

**TANGIPAHOA-ST HELENA SOIL AND WATER
CONSERVATION DISTRICT**

Amite, Louisiana

ANNUAL FINANCIAL REPORT

As of and for the Year Ended

June 30, 2023

TANGIPAHOA-ST HELENA SOIL AND WATER
CONSERVATION DISTRICT

Amite, Louisiana

ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2023

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LAURA GRAY

CERTIFIED PUBLIC ACCOUNTANT

WWW.LAURAGRAYCPA.COM

601 COURTNEY DRIVE
P. O. BOX 1391
AMITE, LOUISIANA 70422

PHONE (985) 748-9067
FAX (985) 748-4370
E-MAIL: LG@LAURAGRAYCPA.COM

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Supervisors
Tangipahoa-St Helena Soil and Water
Conservation District
Amite, Louisiana

I have reviewed the accompanying financial statements of the governmental activities of the Tangipahoa-St Helena Soil and Water Conservation District (District), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprises the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the District's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

Management's Responsibility for the Financial Statements

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

Accountant's Responsibility

My responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

I am required to be independent of the District and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements related to my review.

Accountant's Conclusion

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the following supplementary information be presented to supplement the basic financial statements:

Budgetary Comparison Schedule

Such information, although not a required 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. This information is the responsibility of management. I have reviewed the information and, based on my review, I am not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. I have not audited the information and, accordingly, do not express an opinion on such information.

Management has omitted the Management 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 part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical content.

Supplementary Information

The accompanying schedule of compensation, benefits, and other payments to the agency head, political subdivision head, or chief executive officer is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. I have reviewed the information and, based on my review, I am not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. I have not audited the supplementary information and, accordingly, do not express an opinion on such information.

December 27, 2023


Certified Public Accountant

BASIC FINANCIAL STATEMENTS

TANGIPAHOA-ST HELENA SOIL AND WATER
 CONSERVATION DISTRICT
 Amite, Louisiana

STATEMENT OF NET POSITION
 June 30, 23

	<u>Governmental Activities</u>
<u>Assets</u>	
Cash	\$ 150,931
Receivables	74,787
Capital assets, net	11,960
Total assets	<u>237,678</u>
 <u>Liabilities</u>	
Accounts payable	<u>82,990</u>
Total liabilities	<u>82,990</u>
 <u>Net Position</u>	
Net investment in capital assets	11,960
Unrestricted	<u>142,728</u>
Total Net Position	<u>\$ 154,688</u>

See accompanying notes and independent accountant's review report.

TANGIPAHOA-ST HELENA SOIL AND WATER
CONSERVATION DISTRICT
Amite, Louisiana

STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2023

	<u>Governmental Activities</u>
Expenses	
Conservation:	
Personnel and related benefits	\$ 186,165
Operating and administrative	6,970
Conferences and meetings	3,726
Supplies	2,867
NRDA programs	78,735
Travel	1,984
Depreciation	1,840
Total Expenses	<u>282,287</u>
 Program Revenues	
Operating Grant	<u>273,266</u>
Total Program Revenues	<u>273,266</u>
Net Program (Expenses)	(9,021)
 General Revenues:	
Interest earning	288
Other income	1,655
Total General Revenues	<u>1,943</u>
Change in Net Position	(7,078)
Net Position - Beginning	<u>161,766</u>
Net Position - Ending	<u>\$ 154,688</u>

See accompanying notes and independent accountant's review report.

TANGIPAHOA-ST HELENA SOIL AND WATER
 CONSERVATION DISTRICT
 Amite, Louisiana

BALANCE SHEET – GOVERNMENTAL FUNDS
 June 30, 2023

		General Fund
ASSETS		
Cash	\$	150,931
Receivables		74,787
TOTAL ASSETS	\$	225,718
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts payable	\$	82,990
Total Liabilities		82,990
Fund balance:		
Unassigned		142,728
Total Fund Balance		142,728
TOTAL LIABILITIES AND FUND BALANCE	\$	225,718

See accompanying notes and independent accountant's review report.

TANGIPAHOA-ST HELENA SOIL AND WATER
CONSERVATION DISTRICT
Amite, Louisiana

RECONCILIATION OF THE GOVERNMENTAL FUNDS
BALANCE SHEET TO THE STATEMENT OF NET POSITION
June 30, 2023

Fund balance - governmental funds	\$ 142,728
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	
These assets consists of:	
Governmental capital assets, net of depreciation	<u>11,960</u>
Net position of governmental activities	<u>\$ 154,688</u>

See accompanying notes and independent accountant's review report.

TANGIPAHOA-ST HELENA SOIL AND WATER
 CONSERVATION DISTRICT
 Amite, Louisiana

GOVERNMENTAL FUNDS
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
 For the Year Ended June 30, 2023

	<u>General Fund</u>
<u>REVENUES</u>	
Intergovernmental:	
Federal – farm bill	\$ 43,873
Federal- NRCS	49,705
Federal- NRDA	139,811
State funds	39,877
Interest earnings	288
Other Income	<u>1,655</u>
Total Revenues	<u>275,209</u>
<u>EXPENDITURES</u>	
Conservation:	
Personnel and related benefits	186,165
Operating and administrative	6,970
Conferences and meetings	3,726
Supplies	2,867
NRDA programs	78,735
Travel	1,984
Capital Outlays	<u>13,800</u>
Total Expenditures	<u>294,247</u>
NET CHANGE IN FUND BALANCE	(19,038)
<u>FUND BALANCES</u>	
Fund balance - beginning of year	<u>161,766</u>
Fund balance - end of year	<u>\$ 142,728</u>

See accompanying notes and independent accountant's review report.

TANGIPAHOA-ST HELENA SOIL AND WATER
CONSERVATION DISTRICT
Amite, Louisiana

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2023

Net change in fund balance - total governmental funds \$ (19,038)

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

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

Capital outlays	13,800
Depreciation expense	<u>(1,840)</u>

Change in net position of governmental activities \$ (7,078)

See accompanying notes and independent accountant's review report.

NOTES TO THE FINANCIAL STATEMENTS

TANGIPAHOA-ST HELENA SOIL AND WATER
CONSERVATION DISTRICT
Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS

As of and for the Year Ended June 30 2023

INTRODUCTION

The District was created by and in accordance with provisions of Louisiana Revised Statute (LSA-R.S.) 3:1201 and serves citizens within the boundaries of District 32, Area V of the State of Louisiana. The purpose of the District is to provide for the conservation of the soil and soil resources of their district, to control and prevent soil erosion and floodwater and sediment damages, and for furthering the conservation, development, utilization, and disposal of water. The District is to also preserve natural resources, control floods, prevent impairment of dams and reservoirs, assist in maintaining the navigability of rivers and harbors, preserve wildlife, protect public lands, and protect and promote the health, safety, and general welfare of the people of their district.

The governing authority of each district shall consist of five supervisors who shall be landowners or farm operators and qualified voters within the state. Three of the supervisors will be elected within the district on the second Saturday in June each year and the other two are appointed by the State Soil and Water Conservation District.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Presentation

The accompanying financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

This financial report has been prepared in conformity with GASB Statement 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, issued in June 1999. Management has elected to not present the Management's Discussion and Analysis.

B. Reporting Entity

Governmental Accounting Standards Board Statement No. 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. The basic criterion for including a potential component unit within the reporting entity is financial accountability. Oversight responsibility is determined on the basis of appointment of governing body, ability to significantly influence operations, accountability for fiscal matters, and the nature and significance of an organization's relationship with the primary government. For financial reporting purposes, in conformance with GASB Statement No. 14, the District includes all funds that are within the oversight responsibility of the Tangipahoa-St Helena Soil and Water Conservation District. Based on consideration of the foregoing criteria, the Tangipahoa-St Helena Soil and Water Conservation District is deemed to be a separate reporting entity.

Tangipahoa-St Helena Soil and Water
Conservation District
Notes to the Financial Statements
As of and for the Year Ended June 30, 2023

C. Fund Accounting

The District uses fund accounting to maintain its financial records and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

Funds of the District are classified as governmental funds. Governmental funds account for the District's general activities. The District only has one governmental fund, the General Fund.

1. General Fund

The General Fund is the general operating fund of the District. It accounts for all financial resources, except those required to be accounted for in other funds.

D. Measurement Focus / Basis of Accounting

Basic Financial Statements - Government-Wide Financial Statements

The District implemented GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows, or Resources and Net Position*. GASB 63 provides guidance for reporting deferred outflows or resources, deferred inflows or resources, and net position in a statement of financial position and related disclosures. The reader will note a change in terminology from "net assets" to "net position".

The statement of net position and the statement of activities display information about the District as a whole. These statements include all the activities of the District with the interfund activities removed. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. The net position of a government will be broken down into three categories - 1) net investment in capital assets; 2) restricted; and 3) unrestricted. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

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

The District implemented GASB Statement No. 72, *Fair Value Measurement and Application* as it relates to donated capital assets. Donated capital assets are to be measured at acquisition value.

Tangipahoa-St Helena Soil and Water
Conservation District
Notes to the Financial Statements
As of and for the Year Ended June 30, 2023

The District implemented policies established under GASB Statement No.87, *Leases*. The objective of this Statement is to better meet the information needs of the financial statement users by improving accounting and financial reporting for leases by governments. The Statement requires all leases (contracts that conveys control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange-like transaction) to be reported under a single accounting model for both lessors and lessees. Certain leases that were previously classified as operating leases are to be recognized as lease assets and liabilities. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

During the year, the District implemented policies established under GASB Statement No. 96, *Subscription Based Information Technology Agreements (SBITAs)*. This statement provides guidance on the accounting and financial reporting for SBITAs for government end users. This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset – an intangible asset – and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including the implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended. The adoption of this statement did not materially impact the District's governmental activities for the year ended June 30, 2023.

Basic Financial Statements - Governmental Funds

The amounts reflected in the General Fund are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of the current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of the District's operations.

The amounts reflected in the General fund use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when a liability is incurred, as under accrual accounting.

Investment earnings are recognized when earned. Substantially all other revenues are recorded when received.

Reconciliation

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

Tangipahoa-St Helena Soil and Water
Conservation District
Notes to the Financial Statements
As of and for the Year Ended June 30, 2023

E. Budget and Budgetary Accounting

The District uses the following budget practices:

1. The District prepares its budget on the modified accrual basis of accounting in accordance with generally accepted accounting principles (GAAP). Budgetary control is exercised at the fund level. The District adopted a budget for the General Fund.
2. All budgetary appropriations lapse at year-end
3. Periodic budget comparisons are made as a part of interim reporting. Budgeted amounts included in the accompanying financial statements include the originally adopted budget amounts and subsequent amendments.

The original budget for FYE June 30, 2023, was completed and signed off by the chairman of the Board on June 29, 2023; the same day the budget was submitted to Louisiana Department of Agriculture and Forestry for approval. The State approved the budget on July 5, 2023, and the board ratified the budget at the July 14, 2022, meeting.

The amended budget for June 30, 2023, was approved by the board on June 8, 2023. The State approved the amended budget on June 23, 2023.

Actual expenditures of \$294,247 exceeded the budgeted expenditures of \$196,290 by \$97,957 or 49.90%.

The Louisiana Local Government Budget Act requires a local government to amend its operating budget when the total expenditures and other uses exceed total budgeted expenditures and other uses by 5% or more. The District failed to amend the budget for the General Fund by an adequate amount for the fiscal year ended June 30, 2023.

F. Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of 90 days or less from the date of acquisition. State law and the District investment policy allow the District to invest in collateralized certificates of deposits, government-backed securities, commercial paper, the state sponsored investment pool, and the mutual funds consisting solely of government-backed securities, commercial paper, the state sponsored investment pool, and mutual funds consisting solely of government-backed securities.

Under state law, the District may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 12 months; however, if the original maturities are 12 months or less, they are classified as cash equivalents.

G. Receivables and Leased Asset Receivables

Receivables are shown net of an allowance for uncollectible. Uncollectible amounts for grant revenues are recorded as a reduction of current revenues.

Leased asset receivables are a result of leases in which the District has entered into a contract with a lessee that delivers the right to use a nonfinancial asset of the District as specified by the contract for a period of time in an exchange or exchange-like transaction. Such receivables are reported on the government-wide financial statements at present value of the lease payments to be received during the

Tangipahoa-St Helena Soil and Water
 Conservation District
Notes to the Financial Statements
As of and for the Year Ended June 30, 2023

lease term. Additionally, the District would recognize a deferred inflow of resources that is reported at the value of the lease receivable plus any payments received at or before the commencement of the lease for future periods. Assets of agreement entered into in which the District is the lessor are retained as capital assets of the District and are reported in the government-wide financial statements as described in Note 1. H. The District has not entered into any agreements delivering control of a right to use a nonfinancial asset to a lessee as described above as of June 30, 2023.

H. Capital Assets

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

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

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

<u>Description</u>	<u>Estimated Lives</u>
Furniture and fixtures	5 - 10 Years
Vehicles	5 Years
Equipment	5 - 15 Years

Right of use assets are a result of leases in which the District has entered into a contract with a lessor that conveys control of the right to use the lessor's nonfinancial asset as specified by the contract for a period of time in an exchange or exchange-like transaction. Such assets are reported on the government-wide financial statements net of amortization. Right of use assets are amortized at the lesser of the useful life or lease term. The District has not entered into any agreements gaining control of the right to use a lessor's nonfinancial assets as described above as of June 30, 2023.

I. Restricted Net Position

For the government-wide statement of net position, net position are reported as restricted when constraints placed on net position use are either:

- externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; and
- imposed by law through constitutional provisions or enabling legislation.

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

J. Fund Equity

Governmental fund equity is classified as fund balance. Beginning with the fiscal year ended December 31, 2012, the District implemented GASB Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The following

Tangipahoa-St Helena Soil and Water
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Notes to the Financial Statements
As of and for the Year Ended June 30, 2023

classifications describe the relative strength of the spending constraints placed on the purpose for which resources can be used:

- **Nonspendable:** This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

The District did not have any nonspendable resources as of year-end.

- **Restricted:** This classification includes amounts for which constraints have been placed on the use of resources that are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

The District did not have any restricted resources as of year-end.

- **Committed:** This classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by the District's Board of Commissioners. These amounts cannot be used for any other purpose unless the District's Board of Commissioners removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

The District did not have any committed resources as of year-end.

- **Assigned:** This classification includes spendable amounts that are reported in governmental funds *other than the General Fund*, that are neither restricted nor committed, and amounts in the General Fund that are intended to be used for a specific purpose in accordance with the provisions of GASB Statement 54. The intent of an assigned fund balance should be expressed by the District who has the authority to assign amounts to be used for specific purposes.

The District did not have any assigned fund balance as of year-end.

- **Unassigned:** This classification is the residual fund balance for the General Fund. It also represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

When fund balance resources are available for a specific purpose in multiple classifications, the District would use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed. However, it reserves the right to selectively spend unassigned resources first and to defer the use to the other classified funds.

K. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported 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

Tangipahoa-St Helena Soil and Water
 Conservation District
Notes to the Financial Statements
As of and for the Year Ended June 30, 2023

2. DEPOSITS

At June 30, 2023, the District had deposits and investments (book balances) totaling \$150,931 as follows:

Interest-bearing demand deposits	\$ <u>150,931</u>
Total	\$ <u>150,931</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Per GASB Statement 3, as amended by GASB 40; the District's deposits are exposed to custodial credit risk since the collateral pledged by the fiscal agent is not held in the District's name.

At June 30, 2023, the District has \$150,956 in deposits (collected bank balances). These deposits are secured from risk by federal deposit insurance.

3. RECEIVABLES

The following is a summary of receivables at June 30, 2023:

<u>Class of Receivable</u>	<u>General Fund</u>
Federal funds- NRCS	\$ 8,982
Federal funds- NRDA	<u>65,805</u>
Total	\$ <u>74,787</u>

An allowance account for grant receivables is not considered necessary.

Tangipahoa-St Helena Soil and Water
 Conservation District
Notes to the Financial Statements
As of and for the Year Ended June 30, 2023

4. CAPITAL ASSETS

Capital assets and depreciation for governmental activities as of and for the year ended June 30, 2023, are as follows:

	Balance 06/30/22	Increases	Decreases	Balance 06/30/23
Capital Assets Being Depreciated:				
Equipment	\$ -	\$ 13,800	\$ -	\$ 13,800
Total Capital Assets Being Depreciated	-	13,800	-	13,800
Less Accumulated Depreciation For:				
Equipment	-	1,840	-	1,840
Total Accumulated Depreciation	-	1,840	-	1,840
Capital Assets Being Depreciated, Net	-	11,960	-	11,960
Government Activities Capital Assets,	<u>\$ -</u>	<u>\$ 11,960</u>	<u>\$ -</u>	<u>\$ 11,960</u>

Depreciation expense of \$1,840 for the year ended June 30, 2023, was charged to the conservation activities.

5. LEASES

The District had no leases at June 30, 2023.

6. COMPENSATION PAID TO COMMISSIONERS

Amounts paid to the Board of Commissioners is as follows:

<u>Board of Commissioners</u>	
Patrick Klein, Chairman	\$ 385
Kent Blades	420
William Brasher	245
Paul Alford	210
Darrell Sinagra	-
	<u>\$ 1,260</u>

7. RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets errors and omissions; injuries to employees; and natural disasters. The District attempts to minimize risk from significant losses through the purchase of workers compensation insurance (includes contract workers) and a surety bond.

8. CUSTODIAL CREDIT RISK - DEPOSITS

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of June 30, 2023, none of the District's bank balances are exposed to custodial credit risk.

9. RELATED PARTY TRANSACTIONS

On February 13, 2023, board member, Kent Blades received \$10,111.30 as a reimbursement through the NRDA program.

10. COMMITMENTS AND CONTINGENCIES

The District had no contracts or commitments open at June 30, 2023.

11. SUBSEQUENT EVENTS

On September 15, 2023, the District received an advance payment of \$247,884.80 from NRCS for projects eligible under the NRDA program. The District will administer these funds. In the past, these funds were passed thru the Land Trust for Louisiana.

Subsequent events have been evaluated by management through December 27, 2023, the date the financial statements were available for issuance. No other events were noted requiring recording or additional disclosure in the financial statements for the year ending June 30, 2023.

REQUIRED SUPPLEMENTAL INFORMATION

**TANGIPAHOA-ST HELENA SOIL AND WATER
CONSERVATION DISTRICT**
Amite, Louisiana

**GOVERNMENTAL FUND - GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**
Budget (GAAP Basis) and Actual
For the Year Ended June 30, 2023

	Original Budget	Final Budget	Actual Amount	Variance Favorable (Unfavorable)
<u>Revenues</u>				
Intergovernmental:				
Federal – farm bill	\$ 34,059	\$ 43,428	\$ 43,873	\$ 445
Federal - NRCS	32,944	53,645	49,705	(3,940)
Federal - NRDA	54,670	76,653	139,811	63,158
State funds	39,500	39,683	39,877	194
Interest earnings	100	255	288	33
Other income	-	-	1,655	1,655
Rentals	900	300	-	(300)
	<u>162,173</u>	<u>213,964</u>	<u>275,209</u>	<u>61,245</u>
 <u>Expenditures</u>				
Conservation:				
Personnel and related benefits	154,035	150,000	186,165	(36,165)
Operating and administrative	2,500	5,614	6,970	(1,356)
Conference and meetings	-	1,300	3,726	(2,426)
Supplies	2,000	2,725	2,867	(142)
NRDA programs	-	20,151	78,735	(58,584)
Travel	2,700	2,700	1,984	716
Capital Outlays	-	13,800	13,800	-
	<u>161,235</u>	<u>196,290</u>	<u>294,247</u>	<u>(97,957)</u>
 NET CHANGE IN FUND BALANCE	 938	 17,674	 (19,038)	 (36,712)
Fund Balance – beginning of year	<u>128,454</u>	<u>161,766</u>	<u>161,766</u>	<u>-</u>
Fund Balance – ending of year	<u>\$ 129,392</u>	<u>\$ 179,440</u>	<u>\$ 142,728</u>	<u>\$ (36,712)</u>

See independent accountant's review report.

OTHER SUPPLEMENTAL INFORMATION

TANGIPAHOA-ST HELENA SOIL AND WATER
CONSERVATION DISTRICT
Amite, Louisiana

SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS TO AGENCY HEAD
For the Year Ended June 30, 2023

Agency Head: Patrick Klein, Chairman

<u>Purpose</u>	<u>Amount</u>
Contract Services	\$ 385
Mileage	<u>230</u>
	\$ <u>615</u>

See independent accountant's review report.

AGREED-UPON PROCEDURES REPORT



LAURA GRAY

CERTIFIED PUBLIC ACCOUNTANT

WWW.LAURAGRAYCPA.COM

601 COURTNEY DRIVE
P. O. BOX 1391
AMITE, LOUISIANA 70422

PHONE (985) 748-9067
FAX (985) 748-4370
E-MAIL: LG@LAURAGRAYCPA.COM

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Supervisors
Tangipahoa-St Helena Soil and Water
Conservation District
Amite, Louisiana

I have performed the procedures enumerated below, which were agreed to by Tangipahoa-St Helena Soil and Water Conservation District (District) and the Louisiana Legislative Auditor, on the District's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended June 30, 2023, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The District's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, I make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Public Bid Law

1. Obtain documentation for all expenditures made during the year for materials and supplies exceeding \$60,000, and public works exceeding \$250,000. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 39:1551-39:1755 (the state procurement code), R.S. 38:2211-2296 (the public bid law), or the regulations of the Division of Administration and the State Purchasing Office, whichever is applicable; and report whether the expenditures were made in accordance with these laws.

The District did not have any expenditures for materials and supplies exceeding \$60,000 or public works exceeding \$250,000.

Code of Ethics for Public Officials and Public Employees

2. Obtain a list of the immediate family members of each board member as defined by R.S. 42:1101-1124 (the ethics law).

Management provided me with the required list.

3. Obtain a list of all employees paid during the fiscal year.

The District does not have any employees. The District pays for contract services provided by the State.

4. Report whether any employees' names appear on both lists obtained in Procedures 2 and 3.

The District does not have any individuals who are contractors that are family members of the board.

5. Obtain a list of all disbursements made during the year; and a list of outside business interests of board members, employees, and board members' and employees' immediate families. Report whether any vendors appear on both lists.

Kent Blades, Vice Chairman received a NRDA program reimbursement of \$10,111.30.

Budgeting

6. Obtain a copy of the legally adopted budget and all amendments.

Management provided me with a copy of the original and amended budgets.

7. Trace documentation for the adoption of the budget and approval of any amendments to the minute book, and report whether there are any exceptions.

The original budget for FYE June 30, 2023, was completed and signed off by the chairman of the Board on June 29, 2023; the same day the budget was submitted to Louisiana Department of Agriculture and Forestry for approval. The State approved the budget on July 5, 2023, and the board ratified the budget at the July 14, 2022, meeting.

The amended budget for June 30, 2023, was approved by the board on June 8, 2023. The State approved the amended budget on June 23, 2023.

8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures. Report whether actual revenues failed to meet budgeted revenues by 5% or more, and whether actual expenditures exceeded budgeted amounts by 5% or more.

Actual revenues of the District exceeded the budgeted amounts. Actual expenditures of \$294,247 exceeded the budgeted expenditures of \$196,290 by \$97,957 or 49.90%.

Accounting and Reporting

9. Obtain the list of all disbursements made during the fiscal year. Randomly select six disbursements, and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation, and: (a) report whether the six disbursements agree to the amount and payee in the supporting documentation, (b) report whether the six disbursements are coded to the correct fund and general ledger account, and (c) Report whether the six disbursements were approved in accordance with management's policies and procedures.

I examined supporting documentation for each of the six selected disbursements and found that for all six disbursements, payment was for the proper amount and made to the correct payee, coded to the correct general ledger account, and approved in accordance with management's policies and procedures.

Meetings

10. Obtain evidence from management to support that agendas for meetings recorded in the minute book were posted or advertised as required by R.S. 42:11 through 42:28 (the open meetings law); and report whether there are any exceptions.

The District is required to post a notice of each meeting and the accompanying agenda on the front door of the office no later than 24 hours prior to the meeting. I examined documentation that such notices/agendas were posted.

Debt

11. Obtain bank deposit slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

I noted no deposits which appear to be proceeds of bank loans, bonds, or the like indebtedness.

Advances and Bonuses

12. Obtain the list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan these documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.

The District has no employees. A review of the minutes for the year indicated there were no approvals for payments which constituted bonuses, advances, or gifts.

State Audit Law

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The District's report is due on January 3, 2024, and it will be submitted on or before that date.

14. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

The District did not enter into any contracts that utilized state funds.

Prior-Year Comments

15. Obtain and report management's representation as to whether any prior-year suggestions, recommendations, and/or comments have been resolved.

This is the first year the District is required to have an attestation.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standard*, issued by the United States Comptroller General. I was not engaged to and did not conduct an audit, the objective of which would be the expression of an opinion or conclusion, respectively, on the District's compliance with the foregoing matters. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the District's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, 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 Louisiana Legislative Auditor as a public document.


Certified Public Accountant

December 27, 2023

LOUISIANA ATTESTATION QUESTIONNAIRE

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

9/14/23 (Date Transmitted)
Laura Gray, CPA, LLC (CPA Firm Name)
601 Courtney Drive (CPA Firm Address)
Amite, LA 70422 (City, State Zip)

6130123

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of 9/14/23 (date) and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Public Bid Law

It is true that we have complied with the state procurement code (R.S. 39:1551 – 39:1755); the public bid law (R.S. 38:2211-2296), and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes No [] N/A []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes No [] N/A []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes No [] N/A []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes No [] N/A []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes No [] N/A []

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes No [] N/A []

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes No [] N/A []

- We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes No N/A []

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes No [] N/A []

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes No [] N/A []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes No [] N/A []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes No [] N/A []

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes No [] N/A []

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes No [] N/A []

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes No [] N/A []

We acknowledge that we are responsible for determining that that the procedures performed are appropriate for the purposes of this engagement.

Yes No [] N/A []

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes No [] N/A []

We have provided you with all relevant information and access under the terms of our agreement.

Yes No [] N/A []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes No [] N/A []

We are not aware of any material misstatements in the information we have provided to you.

Yes No [] N/A []

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose

to you any such communication received between the end of the period under examination and the date of your report.

Yes No [] N/A []

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes No [] N/A []

The previous responses have been made to the best of our belief and knowledge.

<u>Cecilia Prias</u>	Secretary	<u>9/14/23</u>	Date
<u>Paul G. Alford</u>	Treasurer	<u>9/14/23</u>	Date
<u>Patricia Clark</u>	President	<u>9/14/23</u>	Date