

**EVANGELINE PARISH SOLID WASTE  
DISPOSAL COMMISSION**

**ANNUAL FINANCIAL REPORT**

**June 30, 2023**



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## INDEPENDENT AUDITOR'S REPORT

To the President and Commission Members  
Evangeline Parish Solid Waste Disposal Commission  
Ville Platte, Louisiana

### Report on the Audit of the Financial Statements

#### *Opinions*

We have audited the accompanying financial statements of the governmental activities of the Evangeline Parish Solid Waste Disposal Commission, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Evangeline Parish Solid Waste Disposal Commission, as of June 30, 2023, and the respective changes in financial position, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Evangeline Parish Solid Waste Disposal Commission and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the

design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

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

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Evangeline Parish Solid Waste Commission's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Evangeline Parish Solid Waste Commission's ability to continue as a going concern for a reasonable period of time.

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

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, schedule of employers share of net pension liability, and schedule of employer contributions on pages 36 through 39 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. Our opinion on the basic financial statements is not affected by this missing information.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Evangeline Parish Solid Waste Disposal Commission's basic financial statements. The accompanying schedule of compensation, benefits, and other payments to agency head, and the budgetary comparison schedule, as listed in the table of contents, as required by the State of Louisiana, are presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of compensation, benefits, and other payments to agency head, and the budgetary comparison schedule 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 December 7, 2023, on our consideration of the Evangeline Parish Solid Waste Disposal Commission'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 Evangeline Parish Solid Waste Commission'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 Evangeline Parish Solid Waste Disposal Commission's internal control over financial reporting and compliance.

Vige, Tujague & Noël

Vige, Tujague & Noël  
Eunice, Louisiana  
December 7, 2023

**BASIC FINANCIAL STATEMENTS**

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

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION

Statement of Net Position

June 30, 2023

	Governmental Activities
<b>ASSETS</b>	
Current assets:	
Petty cash	\$          60
Cash and interest-bearing deposits	2,533,694
Sales tax receivable	418,932
Accounts receivable	8,090
Other prepaid expenses	20,380
Prepaid insurance	131,469
Total current assets	3,112,625
Noncurrent assets:	
Security deposit	375
Capital assets, net (Note 7)	1,609,355
Total noncurrent assets	1,609,730
Total assets	4,722,355
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred outflows related to pensions	443,534
<b>LIABILITIES</b>	
Current liabilities:	
Accounts payable	258,650
Payroll taxes payable	1,465
Compensated absences payable	15,396
Total current liabilities	275,511
Noncurrent liabilities:	
Net pension liability	358,488
Total noncurrent liabilities	358,488
Total liabilities	633,999
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred inflows related to pensions	51,941
<b>NET POSITION</b>	
Invested in capital assets, net of related debt	1,609,355
Unrestricted	2,870,594
Total net position	\$ 4,479,949

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

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Statement of Activities  
For the Year Ended June 30, 2023

	<u>Governmental Activities</u>
EXPENSES:	
Solid waste collection and disposal:	
Operating	\$ 4,433,987
Depreciation	146,621
Interest	857
Pension Expense	81,471
Total program expenses	<u>4,662,936</u>
 PROGRAM REVENUES:	
Charges for collection and disposal	<u>41,718</u>
Net program expenses	<u>4,621,218</u>
 GENERAL REVENUE:	
Sales tax	4,712,097
Interest	2,215
Rent	41,283
Nonemployer pension contribution	8,679
Miscellaneous	43,596
Intergovernmental	37,262
FEMA Reimbursement	264,548
Gain (loss) on disposition of assets	16,500
Total general revenues	<u>5,126,180</u>
 Change in net position	<u>504,962</u>
 Net Position - beginning of the year	3,130,011
 Prior period adjustment	<u>844,976</u>
 Net Position - beginning of the year as restated	<u>3,974,987</u>
 Net Position - end of the year	<u><u>\$ 4,479,949</u></u>

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

**FUND FINANCIAL STATEMENTS (FFS)**

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION

Balance Sheet  
Governmental Funds  
June 30, 2023

	General Fund
<b>ASSETS</b>	
Petty cash	\$ 60
Cash and interest bearing deposits	2,533,694
Accounts receivable	8,090
Sales tax receivable	418,932
Prepaid expenses	20,380
Security deposits	375
<b>Total assets</b>	<b>\$2,981,531</b>
 <b>LIABILITIES AND FUND BALANCES</b>	
Liabilities:	
Accounts payable	\$ 258,650
Payroll taxes payable	1,465
Total current liabilities	260,115
 Total liabilities	 260,115
Fund balance:	
Committed	1,001,297
Unassigned	1,720,119
Total fund balance	2,721,416
 Total liabilities and fund balance	 \$2,981,531

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

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
 Reconciliation of the Governmental Funds  
 Balance Sheet to the Statement of Net Position  
 June 30, 2023

Total fund balances of governmental funds at June 30, 2023	\$ 2,721,416
Total net position 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.	1,609,355
Prepaid Insurance	131,469
Amounts related to pension recognition are not due and payable in the current period and, therefore, are not reported in the funds	33,105
Some liabilities are not due and payable in the current period and, therefore, are not reported as liabilities in the funds.	
Compensated absences	<u>(15,396)</u>
Net Position of Governmental Activities	<u><u>\$ 4,479,949</u></u>

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

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Statement of Revenues, Expenditures, and  
Changes in Fund Balance-Governmental Funds  
For the Year Ended June 30, 2023

	<u>General Fund</u>
REVENUES	
Sales Tax	\$ 4,712,097
Interest	2,215
Rent	41,283
Site Charges	41,718
Miscellaneous	43,596
Intergovernmental	37,262
FEMA Reimbursement	264,548
Total Revenues	<u>5,142,719</u>
EXPENDITURES	
Current Operating	4,464,011
Capital Outlay	333,080
Debt Service:	
Principal	53,367
Interest	857
Total Expenditures	<u>4,851,315</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>291,404</u>
OTHER FINANCING SOURCES (USES)	
Sale of Assets	16,500
Total other financing (uses) sources	<u>16,500</u>
Net Change in Fund Balance	307,904
FUND BALANCE, BEGINNING OF THE YEAR	<u>2,413,512</u>
FUND BALANCE, END OF THE YEAR	<u><u>\$ 2,721,416</u></u>

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

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
 Reconciliation of the Statement of Revenues,  
 Expenditures, and Changes in Fund Balances-Governmental Funds  
 To the Statement of Activities  
 For the Year Ended June 30, 2023

Total net change in fund balances for the year ended June 30, 2023 per the Statement of Revenues, Expenditures and Changes in Fund Balance	\$ 307,904
The change in net position reported for governmental activities in the statement of activities is different because:	
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>	
Capital outlay	\$ 333,080
Depreciation expense	<u>(146,621)</u> 186,459
<p>Repayment of principal on debt is an expenditure in the governmental funds but reduces the liability on the Statement of Net Assets. This is the amount of principal repaid in the current year.</p>	
	53,367
<p>Some items reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.</p>	
Compensated absences	(408)
Net effect of pension liability recognition	(72,792)
Difference in prepaid insurances between modified accrual and accrual basis	<u>30,432</u>
Total change in net position for the year ended June 30, 2023 per the Statement of Activities	<u>\$ 504,962</u>

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

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying basic financial statements of the Evangeline Parish Solid Waste Disposal Commission have been prepared in conformity with generally accepted accounting principles (GAAP) as applies to governmental units. The Governmental Accounting Standards Boards (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in the subsequent subsection of this note.

**Financial Reporting Entity**

The Commission is a specially-created commission, created pursuant to Act No. 710 of the regular session of the Louisiana Legislature for the year 1984, responsible for the parish-wide collection and disposal of solid waste. The Commission's major funding is provided by sales tax collections.

As the governing authority of the parish, for reporting purposes, the Evangeline Parish Government is the financial reporting entity for Evangeline Parish. The financial reporting entity consists of (a) the primary government (parish government), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statement to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the Evangeline Parish Government for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. This criterion includes:

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

The Act that created the Commission gives the Commissioners control over their operations. This includes the hiring and retention of employees, authority over budgeting, and responsibility for

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

deficits, power to incur debt and issue bonds, and the receipt and disbursement of funds. The Evangeline Parish Solid Waste Disposal Commission is financially independent and operates autonomously from the State of Louisiana and independently from the Evangeline Parish Government.

Therefore, the Commission reports as an independent reporting entity and the financial statements include only the transactions of the Evangeline Parish Solid Waste Disposal Commission.

***Basis of Presentation***

Government-Wide Financial Statements (GWFS)

The Statement of Net Position and Statement of Activities display information on all of the nonfiduciary activities of the Evangeline Parish Solid Waste Disposal Commission, the primary government, as a whole. They include all funds of the reporting entity. The statements present governmental activities. 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.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements

Fund financial statements of the reporting entity are organized on the basis of funds, each of which is considered to be separate accounting entities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. Fund financial statements report detailed information about the Evangeline Parish Solid Waste Disposal Commission. As a general rule, interfund eliminations are not made in the fund financial statements.

Funds of the Commission are classified as governmental funds. Governmental funds account for the Commission's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. The emphasis on fund financial statements is on major funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the Disposal Commission or meets the following criteria:

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

Governmental funds of the Commission include the General Fund. The General Fund is the primary operating fund of the Commission. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

**Measurement Focus and Basis of Accounting**

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

Measurement Focus:

In the fund financial statements, all governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. For this purpose, the Commission considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

The government-wide financial statements utilize an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in Net Position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Fund balance is classified as Net Position.

Basis of Accounting

In the government-wide statement of Net Position and Statement of Activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when they become “measurable and available” as net current assets. Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest on general long-term debt which are recognized when due.

Purchases of various operating supplies are regarded as expenditures at the time purchased, and inventories of such supplies (if any) are not recorded as assets at the close of the fiscal year.

Expenditures for insurance and similar services which extend over more than one accounting period are accounted for as expenditures of the period of acquisition.

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

**Assets, Liabilities, and Equity**

Cash, Interest-Bearing Deposits and Investments:

For the purpose of the Statement of Net Position, cash, interest-bearing deposits and investments includes all demand, savings accounts and certificates of deposits of the Commission. The Evangeline Parish Solid Waste Disposal Commission is authorized by LA RS 39:1211-1245 and 33:2955 to invest in United States Treasury Bonds, United States Treasury Notes, United States Treasury Bills, fully collateralized certificates of deposit issued by qualified commercial banks and savings and loan associations located within the State of Louisiana, fully collateralized repurchase agreements, fully collateralized interest-bearing checking accounts and any other investment allowed by state statute for local governments.

Receivables:

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Major receivable balances for the governmental activities include sales tax, dumpsite charges, and roll-off charges.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

In the fund financial statements, material receivables in governmental funds include sales tax, dumpsite charges, and roll-off charges since they are measurable and available. Interest and investments earnings are recorded when earned only if paid within 60 days since they would be considered both measurable and available.

Capital Assets

The accounting treatment over property, plant, and equipment (capital assets) depends on whether they are reported in the government-wide or fund financial statements.

Government-wide Statements

In the government-wide financial statements, capital assets are capitalized at historical cost or estimated historical cost if actual is unavailable, except for donated fixed assets, which are recorded at their estimates fair value at the date of donation. The Commission maintains a threshold level of \$5,000 or more for capitalizing capital assets. Estimated historical cost of \$275,709 was used to value the assets acquired prior to July 1, 1988.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position.

Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Equipment	7 - 10 years
Improvements	20 years
Buildings	40 years

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

Fund Financial Statements

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

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities column of the statement of net position.

In the fund financial statements, governmental fund types recognize debt issued as other financing sources. Repayment of the principal and interest is shown as an expenditure.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Deferred Outflows of Resources and Deferred Inflows of Resources

In some instances, the GASB requires a government to delay recognition of decreases in net position or fund balance as expenditures until a future period. In other instances, governments are required to delay recognition of increases in net position or fund balance as revenues until a future period. In these circumstances, deferred outflows of resources and deferred inflows of resources result from the delayed recognition of expenditures or revenues, respectively. At June 30, 2023, the Commission's deferred inflows and outflows of resources are attributable to its pension plan on the Statement of Net Position.

**Equity Classifications**

Government-wide Statements

Equity is classified as Net Position and displayed in three components:

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding
- b. Restricted Net Position – Consist of Net Position with constraints placed on the use either by (1) external groups, such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted Net Position – All other Net Position that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

Fund Statements

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

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

- a. Restricted fund balance. This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

- b. Committed fund balance. These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the Evangeline Parish Solid Waste Commission. Those committed amounts cannot be used for any other purpose unless the Commission removes the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.
  
- c. Assigned fund balance. This classification reflects the amounts constrained by the commission's "intent" to be used for specific purposes but are neither restricted nor committed. The Evangeline Parish Solid Waste Commission has the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.
  
- d. Unassigned fund balance. This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the Commission's policy to use externally restricted resources first unless prohibited by legal or contractual provisions, then unrestricted resources – committed, assigned, and unassigned – in order as needed.

Committed Assets:

Committed assets include cash and interest-bearing deposits of the general fund that are set aside for emergency use. This takes a two-thirds vote of a quorum present to allow usage of these funds. The Commission has set aside \$1,001,297 for this purpose.

**Revenues, Expenditures, and Expenses**

Sales Tax:

The Commission presently levies a one-percent sales tax on taxable sales within the Commission's district. The sales tax is collected by the Evangeline Parish Tax Commission and is remitted to the Commission by the end of the month following receipt by the Tax Commission. The Tax Commission receives the sales tax approximately 20 days after the end of the month in which the sales occurred. The sales tax is recorded entirely in the General Fund. Sales taxes collected by the Tax Commission in July (which represents sales for June) and received by the Commission in July have been accrued and are included under the caption "Sales Tax Receivable" in the Statement of Net Position.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Operating Revenues and Expenses:

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

Expenditures/Expenses:

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

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

Governmental Funds – By Character:	Current
	Debt Service
	Capital Outlay

In the fund financial statements, governmental funds report expenditures of financial resources.

**Budget and Budgetary Accounting**

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

1. Prior to May 31, the Commission manager meets with the Budget and Finance Committee to draw up the budget.
2. A summary of the budget is published and made available for public inspection.
3. A public hearing is held during the regular June meeting of the Commission. The budget is then adopted by resolution of the Commission.
4. Amendments to any items of the budget must be approved by the Commission.
5. Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles of the United States of America. Budgeted amounts are as originally adopted or as amended during the year by the Commission
6. Operating appropriations, to the extent not expended or encumbered, lapse at year-end. Capital appropriations continue in force until the project is completed or deemed abandoned.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

7. Budgets for funds are adopted on a basis consistent with generally accepted accounting principles of the United States of America. Budgeted amounts are as originally adopted or as amended from time to time by the Board of Commissioners. The Budget was amended prior to the fiscal year end June 30, 2023.

**Use of Estimates**

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

**Subsequent Events**

FASB issued SFAS No 165, Subsequent Events (ASC 855) establishes general standards for accounting for and disclosures of events that occur after the balance sheet date but before financial statements are issued or are available to be issued. We have evaluated events subsequent to the balance sheet through December 7, 2023, the date the financial statements were available to be issued.

**NOTE 2 – PENSION PLANS**

Parochial Employees' Retirement System of Louisiana is the administrator of a cost sharing multiple employer defined benefit pension plan. The System was established and provided for by R.S.11:1901 of the Louisiana Revised Statute (LRS).

The System provides retirement benefits to employees of taxing districts of a parish or any branch or section of a parish within the State which does not have their own retirement system and which elects to become members of the System.

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

Eligibility Requirements:

All permanent parish government employees (except those employed by Orleans, Lafourche and East Baton Rouge Parishes) who work at least 28 hours a week shall become members on the date of employment. New employees meeting the age and Social Security criteria have up to 90 days from the date of hire to elect to participate.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
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June 30, 2023

**NOTE 2 – PENSION PLANS**

As of January 1997, elected officials, except coroners, justices of the peace, and parish presidents may no longer join the System.

Retirement Benefits:

Any member of Plan A can retire providing he/she meets one of the following criteria:

For employees hired prior to January 1, 2007:

1. Any age with thirty (30) or more years of creditable service.
2. Age 55 with twenty-five (25) years of creditable service.
3. Age 60 with a minimum of ten (10) years of creditable service.
4. Age 65 with a minimum of seven (7) years of creditable service.

For employees hired after January 1, 2007:

1. Age 55 with 30 years of service.
2. Age 62 with 10 years of service.
3. Age 67 with 7 years of service.

Generally, the monthly amount of the retirement allowance of any member of Plan A shall consist of an amount equal to three percent of the member's final average compensation multiplied by his/her years of creditable service. However, under certain conditions, as outlined in the statutes, the benefits are limited to specified amounts.

Survivor Benefits:

Upon the death of any member of Plan A with five (5) or more years of creditable service who is not eligible for retirement, the plan provides for benefits for the surviving spouse and minor children, as outlined in the statutes.

Any member of Plan A, who is eligible for normal retirement at time of death, the surviving spouse shall receive an automatic Option 2 benefit, as outlined in the statutes.

Deferred Retirement Option Plan:

Act 338 of 1990 established the Deferred Retirement Option Plan (DROP) for the Retirement System. DROP is an option for that member who is eligible for normal retirement.

In lieu of terminating employment and accepting a service retirement, any member of Plan A who is eligible to retire may elect to participate in the Deferred Retirement Option Plan (DROP) in which they are enrolled for three years and defer the receipt of benefits. During participation in the plan, employer contributions are payable, but employee contributions cease. The monthly

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 2 – PENSION PLANS**

retirement benefits that would be payable, had the person elected to cease employment and receive a service retirement allowance, are paid into the DROP Fund.

Upon termination of employment prior to or at the end of the specified period of participation, a participant in the DROP may receive, at his option, a lump sum from the account equal to the payments into the account, a true annuity based upon his account balance in that fund, or roll over the fund to an Individual Retirement Account.

Interest is accrued on the DROP benefits for the period between the end of DROP participation and the member's retirement date.

For individuals who become eligible to participate in the Deferred Retirement Option Plan (DROP) on or after January 1, 2004, all amounts which remain credited to the individual's subaccount after termination in DROP will be placed in liquid asset money market investments at the discretion of the board of trustees. These subaccounts may be credited with interest based on money market rates of return or, at the option of the System, the funds may be credited to self-directed subaccounts. The participant in the self-directed portion of DROP must agree that the benefits payable to the participant are not the obligations of the state or the System, and that any returns and other rights of DROP are the sole liability and responsibility of the participant and the designated provider to which contributions have been made.

Disability Benefits:

For Plan A, a member shall be eligible to retire and receive a disability benefit if they were hired prior to January 1, 2007 and has at least five years of creditable service or if hired after January 1, 2007, has seven years of creditable service, and is not eligible for normal retirement and has been officially certified as disabled by the State Medical Disability Board. Upon retirement caused by disability, a member of Plan A shall be paid a disability benefit equal to the lesser of an amount equal to three percent of the member's final average compensation multiplied by his years of service, not to be less than fifteen, or three percent multiplied by years of service assuming continued service to age sixty.

Cost of Living Increases:

The Board is authorized to provide a cost of living allowance for those retirees who retired prior to July 1973. The adjustment cannot exceed 2% of the retiree's original benefit for each full calendar year since retirement and may only be granted if sufficient funds are available from investment income in excess of normal requirements.

In addition, the Board may provide an additional cost of living increase to all retirees and beneficiaries who are over age sixty-five equal to 2% of the member's benefit paid on October 1, 1977, (or the member's retirement date, if later). Also, the Board may provide a cost of living increase up to 2.5% for retirees 62 and older. (RS 11:1937). Lastly, Act 270 of 2009 provided for

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
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**NOTE 2 – PENSION PLANS**

further reduced actuarial payments to provide an annual 2.5% cost of living adjustment commencing at age 55.

Employer Contributions:

According to state statute, contributions for all employers are actuarially determined each year. Covered employees were required by state statute to contribute 9.5% of their salary to the plan from July 2022 to June 2023. The Commission was required by the same statute to contribute 11.50% from July 2022 to June 2023. The Commission's contributions paid to PERS for the year ended June 30, 2023 was \$72,479.

According to state statute, the System also receives  $\frac{1}{4}$  of 1% of ad valorem taxes collected within the respective parishes, except for Orleans and East Baton Rouge parishes. The System also receives revenue sharing funds each year as appropriated by the Legislature. Tax monies and revenue sharing monies are apportioned between Plan A and Plan B in proportion to the member's compensation. These additional sources of income are used as additional employer contributions and are considered support from non-employer contributing entities.

Non-employer contributions:

MPERS also receives insurance premium tax monies as additional employer contributions. The tax is considered support from a non-contributing entity and appropriated by the legislature each year based on an actuarial study. Non-employer contributions are recognized as revenue during the year ended June 30, 2023. This amount totaled \$8,679.

At June 30, 2023, the Commission reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources for its participation in PERS:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 13,254	\$ (39,497)
Changes in assumption	11,441	-
Net difference between projected and actual earnings on pension plan investments	378,448	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	4,621	(12,444)
Employer contributions subsequent to measurement date	35,770	-
Total	\$ 443,534	\$ (51,941)

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
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June 30, 2023

**NOTE 2 – PENSION PLANS**

Deferred outflows of resources related to pensions resulting from employer contributions subsequent to the measurement date for PERS and the net difference between projected and actual earnings on pension plan investments of \$443,534, will be recognized as a reduction of the net pension liability during the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (benefit) as follows:

Year Ended June 30:	PERS
2023	\$ 11,790
2024	62,827
2025	120,124
2026	169,657
Total	\$ 364,398

Actuarial Methods and Assumptions:

The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

The components of the net pension liability of the System's employers as of December 31, 2022, are as follows:

	2022	2021
	Plan A	Plan A
Total Pension Liability	\$ 4,339,481	\$ 4,040,619
Plan Fiduciary Net Position	(3,980,993)	(3,618,131)
Total Net Pension Liability	\$ 358,488	\$ 422,488
Proportionate Share of Net Pension Liability	0.093143%	0.089692%
Change in Proportion	-0.003450%	-0.612700%
Net Position Percentage	91.73%	89.54%

A summary of the actuarial methods and assumptions used in determining the total pension liability as of December 31, 2022, are as follows:

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
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June 30, 2023

**NOTE 2 – PENSION PLANS**

Valuation Date	December 31, 2022
Actuarial Cost Method	Plan A - Entry Age Normal
Investment Rate of Return	6.4%, net of investment expense, including inflation
Expected Remaining Service Lives	4 years
Projected Salary Increases	Plan A - 4.75% (2.35% Merit/2.40% Inflation)
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The present values do not include provisions for potential future increase not yet authorized by the Board of Trustees.
Mortality	Pub-2010 Public Retirement Plans Mortality Table for Health Retirees multiplied by 130% for males and 125% for females using MP2018 scale for annuitant and beneficiary mortality. For employees, the Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females using MP2018 scale. Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females using MP2018 scale for disabled annuitants.
Inflation Rate	2.30%

The discount rate used to measure the total pension liability was 6.4% for Plan A. 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 and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. 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.

Change in Assumptions:

Amounts reported in fiscal year ended December 31, 2022, for Parochial Employees' Retirement System reflect a discount rate of 6.4% to measure the total pension liability. Other changes are as follows:

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 2 – PENSION PLANS**

Valuation Date	December 31, 2022	December 31, 2021
Inflation Rate	2.30%	2.30%
Project Salary Increases	4.75% (2.30% Inflation, 2.45% Merit)	4.75% (2.30% Inflation, 2.45% Merit)

The long-term expected rate of return on pension plan investments was determined using a triangulation method which integrated the capital asset pricing model (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward looking basis in equilibrium, in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.00% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.00% for the year ended December 31, 2022.

Best estimates of arithmetic real rates of return for each major asset class included in the System's target asset allocation as of December 31, 2022, are summarized in the following table:

Asset Class	Target Asset Allocation	Long-term Expected Portfolio Real Rate of Return
Fixed Income	33%	1.17%
Equity	51%	3.58%
Alternative Investments	14%	0.73%
Real Assets	2%	0.12%
Total	100%	5.60%
Inflation		2.10%
Expected Arithmetic Nominal Return		7.70%

The mortality rate assumption used was set based upon an experience study performed on plan data for the period January 1, 2013 through December 31, 2017. The data was assigned credibility weighting and combined with a standard table to produce current levels of mortality. As a result of this study, mortality for employees was set equal to the Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale. In addition, mortality for annuitants and beneficiaries was set equal to the Pub-2010 Public Retirement Plans Mortality Table for Healthy Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale. For Disabled annuitants mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees

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Notes to Financial Statements  
June 30, 2023

**NOTE 2 – PENSION PLANS**

multiplied by 130% for males and 125% for females, each with gull generational projection using the MP2018 scale.

Sensitivity to Changes in Discount Rate:

The following presents the net pension liability of the participating employers calculated using the discount rate of 6.4%, 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 5.4% or one percentage point higher 7.4% than the current rate.

	Changes in Discount Rate		
	Plan A		
	1%	Current	1%
	Decrease	Discount Rate	Increase
	5.40%	6.40%	7.40%
Net Pension Liability (Asset)	<u>\$886,553</u>	<u>\$ 358,480</u>	<u>\$ (84,227)</u>

Change in Net Pension Liability:

The changes in the net pension liability for the year ended December 31, 2022, were recognized in the current reporting period as pension expense except as follows:

*Differences between Expected and Actual Experience:*

Differences between expected and actual experience with regard to economic or demographic factors in the measurement of the total pension liability were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan. The difference between expected and actual experience resulted in a deferred inflow of resources for Plan A as of December 31, 2022, as follows:

*Differences between Projected and Actual Investment Earnings:*

Differences between projected and actual investment earnings on pension plan investments were recognized in pension expense using the straight-line amortization method over a closed five-year period. The difference between projected and actual investment earnings resulted in a net deferred outflow of resources and a pension expense as of December 31, 2022.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 2 – PENSION PLANS**

*Changes of Assumptions:*

The changes of assumptions about future economic or demographic factors were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan. The changes of assumptions or other inputs resulted in deferred outflows of resources and a pension expense as of December 31, 2022.

*Change in Proportion:*

Changes in the employer's proportionate shares of the collective net pension liability and collective deferred outflows of resources and deferred inflows of resources since the prior measurement date were recognized in employer's pension expense (benefit) using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided pensions through the pension plan.

Contributions – Proportionate Share:

Differences between contributions remitted to the System and the employer's proportionate share are recognized in pension expense (benefit) using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with a pension through the pension plan. The resulting deferred inflow/outflow and amortization is not reflected in the schedule of employer amounts due to differences that could arise between contributions reported by the System and contributions reported by the participating employer.

Retirement System Audit Report:

Parochial Employees' Retirement System of Louisiana issued a stand-alone audit report on its financial statements for the year ended December 31, 2022. Access to the audit report can be found on the System's website: [www.persla.org](http://www.persla.org) or on the Office of Louisiana Legislative Auditor's official website: [www.la.state.la.us](http://www.la.state.la.us).

**NOTE 3 – PRIOR PERIOD ADJUSTMENT**

A prior period adjustment was made to Net Position due to an error in the calculation of the pension related accounts in the amount of \$844,976. This adjustment only applies to the Government Wide Financial Statements.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 4 – CASH AND CASH EQUIVALENTS**

The cash and cash equivalents of the Commission are subject to the following risk:

*Custodial Credit Risk:* Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the Commission will not be able to recover its deposits. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal or exceed the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Commission that the fiscal agent bank has failed to pay deposited funds upon demand. Further, Louisiana Revised Statute 39:1224 states that securities held by a third party shall be deemed to be held in the Commission’s name.

The Evangeline Parish Solid Waste Disposal Commission’s bank and book balances of cash and interest – bearing deposits totaled \$2,573,901 and \$2,533,694, respectively at June 30, 2023. These deposits were insured and collateralized at that date as follows:

	<u>Investar Bank</u>
Bank balances	\$ 2,573,901
FDIC Insurance	250,000
Collateral Pledged Securities	2,342,209
Total Insurance and Collateral	2,592,209
Excess/(Shortage)	\$ 18,308

Cash was adequately collateralized at June 30, 2023.

All accounts held by the Commission are demand deposit accounts.

**NOTE 5 – LITIGATION**

The Commission does not have any pending or threatened litigation as of June 30, 2023.

**NOTE 6 – CONCENTRATION OF RISK**

The Evangeline Parish Solid Waste Commission is dependent on collections of a 1% general sales tax collected in Evangeline Parish and is geographically bound by the boundary of Evangeline Parish.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 7 – COMPENSATION TO COMMISSIONERS**

	<u>Travel</u>	<u>Salary</u>	<u>Total</u>
Cristal Allen	\$ 327	\$ 3,450	\$ 3,777
Bernice Ardoin	402	3,300	3,702
Paul N. Berzas, Jr.	141	3,600	3,741
Shane Darbonne	365	3,300	3,665
John Deshotel	804	3,600	4,404
Leon Estes	1,147	3,450	4,597
Dillard Fontenot	570	3,600	4,170
Ray Forman	500	3,000	3,500
Hillery Hill	171	3,600	3,771
Tommy Jones	150	3,450	3,600
Theresa Mose	315	3,150	3,465
Alton Thomas	309	2,850	3,159
Donald Thomas	162	3,600	3,762
Total	<u>\$ 5,363</u>	<u>\$ 43,950</u>	<u>\$ 49,313</u>

**NOTE 8 – CAPITAL ASSETS**

Capital Assets activity for the year ended June 30, 2023, was as follows:

	<u>Balance</u> <u>06/30/2022</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>06/30/2023</u>
Governmental activities:				
Capital assets not being depreciated:				
Land	\$ 83,680	\$ -	\$ -	\$ 83,680
Capital assets being depreciated:				
Machinery and equipment	2,071,271	323,613	52,775	2,342,109
Improvements other than buildings	1,599,514	-	-	1,599,514
Buildings	1,223,476	9,467	-	1,232,943
Total capital assets:	<u>4,977,941</u>	<u>333,080</u>	<u>52,775</u>	<u>5,258,246</u>
Less accumulated depreciation				
Machinery and equipment	1,584,326	103,087	52,775	1,634,638
Improvements other than buildings	1,493,501	11,580	-	1,505,081
Buildings	477,218	31,954	-	509,172
Total accumulated depreciation	<u>3,555,045</u>	<u>146,621</u>	<u>52,775</u>	<u>3,648,891</u>
Governmental activities capital assets, net	<u>\$ 1,422,896</u>	<u>\$ 186,459</u>	<u>\$ -</u>	<u>\$ 1,609,355</u>

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Notes to Financial Statements  
June 30, 2023

**NOTE 7 – CAPITAL ASSETS**

Depreciation expense was charged to functions as follows:

Governmental activities:

Solid waste collection and disposal	\$146,621
Total governmental activities depreciation expense	\$146,621

**NOTE 8 – COMPENSATED ABSENCES**

Employees receive six days of sick leave upon employment. After one full year of employment, employees receive ten days of sick leave and five days of vacation. Employees receive ten days of vacation for years three through ten of employment and fifteen days of vacation for years eleven through twenty –five of employment. After twenty-five years’ employment, employees receive twenty days of vacation. Vacation time may be carried over no longer than one year. Sick leave may be carried over for an unlimited period. The Commission changed its policy on compensated absences with the adoption of a new employee handbook on May 31, 2016. Under the new policy, unused sick leave will no longer be payable at time of termination, resignation, or retirement. The Commission will allow up to thirty days of accumulated sick leave to be accounted for in the time of service calculation, if, time of service has already been met for purposes of meeting the retirement qualifications. The thirty days are credited to time of service in calculating the retirement benefit.

**NOTE 9 – LONG-TERM LIABILITIES**

	Payable at July 1, 2022	Additions	Retirements	Payable at June 30, 2023
Note Payable	\$ 53,367	\$ -	\$ (53,367)	\$ -
	\$ 53,367	\$ -	\$ (53,367)	\$ -

The note payable to Community Bank of Louisiana was paid in full at June 30, 2023.

**NOTE 9 – ACCOUNTING PRONOUNCEMENTS**

**GASB Statement No. 101, Compensated Absences** – this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements of the Statement are effective for fiscal years beginning after December 15, 2023.

**REQUIRED SUPPLEMENTARY INFORMATION**

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
 Budgetary Comparison Schedule  
 General Fund  
 For the Year Ended June 30, 2023

	<u>Original</u>	<u>Final</u>	<u>Actual</u>	Variance With Final Budget Positive (Negative)
Revenues:				
Sales Tax	\$ 4,650,000	\$ 4,707,000	\$ 4,712,097	\$ 5,097
Interest	2,000	2,000	2,215	215
Rent	40,600	40,000	41,283	1,283
Site Charges	85,400	74,100	78,980	4,880
Miscellaneous	5,000	1,200	43,596	42,396
FEMA Reimbursement	-	224,062	264,548	40,486
Total Revenues	<u>4,783,000</u>	<u>5,048,362</u>	<u>5,142,719</u>	<u>94,357</u>
Expenditures				
Current Operating	4,396,900	4,599,700	4,464,011	135,689
Capital Outlay	327,000	338,679	333,080	5,599
Debt Service	48,000	48,000	54,224	(6,224)
Total Expenditures	<u>4,771,900</u>	<u>4,986,379</u>	<u>4,851,315</u>	<u>135,064</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>11,100</u>	<u>61,983</u>	<u>291,404</u>	<u>229,421</u>
Other financing sources (uses)				
Sale of Assets	-	-	16,500	16,500
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>16,500</u>	<u>16,500</u>
Net change in fund balance	11,100	61,983	307,904	245,921
Fund Balance, Beginning of Year	<u>2,413,512</u>	<u>2,413,512</u>	<u>2,413,512</u>	<u>-</u>
Fund Balance, End of Year	<u>\$ 2,424,612</u>	<u>\$ 2,475,495</u>	<u>\$ 2,721,416</u>	<u>\$ 245,921</u>

See independent auditor's report

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
 Schedule of Employer's Proportionate Share of Net Pension Liability  
 For the Year Ended June 30, 2023

	Fiscal Year	Employer Proportion of the Net Pension Liability (Asset)	Employer Proportionate Share of the Net Pension Liability (Asset)	Covered Payroll	Proportionate Share of the Net Pension Liability (Asset) as a Percentage of It's Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
PERS	2015	0.113854%	\$ 31,129	\$ 524,927	5.93%	91.00%
PERS	2016	0.106211%	279,578	642,189	43.54%	92.20%
PERS	2017	0.092103%	189,687	556,933	34.06%	94.14%
PERS	2018	0.081040%	60,152	519,600	11.57%	98.02%
PERS	2019	0.081331%	360,976	499,556	72.25%	88.86%
PERS	2020	0.083565%	3,934	513,352	0.76%	99.89%
PERS	2021	0.079161%	138,802	528,718	26.25%	96.00%
PERS	2022	0.089692%	(422,488)	621,036	-68.02%	89.54%
PERS	2023	0.093143%	358,488	631,869	56.73%	91.73%

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

The amounts presented have a measurement date of the previous year end of the plan.

See independent auditor's report

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Schedule of Employer's Pension Contributions  
For the Year Ended June 30, 2023

	Fiscal Year	Statutorily Required Contribution	Contributions in Relation to Statutorily Required Contribution	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percent of Covered Payroll
PERS	2015	\$ 106,747	\$ 106,747	\$ -	\$ 699,057	15.27%
PERS	2016	81,475	81,475	-	592,500	13.75%
PERS	2017	63,974	63,974	-	501,779	12.75%
PERS	2018	59,019	59,019	-	491,689	12.00%
PERS	2019	59,624	59,624	-	518,471	11.50%
PERS	2020	61,408	61,408	-	517,355	11.87%
PERS	2021	66,858	66,858	-	545,780	12.25%
PERS	2022	72,414	72,414	-	610,152	11.87%
PERS	2023	72,479	72,479	-	630,255	11.50%

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

See independent auditor's report

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Required Supplementary Notes  
June 30, 2023

**Budget and Budgetary Accounting**

The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP).

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

1. Prior to May 31, the Commission manager meets with the Budget and Finance Committee to draw up the budget.
2. A summary of the budget is published and made available for public inspection.
3. A public hearing is held during the regular June meeting of the Commission. The budget is then adopted by resolution of the Commission.
4. Amendments to any items of the budget must be approved by the Commission.
5. Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles of the United States of America. Budgeted amounts are as originally adopted or as amended during the year by the Commission.
6. Operating appropriations, to the extent not expended or encumbered, lapse at year-end. Capital appropriations continue in force until the project is completed or deemed abandoned.
7. Budgets for funds are adopted on a basis consistent with generally accepted accounting principles of the United States of America. Budgeted amounts are as originally adopted or as amended from time to time by the Board of Commissioners. The Budget was amended prior to the fiscal year end June 30, 2023.

**Pension Plan**

Changes of Benefit Terms

For PERS, there were no changes of benefit terms for the year ended December 31, 2022.

Changes of Assumptions

Changes of assumptions about future economic or demographic factors or of other inputs were recognized in pension expense using the straight line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan. These assumptions include the rate of investment return, mortality of plan members, rate of salary increases, rates of retirement, rates of termination, rates of disability, and various other factors that have an impact on the cost of the plans.

Parochial Employees' Retirement System

For the actuarial valuation for the year ended December 31, 2022, the discount rate was 6.40% in 2021 and 6.40% in 2022.

# VIGE, TUJAGUE & NOEL

A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS

151 N. 2<sup>ND</sup> STREET  
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## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the President and Commission Members  
Evangeline Parish Solid Waste Disposal Commission  
Ville Platte, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities of the Evangeline Parish Solid Waste Disposal Commission, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements and have issued our report thereon dated December 7, 2023.

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

In planning and performing our audit of the financial statements, we considered Evangeline Parish Solid Waste Disposal Commission'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 Evangeline Parish Solid Waste Disposal Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of Evangeline Parish Solid Waste Disposal Commission's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did

not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as item #2023-001 that we consider to be a significant deficiency.

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

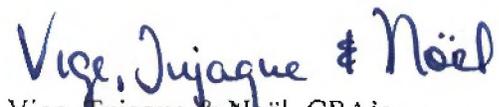
As part of obtaining reasonable assurance about whether Evangeline Parish Solid Waste Disposal Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of 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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and responses as items #2023-001 and #2023-002.

### **Evangeline Parish Solid Waste Disposal Commission's Response to Findings**

Evangeline Parish Solid Waste Disposal Commission's responses to the findings identified in our audit are described in the accompanying schedule of findings and responses. Evangeline Parish Solid Waste Disposal Commission's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

### **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.

  
Vige, Tujague & Noël, CPA's  
Eunice, Louisiana  
December 7, 2023

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Schedule of Findings and Responses  
June 30, 2023

We have audited the financial statements of Evangeline Parish Solid Waste Disposal Commission as of and for the year ended June 30, 2023, and have issued our report thereon dated December 7, 2023. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our audit of the financial statements as of June 30, 2023, resulted in an unmodified opinion.

**Section I. Summary of Auditor's Reports**

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

Internal Control

Material Weaknesses \_\_\_ Yes x No Significant Deficiencies x Yes \_\_\_ No

Compliance

Noncompliance Material to Financial Statement \_\_\_ Yes x No

**Section II. Financial Statement Findings**

#2023-001 – Segregation of Accounting Functions

Condition: The Evangeline Parish Solid Waste Commission did not have adequate segregation of functions within the accounting system.

Criteria: SAS109, *Understanding the Entity and its Environment and Assessing the Risks of Material Misstatement*, AU314.43 defines internal control as follows:

“Internal Control is a process, affected by those charged with governance, management, and other personnel, designed to provide reasonable assurance about the achievement of objectives with regard to reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations.”

Additionally, Statements on Standards for Attestation Engagements (SSAE) AT501.03 states:

“An entity’s internal control over financial reporting includes those policies and procedures that pertain to an entity’s ability to record, process, summarize, and report financial data consistent with the assertions embodied in either annual financial statements or interim financial statements, or both.”

Cause: The cause of the condition is the fact that the Commission does not have a sufficient number of staff performing administrative and financial duties so as to provide adequate segregation of accounting and financial duties.

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Schedule of Findings and Responses (continued)  
June 30, 2023

- Effect: Failure to adequately segregate accounting and financial functions increases the risk that errors and/or irregularities including fraud and/or defalcations may occur and not be prevented and/or detected.
- Recommendation: Due to the size of the operation and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties.
- Response: It is not cost effective to achieve complete segregation of duties within the accounting function. No corrective action is considered necessary.

**Section III. Compliance Findings**

#2023-002 – Noncompliance with Public Bid Law for purchase of materials and supplies

- Condition: The Evangeline Parish Solid Waste Commission did not comply with the Public Bid Law, R.S. 38:2212.1, for purchase of materials and supplies (Diesel).
- Criteria: Local political subdivisions and local governmental entities are required to use the Public Bid Law for the procurement of materials and supplies with a value of more than \$30,000. (Amended to \$60,000, effective August 1, 2022) It must be advertised and let for contract with the lowest responsible bidder.
- Cause: Advertisement for bids for the purchase of diesel was not performed.
- Effect: Failure to comply with the Public Bid Law could result in the purchase of materials and supplies at a cost in excess of a competitively bid contract price.
- Recommendation: We recommend that the Commission should comply with all applicable provisions of the Public Bid Law, as amended by Act 204 of the 2022 Regular Session. (Effective August 1, 2022)
- Response: The Commission will follow the Public Bid Law for the procurement of materials and supplies as amended by Act 204 and became effective on August 1, 2022. The Commission, as of June 12, 2023, has advertised and has entered into a contract to purchase supplies and materials.

**Section IV. Management Letter**

None Issued.

# Evangeline Parish Solid Waste Commission

4718 Pine Point Road  
P.O. Box 690  
Ville Platte, Louisiana 70586

Phone: 337-363-7254

Email: solidwastecommission@yahoo.com

EXECUTIVE DIRECTOR:

Patrick Derouselle

SECRETARY:

Phyllis H. McGee

OFFICERS:

Leon E. Estes, President

Bernice Ardoin, Vice-President

Paul N. "T Boy" Berzas, Sec-Treasurer

COMMISSION MEMBERS:

WARD 1

Tommy Jones

119 Deville Street

Ville Platte, LA 70586

Shane Darbonne

490 Theophile Rd

Ville Platte, LA 70586

WARD 2

John Deshotel

1188 Christ Road

Basile, LA 70515

WARD 3

Paul N. "T Boy" Berzas

2228 Pine Point Road

Ville Platte LA 70586

WARD 4

Cristal Allen

1056 Fig Street

Ville Platte, LA 70586

WARD 5

Ray Forman

5192 US Highway 167N

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CITY OF VILLE PLATTE

Hillery Hill

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Ville Platte, la 70586

Donald Bergeron

1577 W Main

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TOWN OF BASILE

Leon E Estes

P.O. Box 397

Basile, LA 70515

VILLAGE OF PINE PRAIRIE

Bernice Ardoin

P O Box 351

Pine Prairie, LA 70576

VILLAGE OF TURKEY CREEK

Dillard Fontenot

1096 Cemetery Road

Ville Platte, LA 70586

VILLAGE OF CHATAIGNIER

Alton Thomas

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Chataignier, LA 70524

TOWN OF MAMOU

Terral Aymond

1200 Railroad Ave.

Mamou, LA 70554

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Eunice, LA 70535

RE: Management Response

The following are our responses to your recommendations we received in the Commission's Audited Financial Statements as of Jun 30, 2023.

2023-001 Segregation of Duties

We are aware of and have evaluated this inadequacy and concluded that the related costs versus benefits to be achieved do not justify the additional personnel it would require to establish an adequate segregation of duties. However, we will try to segregate duties as much as possible with the existing staff.

2023-002 Noncompliance with Public Bid Law for purchase of materials and supplies

The Commission will follow the Public Bid Law for the procurement of materials and supplies as amended by Act 204 and became effective on August 1, 2022. The Commission, as of June 12, 2023, has advertised and has entered into a contract to purchase supplies and materials.



Leon Estes, President

Evangeline Parish Solid Waste Disposal Commission

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Status of Prior Year Audit Findings  
June 30, 2023

#2022-001 – Segregation of Accounting Functions

Condition: The Evangeline Parish Solid Waste Commission did not have adequate segregation of functions within the accounting system.

Criteria: SAS109, *Understanding the Entity and its Environment and Assessing the Risks of Material Misstatement*, AU314.43 defines internal control as follows:

“Internal Control is a process, affected by those charged with governance, management, and other personnel, designed to provide reasonable assurance about the achievement of objectives with regard to reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations.”

Additionally, Statements on Standards for Attestation Engagements (SSAE) AT501.03 states:

“An entity’s internal control over financial reporting includes those policies and procedures that pertain to an entity’s ability to record, process, summarize, and report financial data consistent with the assertions embodied in either annual financial statements or interim financial statements, or both.”

Cause: The cause of the condition is the fact that the Commission does not have a sufficient number of staff performing administrative and financial duties so as to provide adequate segregation of accounting and financial duties.

Effect: Failure to adequately segregate accounting and financial functions increases the risk that errors and/or irregularities including fraud and/or defalcations may occur and not be prevented and/or detected.

Recommendation: Due to the size of the operation and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties.

Response: It is not cost effective to achieve complete segregation of duties within the accounting function. No corrective action is considered necessary.

Status: This finding has been repeated.

#2022-002 – Noncompliance with Public Bid Law for purchase of materials and supplies

Condition: The Evangeline Parish Solid Waste Commission did not comply with the Public Bid Law, R.S. 38:2212.1, for purchase of materials and supplies (Diesel).

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Status of Prior Year Audit Findings  
June 30, 2023

- Criteria: Local political subdivisions and local governmental entities are required to use the Public Bid Law for the procurement of materials and supplies with a value of more than \$30,000. (Amended to \$60,000, effective August 1, 2022) It must be advertised and let for contract with the lowest responsible bidder.
- Cause: Advertisement for bids for the purchase of diesel was not performed.
- Effect: Failure to comply with the Public Bid Law could result in the purchase of materials and supplies at a cost in excess of a competitively bid contract price.
- Recommendation: We recommend that the Commission should comply with all applicable provisions of the Public Bid Law, as amended by Act 204 of the 2022 Regular Session. (Effective August 1, 2022)
- Response: The Commission will follow the Public Bid Law for the procurement of materials and supplies as amended by Act 204 and became effective on August 1, 2022. Advertisements for bids will be addressed at the next scheduled meeting of the Commission.
- Status: This finding has been repeated.

**OTHER SUPPLEMENTARY INFORMATION**

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
General Fund  
Budgetary Comparison Schedule - Expenditures  
For the Year Ended June 30, 2023

	Original	Final	Actual	Variance With Final Budget Positive (Negative)
Administrative Expenditures:				
Salaries - Office Personnel	\$ 202,000	\$ 209,000	\$ 208,128	\$ 872
Commissioner's Compensation	46,800	46,800	43,950	2,850
Advertisements	15,000	15,100	14,362	738
Dues & Subscriptions	2,100	2,500	2,081	419
Fringe Benefits	25,000	25,000	24,979	21
Legal & Accounting	70,000	70,000	68,704	1,296
Meals & Entertainment	1,200	1,200	1,220	(20)
Office Supplies	9,000	18,000	15,113	2,887
Professional Fees	7,000	11,000	12,929	(1,929)
Repairs & Maintenance	5,000	6,000	5,769	231
Operating Supplies	23,000	28,000	27,042	958
Telephone	8,000	10,000	9,309	691
Travel	50,000	71,000	72,140	(1,140)
Utilities	24,000	24,000	21,155	2,845
Payroll Tax	7,000	7,000	6,908	92
Retirement Expense	24,000	24,000	22,718	1,282
Total Administrative Expenditures	<u>519,100</u>	<u>568,600</u>	<u>556,507</u>	<u>12,093</u>
Basile Site Expenditures:				
Salaries - Site Operators	34,000	36,000	35,775	225
Fringe Benefits	16,000	16,000	15,580	420
Collection & Disposal of Dumpsters	1,000	-	-	-
Repairs & Maintenance	500	500	568	(68)
Backhoe Repairs	1,500	1,500	1,308	192
Operating Supplies	200	600	576	24
Telephone	500	500	426	74
Utilities	3,000	3,000	2,007	993
Payroll Tax	1,000	1,000	525	475
Retirement	5,000	5,000	4,114	886
Capital Outlay	-	1,893	1,893	-
Total Basile Site Expenditures	<u>62,700</u>	<u>65,993</u>	<u>62,772</u>	<u>3,221</u>

See independent auditor's report

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
 General Fund  
 Budgetary Comparison Schedule - Expenditures  
 For the Year Ended June 30, 2023

	Original	Final	Actual	Variance With Final Budget Positive (Negative)
General Expenditures:				
Service Contract - Residential	\$2,185,000	\$2,202,000	\$2,201,472	\$ 528
Recycling Expenses	100	-	-	-
Insurance Premiums	300,000	300,000	289,394	10,606
Drug Testing & Safety Expense	4,000	4,000	3,570	430
Miscellaneous	1,000	1,000	978	22
Bad Debts	1,000	1,000	1,225	(225)
Salaries - Mechanic & Shop Help	86,000	103,000	101,144	1,856
Fringe Benefits	3,000	6,000	5,193	807
Retirement Expense	2,000	5,000	4,609	391
Maintenance Shop Supplies	26,000	26,000	21,554	4,446
Backhoe Repairs	2,000	2,000	-	2,000
Litter Abatement Program	15,000	17,300	16,146	1,154
Payroll Tax	7,000	7,000	5,280	1,720
Wash Rack Repairs	1,000	3,500	2,623	877
Capital Outlay	15,000	8,000	-	8,000
<b>Total General Expenditures</b>	<b>2,648,100</b>	<b>2,685,800</b>	<b>2,653,188</b>	<b>32,612</b>
Mamou Site Expenditures:				
Salaries	37,000	40,000	39,221	779
Fringe Benefits	20,000	20,000	19,423	577
Collection and Disposal of Roll-offs	41,000	41,000	33,984	7,016
Repairs & Maintenance	1,000	1,000	140	860
Backhoe Repairs & Maintenance	4,000	11,000	8,630	2,370
Operating Supplies	1,000	1,500	1,263	237
Telephone	1,000	1,000	426	574
Utilities	3,000	3,500	3,015	485
Payroll Tax	3,500	3,500	3,014	486
Capital Outlay	97,000	100,000	116,708	(16,708)
<b>Total Mamou Site Expenditures</b>	<b>208,500</b>	<b>222,500</b>	<b>225,824</b>	<b>(3,324)</b>

See independent auditor's report

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
 General Fund  
 Budgetary Comparison Schedule - Expenditures  
 For the Year Ended June 30, 2023

	Original	Final	Actual	Variance With Final Budget Positive (Negative)
Limb Crew Expenditures:				
Salaries	\$ 125,000	\$ 125,000	\$ 113,473	\$ 11,527
Fringe Benefits	38,000	53,000	51,465	1,535
Retirement Expense	16,000	13,000	13,049	(49)
Truck Maintenance, III	3,000	3,000	30	2,970
Truck Maintenance, IV	4,000	4,000	3,813	187
Truck Maintenance, V	2,000	2,000	519	1,481
Grapple Truck #9 Repairs	4,000	4,000	715	3,285
SW VII Repairs & Maintenance	1,000	1,000	48	952
Chipper Repairs & Maintenance	1,000	1,000	567	433
Payroll Tax	2,500	2,500	1,646	854
Operating Supplies	300	-	(958)	958
Telephone	2,000	2,000	1,561	439
Total Limb Crew Expenditures	<u>198,800</u>	<u>210,500</u>	<u>185,928</u>	<u>24,572</u>
Pine Prairie Site Expenditures:				
Salaries - Site Operator	89,000	89,000	86,783	2,217
Fringe Benefits	29,000	29,000	24,600	4,400
Retirement expense	11,000	11,000	8,895	2,105
Collection & Disposal of Dumpsters	52,000	55,000	56,378	(1,378)
Repairs & Maintenance	500	500	366	134
Backhoe Repairs & Maintenance	2,000	2,000	626	1,374
Operating Supplies	500	1,000	1,126	(126)
Telephone	1,000	1,000	426	574
Utilities	5,000	5,000	4,356	644
Payroll Tax	2,500	2,000	1,852	148
Capital Outlay	-	11,893	1,893	10,000
Total Pine Prairie Expenditures	<u>192,500</u>	<u>207,393</u>	<u>187,301</u>	<u>20,092</u>

See independent auditor's report

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
General Fund  
Budgetary Comparison Schedule - Expenditures  
For the Year Ended June 30, 2023

	Original	Final	Actual	Variance With Final Budget Positive (Negative)
Roll - Off Expenditures:				
Roll- Off Salary	\$ 92,000	\$ 92,000	\$ 88,549	\$ 3,451
Fringe Benefits-Roll-Off Salary	28,000	30,000	29,290	710
Retirement Expense	12,000	11,000	9,953	1,047
Telephone	2,000	2,000	1,877	123
Maintenance SW VIII	2,000	3,500	3,883	(383)
Maintenance SW I Parts & Repairs	4,000	24,000	23,324	676
Maintenance SW II Parts & Repairs	1,000	3,000	1,893	1,107
Maintenance SW X Parts & Repairs	10,000	24,000	24,464	(464)
Maintenance SW 7	-	1,000	375	625
Roll - Off Motor & Hydraulic Oil	5,000	8,000	5,775	2,225
Roll - Off Containers & Repairs	2,000	2,000	1,107	893
Roll - Off Diesel	140,000	130,000	117,370	12,630
Roll - Off Tires	35,000	70,000	68,569	1,431
Capital Outlay	215,000	215,000	210,692	4,308
Debt Services	48,000	48,000	54,224	(6,224)
Payroll Tax	3,000	3,000	1,307	1,693
Total Roll - Off Expenditures	<u>599,000</u>	<u>666,500</u>	<u>642,652</u>	<u>23,848</u>
Ville Platte Site Expenditures:				
Salaries - Site Operators	110,000	118,000	117,539	461
Fringe Benefits	26,000	26,500	26,070	430
Retirement Expense	10,000	10,000	9,140	860
Collection & Disposal of Roll-Offs	185,000	185,000	166,846	18,154
Repairs & Maintenance	1,000	1,000	2,466	(1,466)
Backhoe Repairs & Maintenance	2,000	5,000	3,641	1,359
Grapple Truck	500	500	-	500
Operating Supplies	1,000	2,000	1,560	440
Tire Removal	200	200	-	200
Telephone	500	500	426	74
Utilities	3,000	3,500	3,545	(45)
Payroll Tax	4,000	5,000	4,016	984
Capital Outlay	-	1,893	1,894	(1)
Total Ville Platte Expenditures	<u>343,200</u>	<u>359,093</u>	<u>337,143</u>	<u>21,950</u>
Total Expenditures	<u>\$4,771,900</u>	<u>\$4,986,379</u>	<u>\$4,851,315</u>	<u>\$ 135,064</u>

See independent auditor's report

EVANGELINE PARISH SOLID WASTE DISPOSAL COMMISSION  
Schedule of Compensation, Benefits and Other Payments  
To Agency Head or Chief Executive Officer  
For the Year Ended June 30, 2023

Agency Head Name: Patrick E. Derouselle, Executive Director

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 71,276
Benefits - Retirement	8,197
Travel	22,811
Telephone	1,286
	<u>\$ 103,570</u>

EVANGELINE PARISH SOLID WASTE  
DISPOSAL COMMISSION  
STATEWIDE AGREED-UPON PROCEDURES REPORT  
YEAR ENDED JUNE 30, 2023



**VIGE, TUJAGUE & NOEL**  
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INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES

To the Management and Board of Commissioners of the Evangeline Parish Solid Waste Disposal Commission and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2022, through June 30, 2023. The Evangeline Parish Solid Waste Disposal Commission's management is responsible for those C/C areas identified in the SAUPs.

Evangeline Parish Solid Waste Disposal Commission has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period July 1, 2022, through June 30, 2023. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

1) *Written Policies and Procedures*

A. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:

- i. ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.

*Written policies and procedures were obtained and do address the functions noted above.*

- ii. **Purchasing**, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.  
Written policies and procedures were obtained and do address the functions noted above.
- iii. **Disbursements**, including processing, reviewing, and approving.  
Written policies and procedures were obtained and do address the functions noted above.
- iv. **Receipts/Collections**, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).  
Written policies and procedures were obtained and do address the functions noted above.
- v. **Payroll/Personnel**, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee(s) rate of pay or approval and maintenance of pay rate schedules.  
Written policies and procedures were obtained and do address the functions noted above.
- vi. **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.  
Written policies and procedures were obtained and do address the functions noted above.
- vii. **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.  
Written policies and procedures were obtained and do address the functions noted above.
- viii. **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).  
Written policies and procedures were obtained and do address the functions noted above.

- ix. **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.

Written policies and procedures were obtained and do address the functions noted above.

- x. **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

Written policies and procedures were obtained and do address the functions noted above.

- xi. **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

Written policies and procedures were obtained and do address the functions noted above.

- xii. **Prevention of Sexual Harassment**, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

Written policies and procedures were obtained and do address the functions noted above.

## 2) Board or Finance Committee

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- A. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:

- i. Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.

Obtained and reviewed minutes of the managing board for the fiscal period noting that the board met monthly.

- ii. For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the

general fund, quarterly budget-to-actual, at a minimum on proprietary funds, and semi-annual budget-to-actual, at a minimum, on all special revenue funds.

Monthly budget-to-actual comparisons were obtained and reviewed in the minutes of the managing board for the fiscal period.

- iii. For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

Obtained the prior year audit report and observed that the unassigned fund balance was a positive balance.

- iv. Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

Obtained the minutes of the board meetings and observed that no progress reports or actions had been made until May 6, 2023, when it was resolved to advertise for bids, with acceptance of the low bidder, being accepted on June 12, 2023.

### **3) Bank Reconciliations**

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- A. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

- i. Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);

Bank reconciliations were prepared within 2 months of the related statement closing date.

- ii. Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and

Bank reconciliations include evidence that a member of management who does not handle cash, post ledgers, or issue checks has reviewed each reconciliation.

- iii. Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

Bank reconciliations do include evidence that management has researched reconciling items that have been outstanding for more than 12 months from the statement closing date.

4) Collections (excluding electronic funds transfers)

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- A. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

A listing of deposit sites was obtained from management, and management provided representation that the listing is complete.

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

- i. Employees responsible for cash collections do not share cash drawers/registers;

Employees responsible for cash collections do share a single cash drawer/register.

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

One employee responsible for collecting cash is responsible for preparing/making bank deposits, however, another employee reconciles collections daily.

- iii. Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit, and

Employees responsible for collecting cash are responsible for posting collection entries to the general ledger or subsidiary ledger. Another employee reconciles the postings to each other and the deposit.

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

Employees responsible for collecting cash are responsible for reconciling cash collections to the general ledger; however, another employee/official verifies the reconciliation.

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

Employees who have access to cash are covered by the bond or insurance policy for theft.

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

**5) Non-Payroll Disbursements – General (excluding card purchases, travel reimbursements, and petty cash purchases)**

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- A. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).  
Obtained a listing of locations that process payments for the fiscal period and management's representation that the listing is complete.
- B. For each location selected under #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that

- i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase;  
Obtained written policies and procedures and observed that job duties are properly segregated regarding the functions noted above.
  - ii. At least two employees are involved in processing and approving payments to vendors;  
Obtained written policies and procedures and observed that job duties are properly segregated regarding the functions noted above.
  - iii. The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files;  
Obtained written policies and procedures and observed that job duties are properly segregated regarding the functions noted above.
  - iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments; and  
Obtained written policies and procedures and observed that job duties are properly segregated regarding the functions noted above.
  - v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.  
The employee/official authorized to sign checks also approves the electronic release of funds.
- C. For each location selected under #5A above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and
- i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the entity, and  
Observed that the disbursements matched the related original itemized invoice, and the supporting documentation indicates deliverables included on the invoice were received.
  - ii. Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #5B, as applicable.  
Observed that the disbursement documentation included evidence of segregation of duties tested.
- D. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's

policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements.

Electronic disbursements were approved by those persons authorized and required to disburse funds.

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

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- A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

Obtained a listing of all active credit cards and management's representation that the listing is complete.

- B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement). Obtain supporting documentation, and

- i. Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and

No exceptions noted.

- ii. Observe that finance charges and late fees were not assessed on the selected statements.

No finance charges were assessed on the selected statement.

- C. Using the monthly statements or combined statements selected under #7B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e., each card should have 10 transactions subject to testing). For each transaction, observe it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

No exceptions noted.

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

- A. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected
- i. If reimbursed using a per diem, observe the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov));  
*No exceptions noted.*
  - ii. If reimbursed using actual costs, observe the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased;  
*No exceptions noted.*
  - iii. Observe each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by Written Policy and Procedures procedure #1A(vii); and .  
*No exceptions noted.*
  - iv. Observe each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.  
*No exceptions noted.*

## 8) Contracts

- A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and
- i. Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law;  
*Two of the five selected contracts were bid according to Louisiana Public Bid Law. One contract was not in compliance with Louisiana Public Bid Law. Louisiana Public Bid Law does not apply to the other two contracts selected.*
  - ii. Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter).

Four of the five selected contracts were approved by the board. One contract has not been updated or approved by the board.

- iii. If the contract was amended (e.g., change order), observe the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, the documented approval); and

Only two of the selected contracts were amended, and they were in compliance with contract terms.

- iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe the invoice and related payment agreed to the terms and conditions of the contract.

Randomly selected one payment from the contracts selected and observed that the invoice and payment agreed to the terms and conditions of the contract, with the exception of the one without a contract.

## **9) Payroll and Personnel**

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- A. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

Obtained a listing of employees and officials employed during the fiscal period, and management provided representation that the listing is complete. Randomly selected 5 employees and agreed paid salaries to authorized salaries/pay rates in the personnel files.

- B. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under #9A above, obtain attendance records and leave documentation for the pay period, and

- i. Observe all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);

Observed that all selected employees documented their daily attendance and leave.

- ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials;

Observed that supervisors approved the attendance and leave of the selected employees.

- iii. Observe any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and

Observed that leave accrued during the pay period is reflected in the cumulative leave records. No leave was taken by the selected employees during the selected pay period.

- iv. Observe the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.

Observed that the rate paid to employees agrees to the authorized salary/pay rate found within the personnel file.

- C. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials and obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee's or official's cumulative leave records, agree the pay rates to the employee's or official's authorized pay rates in the employee's or official's personnel files, and agree the termination payment to entity policy.

There were no terminations or retirements during the fiscal year.

- D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

Management provided representation that employer and employee portions of third-party payroll related amounts have been paid, and any associated forms have been filed by required deadlines.

## 10) *Ethics*

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- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A obtain ethics documentation from management, and

- i. Observe whether the documentation demonstrates each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170; and

All employees selected for testing had documentation to demonstrate that the required ethics training was completed during the calendar year.

- ii. Observe whether the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

There were no changes made to the entity's ethics policy during the fiscal year.

- B. Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

An ethics designee has been appointed.

## 11) *Debt Service*

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- A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe State Bond Commission approval was

obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.

Management has asserted that the Entity did not have any debt issued during the fiscal year.

- B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

Management has represented that they did not have any debt outstanding at the end of the fiscal year.

### 12) Fraud Notice

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- A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.

Management has asserted that the Entity did not have any misappropriations of public funds or assets during the reporting period.

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

Observed that the entity has posted the required notice on its premises. The entity does not have a website.

### 13) Information Technology Disaster Recovery/Business Continuity

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- A. Perform the following procedures, **verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."**

- i. Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government's local server or network, and (c) was encrypted.

We performed the procedure and discussed the results with management.

- ii. Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, then inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

We performed the procedure and discussed the results with management.

- iii. Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

We performed the procedure and discussed the results with management.

- B. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in procedure #5C. Observe evidence that the selected terminated employees have been removed or disabled from the network.

No exceptions noted.

#### 14) Sexual Harassment

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- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain sexual harassment training documentation from management, and observe the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

Each of the five employees selected for testing had documentation to demonstrate that the required sexual harassment training was complete.

- B. Observe the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

Observed that the entity has posted its sexual harassment policy and complaint procedure on the entity's premises.

- C. Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344:

Management did not prepare the annual sexual harassment report; however, management stated that there were no sexual harassment complaints.

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

## *Management's Response*

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*Management of the Evangeline Parish Solid Waste Disposal Commission concurs with the exceptions and is working to address the deficiencies identified.*

We were engaged by the Evangeline Parish Solid Waste Disposal Commission to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Evangeline Parish Solid Waste Disposal Commission and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.

*Vige, Tujague & Noel*

Vige, Tujague & Noel

Eunice, Louisiana

December 7, 2023