 27 of this report.

#### Financial Highlights

- At June 30, 2020, the Village's assets and deferred outflow of resources exceeded its liabilities and deferred inflows of resources by \$3,344,679 (net position). Of this amount, \$382,040 (unrestricted net position) may be used to meet the Village's ongoing obligations to its citizens.
- For the year ended June 30, 2020, the Village's total net position decreased by \$4,387.
- At June 30, 2020, the Village's governmental funds reported combined ending fund balances of \$306,595, an increase of \$26,611 for the year. Of this amount, \$177,443 is available for spending at the Village's discretion (unassigned fund balances).
- At June 30, 2020, the Village's proprietary funds reported combined ending net position of \$2,627,587 a decrease of \$17,339 for the year.

#### Overview of the Annual Financial Report

The financial statement focus is on both the Village as a whole and on the major individual funds. Both perspectives, government-wide and major funds, allow the user to address relevant questions, broaden a basis for comparison, and enhance the Village's accountability. The statements then proceed to provide an increasingly detailed look at specific financial activities.

The MD&A is intended to serve as an introduction to the Village's basic financial statements, which consist of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.



## **Village of Tickfaw, Louisiana**

### **Management's Discussion and Analysis As of and for the Year Ended June 30, 2020**

#### **Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the Village's finances in a manner similar to a private-sector business. Governmental and business-type activities are presented in separate columns along with a total column for the primary government.

The Statement of Net Position presents information on the Village's assets and liabilities using the accrual basis of accounting, in a manner similar to the accounting used by private business enterprises. The difference between the assets and liabilities is reported as net position. Over time, the increases or decreases in net position and changes in the components of net position may serve as a useful indicator of whether the financial position of the Village is improving or deteriorating.

The Statement of Activities presents information showing how the Village's net position changed during the most recent fiscal year, focusing on both the gross and net costs of various activities, both governmental and business-type, that are supported by the Village's general tax and other revenues. This is intended to summarize and simplify the reader's analysis of the cost of various governmental services and/or subsidy to various business -type activities.

In both of the government-wide financial statements, the Village's activities are divided into two types:

- Governmental activities - Most of the Village's basic services are reported here, including general government, public safety, court costs, highways and streets, and sanitation. These activities are financed primarily by property taxes, franchise taxes, sales taxes, taxes on insurance premiums, occupational licenses, sanitation fees and fines.
- Business-type activities - The Village charges a fee to customers to help cover all of the cost of the services provided. The Village's water and sewer utility systems are reported in this section.

The government-wide financial statements include the Village of Tickfaw, Louisiana (primary government) only and can be found on pages 16 through 17 of this report.

## **Village of Tickfaw, Louisiana**

### **Management's Discussion and Analysis As of and for the Year Ended June 30, 2020**

#### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related and legal requirements. The Village uses two categories of funds to account for financial transactions: governmental funds and proprietary funds. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. Governmental funds are used to account for most of the Village's basic services. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows into and out of those funds and the balances that are left at year-end that are available for spending. These funds are reported using the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Village's general government operations and the basic services it provides. Governmental fund information helps to determine whether there are more or fewer financial resources that can be spent in the near future to finance the Village's programs. The basic governmental fund financial statements can be found on pages 19 through 22 of this report.

Proprietary funds account for water, and sewer utility services provided by the Village to its customers. Proprietary fund statements provide the same type of information as the government-wide financial statements, but the fund presentation provides more detail. The basic proprietary fund financial statements can be found on pages 23 through 27 of this report.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, there are differences in the information presented for governmental funds and for governmental activities in the government-wide financial statements. Review of these differences provides the reader of the financial statements insight on the long-term impact of the Village's more immediate decisions on the current use of financial resources. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. The reconciliations can be found on pages 20 and 22 of this report.

#### **Notes to the Financial Statements**

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 29 through 48 of this report.

## Village of Tickfaw, Louisiana

### Management's Discussion and Analysis As of and for the Year Ended June 30, 2020

#### Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The following table provides a summary of the Village's net assets for the current year as compared to the prior year. For more detailed information, see the Statement of Net Position on page 16 of this report.

<b>Net Position</b>				
<b>June 30, 2020 and 2019</b>				
	<u>2020</u>	<u>2019</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Assets:</b>				
Current and other Assets	\$ 545,798	\$ 601,950	\$ (56,152)	-9.33%
Capital Assets	2,962,639	3,014,899	(52,260)	-1.73%
Total Assets	<u>3,508,437</u>	<u>3,616,849</u>	<u>(108,412)</u>	-3.00%
Deferred Outflows of Resources	<u>20,449</u>	<u>19,818</u>	<u>631</u>	3.18%
<b>Liabilities:</b>				
Other Liabilities	89,608	179,483	89,875	50.07%
Net Pension Liability	<u>86,930</u>	<u>86,105</u>	<u>(825)</u>	-0.96%
Total Liabilities	<u>176,538</u>	<u>265,588</u>	<u>89,050</u>	33.53%
Deferred Inflows of Resources	<u>7,669</u>	<u>22,013</u>	<u>14,344</u>	65.16%
<b>Net Position:</b>				
Net Investment in Capital Assets	2,962,639	3,014,899	(52,260)	-1.73%
Unrestricted	<u>382,040</u>	<u>334,167</u>	<u>47,873</u>	14.33%
Total Net Position	<u>\$ 3,344,679</u>	<u>\$ 3,349,066</u>	<u>\$ (4,387)</u>	-0.13%

Approximately 89% of the Village's net position reflects its net investment in capital assets (land, buildings, equipment, infrastructure, and improvements) net of any outstanding related debt used to acquire those capital assets. These capital assets are used to provide services to citizens and do not represent resources available for future spending.

Approximately 11% of the Village's net position are unrestricted and may be used to meet the Village's ongoing obligations to its citizens.

In order to further understand what makes up the changes in net position, the following table provides a summary of the results of the Village's activities for the current year as compared to the prior year. An analysis of the primary sources of these changes follows the table. For more detailed information, see the Statement of Activities on page 17 of this report.

**Village of Tickfaw, Louisiana**

**Management's Discussion and Analysis  
As of and for the Year Ended June 30, 2020**

**Changes in Net Position  
For the Years Ended June 30, 2020**

	<u>2020</u>	<u>2019</u>	<u>\$ Change</u>	<u>% Change</u>
Revenues:				
Program Revenues:				
Charges for Services	\$ 725,901	\$ 694,487	\$ 31,414	4.52%
Operating Grants and Contributions	18,000	18,000	-	0.00%
Capital Grants and Contributions	30,690	24,758	5,932	23.96%
General Revenues	<u>287,621</u>	<u>289,460</u>	<u>(1,839)</u>	-0.64%
Total Revenues	<u>1,062,212</u>	<u>1,026,705</u>	<u>35,507</u>	3.46%
Expenses:				
Governmental Activities	689,837	682,629	(7,208)	-1.06%
Business-Type Activities	<u>376,761</u>	<u>387,369</u>	<u>10,608</u>	2.74%
Total Expenses	<u>1,066,598</u>	<u>1,069,998</u>	<u>3,400</u>	0.32%
Change in Net Position	(4,386)	(43,293)	38,907	-89.87%
Net Position, Beginning	<u>3,349,066</u>	<u>3,392,359</u>	<u>(43,293)</u>	-1.28%
Net Position, Ending	<u>\$ 3,344,679</u>	<u>\$ 3,349,066</u>	<u>\$ (4,386)</u>	-0.13%

**Governmental Activities**

The Village's governmental net position increased by \$12,952 to \$717,092.

**Business-Type Activities**

The Village's business-type net position decreased by \$17,339 to \$2,627,587.

**Fund Financial Analysis**

As noted earlier, the Village uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

## **Village of Tickfaw, Louisiana**

### **Management's Discussion and Analysis As of and for the Year Ended June 30, 2020**

#### **Governmental Funds**

The focus of the Village's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Village's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the Village's net resources available for spending at the end of the year. The basic governmental fund financial statements can be found on pages 19 through 22 of this report.

The general fund is the chief operating fund of the Village. At the end of the current year, the total fund balance for the general fund was \$175,016 all of which was unassigned. During the current year the general fund had an increase in fund balance of \$11,290.

As a measure of the general fund's liquidity, it may be useful to compare the fund balance to fund expenditures. At June 30, 2020, the fund balance of \$175,016 is approximately 28% of total general fund expenditures of \$615,661.

#### **Proprietary Funds**

The Village's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

## **Village of Tickfaw, Louisiana**

### **Management's Discussion and Analysis As of and for the Year Ended June 30, 2020**

#### **General Fund Budgetary Highlights**

For the general fund, actual revenues and other sources were \$7,371 more than final budgeted amounts. Actual expenditures were \$14,539 less than final budgeted amounts. The net change in fund balance was \$21,890 more than final budgeted amounts.

For the general fund, original budgeted revenues and other financing sources were \$627,800 and final budgeted revenues and other financing sources were \$619,600. Original budgeted expenditures and other uses were \$681,348 and final budgeted expenditures were \$630,200.

Significant variations from the general fund's original budget amounts and final budget amounts are as follows:

- Sales Taxes were increased by \$13,700.
- Police security detail revenue was decreased by \$7,000.
- Interest and other revenues were decreased by \$14,500.
- General liability insurance was increased by \$6,800.
- Police salaries were increased by \$21,700.
- Police security detail salaries were decreased by \$9,100.
- Transfers out to 1995 sales tax fund was decreased by \$50,000.

#### **Capital Assets and Debt Administration**

##### **Capital Assets**

The Village's net investment in capital assets for its governmental and business-type activities as of June 30, 2020 amounts to \$2,962,639 (net of depreciation). The total decrease in the Village's investment in capital assets for the current fiscal year was \$52,206 due primarily to depreciation expense of \$191,798 and asset additions \$139,592.

Major capital asset additions during the current fiscal year included the following:

- Addition of a mosquito machine for a total cost of \$4,500.
- Sewer improvements for a total cost of \$49,880.
- Lift Station Upgrades for a total cost of \$36,005.
- Addition of two regulators for a total cost of \$9,870.
- Addition of a generator for a total cost of \$20,890.
- Addition of a water shut off valve for a total cost of \$8,388.

The following table provides a summary of the Village's capital assets (net of depreciation) at the end of the current year as compared to the prior year. For more detailed information, see Note 7 to the financial statements on pages 41 and 42 of this report.

**Village of Tickfaw, Louisiana**

**Management’s Discussion and Analysis  
As of and for the Year Ended June 30, 2020**

**Capital Assets (Net of Depreciation)  
June 30, 2020 and 2019**

	Governmental Activities		Business- Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Land	\$ 126,285	\$ 126,285	\$ 104,238	\$ 104,238	\$ 230,523	\$ 230,523
Buildings	450,505	447,680	2,121	2,121	452,626	449,801
Infrastructure	797,743	797,743	-	-	797,743	797,743
Vehicles and Equipment	223,329	216,558	525,819	481,710	749,148	698,268
Water Utility System	-	-	1,895,549	1,895,549	1,895,549	1,895,549
Sewer Utility System	-	-	2,232,152	2,146,267	2,232,152	2,146,267
Accumulated Depreciation	(1,113,215)	(1,075,809)	(2,281,887)	(2,127,495)	(3,395,102)	(3,203,304)
Capital Assets, Net	\$ <u>484,647</u>	\$ <u>512,457</u>	\$ <u>2,477,992</u>	\$ <u>2,502,390</u>	\$ <u>2,962,639</u>	\$ <u>3,014,847</u>

**Long-Term Debt**

At June 30, 2020, the Village had no debt outstanding.

**Other Factors Affecting the Village**

The Village of Tickfaw’s management approach is conservative. When possible, the Mayor and Council attempt to provide services for the Village based on existing revenues and to finance long-term projects only when absolutely necessary. The Village actively pursues grant funds to minimize the cost of major projects to its citizens. The Village also attempts to keep utility rates at the minimum required to cover the costs of utility system operation.

**Contacting the Village’s Financial Management**

This financial report is designed to provide the Village’s citizens, taxpayers, creditors and investors with a general overview of the Village’s finances and show the Village’s accountability for the money it receives. Questions regarding this report or requests for additional information should be addressed to the Honorable Anthony Lamonte, Mayor, Post Office Box 249, Tickfaw, Louisiana 70466, telephone (985) 542-9249.

**Basic Financial Statements**  
**Government-Wide Financial Statements**



Village of Tickfaw

Statement A

Statement of Net Position  
For the Year Ended June 30, 2020

<b>Assets</b>	<b>Governmental Activities</b>	<b>Business- Type Activities</b>	<b>Total</b>
Cash	\$ 188,423	\$ 109,527	\$ 297,950
Investments in Certificates of Deposit	60,904	-	60,904
Investments in L.A.M.P.	-	53,373	53,373
Taxes Receivable	36,189	10,266	46,455
Accounts Receivable, Net	-	27,616	27,616
Due From Other Governments	1,650	-	1,650
Internal Balances	44,799	(44,799)	-
Utility Deposit	150	-	150
Inventory	-	57,700	57,700
Land	126,285	104,238	230,523
Capital Assets, Net	358,362	2,373,754	2,732,116
Total Assets	<u>816,762</u>	<u>2,691,675</u>	<u>3,508,437</u>
<b>Deferred Outflows of Resources</b>			
Pension Related	20,449	-	20,449
Total Deferred Outflows of Resources	<u>20,449</u>	<u>-</u>	<u>20,449</u>
<b>Liabilities</b>			
Accounts Payable	7,703	3,635	11,338
Other Accrued Expenses	7,366	43	7,409
Accrued Salary Payable	6,356	2,691	9,047
Accrued Vacation Payable	4,095	3,328	7,423
Due to Other Governments	-	325	325
Net Pension Liability	86,930	-	86,930
Customers' Deposits	-	54,066	54,066
Total Liabilities	<u>112,450</u>	<u>64,088</u>	<u>176,538</u>
<b>Deferred Inflows of Resources</b>			
Pension Related	7,669	-	7,669
Total Deferred Inflows of Resources	<u>7,669</u>	<u>-</u>	<u>7,669</u>
<b>Net Position</b>			
Net Investment in Capital Assets	484,647	2,477,992	2,962,639
Unrestricted	232,445	149,595	382,040
Total Net Position	<u>\$ 717,092</u>	<u>\$ 2,627,587</u>	<u>\$ 3,344,679</u>

The accompanying notes are an integral part of this statement.

Village of Tickfaw

Statement B

Statement of Activities  
For the Year Ended June 30, 2020

Functions/ Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business- Type Activities	Total
Governmental Activities:							
General and Administrative	\$ 201,375	\$ 58,705	\$ -	\$ -	\$ (142,670)	\$ -	\$ (142,670)
Police Department	325,186	299,971	18,000	-	(7,215)	-	(7,215)
Court Cost	28,379	27,130	-	-	(1,249)	-	(1,249)
Street Department	36,554	-	-	-	(36,554)	-	(36,554)
Street Lights	17,855	-	-	-	(17,855)	-	(17,855)
Sanitation	37,584	49,283	-	-	11,699	-	11,699
Mosquito Abatement	1,274	17,001	-	-	15,727	-	15,727
Fire Protection	21,686	-	-	-	(21,686)	-	(21,686)
Depreciation on Infrastructure	19,944	-	-	-	(19,944)	-	(19,944)
Total Government Activities	<u>689,837</u>	<u>452,090</u>	<u>18,000</u>	<u>-</u>	<u>(219,747)</u>	<u>-</u>	<u>(219,747)</u>
Business- Type Activities:							
Water Utility	171,457	124,019	-	30,690	-	(16,748)	(16,748)
Sewer Utility	205,304	149,792	-	-	-	(55,512)	(55,512)
Total Business- Type Activities	<u>376,761</u>	<u>273,811</u>	<u>-</u>	<u>30,690</u>	<u>-</u>	<u>(72,260)</u>	<u>(72,260)</u>
Total Primary Government	<u>\$ 1,066,598</u>	<u>\$ 725,901</u>	<u>\$ 18,000</u>	<u>\$ 30,690</u>	<u>(219,747)</u>	<u>(72,260)</u>	<u>(292,007)</u>
General Revenues:							
Taxes:							
Property Taxes					36,188	-	36,188
Franchise Taxes					22,712	-	22,712
Sales Taxes					162,108	54,036	216,144
Alcoholic Beverage Taxes					5,624	-	5,624
Interest Income					288	885	1,173
Donations					350	-	350
Sale of Capital Asset					3,780	-	3,780
Miscellaneous					1,650	-	1,650
Total General Revenues					<u>232,700</u>	<u>54,921</u>	<u>287,621</u>
Change in Net Position					12,953	(17,339)	(4,386)
Net Position, Beginning of Year					704,140	2,644,926	3,349,066
Net Position, End of Year					<u>\$ 717,093</u>	<u>\$ 2,627,587</u>	<u>\$ 3,344,680</u>

The accompanying notes are an integral part of this statement.

**Basic Financial Statements**  
Governmental Fund Financial Statements

Village of Tickfaw, Louisiana

Statement C

Balance Sheet  
Governmental Funds  
June 30, 2020

	Special Revenue Funds			Total
	General Fund	1995 Sales Tax Fund	Fire Protection Fund	
<b>Assets</b>				
Cash	\$ 89,760	\$ 33,632	\$ 65,031	\$ 188,423
Investment in Certificates of Deposit	40,603	20,301	-	60,904
Taxes Receivable:				
Public Utility Franchise	5,392	-	-	5,392
Sales and Use Taxes	20,531	10,266	-	30,797
Due From Other Funds	6,815	-	22,423	29,238
Due From Proprietary Fund	56,544	-	-	56,544
Due From Other Governments:				
Louisiana Beer Tax	1,650	-	-	1,650
Utility Deposit	-	-	150	150
<b>Total Assets</b>	<b>\$ 221,295</b>	<b>\$ 64,199</b>	<b>\$ 87,604</b>	<b>\$ 373,098</b>
<b>Liabilities and Fund Balances</b>				
<b>Liabilities:</b>				
Accounts Payable	\$ 7,703	\$ -	\$ -	\$ 7,703
Other Accrued Expenses	7,366	-	-	7,366
Accrued Salary	5,679	677	-	6,356
Accrued Vacation	3,109	986	-	4,095
Due to Other Funds	22,423	6,815	-	29,238
Due to Proprietary Fund	-	11,745	-	11,745
<b>Total Liabilities</b>	<b>46,280</b>	<b>20,223</b>	<b>-</b>	<b>66,503</b>
<b>Fund Balances:</b>				
Restricted for:				
Streets and Drainage	-	43,976	-	43,976
Fire Protection	-	-	87,604	87,604
Unassigned	175,015	-	-	175,015
<b>Total Fund Balances</b>	<b>175,015</b>	<b>43,976</b>	<b>87,604</b>	<b>306,595</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 221,295</b>	<b>\$ 64,199</b>	<b>\$ 87,604</b>	<b>\$ 373,098</b>

The accompanying notes are an integral part of this statement.

Village of Tickfaw, Louisiana

Statement D

Reconciliation of the Governmental Funds Balance Sheet to  
the Government-Wide Statement of Net Assets  
June 30, 2020

Fund Balances, Governmental Funds, Statement C \$ 306,595

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

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

Capital Assets, Net of Depreciation 484,647

Deferred outflows of resources used in governmental activities are not financial resources and therefore are not reported in these funds. This is the reported amount of deferred outflows of resources. 20,449

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in these funds. Long-term liabilities include the following:  
Net Pension Liability (86,930)

Deferred inflows of resources are not due and payable in the current period and, therefore, are not reported in these funds. (7,669)

Net Position, Governmental Activities, Statement A \$ 717,092

The accompanying notes are an integral part of this statement.

Village of Tickfaw, Louisiana

Statement E

Statement of Revenues, Expenditures, and Changes in Fund Balances  
Governmental Funds

For the Year Ended June 30, 2020

	Special Revenue Funds			Total
	General Fund	1995 Sales Tax Fund	Fire Protection Fund	
Revenues				
Taxes	\$ 145,457	\$ 54,036	\$ 21,515	\$ 221,008
Licenses, Permits and Fees	58,705	-	-	58,705
Intergovernmental	23,624	-	-	23,624
Fines and Forfeitures	293,501	-	-	293,501
Security Detail	6,470	-	-	6,470
Donations	350	-	-	350
Court Cost Revenue	27,130	-	-	27,130
Sanitation Services	49,283	-	-	49,283
Mosquito Abatement	17,001	-	-	17,001
Interest Income	-	215	73	288
Other Revenues	1,650	-	-	1,650
Total Revenues	<u>623,171</u>	<u>54,251</u>	<u>21,588</u>	<u>699,010</u>
Expenditures				
General and Administrative	193,563	-	-	193,563
Police Department	335,981	-	-	335,981
Street Department	-	35,191	-	35,191
Court Cost	28,379	-	-	28,379
Street Lights	17,855	-	-	17,855
Sanitation	37,584	-	-	37,584
Mosquito Abatement	1,274	-	-	1,274
Fire Protection	-	-	16,755	16,755
Capital Outlay	1,025	5,746	2,825	9,596
Total Expenditures	<u>615,661</u>	<u>40,937</u>	<u>19,580</u>	<u>676,178</u>
<b>Excess Revenues (Expenditures)</b>	<u>7,510</u>	<u>13,314</u>	<u>2,008</u>	<u>22,832</u>
<b>Other Financing Sources (Uses)</b>				
Sale of Fixed Assets	3,780	-	-	3,780
Total Other Financing Sources (Uses)	<u>3,780</u>	<u>-</u>	<u>-</u>	<u>3,780</u>
<b>Net Changes in Fund Balances</b>	11,290	13,314	2,008	26,612
<b>Fund Balances, Beginning</b>	163,726	30,662	85,596	279,984
<b>Fund Balances, Ending</b>	<u>\$ 175,016</u>	<u>\$ 43,976</u>	<u>\$ 87,604</u>	<u>\$ 306,596</u>

The accompanying notes are an integral part of this statement

Village of Tickfaw, Louisiana

Statement F

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances  
of Governmental Funds to the Statement of Activities  
For the Year Ended June 30, 2020

Net Change in Fund Balances, Governmental Funds, Statement E \$ 26,612

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

Capital outlays are reported in governmental funds as expenditures. However in the statement of activities, the cost of these assets is allocated over their estimated useful lives as depreciation expense. These differences consist of:

Capital Outlay	9,596
Depreciation Expense	(37,406)

Some expenses reported in the Statement of Activities do not require the use of current financial resources and are not reported as expenditures in governmental funds. These include the net change:

Non-employer Contributions to Cost-Sharing Pension plan	3,000
Pension Expense	11,151

Change in Net Position, Governmental Activities, Statement B \$ 12,953

The accompanying notes are an integral part of this statement.

Village of Tickfaw, Louisiana

Statement G

Statement of Net Position  
Proprietary Fund  
June 30, 2020

Assets	<u>Enterprise Fund</u>
Current Assets	
Cash	\$ 109,307
Accounts Receivable, Net	27,616
Sales Tax Receivable	10,266
Due From Other Funds	11,745
Total Current Assets	<u>158,934</u>
Restricted Assets	
Restricted Cash	220
Investments	53,373
Total Restricted Assets	<u>53,593</u>
Property, Plant, and Equipment	
Land	104,238
Plant and Equipment, at Cost	4,655,641
Less: Accumulated Depreciation	<u>(2,281,887)</u>
Net Property, Plant and Equipment	<u>2,477,992</u>
Other Assets	
Inventory	57,700
Total Other Assets	<u>57,700</u>
Total Assets	<u>2,748,219</u>
Liabilities	
Current Liabilities	
Accounts Payable	3,635
Accrued Payables	43
Accrued Salary	2,691
Accrued Vacation	3,328
Due to General Fund	56,544
Due to Other Governments	325
Total Current Liabilities	<u>66,566</u>
Current Liabilities (Payable from Restricted Assets)	
Customer Deposits Payable	54,066
Total Liabilities	<u>120,632</u>
Net Position	
Invested in Capital Assets	2,477,992
Unrestricted	149,595
Total Net Position	<u>\$ 2,627,587</u>

The accompanying notes are an integral part of this statement.



Village of Tickfaw, Louisiana

Statement H

Statement of Revenues, Expenses, and Changes in Net Position  
Proprietary Fund  
For the Year Ended June 30, 2020

	<u>Enterprise Fund</u>
Operating Revenues	
Water Sales	\$ 117,248
Penalties	4,350
Safe Drinking Water Fees	4,208
Tap in Fees	245
Sewer Charges	147,760
Total Operating Revenues	<u>273,811</u>
Operating Expenses	
Accounting and Auditing	21,634
Auto Fuel	3,178
Chlorine	6,480
Contract Labor	1,540
Depreciation	154,444
Equipment Rental	3,000
Insurance, Liability	4,448
Insurance, Vehicle	2,706
Insurance, Workers Compensation	5,208
Insurance, Health	-
Miscellaneous	1,917
Office Expense	1,422
Payroll Taxes	7,100
Postage	1,805
Repairs and Maintenance	27,038
Salaries	94,261
Safe Drinking Water Fees	4,874
Sewer Analysis	1,505

(Continued)

The accompanying notes are an integral part of this statement.

Village of Tickfaw, Louisiana

Statement H

Statement of Revenues, Expenses, and Changes in Net Position  
Proprietary Fund  
For the Year Ended June 30, 2020

Software	\$ 1,272
Telephone	5,567
Utilities	27,362
Total Operating Expenses	<u>376,761</u>
Operating Loss	<u>(102,950)</u>
Nonoperating Revenues (Expenses)	
Grant	30,690
Sales Tax	54,036
Other Income	-
Interest Revenue	885
Total Nonoperating Revenues (Expenses)	<u>85,611</u>
Change in Net Position	(17,339)
Net Position, Beginning	<u>2,644,926</u>
Net Position, Ending	<u>\$ 2,627,587</u>

(Concluded)

The accompanying notes are an integral part of this statement.

	<b>Enterprise Fund</b>
Cash Flows From Operating Activities	
Received From Customers	\$ 267,433
Payments For Operations	(145,181)
Payments For Employees	(99,809)
Payments to Other Funds	(1,824)
Net Cash Provided by Operating Activities	<u>20,619</u>
Cash Flows From Noncapital Financing Activities	
Received From Sales Tax	55,216
Received From Grants	30,690
Received From Other Income	-
Net Cash Provided by Noncapital Financing Activities	<u>85,906</u>
Cash Flows From Capital and Related Financing Activities	
Purchases of Fixed Assets	(129,994)
Net Cash Used by Capital and Related Financing Activities	<u>(129,994)</u>
Cash Flows From Investing Activities	
Receipt of Interest	885
Net Cash Provided by Investing Activities	<u>885</u>
Net Decrease in Cash	(22,584)
Cash, Beginning of Year	132,112
Cash, End of Year	<u>\$ 109,528</u>
Reconciliation of Cash and Cash Equivalents to the Statement of Net Assets	
Cash and Cash Equivalents, Unrestricted	\$ 109,308
Cash and Cash Equivalents, Restricted	220
Total Cash and Cash Equivalents	<u>\$ 109,528</u>

(Continued)

The accompanying notes are an integral part of this statement.

**Village of Tickfaw, Louisiana**  
**Statement of Cash Flows**  
**Proprietary Fund**  
**For the Year Ended June 30, 2020**

**Statement I**

**Enterprise  
Fund**

**Reconciliation of Net Operating Loss to Net Cash**

Provided used Operating Activities	
Operating Loss	\$ (102,950)
Adjustments to Reconcile Operating Loss to Net Cash	
Provided by Operating Activities:	
Depreciation	154,444
Change in Accounts Receivable	(3,940)
Change in Accounts Payable	(24,206)
Change in Accrued Payable	(18)
Change in Accrued Salary	999
Change in Accrued Vacation	554
Change in Due To Other Funds	(1,824)
Change in Customer Deposits	(2,440)
Net Cash Provided by Operating Activities	\$ <u>20,619</u>

(Concluded)

The accompanying notes are an integral part of this statement.

## Notes to the Financial Statements

## Village of Tickfaw, Louisiana

### Notes to the Financial Statements As of and for the Year Ended June 30, 2020

#### Introduction

The Village of Tickfaw, Louisiana was incorporated on April 15, 1957, under the provisions of the Lawrason Act. The Village operates under a Mayor/Board of Aldermen form of government. The Mayor and each of three aldermen are elected at large for four-year terms. The Aldermen are compensated per diem for each meeting attended. The Mayor receives a salary. The Village is located approximately 8 miles north of Hammond, Louisiana, on LA Highway 51 north of Interstate 12 and east of Interstate 55. The Village's total population is 694, as reported by the U.S. Census Bureau, Census 2010. The Village provides police protection, services to maintain and develop streets, drainage, and sanitation, general and administrative services, and utilities services for area residents. The Village provides water and sewer services to 310 water customers, and 253 sewer customers inside and outside of the Village limits and 226 garbage customers. The Village employs 14 full-time employees in addition to the Mayor and Board of Aldermen.

Governmental Accounting Standards Board (GASB) Statement No. 14, *The Reporting Entity*, established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this statement, the Village is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As used in GASB Statement No. 14, fiscally independent means that the Village may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt. There are no other component units which the Village of Tickfaw has an oversight relationship.

#### 1. Summary of Significant Accounting Policies

##### A. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

## Village of Tickfaw, Louisiana

### Notes to the Financial Statements As of and for the Year Ended June 30, 2020

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

#### **B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

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

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessment receivable, if any, due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The Village reports the following major governmental funds:

The *General Fund* is the Village's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in other funds.

The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are restricted by legal and regulatory provisions to finance specific activities. The 1995 Sales Tax Fund and the Fire Protection Fund are considered major funds for reporting purposes.

The 1995 Sales Tax Fund is funded by one half of a one percent sales tax for the purpose of constructing, improving, and maintaining streets and drainage facilities, including the overlaying of streets.

## **Village of Tickfaw, Louisiana**

### **Notes to the Financial Statements As of and for the Year Ended June 30, 2020**

The Fire Protection Fund is funded by a 10 mill property tax for the purpose of providing a fire department in Tickfaw.

The Village reports the following major proprietary funds:

The Enterprise Fund accounts for operations (a) that are financed and operated in a manner similar to private business enterprise where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule, if applicable, are payments-in-lieu of taxes and other charges between the government's enterprise operations. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

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

When both restricted and unrestricted resources are available for use, it is the Village's policy to use restricted resources first, then unrestricted resources as they are needed.



**Village of Tickfaw, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020**

**C. Deposits and Investments**

The Village’s cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. State law and the Village’s investment policy allow the Village to invest in collateralized certificates of deposit, government- backed securities, commercial paper, the state-sponsored investment pool and mutual funds consisting solely of government-backed securities.

The Village maintains investments in the Louisiana Asset Management Pool (LAMP), a non-profit corporation formed by an initiative of the State Treasurer and organized under the laws of Louisiana to operate as a local government investment pool. LAMP invests its assets only in securities and other obligations permissible under Louisiana law for local governments. Investments in LAMP are highly liquid and are considered to be cash equivalents.

**D. Receivables and Payables**

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds.” Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances.”

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

All trade and property tax receivables are shown net of an allowance for uncollectible amounts.

Property taxes are levied on a calendar year basis and become due on January 1 of each year. The following is a summary of authorized and levied ad valorem taxes:

	<u>Authorized Millage</u>	<u>Levied Millage</u>
Fire Protection	10	10
General Corporate Purposes	6.82	6.82
Total	<u>16.82</u>	<u>16.82</u>

At June 30, 2020, there were no taxpayers whose percentage of total assessed valuation was 5% or greater of the total assessed valuation.

## **Village of Tickfaw, Louisiana**

### **Notes to the Financial Statements As of and for the Year Ended June 30, 2020**

The Village assesses a 2% sales and use tax. Proceeds are dedicated to the following purposes:

The 1984 1% sales tax is to be used for the purpose of providing funds for the general fund of the Village and for additional purpose of providing funds for other lawful purposes of the Village. This tax is accounted for in the general fund.

In July 2007, citizens of the Village of Tickfaw voted to allocate one half of the 1995 1% sales tax to the Water and Sewer Utility Funds and one half to the 1995 Sales Tax Fund.

The sales tax is collected by the Tangipahoa Parish School Board and remitted to the Village in the month following the receipt by the School Board. The School Board receives the sales tax approximately one month after collection by vendors. Sales taxes collected by the School Board in June and July (which represent sales for May and June) and received by the Village in July and August have been accrued and are included under the caption "Taxes Receivable."

#### **E. Inventories and Prepaid Items**

All inventories are valued at cost using the first-in/first-out method. Inventories of the governmental funds are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### **F. Capital Assets**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g. roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Village maintains a threshold level of \$500 or more for capitalizing capital assets.

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

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

**Village of Tickfaw, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020**

All capital assets, other than land, are depreciated using the straight-line basis over the following useful lives:

Buildings	20-40 Years
Improvements	20-40 Years
Vehicles and Equipment	2-15 Years
Infrastructure	20-40 Years
Water Utility System	20-40 Years
Sewer Utility System	20-40 Years

**G. Compensated Absences**

The Village has the following policy relating to vacation and sick leave:

**Vacation**

Employees shall earn vacation by the following schedule:

- One (1) year of continuous service, 5 days (40 hours)
- Two (2) years of continuous service, 5 days (40 hours)
- Three (3) years of continuous service, 10 days (80 hours)
- Four (4) years of continuous service, 10 days (80 hours)
- Five (5) years of continuous service, 15 days (120 hours)

**Sick Leave**

Employees earn one day of sick leave per month. The maximum amount of sick leave that may be accrued is 24 days.

The cost of leave privileges, computed in accordance with GASB Codification Section C60, is recognized as a current-year expenditure in the governmental fund when leave is taken.

In accordance with GASB-16, *Accounting for Compensated Absences*, no liability has been accrued for unused employee sick leave.

The Police Department has the following policy relating to vacation and sick leave:

**Vacation**

- One (1) year of continuous service, ½ day per month
- Two (2) years of continuous service, ½ day per month
- Three (3) years of continuous service, 1 day per month
- Four (4) years of continuous service, 1 day per month
- Five (5) years of continuous service, 1 1/2 days per month

## Village of Tickfaw, Louisiana

### Notes to the Financial Statements As of and for the Year Ended June 30, 2020

#### H. Extraordinary and Special Items

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events within the control of the municipality, which are either unusual in nature or infrequent in occurrence.

#### I. Estimates

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

#### J. Reconciliations of Government-Wide and Fund Financial Statements

Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position is presented in Statement D of the basic financial statements. Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities is presented in Statement F of the basic financial statements.

#### K. Fund Balance Reporting Footnote

The Governmental Accounting Standards Board (GASB) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54). This Statement defines the different types of fund balances that a governmental entity must use for financial reporting purposes.

1. *Nonspendable*, such as fund balance associated with inventories, prepaids, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed, or assigned),
2. *Restricted* fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation,
3. *Committed* fund balance classification includes amounts that can be used only for the specific purposes determined by a resolution of the Board of Aldermen (the Village's highest level of decision making authority),
4. *Assigned* fund balance classification are intended to be used by the Village for specific purposes but do not meet the criteria to be classified as restricted or committed. The Board of Aldermen are authorized to assign amounts to a specific purpose, and

## **Village of Tickfaw, Louisiana**

### **Notes to the Financial Statements As of and for the Year Ended June 30, 2020**

5. Unassigned fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications.

It is the Village's policy to first apply restricted resources when an expenditure is incurred for which both restricted and unrestricted fund balance or net position is available. The Village considers committed amounts to be reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for which amounts in any of these unrestricted fund balance classifications could be used.

#### **L. Net Position**

For the government-wide statement of net position, equity is classified and displayed in three components:

1. Net Investment in Capital Assets – consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted Net Position- consists of net position with constraints placed on the use either by (a) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or by (b) laws through constitutional provisions or enabling legislation.
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 Village.

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.

#### **M. Deferred Outflows / Inflows of Resources**

The Statement of Financial Position will often report of a separate section for deferred outflows and deferred inflows of resources. Deferred outflows of resources represent a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources until then. Deferred inflows of resources represent an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources until that time.

## **Village of Tickfaw, Louisiana**

### **Notes to the Financial Statements As of and for the Year Ended June 30, 2020**

#### **2. Stewardship, Compliance and Accountability**

Budgetary procedures applicable to the Village are defined in state law, Louisiana Revised Statutes 39:1301-15. The major requirements of the Local Government Budget Act are summarized as follows:

1. The Village must adopt a budget each year for the general fund and each special revenue fund, if applicable.
2. The chief executive officer or equivalent must prepare a proposed budget and submit the proposed budget to the Board of Aldermen for consideration no later than fifteen days prior to the beginning of each fiscal year. At the same time, if total proposed expenditures are \$500,000 or more, a notice of public hearing on the proposed budget must be published in the official journal in each parish in which the Village has jurisdiction.
3. All action necessary to adopt and implement the budget must be completed prior to the beginning of the fiscal year.
4. Budgetary amendments involving the transfer of funds from one department, program or function to another or involving the increase in expenditures resulting from revenues exceeding amounts estimated, require the approval of the Board of Aldermen.
5. All budgetary appropriations lapse at the end of each fiscal year.
6. Budgets for the general fund and special revenue funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Governmental funds are presented on the modified accrual basis of accounting. Accordingly, the budgetary comparison schedules present actual expenditures in accordance with the accounting principles generally accepted in the United States on a basis consistent with the legally adopted budgets as amended. All budgetary amounts presented reflect the original budget and the amended budget (which have been adjusted for legally authorized revisions of the annual budget during the year).

## Village of Tickfaw, Louisiana

### Notes to the Financial Statements As of and for the Year Ended June 30, 2020

#### 3. Cash and Cash Equivalents

As reflected on Statement A, the Village has cash and cash equivalents totaling \$297,950 and investments in certificates of deposit totaling \$60,904 at June 30, 2020. These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At June 30, 2020, the Village had \$302,135 in demand deposits (collected bank balances) and \$60,905 in certificates of deposit secured from risk by \$250,000 of federal deposit insurance and pledged collateral of \$52,135.

#### Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Village's deposits may not be returned to it. As of June 30, 2020, \$52,135 of the Village's bank balance was exposed to custodial credit risk because it was uninsured or collateralized with securities held by the pledging institution's trust department or agent, but not in the entities name.

#### 4. Investments in LAMP

Investments held at June 30, 2020 consist of \$53,373 in the Louisiana Asset Management Pool (LAMP), a local government investment pool. LAMP is administered by the Louisiana Asset Management Pool, Inc., a non-profit corporation organized under the laws of the State of Louisiana. The primary objective of LAMP is to provide a safe environment for the placement of funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LA-R.S. 33:2955.

LAMP is an external investment pool that is not registered with the SEC as an investment company, but nevertheless operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company ACT of 1940. GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, requires the reporting of investment positions in 2a-7 like pools (such as LAMP) be based on the pool's share price.

The following disclosures are required by GASB Statement No. 31:

- The Village uses the quoted market prices to estimate the fair value of investments.
- None of the investments are reported at amortized cost.
- The Village has investments in one investment pool. The investment pool is LAMP, and the fair value of the position is the same as the value of the pool shares.
- There is no involuntary participation in an external investment pool.

Village of Tickfaw, Louisiana

Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020

5. Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts are based upon historical trends and the period aging and write-off of accounts receivable. Major receivables balances for the governmental activities include sales taxes, franchise taxes, and grants. Business-type activities report utilities earnings, sales taxes and grants as their major receivable.

In the fund financial statements, material receivables in governmental funds include revenue accruals such as sales taxes, franchise taxes, and grants and other similar intergovernmental revenues since they are usually both measurable and available. Non-exchange transactions collectible but not available are deferred in the fund financial statements in accordance with modified accrual, but not deferred in the government-wide financial statements in accordance with the accrual basis. Interest and investment earnings are recorded only if paid within 60 days since they would be considered both measurable and available. Proprietary fund revenues consist of all revenues earned at year-end and not yet received. Utility accounts receivable, sales taxes and grants comprise the majority of proprietary fund receivables. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging and write-off of accounts receivable.

The Governmental Funds receivables of \$37,839 at June 30, 2020, consist of the following:

Taxes:	
Public Utility Franchise	\$ 5,392
Sales and Use	30,797
Intergovernmental:	
State of Louisiana, Beer Tax Distribution	1,650
	<u>\$ 37,839</u>



**Village of Tickfaw, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020**

The Enterprise Fund accounts receivable of \$27,616 at June 30, 2020, consist of the following:

Active Accounts		
0 to 30 Days	\$	9,512
31 to 60 Days		5
61 to 90 Days		40
Over 90 Days		20,059
Total Accounts Receivables		<u>29,616</u>
Allowance for Bad Debts		<u>(2,000)</u>
Total Accounts Receivable, Net	\$	<u><u>27,616</u></u>

**6. Interfund Receivables/Payables and Transfers**

The following is a detailed list of interfund balances reported in the fund financial statements on June 30, 2020:

	<u>Due From Other Funds</u>	<u>Due to Other Funds</u>
General Fund	\$ 63,359	\$ 22,423
1995 Sales Tax Fund	-	18,560
Utility Fund	11,745	56,544
Fire Protection Fund	22,423	-
	<u>\$ 97,527</u>	<u>\$ 97,527</u>

The reasons for the interfund receivables/payables balances are as follows:

The reason for the interfund receivable in the General Fund is payroll and other expenses are paid in the General Fund for the 1995 Sales Tax Fund and Utility Fund. All amounts are expected to be repaid in full within one year from the date of the financial statements.

Property taxes are collected in the General Fund and transferred to the Fire Protection Fund.

**Village of Tickfaw, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020**

**7. Capital Assets**

Capital assets and depreciation activity as of and for the year ended June 30, 2020 for governmental activities is as follows:

	<b>Beginning Balance</b>	<b>Increases</b>	<b>Decreases</b>	<b>Ending Balance</b>
Capital Assets Not Being Depreciated:				
Land	\$ 126,285	\$ -	\$ -	\$ 126,285
Total Capital Assets Not Being Depreciated	126,285	-	-	126,285
Capital Assets Being Depreciated:				
Buildings and Improvements	447,680	2,825	-	450,505
Vehicles and Equipment	216,558	6,771	-	223,329
Infrastructure	797,743	-	-	797,743
Total Capital Assets Being Depreciated	1,461,981	9,596	-	1,471,577
Less Accumulated Depreciation for:				
Buildings	187,657	14,398	-	202,055
Vehicles and Equipment	213,270	3,064	-	216,334
Infrastructure	674,882	19,944	-	694,826
Total Accumulated Depreciation	1,075,809	37,406	-	1,113,215
Capital Assets Being Depreciated, Net	386,171	-	-	358,362
Governmental Activities Capital Assets, Net	\$ 512,456	\$ -	\$ -	\$ 484,647

Depreciation was charged to governmental functions as follows:

General Administration	\$ 7,812
Police Protection	3,356
Court Cost	-
Street Department	1,363
Mosquito Abatement	-
Fire Protection	4,931
Infrastructure	19,944
	\$ 37,406

**Village of Tickfaw, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020**

Capital assets and depreciation activity as of and for the year ended June 30, 2020 for business-type activities is as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>Capital Assets Not Being Depreciated:</b>				
Land	\$ 104,238	\$ -	\$ -	\$ 104,238
<b>Total Capital Assets Not Being Depreciated</b>	<u>104,238</u>	<u>-</u>	<u>-</u>	<u>104,238</u>
<b>Capital Assets Being Depreciated:</b>				
Buildings	2,121	-	-	2,121
Vehicles and Equipment	481,710	44,109	-	525,819
Water Utility System	1,895,549	-	-	1,895,549
Sewer Utility System	2,146,267	85,885	-	2,232,152
<b>Total Capital Assets Being Depreciated</b>	<u>4,525,647</u>	<u>129,994</u>	<u>-</u>	<u>4,655,641</u>
<b>Less Accumulated Depreciation for:</b>				
Buildings	1,273	70	-	1,343
Vehicles and Equipment	354,792	64,996	-	419,788
Water Utility System	735,388	45,110	-	780,498
Sewer Utility System	1,036,042	44,216	-	1,080,258
<b>Total Accumulated Depreciation</b>	<u>2,127,495</u>	<u>154,392</u>	<u>-</u>	<u>2,281,887</u>
<b>Capital Assets Being Depreciated, Net</b>	<u>2,398,152</u>	<u>(24,398)</u>	<u>-</u>	<u>2,373,754</u>
<b>Business- Type Activities Capital Assets, Net</b>	<u>\$ 2,502,390</u>	<u>\$ (24,398)</u>	<u>\$ -</u>	<u>\$ 2,477,992</u>

**Village of Tickfaw, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020**

**8. Accounts, Salaries, and Other Payables**

The payables of \$187,135 at June 30, 2020 are as follows:

	<u>General Fund</u>	<u>1995 Sales Tax Fund</u>	<u>Fire Protection Fund</u>	<u>Proprietary Fund</u>	<u>Total</u>
Accounts	\$ 7,703	\$ -	\$ -	\$ 3,635	\$ 11,338
Accrued Payables	-	-	-	43	43
Salaries	5,679	677	-	2,691	9,047
Vacation	3,109	986	-	3,328	7,423
Withholdings	6,262	-	-	-	6,262
Due to Other Funds	22,423	18,560	-	56,544	97,527
Due to Other Government	1,104	-	-	325	1,429
Customer Deposit	-	-	-	54,066	54,066
	<u>\$ 46,280</u>	<u>\$ 20,223</u>	<u>\$ -</u>	<u>\$ 120,632</u>	<u>\$ 187,135</u>

**9. Short-Term Debt**

The Village had no short-term debt outstanding at June 30, 2020.

**10. Dedication of Proceeds of Flow of Funds - Sales and Use Tax**

The Village assesses a 2% sales and use tax. Proceeds are dedicated to the following purpose:

- A. The 1984 1% sales tax is to be used for the purpose of providing funds for general fund of the Village and for the additional purpose of providing funds for any other lawful purposes of the Village. This tax is accounted for in the general fund.
- B. One half of the 1995 1% sales tax is to be used for the purpose of constructing, improving, and maintaining streets and drainage facilities, including the overlaying of streets and to fund bonds used for street overlay construction. One half of the 1995 1% sales tax is to be deposited into the Utility Fund for the additional purpose of providing funds for any other lawful purposes of the Utility Fund. This tax is accounted for one half in the 1995 Sales Tax Fund and One half in the Utility Fund.

## Village of Tickfaw, Louisiana

### Notes to the Financial Statements As of and for the Year Ended June 30, 2020

#### 11. Pension Plan

Some of the police department employees of the Village of Tickfaw are members of the Municipal Police Employees' Retirement System of Louisiana (System). This system is a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. Pertinent information relative to the plan follows:

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

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Police Employees Retirement System of Louisiana, 8401 United Plaza Boulevard, Baton Rouge, Louisiana 70809-2250, or by calling (225) 929-7411.

*Funding Policy.* Plan members are required by state statute to contribute 10% of their annual covered salary and the Village of Tickfaw is required to contribute at an actuarially determined rate. The contribution rate for the fiscal year ended June 30, 2020 was 32.49% of annual covered payroll. The contribution requirements of plan members and the Village of Tickfaw are established and may be amended by state statute. As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Village of Tickfaw's contributions to the System for the years ending June 30, 2020, 2019 and 2018, were \$9,748, \$9,675, and \$9,266 respectively, equal to the required contributions for each year.

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

At June 30, 2020, the Employer reported a liability of \$86,930 for its proportionate share of the Net Pension liability. The Net Pension Liability was measured as of June 30, 2019 and the total pension liability used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date. The Village's proportion of the Net Pension Liability was based on a projection of the Village's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2019, the Village's proportion was .009572% compared to .010185% measured as of June 30, 2018.

For the year ended June 30, 2020, the Village recognized a credit to pension expense of \$11,151 representing its proportionate share of the System's net expense, including amortization of deferred amounts.

**Village of Tickfaw, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020**

At June 30, 2020, the District 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
Differences between expected and actual experience	\$ 182	\$ 2,675
Changes of assumptions	4,871	-
Net difference between projected and actual earnings on pension plan investments	5,648	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	-	4,994
Employer contributions subsequent to the measurement date	9,748	-
Total	\$ 20,449	\$ 7,669

\$9,748 reported as deferred outflows of resources related to pensions resulting from Village contributions subsequent to the measurement date will be recognized as a reduction of the Net Pension Liability in the year ended June 30, 2021. 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 Ended	
June 30, 2020	2,505
June 30, 2021	(1,793)
June 30, 2022	911
June 30, 2023	1,410

## Village of Tickfaw, Louisiana

### Notes to the Financial Statements As of and for the Year Ended June 30, 2020

#### *Actuarial Assumptions*

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2019 are as follows:

<b>Valuation Date</b>	June 30, 2019
<b>Actuarial Cost Method</b>	Entry Age Normal Cost
<b>Actuarial Assumptions:</b>	
<b>Expected Remaining</b>	
<b>Service Lives</b>	2019 – 4 years 2018 – 4 years 2017 – 4 years 2016 – 4 years
<b>Investment Rate of</b>	
<b>Return</b>	7.125% net of investment expense
<b>Inflation Rate</b>	2.50%

The discount rate used to measure the total pension liability was 7.125%. 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.

The mortality rate assumption used was set based upon an experience study performed by the prior actuary on plan data for the period July 1, 2009 through June 30, 2014 and review of similar law enforcement mortality. The data was then assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the System's liabilities. Annuity values calculated based on this mortality were compared to those produced by using a set-back of standard tables. The result of the procedure indicated that the tables used would produce liability values approximating the appropriate generational mortality tables.

**Village of Tickfaw, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020**

The best estimates of the arithmetic nominal rates of return for each major asset class included in the System's target allocation as of June 30, 2019 are summarized in the following table:

Asset Class	June 30, 2019	
	Target Allocation	Long-Term Expected Portfolio Real Rate of Return
Equity	48.50%	3.28%
Fixed Income	33.50%	0.80%
Alternative	18.00%	1.06%
Other	0.00%	0.00%
Totals	100.00%	5.14%
Inflation		2.75%
Expected Nominal Return		7.89%

**Sensitivity to Changes in Discount Rate:**

The following presents the net pension liability of the participating employers calculated using the discount rate of 7.125%, as well as what the employers' net pension liability would be if it were calculated using a discount rate that is one percentage point lower 6.125% or one percentage point higher 8.125% than the current rate as of June 30, 2019.

	Changes in Discount Rate		
	1%	Current	1%
	Decrease 6.125%	Discount Rate 7.125%	Increase 8.125%
Net Pension Liability	\$ 1,265,376,513	\$ 908,167,473	\$ 608,504,802

**12. Retirement System**

Employees of the Village are members of the social security system. In addition to employee payroll deductions, Village funds are remitted to match the employee contributions. Aggregate contributions to the social security system for the year ended June 30, 2020 of \$59,672 was contributed by the Village.



## **Village of Tickfaw, Louisiana**

### **Notes to the Financial Statements As of and for the Year Ended June 30, 2020**

#### **13. Risk Management**

The Village is exposed to various risks of loss related to theft, damage, or destruction of assets, torts, injuries, natural disasters, and many other unforeseeable events. The Village purchases commercial insurance policies and bonds for any and all claims related to the aforementioned risks. The Village's payment of the insurance policy deductible is the only liability associated with these policies and bonds. There has been no significant decrease in insurance coverage from the prior year, and the amount of settlements has not exceeded the insurance coverage for the past three fiscal years.

#### **14. On-Behalf Payments by the State of Louisiana**

For the year ended June 30, 2020, the State of Louisiana made on behalf payments in the form of supplemental pay to the Village's policemen. In accordance with GASB 24, the Village has recorded \$18,000 of on behalf payments as revenue and as expense in the general fund.

#### **15. Litigation**

At June 30, 2020, the Village of Tickfaw was not involved in any litigation.

#### **16. Subsequent Events**

Management has evaluated subsequent events through the date that the financial statements were available to be issued, November 30, 2020 and determined that no events occurred that requires disclosure.

## Required Supplemental Information (Part II)

**Village of Tickfaw, Louisiana**

**Schedule 1**

**Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual  
General Fund  
For the Year Ended June 30, 2020**

**Village of Tickfaw, Louisiana**

**Schedule 1**

**Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual  
General Fund  
For the Year Ended June 30, 2020**

Revenues	Budgeted Amounts		Actual Amounts: GAAP Basis	Variance with Final Budget: Favorable (Unfavorable)
	Original	Final		
Taxes:				
Sales and Use Taxes	\$ 98,000	\$ 111,700	\$ 108,072	\$ (3,628)
Ad Valorem Taxes	17,500	17,100	14,673	(2,427)
Public Utility Franchise Taxes	26,200	25,600	22,712	(2,888)
Licenses, Permits and Fees:				
Business Licenses and Permits	9,300	9,200	8,469	(731)
Taxes on Insurance Premiums	51,500	50,500	48,443	(2,057)
Building & Mobile Home Permits	2,400	1,500	1,793	293
Intergovernmental:				
Louisiana Beer Tax Distribution	4,200	4,200	5,624	1,424
State Supplemental Pay	18,200	18,000	18,000	-
Fines and Forfeits:				
Fines	280,100	279,400	293,501	14,101
Security Detail	13,500	6,500	6,470	(30)
Donation	400	400	350	(50)
Municipal Court Revenue:				
Court Cost Revenue	22,400	23,900	27,030	3,130
Witness Fee Reimbursement	300	100	100	-
Sanitation Fees:				
Sanitation Fees	46,600	47,300	47,473	173
Sanitation Penalties	1,700	1,800	1,810	10
Mosquito Abatement Revenue:				
Mosquito Abatement Fees	16,900	17,000	17,001	1
Other Revenues:				
Other	16,100	1,600	1,650	50
Total Revenues	625,300	615,800	623,171	7,371

See auditor's report.

Continued

Village of Tickfaw, Louisiana

Schedule 1

Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual  
 General Fund  
 For the Year Ended June 30, 2020

Expenditures	Budgeted Amounts		Actual Amounts: GAAP Basis	Variance with Final Budget: Favorable (Unfavorable)
	Original	Final		
General and Administrative:				
Accounting and Auditing	\$ 7,300	\$ 7,200	\$ 7,200	\$ -
Animal Control	2,100	2,100	2,082	18
Assessor	500	-	-	-
Auto Expense	500	-	-	-
Beautification	500	-	-	-
Capital Outlay	1,200	-	-	-
Christmas Decorations	200	200	182	18
City Hall Gas	1,800	2,000	1,690	310
City Hall Utilities	1,700	1,900	1,870	30
Conventions and Travel	200	1,200	1,204	(4)
Computer Maintenance	2,600	3,000	2,691	309
Copier Lease	1,100	2,800	2,770	30
Coroner	400	-	-	-
Data Backup	-	-	-	-
Drug Testing	400	100	50	50
Dues, Bonds and Licenses	2,200	1,300	997	303
Insurance, E&O, PO liability	2,900	6,400	6,115	285
Insurance, Health	7,800	8,900	8,231	669
Insurance, Property	7,100	9,100	9,099	1
Insurance, Liability	1,400	8,200	8,362	(162)
Insurance, Vehicles	900	800	767	33
Insurance, Workers Compensation	600	600	523	77
Janitorial Services and Supplies	700	800	765	35
Kitchen Supplies	700	400	298	102
Legal	20,000	22,300	22,739	(439)
Miscellaneous	1,200	2,900	3,122	(222)
Office Expense	8,800	7,100	6,815	285
Official Journal	1,300	3,100	2,461	639
Payroll Taxes	6,100	6,100	6,204	(104)
Pest Control	2,700	1,200	1,139	61
Postage	800	700	581	119
Professional Fees	3,500	2,800	2,800	-
Public Relations	600	100	45	55
Repairs and Maintenance, City Hall	3,000	-	-	-
Salaries, Clerk	38,708	36,300	36,010	290
Salaries, Mayor and Council	40,800	41,000	41,040	(40)
Salary, Janitor	2,300	2,500	2,420	80
Telephone and Internet	6,900	4,900	4,638	262
Unemployment	600	600	761	(161)
Uniforms and Mats	7,200	7,900	7,892	8
Total General and Administrative	\$ 189,308	\$ 196,500	\$ 193,563	\$ 2,937

See auditor's report.

Village of Tickfaw, Louisiana

Schedule 1

Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual  
 General Fund  
 For the Year Ended June 30, 2020

	Budgeted Amounts		Actual Amounts: GAAP Basis	Variance with Final Budget: Favorable (Unfavorable)
	Original	Final		
Police Department:				
Accounting and Auditing	\$ 7,200	\$ 7,200	\$ 7,200	\$ -
Auto Fuel	17,400	19,200	17,858	1,342
Auto Repairs	5,800	6,200	5,464	736
Capital Outlay	5,000	400	1,025	(625)
Conventions and Travel	800	500	351	149
Dues	-	400	300	100
Drug & Psychological Testing	600	200	125	75
Insurance, Health	6,000	6,500	6,638	(138)
Insurance, Buildings	1,800	-	-	-
Insurance, Liability (Personnel)	14,400	11,200	13,993	(2,793)
Insurance, Vehicles	8,200	6,100	6,326	(226)
Insurance, Workers Compensation	19,900	17,100	15,780	1,320
Internet	800	700	610	90
Law Enforcement Fees	8,800	11,900	11,079	821
Legal Fees	400	-	-	-
Miscellaneous	1,000	2,200	2,491	(291)
Payroll Taxes	13,900	14,800	14,198	602
Police Retirement	10,000	9,900	9,750	150
Prisoner Housing	200	-	-	-
Repairs and Maintenance, Equipment	1,000	200	148	52
Salaries	171,900	193,600	188,372	5,228
Salaries, Overtime	4,000	-	-	-
Salaries, Security Detail	20,000	10,900	8,456	2,444
Salaries, Supplemental Pay	18,200	18,000	18,000	-
Supplies, Police	1,200	-	34	(34)
Supplies, Office	3,300	3,100	2,212	888
Telephone	6,400	6,000	4,731	1,269
Tracking	1,000	500	390	110
Training	300	1,800	1,373	427
Uniforms	1,200	100	102	(2)
Utilities	-	-	-	-
Total Police Department	<u>350,700</u>	<u>348,700</u>	<u>337,006</u>	<u>11,694</u>

See auditor's report.

Village of Tickfaw, Louisiana

Schedule 1

Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual  
General Fund  
For the Year Ended June 30, 2020

	Budgeted Amounts		Actual Amounts: GAAP Basis	Variance with Final Budget: Favorable (Unfavorable)
	Original	Final		
Municipal Court Cost				
Bailiff	\$ 500	\$ 400	\$ 394	\$ 6
Capital Outlay	-	-	-	-
Court Magistrate	7,300	7,200	7,200	-
Court Prosecutor	5,400	4,800	4,400	400
Credit Card Fees	3,200	3,000	3,223	(223)
Credit Card Lease	500	600	644	(44)
Legal	1,000	-	-	-
Miscellaneous	-	-	-	-
Office Expense	-	-	-	-
Payroll Taxes	800	900	883	17
Salaries, Court Clerk	10,140	11,600	11,472	128
Witness Fee	400	100	100	-
Workers Compensation	100	100	63	37
Total Municipal Court Cost	<u>29,340</u>	<u>28,700</u>	<u>28,379</u>	<u>321</u>
Street Lights and Sanitation:				
Park Utilities	-	-	222	(222)
Street Lights	17,200	17,800	17,633	167
Sanitation Collection	38,000	37,600	37,584	16
Total Street Lights and Sanitation	<u>55,200</u>	<u>55,400</u>	<u>55,439</u>	<u>(39)</u>
Mosquito Abatement:				
Capital Outlay	1,000	-	-	-
Payroll Taxes	100	-	-	-
Salaries	800	900	1,274	(374)
Supplies	4,900	-	-	-
Total Mosquito Abatement	<u>6,800</u>	<u>900</u>	<u>1,274</u>	<u>(374)</u>
Total Expenditures	<u>631,348</u>	<u>630,200</u>	<u>615,661</u>	<u>14,539</u>
Excess Revenues (Expenditures)	<u>(6,048)</u>	<u>(14,400)</u>	<u>7,510</u>	<u>21,910</u>
Other Financing Sources (Uses)				
Sale of Fixed Assets	2,500	3,800	3,780	(20)
Transfer to 1995 Sales Tax Fund	(50,000)	-	-	-
Total Other Financing Sources (Uses)	<u>(47,500)</u>	<u>3,800</u>	<u>3,780</u>	<u>(20)</u>
Net Change in Fund Balance	(53,548)	(10,600)	11,290	21,890
Unassigned Fund Balance, Beginning	159,281	163,726	163,726	-
Unassigned Fund Balance, Ending	<u>\$ 105,733</u>	<u>\$ 153,126</u>	<u>\$ 175,016</u>	<u>\$ 21,890</u>

(Concluded)

See auditor's report.

Village of Tickfaw, Louisiana

Schedule 2

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual

1995 Sales Tax Fund

For the Year Ended June 30, 2020

	Budgeted Amounts		Actual Amounts: GAAP Basis	Variance with Final Budget: Favorable (Unfavorable)
	Original	Final		
Revenues				
Sales and Use Taxes	\$ 49,000	\$ 55,200	\$ 54,036	\$ (1,164)
Interest Income	100	100	215	115
Total Revenues	<u>49,100</u>	<u>55,300</u>	<u>54,251</u>	<u>(1,049)</u>
Expenditures				
Auto Fuel	1,600	1,500	1,417	83
Capital Outlay	50,000	-	5,746	(5,746)
Diesel	2,900	-	542	(542)
Insurance, Health	800	-	-	-
Insurance, Liability	500	300	351	(51)
Insurance, Property	500	-	-	-
Insurance, Workers Compensation	3,700	2,200	2,098	102
Insurance, Vehicle	1,500	1,400	1,380	20
Miscellaneous	100	-	-	-
Payroll Taxes	2,600	1,600	1,618	(18)
Repairs and Maintenance	14,600	14,600	7,533	7,067
Salaries	34,000	20,400	20,199	201
Street Repairs	100	-	-	-
Street Signs & Supplies	400	100	53	47
Total Expenditures	<u>113,300</u>	<u>42,100</u>	<u>40,937</u>	<u>1,163</u>
Other Financing Sources (Uses)				
Transfer In From General Fund	50,000	-	-	-
Total Other Financing Sources (Use)	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	(14,200)	13,200	13,314	114
Restricted Fund Balance, Beginning	22,004	30,663	30,662	-
Restricted Fund Balance, Ending	<u>\$ 7,804</u>	<u>\$ 43,863</u>	<u>\$ 43,976</u>	<u>\$ 114</u>

See auditor's report.

Village of Tickfaw, Louisiana

Schedule 3

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual

Fire Protection Fund

For the Year Ended June 30, 2020

	Budgeted Amounts		Actual Amounts: GAAP Basis	Variance with Final Budget: Favorable (Unfavorable)
	Original	Final		
Revenues				
Ad Valorem Taxes	\$ 22,900	\$ 21,000	\$ 21,515	\$ 515
Interest Income	100	100	73	(27)
Total Revenues	<u>23,000</u>	<u>21,100</u>	<u>21,588</u>	<u>488</u>
Expenditures				
Building Improvements	1,800	-	-	-
Capital Outlay	5,300	-	2,825	(2,825)
Miscellaneous	700	1,600	1,236	364
Insurance	800	-	-	-
Utilities	6,100	5,500	5,075	425
Fire Protection	4,200	4,200	5,250	(1,050)
Repairs & Maintenance	1,300	10,400	5,194	5,206
Total Expenditures	<u>20,200</u>	<u>21,700</u>	<u>19,580</u>	<u>2,120</u>
Net Change in Fund Balance	2,800	(600)	2,008	2,608
Restricted Fund Balance, Beginning	<u>82,480</u>	<u>85,596</u>	<u>85,596</u>	<u>-</u>
Restricted Fund Balance, Ending	<u>\$ 85,280</u>	<u>\$ 84,996</u>	<u>\$ 87,604</u>	<u>\$ 2,608</u>

See auditor's report.



Village of Tickfaw

Schedule 4

Schedule of Employer's Share of Net Pension Liability  
For the Year Ended June 30, 2020

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Employer's Proportion of the Net Pension Liability (Asset)	0.957200%	0.010185%	0.010371%	0.010710%	0.018800%
Employer's Proportionate Share of the Net Pension Liability (Asset)	\$ 86,930	\$ 86,105	\$ 90,543	\$ 100,383	\$ 148,054
Employer's Covered-Employee Payroll	\$ 30,000	\$ 30,000	\$ 30,057	\$ 30,960	\$ 30,000
Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered-Employee Payroll	289.77%	287.02%	301.24%	324.23%	493.51%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	71.00%	71.89%	70.08%	70.73%	70.73%

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

See auditor's report.

**Village of Tickfaw**

**Schedule 5**

**Schedule of Employer Contributions  
For the Year Ended June 30, 2020**

	2020	2019	2018	2017	2016	2015	2014
Contractually required contribution	\$ 9,748	\$ 9,675	\$ 9,266	\$ 9,830	\$ 8,850	\$ 15,922	\$ 24,378
Contributions in relation to the contractually required contribution	(9,748)	(9,675)	(9,266)	(9,830)	(8,850)	(15,922)	(24,378)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Village's covered-employee payroll	\$ 30,000	\$ 30,000	\$ 30,057	\$ 30,096	\$ 30,000	\$ 50,546	\$ 86,619
Contributions as a percentage of covered-employee payroll	32.49%	32.25%	30.83%	32.66%	29.50%	31.50%	28.14%

See auditor's report.

## Other Supplemental Information

Village of Tickfaw, Louisiana

Schedule 6

Schedule of Compensation Paid Elected Officials  
Year Ended June 30, 2020

The schedule of compensation paid board members is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature:

<u>Elected Official</u>	<u>Term Expires</u>	<u>Compensation Received</u>
Anthony ‘Tony’ Lamonte, Mayor 14304 Nuccio Road Tickfaw, LA 70466 (985)345-8796	12/31/2022	\$ 30,060
Joseph M. Fedele, Alderman 49361 Fedele Rd Tickfaw, LA 70466 (985) 507-4805	12/31/2022	3,660
Stephen C. Galafaro, Alderman 50092 East Railroad Ave Tickfaw, LA 70466 (985) 542-9712	12/31/2022	3,660
Guy J. Ribando, Alderman 14339 Thomas Street Tickfaw, LA 70466 (985) 662-0503	12/31/2022	3,660
Frank E. Dibenedetto, JR, Chief of Police 14372 Oak Street Tickfaw, LA 70466 (985) 345-4677	12/31/2022	30,000
		\$ <u><u>71,040</u></u>

See auditor’s report.

Village of Tickfaw, Louisiana

Schedule 7

Schedule of Compensation, Benefits and Other Payments to Agency Head  
Year Ended June 30, 2020

Agency Head Name: Anthony Lamonte, Mayor

Salary	\$	30,060
Benefits - Insurance		-
Benefits - Retirement		-
Benefits - Payroll Taxes		2,300
Car Allowance		-
Vehicle Provided by Government		-
Per Diem		-
Reimbursements		-
Travel		-
Registration Fees		-
Conference Travel		-
Continuing Professional Education		-
Housing		-
Unvouchered Expenses		-
Special Meals		-
Cell Phone		-
Total	\$	<u>32,360</u>

See auditor's report.

Other Independent Auditor's Reports and  
Findings and Recommendations

Dennis E. James, CPA  
Lyle E. Lambert, CPA  
Paul M. Riggs, Jr., CPA  
J. Bryan Ehrlich, CPA

Megan E. Lynch, CPA  
B. Jacob Steib, CPA  
Brody E. Howes, CPA  
Christie J. Barado  
Connor J. Collura  
Sharon B. Bravata  
Krystal L. Waddell  
Debbie G. Faust, EA



**JAMES  
LAMBERT RIGGS  
& ASSOCIATES, INC.**  
CERTIFIED PUBLIC ACCOUNTANTS  
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Member of  
American Institute of CPAs  
Society of Louisiana CPAs

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 Mayor Anthony Lamonte  
and Members of the Board of Aldermen  
Village of Tickfaw, Louisiana

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, and each major fund of the Village of Tickfaw, Louisiana, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Village of Tickfaw, Louisiana's, basic financial statements, and have issued our report thereon dated November 30, 2020.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Village of Tickfaw, Louisiana's, internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village of Tickfaw, Louisiana's internal control. Accordingly, we do not express an opinion on the effectiveness of the Village of Tickfaw, 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 a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control,

Village of Tickfaw, Louisiana

described in the accompanying schedule of current year audit findings and responses as item 2020-001 that we consider to be a significant deficiency.

### **Compliance and Other Matters**

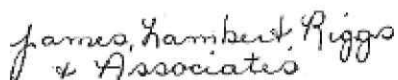
As part of obtaining reasonable assurance about whether the Village of Tickfaw, Louisiana's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statement. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of current year audit findings and responses as item 2020-002.

### **Village of Tickfaw, Louisiana's Response to Findings**

The Village of Tickfaw, Louisiana's response to the findings identified in our audit is described in the accompanying schedule of current year audit findings and responses. The Village of Tickfaw's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### **Purpose of this Report**

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



James, Lambert, Riggs and Associates, Inc.  
Hammond, Louisiana

November 30, 2020



**Village of Tickfaw, Louisiana**  
**Current Year Audit Findings and Responses**  
**For the Year Ended June 30, 2020**

We have audited, in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, and each major fund of the Village of Tickfaw, Louisiana as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Village of Tickfaw, Louisiana’s basic financial statements, and have issued our report thereon dated November 30, 2020. Our audit of the basic financial statements resulted in an unmodified opinion.

Section I Summary of Auditor’s Reports

1. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control:

Material Weakness	___	Yes	___	No
Significant Deficiencies	<u>X</u>	Yes	___	No

Compliance:

Compliance Material to the Financial Statements	<u>X</u>	Yes	___	No
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2. Management Letter

Was a management letter issued?	___	Yes	<u>X</u>	No
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Section II Financial Statement Findings

**Internal Control over Financial Reporting**

**2020-001 - Delinquent Town Receivables**

**Condition:**

As of June 30, 2020, the Village has \$19,951.71 in past due utility system receivables.

**Criteria:**

Amounts owed to the Village should be collected when due.

**Cause:**

The Village lacks adequate procedures and did not take action to enforce the timely collection of receivables.

**Effect:**

Lack of collection of receivables negatively impact the Village's cash flows and financial stability.

**Village of Tickfaw, Louisiana**  
Current Year Audit Findings and Responses  
For the Year Ended June 30, 2020

**Recommendation:**

We recommend the Village review current practices and develop a policy for the timely collection of receivables, including service cut-off, collection of deposit collateral for receivables, and legal assistance for collection of delinquent amounts. We also recommend the Village review outstanding balances to determine the adjustment of receivables that are deemed to be uncollectible.

**Management's Response:**

See management's response.

**Compliance and Other Matters**

**2020-002 – Lack of Adequate Restricted Cash for Utility Customer Deposits**

**Condition:**

During our audit and testing of utility customer deposits, it was noted that the Village had a liability of \$54,066 for these deposits. The balance in the restricted cash and LAMP investment accounts totaled \$53,373.

**Criteria:**

Utility customer deposits are recorded as a liability in the Village's Utility Fund. As these deposits are still owned by the customers, the Village is required to safeguard these deposits through the use of restricted cash and investment balances in the Utility Fund.

**Cause:**

The cause appears to be an oversight on the part of management. Utility customer deposits are currently being deposited and paid out through the Utility Fund's operating account, which is not a restricted bank account.

**Effect:**

By not having adequate restricted cash or investments on hand, the Village of Tickfaw does not have enough restricted assets to pay out all utility customer deposits on demand.

**Recommendation:**

We recommend the Village of Tickfaw transfer funds from the Utility Fund's operating bank account to the LAMP restricted investment account. We also recommend a separate utility customer deposit bank account to account for the inflows and outflows of all customer deposits.

**Management's Response:**

See management's response.

**Village of Tickfaw, Louisiana**  
Summary Schedule of Prior Year Audit Findings  
For the Year Ended June 30, 2020

**Internal Control over Financial Reporting**

**2019-001 – Delinquent Town Receivables**

**Condition:**

As of June 30, 2019, the Village has \$20,963 in past due utility system receivables.

**Recommendation:**

We recommend the Village review current practices and develop a policy for the timely collection of receivables, including service cut-off, collection of deposit collateral for receivables, and legal assistance for collection of delinquent amounts. We also recommend the Village review outstanding balances to determine the adjustment of receivables that are deemed to be uncollectible.

**Corrective Action Taken:**

None

**Compliance and Other Matters**

**2019-002 – Lack of Adequate Restricted Cash for Utility Customer Deposits**

**Condition:**

During our audit and testing of utility customer deposits, it was noted that the Village had a liability of \$50,241 for these deposits. The balance in the restricted cash and LAMP investment accounts totaled \$47,328.

**Recommendation:**

We recommend the Village of Tickfaw transfer funds from the Utility Fund's operating bank account to the LAMP restricted investment account. We also recommend a separate utility customer deposit bank account to account for the inflows and outflows of all customer deposits.

**Corrective Action Taken:**

The Village of Tickfaw transferred additional funds to the LAMP restricted investment account; however, this amount was not sufficient to cover the Village's utility customer deposit liability.

Village of Tickfaw  
Tickfaw, Louisiana

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5008<sup>th</sup> Hwy. 51  
P.O. Box 249  
Tickfaw, Louisiana 70466

**December 3, 2020**

**James, Lambert, Riggs & Associates, Inc.**  
**Certified Public Accountants**

**Regarding Management's Responses to the Audit Findings**

**2020-001 Delinquent Town Receivables**

**Condition:**

As of June 30, 2020, the Village has \$19,951.71 in past due utility system receivables.

**Management's Response:**

On June 30, 2020 there were \$19,951.71 in inactive customer accounts. Most of these accounts have been closed and should be moved from the Inactive status to the Closed status. On December 2, 2020, I met with the Town CPA and utility billing clerk to develop a policy for the timely collection of receivables, including service cut-off, collection of deposit collateral for receivables and legal assistance for collection of delinquent amounts. Our utility billing clerk contacted the Village's collection agency to verify the information needed to submit the delinquent accounts to the collection agency. She will also review the accounts in the Inactive status and identify those accounts are closed accounts. We will present the list of closed accounts to the council at the December 8, 2020 meeting for them to approve writing off the accounts and subsequently turning the closed accounts over to the Village's collection agency. Going forward all closed accounts that have a balance due to the Village will be presented to the Village's Council for approval to write off the accounts and turn them over to the Village's collection agency.

**2020-002 Lack of Adequate Restricted Cash for Utility Customer Deposits**

**Condition:**

During the audit and testing of utility customer deposits, it was noted that the Village had a liability of \$54,066 for these deposits. The balance in the restricted cash and LAMP investment accounts totaled \$53,373 leaving the restricted cash under funded by \$693.

**Management's Response:**

On December 2, 2020, we transferred \$5,000 from the Utility Fund operating account to the Restricted LAMP, investment account. We will continue to monitor these accounts to ensure they are not underfunded.

Sincerely,



**Anthony Lamonte, Mayor**

**Village of Tickfaw  
MAYOR**

Anthony "Tony" Lamonte

**COUNCIL**

Michael Joseph Fedele

Steve Galofaro

Guy Ribendo

**CHIEF OF POLICE**

Frank DiBenedetto

**MAYOR PRO TEM**

Steve Galofaro

**ATTORNEY AT LAW**

Maurice Trippi

**MUNICIPAL CLERK**

Ruby LeTard