

CITY OF WALKER, LOUISIANA
AUDITED FINANCIAL STATEMENTS
DECEMBER 31, 2017

**CITY OF WALKER
WALKER, LOUISIANA**

**AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

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Independent Auditor's Report

The Honorable Jimmy Watson, Mayor
and Members of the City Council
City of Walker
Walker, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the budgetary comparison statements of the General Fund and of the 2000 ½ Cent Sales Tax Special Revenue Fund of the City of Walker, Louisiana, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

In our opinions, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund, and the respective budgetary comparison statements of the General Fund and of the 2000 ½ Cent Sales Tax Special Revenue Fund of the City of Walker, as of December 31, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the City of Walker's December 31, 2016 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated September 25, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2016 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis information, schedule of proportionate share of the net pension liability (Schedule 1), and the schedule of contributions (Schedule 2) on pages 4 through 11 and 71 through 72 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Walker's basic financial statements. The Schedule of Insurance Coverage in Force (Schedule 3), Schedule of Number of Customers and Revenue Data Per Customer Per Month (Schedule 4), and Schedule of Utility Rates and Tap Fees (Schedule 5) are presented for purposes of additional analysis and are not a required part of the financial statements. The schedule of expenditures of federal awards (Schedule 6) is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and is also not a required part of the basic financial statements. The schedule of expenditures of federal awards (Schedule 6) 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. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards (Schedule 6) is fairly stated in all material respects in relation to the basic financial statements as a whole.

Schedules 3 through Schedule 5 have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 25, 2018, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Walker's internal control over financial reporting and compliance.

Respectfully submitted,

Hannu J. Bourgeois, CPA

Denham Springs, Louisiana
June 25, 2018

CITY OF WALKER

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the City of Walker, Louisiana ("the City"), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2017. The intent of Management's Discussion and Analysis ("MD&A") is to look at the overall financial performance of the City using an objective, easily readable analysis of the City's financial activities. Therefore, we encourage readers to consider the information presented here in conjunction with additional information furnished in the Notes to the Financial Statements. Please reference the Table of Contents for the exact location of those items.

The MD&A is an element of Required Supplementary Information specified in the Governmental Accounting Standards Board ("GASB") Statement No. 34. Certain comparative information between the current year and the prior year is required to be presented in the MD&A.

Financial Highlights

The City continues to fund major infrastructure improvements with city revenues and grants while minimizing long term debt exposure and improving overall financial health.

- Total net position increased \$4,319,455 (18.51%) over 2016, with a three-year increase of 72.17%
- Net capital assets increased \$2,831,857 (14.53%) over 2016, with a three-year increase of 33.17%
- Long term debt decreased \$455,002 (6.22%) over 2016, with a three-year decrease of 3.61%

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements, which are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with an organization-wide overview similar in nature to a private-sector business. The two components of this presentation are the *Statement of Net Position* and the *Statement of Activities*.

The *Statement of Net Position* (Exhibit A-1) presents information on all of the City's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *Statement of Activities* (Exhibit A-2) presents information showing how the City's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes, licenses, permits, fines and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City of Walker include general

government, public safety, highways and streets, and parks and recreation. The business-type activities of the City of Walker include gas and water distribution operation, a sewer disposal operation, and a contracted solid waste disposal operation. All business-type activities are included in a single Utility Enterprise Fund.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet (Exhibit B-1) and governmental fund statement of revenues, expenditures, and changes in fund balances (Exhibit B-3) provide a reconciliation (Exhibits B-2 and B-4) to facilitate this comparison between *governmental funds* and *governmental activities*.

The City maintains two individual governmental funds. The *General Fund* is the chief operating fund of the City. The activities of the General Fund include general and administrative functions, public safety (police and animal control), highways and streets, and parks and recreation. The *Special Revenue Fund* accounts solely for the ½ cent sales tax, the proceeds of which are legally dedicated for the repayment of that portion of the Refunding Bonds Series 2009 originally attributable to the 2000 ½ Cent Sales Tax Bonds and the Refunding Bonds Series 2016; extending, improving, maintaining, and operating the sewerage system of the city; and constructing, improving and maintaining public streets and drainage facilities, including equipment therefore. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and the special revenue fund as both funds are considered major funds.

The City adopts an annual appropriated budget for its general fund and its special revenue fund. A budgetary comparison statement has been provided for the general fund (Exhibit B-5) and the special revenue fund (Exhibit B-6) as both funds are considered major funds.

Enterprise type proprietary funds are used to report the same functions presented as business-type activities in the government-wide financial statements, only in more detail. The City uses a single utility enterprise fund, which is considered a major fund, to account for its gas, water, sewer, and sanitation services provided for the residents of the City and some residents of the parishes of Livingston and St. Helena. Exhibits C-1 through C-3 present the basic proprietary fund financial statements.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 30-70 of this report.

Government-wide Financial Analysis

This analysis pertains to the government-wide financial statements for the fiscal year ended December 31, 2017. The City's net position at December 31, 2017 was \$27,650,333, with a 16.77% increase in unrestricted net position and a 21.92% increase in investment in capital assets. Capital assets are reported net of accumulated depreciation; and the investment in capital assets is reported net of related debt. However, it should be noted that the capital assets are used to provide services to citizens; and consequently, cannot be used to liquidate the related debt. The resources needed to repay this debt must be provided from other sources.

The table below reflects the condensed Statement of Net Position as of December 31, 2017 with comparative totals for 2016.

City of Walker
Condensed Statement of Net Position
For the Year Ended December 31, 2017

	Governmental Activities	Business-Type Activities	Totals 2017	Totals 2016
ASSETS				
Current and Other Assets	\$ 3,637,518	\$ 11,164,568	\$ 14,802,086	\$ 13,344,254
Restricted Assets	-	1,112,689	1,112,689	1,298,525
Capital Assets	6,592,279	15,730,505	22,322,784	19,490,927
Total Assets	<u>10,229,797</u>	<u>28,007,762</u>	<u>38,237,559</u>	<u>34,133,706</u>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Amount on Refunding	71,909	507,645	579,554	596,241
Deferred Outflows - Related to Pensions	614,367	-	614,367	762,094
Total Deferred Outflows of Resources	<u>686,276</u>	<u>507,645</u>	<u>1,193,921</u>	<u>1,358,335</u>
LIABILITIES				
Current Liabilities	1,087,992	1,315,287	2,403,279	2,308,939
Long-Term Liabilities	1,572,784	5,285,635	6,858,419	7,313,421
Net Pension Liability	2,500,180	-	2,500,180	2,485,201
Total Liabilities	<u>5,160,956</u>	<u>6,600,922</u>	<u>11,761,878</u>	<u>12,107,561</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred Inflows - Related to Pensions	19,269	-	19,269	53,602
NET POSITION				
Net Investment in Capital Assets	5,149,423	10,542,416	15,691,839	13,815,056
Restricted	-	311,009	311,009	527,175
Unrestricted	586,425	11,061,060	11,647,485	8,988,647
Total Net Position	<u>\$ 5,735,848</u>	<u>\$ 21,914,485</u>	<u>\$ 27,650,333</u>	<u>\$ 23,330,878</u>

The Statement of Activities for 2017 categorizes the City's revenues as program revenues, which are service charges or grants and contributions for specific governmental or business-type functions, and general revenues, which include most taxes and other revenue sources of a government-wide nature.

Total revenues for the City in 2017 were \$17,985,895, with \$12,465,148 derived from program revenues and grants; \$5,282,938 from sales, franchise, and property taxes, occupational licenses, and permits; and the remaining \$237,809 from other miscellaneous income. Total expenses for the City in 2017 were \$13,666,440, leaving a \$4,319,455 increase in net position.

The table below reflects the condensed Statement of Activities for the year ended December 31, 2017 with comparative totals for 2016.

City of Walker
Condensed Statement of Activities
For the Year Ended December 31, 2017

	Governmental Activities	Business-Type Activities	Totals 2017	Totals 2016
Revenues:				
Program Revenues:				
Charges for Services	\$ 934,706	\$ 8,991,218	\$ 9,925,924	\$ 9,306,648
Operating Grants and Contributions	194,968	12,543	207,511	343,849
Capital Grants and Contributions	504,820	1,826,893	2,331,713	1,705,319
General Revenues:				
Taxes	5,282,938	-	5,282,938	5,808,865
Other Grants and Contributions not Restricted to Specific Programs	13,861	-	13,861	14,746
Interest and Investment Income	51,284	92,982	144,266	64,742
Net Gain (Loss) on Disposition of Capital Assets	10,698	-	10,698	23,889
Miscellaneous Income	34,079	34,905	68,984	69,036
Total Revenues	<u>7,027,354</u>	<u>10,958,541</u>	<u>17,985,895</u>	<u>17,337,094</u>
Expenses:				
General Government	1,894,765	-	1,894,765	1,720,716
Public Safety	2,874,140	-	2,874,140	2,965,147
Highways and Streets	1,783,340	-	1,783,340	1,448,273
Parks and Recreation	359,872	-	359,872	363,957
Bond Issuance Costs	-	-	-	21,066
Interest on Long-Term Debt	45,199	-	45,199	60,584
Gas	-	3,360,446	3,360,446	2,901,993
Water	-	1,394,242	1,394,242	1,499,715
Sewer	-	1,583,221	1,583,221	1,490,498
Sanitation	-	371,215	371,215	369,792
Total Expenses	<u>6,957,316</u>	<u>6,709,124</u>	<u>13,666,440</u>	<u>12,841,741</u>
Net Income before Transfers	70,038	4,249,417	4,319,455	4,495,353
Transfers In (Out)	189,500	(189,500)	-	-
Increase in Net Position	259,538	4,059,917	4,319,455	4,495,353
Net Position - Beginning of Year	5,476,310	17,854,568	23,330,878	18,835,525
Net Position - End of Year	<u>\$ 5,735,848</u>	<u>\$ 21,914,485</u>	<u>\$ 27,650,333</u>	<u>\$ 23,330,878</u>

Governmental activities. Governmental activities net position increased \$259,538 (4.74%). Total revenues before transfers decreased \$1,860,307 (20.93%), primarily due to decreases in sales taxes, which were inflated from the prior year due to the August 2016 flood recovery, and decreases in intergovernmental revenue. Total expenses increased \$377,573 (5.74%) attributed in large part to street expenses to widen and overlay Sunset and Ballard streets.

Business-type activities. Business-type activities net position increased \$4,059,917 (22.74%). Net income before transfers was \$4,249,417. Improvements and additions to utility services during 2017 included:

- Our Lady of the Lake water well
- Installed 100,000 gallon storage tank at industrial park
- Installed 10,000 gallon hydropneumatic tank and pumping system at industrial park.

Analysis of Fund Financial Statements

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

Governmental funds. The focus of the City's *governmental funds* is to provide information on near-term inflow, and balances of *spendable* resources. Such information is useful in assessing the City's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. As of the end of the current year, the City's governmental funds reported combined ending fund balances of \$2,488,608, a decrease of \$1,067,370. The general fund, which is the chief operating fund of the City, reported \$2,587,023 in a deficiency of revenues over expenditures. The transfer of \$1,000,000 from the gas department, a transfer of \$15,670 from the ½ cent sales tax fund, proceeds from issuance of long term debt of \$174,000, and \$10,698 proceeds from disposition of capital assets resulted in a net decrease in fund balance of \$1,386,655. The 2000 ½ cent sales tax fund reported \$1,145,455 in excess revenues over expenditures; and a \$319,285 net increase in fund balance after the above noted transfer to the general fund street department for drainage and road improvements, and equipment therefore; as well as an \$810,500 transfer to the proprietary fund sewer department to support operations and maintenance of the sewerage system.

Proprietary funds. The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. The proprietary funds reported net operating income of \$2,425,336. Operating income for the gas, water and sanitation departments were \$2,576,959, \$355,737 and \$10,742, respectively. Operations of the sewer department resulted in a loss of \$518,102; however, \$810,500 was transferred from the ½ cent sales tax fund to support operations and maintenance of the sewer system.

General Fund Budgetary Summary

Generally, budget amendments fall into three categories: 1) amendments made to adjust the estimates that are used to prepare the original budget ordinance once more precise information is available; 2) amendments made to recognize new funding amounts from external sources, such as Federal and State grants; and 3) increases in appropriations that become necessary to maintain services. The City adopted nine budget amendments during the fiscal year. Final budget adjustments are introduced in November for public hearing at December council meeting.

Capital Assets and Debt Administration

Capital assets. The City's investment in capital assets (net of accumulated depreciation for its governmental and business type activities as of December 31, 2017 was \$22,322,784. This investment in capital assets includes land, buildings, improvements, roads and bridges, vehicles, machinery and equipment, furniture and fixtures, recreational equipment, and gas, water, and sewer systems. Governmental activities capital assets increased by \$1,661,928 with depreciation expense of \$401,231 and business-type activities capital assets increased by \$2,339,535 with depreciation expense of \$767,875. Total increase in the net investment in capital assets for 2017 amounted to \$2,831,857. Additional information on the City's capital assets can be found in note 8 on pages 46-49 of this report.

Long-term debt. As of December 31, 2017, the City had total debt outstanding of \$6,858,419, a decrease of \$455,002 (6.22%) from prior year. A breakdown of the long-term debt is as follows:

- 2009 Utility Revenue Bonds (maturing January 1, 2020) having an outstanding balance of \$685,000, with \$541,000 payable from the ½ Cent Sales Tax Fund and \$144,000 payable from the Enterprise Fund.
- 2016 Revenue Refunding Bonds (maturing October 1, 2027) having an outstanding balance of \$4,690,000, with \$583,000 payable from the ½ Cent Sales Tax Fund and \$4,107,000 payable from the Enterprise Fund.
- 2010 Utility Revenue Bonds (maturing October 1, 2029) having an outstanding balance of \$248,000.
- 2011 Utility Revenue Bonds (maturing October 1, 2030) having an outstanding balance of \$463,764.
- Capital Leases having an outstanding balance of \$326,618.
- Compensated absences total \$227,474 with \$129,928 payable from the General Fund and \$97,546 payable from the Enterprise Fund.

Additional information on the City's long-term debt can be found in note 12 on pages 57-63.

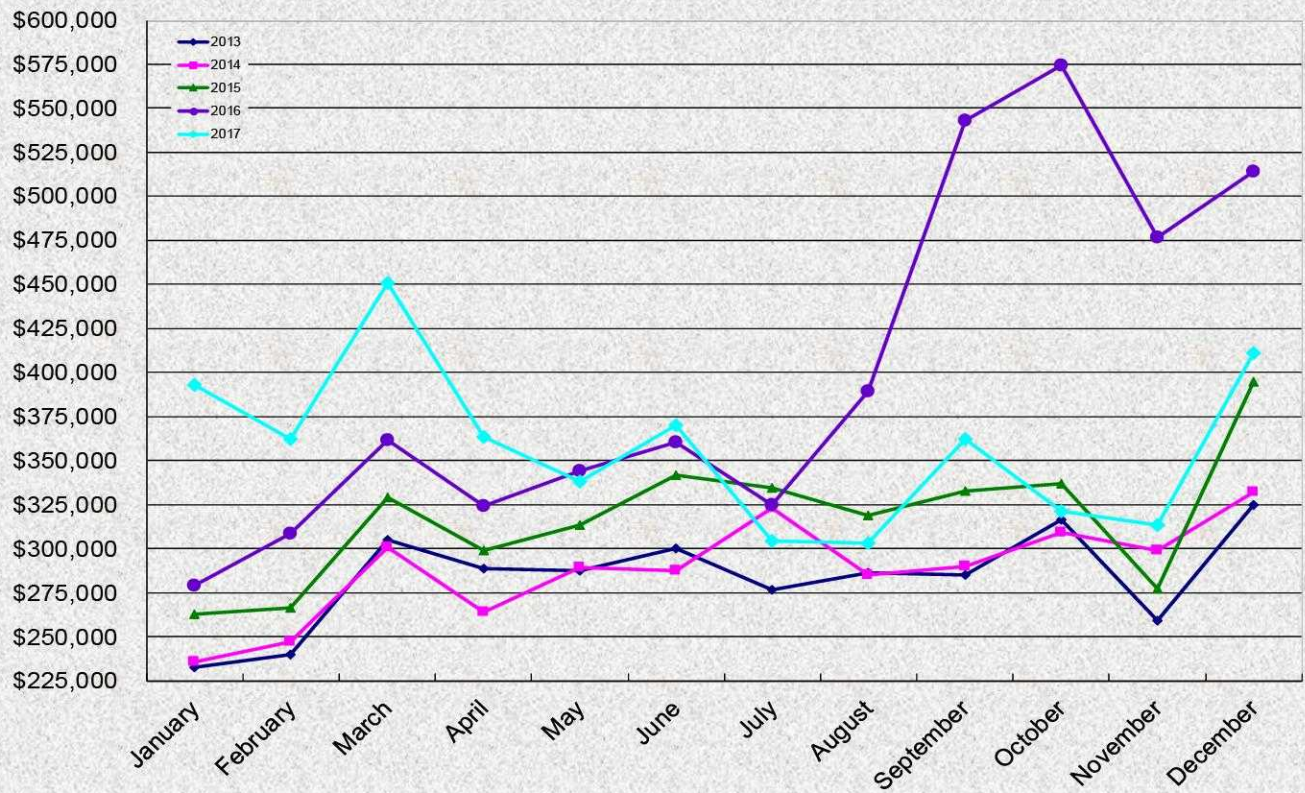
Future Budget and Economic Outlook

Walker continues the long-term task of upgrading infrastructure that began in 2013. Improvements completed in 2017 include the installation of a 100,000 gallon water storage tank and a 10,000 gallon hydropneumatic tank and pumping system at the industrial park. The water department will also be making water line improvements along Walker North from Hwy 190 to Molly Melissa Dr. The sewer department in 2018 will continue to install backflow preventers on all city grinder pumps to alleviate possible sewer backups into homes. The street department will be completing the sidewalks along Ball Park Rd. In addition to infrastructure improvements, the city plans to have the baseball park completely overhauled and replaced in 2018. The walking path at Sidney Hutchinson Park is also set to be completed. The City is also looking to construct a dog park near the existing animal shelter. A community center has also been budgeted to be built at Sidney Hutchinson Park. The building will house a variety of agencies during storm events. The City will be able to use this building as a community/recreational center and have control over it as long as the building is not being used for an emergency situation. The building would allow recreational activities of all types, including basketball, volleyball and others; it could also be used for public meetings and community events as well.

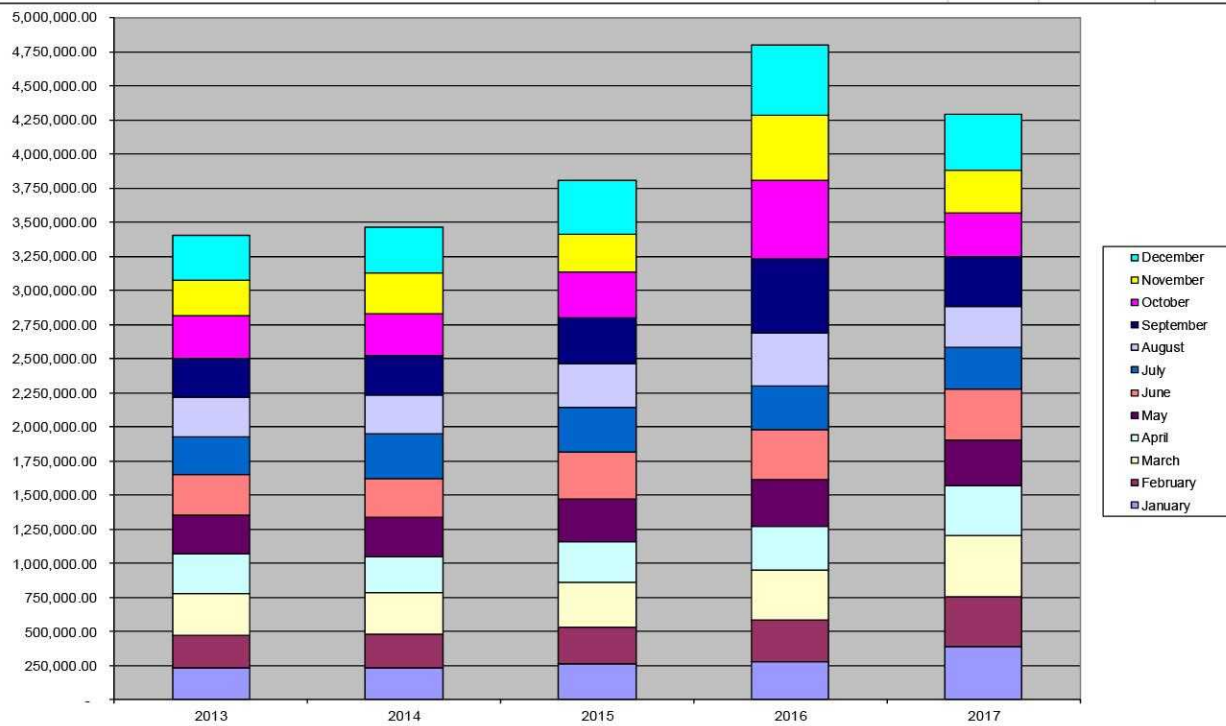
Walker continues to welcome enterprise and entrepreneurship. Scheduled to open in 2018 are Raising Cane's, Lake After Hours Urgent Care, Tierra Santa and Benson Dermatology. The City is in the process of a hotel feasibility study and has contracted with Retail Strategies, a Birmingham, Alabama firm to conduct a retail gap study and to actively recruit national restaurant and retail chains to the city.

The four largest sources of general revenue for the City are taxes, fines and forfeitures, and licenses and permits. The largest source of tax revenue is the 1% general sales tax, which yielded a 10.58% decrease over 2016. This decrease was due from the inflated sales tax received in 2016 after the August flooding event. The 2018 budget reflects moderate growth in tax revenues as compared to 2015, which was the last year unaffected by the flooding event.

CITY OF WALKER GROSS MONTHLY SALES TAX



CITY OF WALKER GROSS ANNUAL SALES TAX



This financial report is designed to provide a general overview of the City's finances for all interested parties. Questions concerning any of this information provided in this report or requests for additional information should be addressed to:

Finance Director
City of Walker
P.O. Box 217
Walker, Louisiana 70785

GOVERNMENT-WIDE FINANCIAL STATEMENTS

CITY OF WALKER
STATEMENT OF NET POSITION

DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2016)

	Governmental Activities	Business-Type Activities	Totals	
			2017	2016
ASSETS				
Cash and Cash Equivalents	\$ 3,221,958	\$ 7,752,875	\$ 10,974,833	\$ 9,311,045
Investments	326,134	-	326,134	322,997
Receivables, Net	206,421	1,731,377	1,937,798	1,799,698
Due from Other Governments	1,140,117	47,212	1,187,329	1,450,586
Internal Balances	(1,330,111)	1,330,111	-	-
Inventories	-	221,458	221,458	214,810
Prepaid Insurance	-	-	-	70,601
Prepaid Items	72,999	81,535	154,534	174,517
Restricted Assets:				
Cash and Cash Equivalents	-	343,052	343,052	559,218
Investments	-	769,637	769,637	739,307
Capital Assets:				
Land and Construction in Progress	3,350,367	3,621,664	6,972,031	4,976,376
Other Capital Assets, Net of Accumulated Depreciation	3,241,912	12,108,841	15,350,753	14,514,551
Total Assets	10,229,797	28,007,762	38,237,559	34,133,706
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Amount on Refunding	71,909	507,645	579,554	596,241
Deferred Outflows - Related to Pensions	614,367	-	614,367	762,094
Total Deferred Outflows of Resources	686,276	507,645	1,193,921	1,358,335
LIABILITIES				
Accounts Payable and Accrued Expenses	1,075,911	1,283,244	2,359,155	2,264,072
Accrued Interest Payable	12,081	32,043	44,124	44,867
Non-Current Liabilities:				
Due Within One Year	399,576	319,938	719,514	688,418
Due in More Than One Year	1,173,208	4,965,697	6,138,905	6,625,003
Net Pension Liability	2,500,180	-	2,500,180	2,485,201
Total Liabilities	5,160,956	6,600,922	11,761,878	12,107,561
DEFERRED INFLOWS OF RESOURCES				
Deferred Inflows - Related to Pensions	19,269	-	19,269	53,602
NET POSITION				
Net Investment in Capital Assets	5,149,423	10,542,416	15,691,839	13,815,056
Restricted for				
Challenger Field	-	-	-	224,909
Debt Service	-	311,009	311,009	302,266
Unrestricted	586,425	11,061,060	11,647,485	8,988,647
Total Net Position	\$ 5,735,848	\$ 21,914,485	\$ 27,650,333	\$ 23,330,878

The accompanying notes are an integral part of this statement.

CITY OF WALKER

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>
Primary Government:				
Governmental Activities:				
General Government	\$ 1,894,765	\$ -	\$ 11,476	\$ -
Public Safety	2,874,140	854,627	182,817	7,470
Highways and Streets	1,783,340	13,625	-	497,350
Parks and Recreation	359,872	66,454	675	-
Bond Issuance Costs	-	-	-	-
Interest on Long-Term Debt	45,199	-	-	-
Total Governmental Activities	6,957,316	934,706	194,968	504,820
Business-Type Activities:				
Gas	3,360,446	5,848,484	-	42,642
Water	1,394,242	1,716,474	-	1,672,206
Sewer	1,583,221	1,044,303	12,543	112,045
Sanitation	371,215	381,957	-	-
Total Business-Type Activities	6,709,124	8,991,218	12,543	1,826,893
Total Primary Government	\$ 13,666,440	\$ 9,925,924	\$ 207,511	\$ 2,331,713

General Revenues:

Taxes:

 Property

 Sales

 Occupational and Permits

 Franchise

Other Grants and Contributions not Restricted to Specific
Programs

Transfers

Interest and Investment Income

Net Gain (Loss) on Disposition of Capital Assets

Miscellaneous Income

Total General Revenues

Change in Net Position

Net Position - Beginning of Year

Net Position - End of Year

The accompanying notes are an integral part of this statement.

Net (Expense) Revenue and Changes in Net Position (Deficit)			
Governmental Activities	Business-Type Activities	Totals	
		2017	2016
\$ (1,883,289)	\$ -	\$ (1,883,289)	\$ (1,712,894)
(1,829,226)	-	(1,829,226)	(1,926,762)
(1,272,365)	-	(1,272,365)	245,905
(292,743)	-	(292,743)	(145,137)
-	-	-	(21,066)
(45,199)	-	(45,199)	(60,584)
(5,322,822)	-	(5,322,822)	(3,620,538)
-	2,530,680	2,530,680	2,531,820
-	1,994,438	1,994,438	78,284
-	(414,330)	(414,330)	(472,922)
-	10,742	10,742	(2,569)
-	4,121,530	4,121,530	2,134,613
(5,322,822)	4,121,530	(1,201,292)	(1,485,925)
126,068	-	126,068	109,285
4,291,882	-	4,291,882	4,799,842
474,906	-	474,906	529,692
390,082	-	390,082	370,046
13,861	-	13,861	14,746
189,500	(189,500)	-	-
51,284	92,982	144,266	64,742
10,698	-	10,698	23,889
34,079	34,905	68,984	69,036
5,582,360	(61,613)	5,520,747	5,981,278
259,538	4,059,917	4,319,455	4,495,353
5,476,310	17,854,568	23,330,878	18,835,525
<u>\$ 5,735,848</u>	<u>\$ 21,914,485</u>	<u>\$ 27,650,333</u>	<u>\$ 23,330,878</u>

FUND FINANCIAL STATEMENTS

CITY OF WALKER
BALANCE SHEET
GOVERNMENTAL FUNDS

DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2016)

	General	2000 1/2 Cent Sales Tax Fund	Total Governmental	
			2017	2016
ASSETS				
Cash and Cash Equivalents	\$ 975,564	\$ 2,246,394	\$ 3,221,958	\$ 2,557,498
Investments	326,134	-	326,134	322,997
Receivables:				
Ad Valorem Taxes, Net	37,089	-	37,089	108,903
Other	169,332	-	169,332	147,410
Prepaid Insurance	-	-	-	70,601
Due from Other Funds	-	-	-	(275,439)
Due from Other Governments	902,027	238,090	1,140,117	1,450,586
Cash - Restricted	-	-	-	224,909
Total Assets	<u>\$ 2,410,146</u>	<u>\$ 2,484,484</u>	<u>\$ 4,894,630</u>	<u>\$ 4,607,465</u>
LIABILITIES				
Accounts Payable	\$ 821,959	\$ -	\$ 821,959	\$ 635,411
Payroll Liabilities	143,552	-	143,552	124,684
Accrued Salaries and Wages	110,400	-	110,400	106,001
Due to Other Funds	1,233,675	96,436	1,330,111	185,391
Total Liabilities	<u>2,309,586</u>	<u>96,436</u>	<u>2,406,022</u>	<u>1,051,487</u>
FUND BALANCES				
Fund Balances:				
Nonspendable:				
Prepaid Insurance	-	-	-	70,601
Restricted For:				
Challenger Field	-	-	-	224,909
Committed For:				
Construction Contracts	48,613	-	48,613	1,191,705
Assigned To:				
Special Revenue Fund	-	2,388,048	2,388,048	2,068,763
Unassigned:				
General Fund	51,947	-	51,947	-
Total Fund Balances	<u>100,560</u>	<u>2,388,048</u>	<u>2,488,608</u>	<u>3,555,978</u>
Total Liabilities and Fund Balances	<u>\$ 2,410,146</u>	<u>\$ 2,484,484</u>	<u>\$ 4,894,630</u>	<u>\$ 4,607,465</u>

The accompanying notes are an integral part of this statement.

CITY OF WALKER

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

DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2016)

	<u>2017</u>	<u>2016</u>
Fund Balances - Total Governmental Funds	\$ 2,488,608	\$ 3,555,978
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 are not Reported in the Governmental Funds		
Governmental Capital Assets	10,709,293	9,159,784
Less Accumulated Depreciation	<u>(4,117,014)</u>	<u>(3,827,702)</u>
	6,592,279	5,332,082
Prepaid Items	72,999	62,355
Long-Term Liabilities are not Due and Payable in the Current Period and therefore are not Reported in the Governmental Funds:		
Net Pension Liability	(2,500,180)	(2,485,201)
General Obligation Bonds	(1,150,994)	(1,405,994)
Deferred Amount on Refunding	71,909	71,909
Compensated Absences Payable	(129,928)	(147,495)
Capital Lease Payable	(291,862)	(202,992)
Accrued Interest Payable	<u>(12,081)</u>	<u>(12,824)</u>
	(4,013,136)	(4,182,597)
Deferred Outflows of Resources Related to Pensions are not Reported in Governmental Funds	614,367	762,094
Deferred Inflows of Resources Related to Pensions are not Reported in Governmental Funds	<u>(19,269)</u>	<u>(53,602)</u>
Net Position of Governmental Activities	<u>\$ 5,735,848</u>	<u>\$ 5,476,310</u>

The accompanying notes are an integral part of this statement.

CITY OF WALKER
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

FOR THE YEAR ENDED DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

	2000		Total	
	General	1/2 Cent Sales Tax Fund	Governmental Funds 2017	2016
Revenues:				
Taxes	\$ 3,390,802	\$ 1,431,091	\$ 4,821,893	\$ 5,293,919
Licenses and Permits	474,906	-	474,906	529,692
Fines and Forfeits	810,984	-	810,984	788,973
Interest	17,140	34,144	51,284	26,898
Fees	117,077	-	117,077	119,798
Intergovernmental	628,431	-	628,431	1,795,833
Miscellaneous	57,410	-	57,410	221,601
Total Revenues	5,496,750	1,465,235	6,961,985	8,776,714
Expenditures:				
Current:				
General Government	1,779,711	23,704	1,803,415	1,677,060
Public Safety	2,601,487	-	2,601,487	2,728,689
Highways and Streets	1,654,419	-	1,654,419	1,337,922
Parks and Recreation	296,732	-	296,732	295,192
Capital Outlay	1,661,428	-	1,661,428	2,432,707
Debt Service:				
Bond Issuance Costs	-	-	-	21,066
Principal Retirement	85,130	255,000	340,130	356,985
Interest and Administration Fees	4,866	41,076	45,942	67,094
Total Expenditures	8,083,773	319,780	8,403,553	8,916,715
Excess (Deficiency) of				
Revenues over Expenditures	(2,587,023)	1,145,455	(1,441,568)	(140,001)
Other Financing Sources (Uses):				
Proceeds from Capital Asset Disposition	10,698	-	10,698	92,012
Proceeds from Bond Issuance	-	-	-	583,000
Premium on Bond Issuance	-	-	-	26,994
Payment to Refund Bonds	-	-	-	(629,022)
Transfers In	1,015,670	-	1,015,670	1,015,670
Transfer Out	-	(826,170)	(826,170)	(835,670)
Proceeds from Issuance of Long Term Debt	174,000	-	174,000	-
Total Other Financing Sources (Uses)	1,200,368	(826,170)	374,198	252,984
Net Change in Fund Balances	(1,386,655)	319,285	(1,067,370)	112,983
Fund Balances at Beginning of Year	1,487,215	2,068,763	3,555,978	3,442,995
Fund Balances at End of Year	\$ 100,560	\$ 2,388,048	\$ 2,488,608	\$ 3,555,978

The accompanying notes are an integral part of this statement.

CITY OF WALKER

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

	2017	2016
Net Change in Fund Balances - Total Governmental Funds	\$ (1,067,370)	\$ 112,983
Amounts Reported for Governmental Activities in the Statement of Activities are Different Because:		
Governmental Funds Report Capital Outlays as Expenditures. However, in the Statement of Activities, the Cost of Those Assets is Allocated Over Their Estimated Useful Lives and Reported as Depreciation Expense.		
Capital Outlay Additions and Net Transfers	1,661,428	2,499,834
Depreciation Expense and Accumulated Depreciation on Transfers In	(401,231)	(350,025)
	1,260,197	2,149,809
In the Statement of Activities, Only the Gain on the Sale of Capital Assets is reported. However, in the Governmental Funds, the Proceeds from the Capital Asset Dispositions Increase Financial Resources. Thus, the Change in Net Position Differs from the Change in Fund Balance by the Cost of the Capital Assets Disposed.		
Add Accumulated Depreciation on Capital Assets Retired	111,919	446,872
Less Cost Basis of Capital Assets Retired During the Year	(111,919)	(504,528)
	-	(57,656)
Governmental Funds Expense Insurance Payments When Paid. In the Statement of Activities, Only the Portion Applicable to the Current Year is Expensed. The Remaining is Recorded in the Statement of Net Position as Prepaid Insurance.		
Change in Prepaid Items	10,644	(3,244)
The Issuance of Long-Term Debt (e.g., bonds, leases) Provides Current Financial Resources to Governmental Funds, While the Repayment of the Principal of Long-Term Debt Consumes the Current Financial Resources of the Governmental Funds. Neither Transaction, However, has any Effect on Net Position. Also, Governmental Funds Report the Effect of Premiums, Discounts, and Similar Items When Debt is First Issued, Whereas These Amounts are Deferred and Amortized in the Statement of Activities.		
Issuance of Refunding Bonds	-	(609,994)
Payment to Refund Bonds	-	629,022
Proceeds from the Issuance of Capital Lease	(174,000)	-
Repayment of Principal on Long-Term Debt	340,130	356,985
Some Expenses Reported in the Statement of Activities do not Require the use of Current Financial Resources and are not Reported as Expenditures in Governmental Funds.		
(Increase) Decrease in Compensated Absences Payable	17,567	(30,619)
(Increase) Decrease in Pension Expense	(183,043)	(115,209)
(Increase) Decrease in Accrued Interest Payable	743	6,510
Proportionate Share of Non-employer Contributions to the Pension Plans do not Provide Current Financial Resources and, Therefore, are not reported as Revenues in the Governmental Funds.	54,670	49,331
Change in Net Position of Governmental Activities	\$ 259,538	\$ 2,487,918

The accompanying notes are an integral part of this statement.

CITY OF WALKER
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2017

	Original Budgeted Amounts	Final Budgeted Amounts	Actual	Variance With Final Budget
Revenues				
Taxes:				
Ad Valorem Taxes	\$ 114,000	\$ 114,000	\$ 126,068	\$ 12,068
Alcoholic Beverage Tax	14,500	14,500	13,861	(639)
Franchise Taxes	400,000	400,000	390,082	(9,918)
Sales Taxes	2,670,000	2,670,000	2,860,791	190,791
	3,198,500	3,198,500	3,390,802	192,302
Licenses and Permits:				
Occupational Licenses	346,200	346,200	378,464	32,264
Other Permits and Licenses	98,400	98,400	96,442	(1,958)
	444,600	444,600	474,906	30,306
Fines and Forfeits	960,000	725,000	810,984	85,984
Interest Income	6,000	6,000	17,140	11,140
Fees:				
Animal Adoption Fees	1,000	1,000	2,776	1,776
Parks and Recreation Fees	82,000	82,000	59,809	(22,191)
Police Extra Duty Charges	41,000	41,000	40,867	(133)
Road Maintenance	9,200	9,200	13,625	4,425
	133,200	133,200	117,077	(16,123)

(CONTINUED)

CITY OF WALKER
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL - (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Original Budgeted Amounts</u>	<u>Final Budgeted Amounts</u>	<u>Actual</u>	<u>Variance With Final Budget</u>
Intergovernmental:				
State and Local Grants:				
Other State and Local Grants	200,000	50,000	-	(50,000)
On Behalf Payments for Salaries	108,000	108,000	102,266	(5,734)
Street Department Grant	-	1,006,000	85,694	(920,306)
Federal Grants:				
Flood Relief Grant	-	11,475	11,476	1
Street Planning and Construction Grant	3,143,700	1,016,469	411,656	(604,813)
Animal Control Grants	-	-	7,470	7,470
Law Enforcement Grants	20,000	20,000	9,869	(10,131)
	3,471,700	2,211,944	628,431	(1,583,513)
Miscellaneous:				
Parks and Recreation Concessions	8,500	8,500	6,645	(1,855)
Miscellaneous	22,000	22,000	50,765	28,765
	30,500	30,500	57,410	26,910
Total Revenues	8,244,500	6,749,744	5,496,750	(1,252,994)

(CONTINUED)

CITY OF WALKER

GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL - (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

	Original Budgeted Amounts	Final Budgeted Amounts	Actual	Variance With Final Budget
Expenditures				
General Government:				
General Provisions:				
Salaries	832,940	832,940	936,840	(103,900)
Aldermen's Per Diem	60,000	60,000	61,000	(1,000)
Payroll Taxes, Retirement, and Group Insurance	390,800	390,800	354,159	36,641
Advertising	10,000	10,000	11,048	(1,048)
Collection Costs	51,900	51,900	58,548	(6,648)
Community Events	30,000	30,000	23,929	6,071
Contracted Services	6,800	6,800	6,454	346
Coroner Fees	6,000	6,000	1,500	4,500
Court Costs	14,400	18,000	18,000	-
Economic Development	15,000	15,000	10,000	5,000
Insurance	64,700	64,700	57,877	6,823
Legal and Professional	28,700	28,700	25,056	3,644
Membership Fees and Educational Training	16,000	26,000	28,436	(2,436)
Miscellaneous	3,800	3,800	5,691	(1,891)
Printing, Postage and Office Supplies	51,800	96,800	66,797	30,003
Rental Equipment	6,600	6,600	9,022	(2,422)
Repairs and Maintenance	33,200	68,200	55,837	12,363
Small Tools and Supplies	-	-	515	(515)
Telephone	22,900	22,900	22,666	234
Utilities	17,000	17,000	14,957	2,043
Uniforms	500	500	2,110	(1,610)
Vehicle Expenses	12,000	12,000	9,269	2,731
Total General Government	1,675,040	1,768,640	1,779,711	(11,071)

(CONTINUED)

CITY OF WALKER
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL - (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

	Original Budgeted Amounts	Final Budgeted Amounts	Actual	Variance With Final Budget
Public Safety:				
Animal Control:				
Salaries	122,000	122,000	116,880	5,120
Payroll Taxes, Retirement, and Group Insurance	55,200	55,200	49,395	5,805
Animal Care Expense	10,500	10,500	10,078	422
Insurance	5,400	5,400	7,133	(1,733)
Legal and Professional	1,300	1,300	2,027	(727)
Miscellaneous	7,600	7,600	5,228	2,372
Printing, Postage and Office Supplies	700	700	3,501	(2,801)
Small Tools and Supplies	10,000	10,000	4,594	5,406
Telephone	3,100	3,100	3,166	(66)
Utilities	10,000	10,000	8,020	1,980
Vehicle Expense	4,000	4,000	3,922	78
Total Animal Control	229,800	229,800	213,944	15,856
Police:				
Salaries	1,325,700	1,325,700	1,236,879	88,821
Payroll Taxes, Retirement, and Group Insurance	723,900	723,900	699,847	24,053
Contracted Services	5,800	5,800	3,355	2,445
Equipment Rental	18,900	30,400	28,168	2,232
Insurance	163,300	163,300	187,963	(24,663)
Membership Fees and Educational Training	9,000	9,000	11,159	(2,159)
Miscellaneous	7,400	7,400	6,726	674
Printing, Postage and Office Supplies	7,200	7,200	10,623	(3,423)
Professional Fees	12,000	12,000	23,184	(11,184)
Repairs and Maintenance	32,500	32,500	19,159	13,341
Small Tools and Supplies	15,000	26,000	20,488	5,512

(CONTINUED)

**CITY OF WALKER
GENERAL FUND**

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL - (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

	Original Budgeted Amounts	Final Budgeted Amounts	Actual	Variance With Final Budget
Public Safety (Continued):				
Police (Continued):				
Telephone	30,800	30,800	32,582	(1,782)
Uniforms	14,000	14,000	15,321	(1,321)
Utilities	7,500	7,500	9,618	(2,118)
Vehicle Expense	80,000	80,000	82,471	(2,471)
Total Police	<u>2,453,000</u>	<u>2,475,500</u>	<u>2,387,543</u>	<u>87,957</u>
Total Public Safety	<u>2,682,800</u>	<u>2,705,300</u>	<u>2,601,487</u>	<u>103,813</u>
Highways and Streets:				
Streets:				
Salaries	507,400	513,900	474,416	39,484
Payroll Taxes, Retirement, and Group Insurance	244,300	244,300	228,307	15,993
Contract Services	4,900	4,900	41,331	(36,431)
Equipment Expense	78,200	118,200	113,641	4,559
Equipment Rental	12,400	12,400	11,433	967
Insurance	81,200	81,200	103,984	(22,784)
Landscaping and Beautification	224,300	-	-	-
Legal and Professional	27,200	77,200	98,465	(21,265)
Streets Maintenance and Materials	57,000	342,000	462,729	(120,729)
Membership Fees and Educational Training	1,500	1,500	2,715	(1,215)
Miscellaneous	2,000	2,000	828	1,172
Small Tools and Supplies	14,000	24,000	26,580	(2,580)
Telephone	8,900	8,900	9,393	(493)
Uniforms	1,500	1,500	1,505	(5)
Utilities	72,800	72,800	79,092	(6,292)
Total Highways and Streets	<u>1,337,600</u>	<u>1,504,800</u>	<u>1,654,419</u>	<u>(149,619)</u>

(CONTINUED)

CITY OF WALKER
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL - (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

	Original Budgeted Amounts	Final Budgeted Amounts	Actual	Variance With Final Budget
Parks and Recreation:				
Salaries	79,100	89,100	77,689	11,411
Payroll Taxes, Retirement, and Group Insurance	24,800	24,800	32,619	(7,819)
Concession Supplies	1,200	1,200	-	1,200
Equipment Rental	3,700	3,700	6,352	(2,652)
Insurance	11,700	11,700	11,615	85
Membership Fees and Educational Training	1,500	1,500	2,597	(1,097)
Miscellaneous	3,300	3,300	4,021	(721)
Legal and Professional	1,300	36,300	3,941	32,359
Printing, Postage and Office Supplies	1,200	1,200	1,294	(94)
Recreational Supplies	30,000	35,000	33,244	1,756
Repairs and Maintenance	32,900	52,900	28,898	24,002
Small Tools and Supplies	6,000	6,000	2,349	3,651
Telephone	1,800	1,800	1,820	(20)
Tournament Expenses	50,000	65,000	60,356	4,644
Utilities	24,200	31,200	29,817	1,383
Uniforms	500	500	120	380
Total Parks and Recreation	273,200	365,200	296,732	68,468
Capital Outlay	3,574,400	2,801,162	1,661,428	1,139,734
Debt Service:				
Principal Retirement	99,200	99,200	85,130	14,070
Interest	5,500	5,500	4,866	634
Total Debt Service	104,700	104,700	89,996	14,704
Total Expenditures	9,647,740	9,249,802	8,083,773	1,166,029

(CONTINUED)

CITY OF WALKER
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL - (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

	Original Budgeted Amounts	Final Budgeted Amounts	Actual	Variance With Final Budget
Excess (Deficiency) of Revenues Over Expenditures	(1,403,240)	(2,500,058)	(2,587,023)	(86,965)
Other Financing Sources (Uses):				
Transfers In	1,365,700	1,300,700	1,015,670	(285,030)
Sale of Capital Assets	-	-	10,698	10,698
Proceeds from Issuance of Debt	-	-	174,000	174,000
Total Other Financing Sources (Uses)	1,365,700	1,300,700	1,200,368	(100,332)
Net Change in Fund Balance	(37,540)	(1,199,358)	(1,386,655)	(187,297)
Fund Balance at Beginning of Year	1,487,215	1,487,215	1,487,215	-
Fund Balance at End of Year	<u>\$ 1,449,675</u>	<u>\$ 287,857</u>	<u>\$ 100,560</u>	<u>\$ (187,297)</u>

The accompanying notes are an integral part of this statement.

CITY OF WALKER

2000 1/2 CENT SALES TAX SPECIAL REVENUE FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2017

	Original Budgeted Amounts	Final Budgeted Amounts	Actual	Variance With Final Budget
Revenues:				
Sales Taxes	\$ 1,335,000	\$ 1,335,000	\$ 1,431,091	\$ 96,091
Interest	9,000	9,000	34,144	25,144
Total Revenues	1,344,000	1,344,000	1,465,235	121,235
Expenditures:				
General Government:				
Collection Expenses	21,100	25,100	23,704	1,396
Total General Government	21,100	25,100	23,704	1,396
Debt Service:				
Principal Retirement	135,000	255,000	255,000	-
Interest and Administrative Fees	47,600	47,600	41,076	6,524
Total Debt Service	182,600	302,600	296,076	6,524
Total Expenditures	203,700	327,700	319,780	7,920
Excess (Deficiency) of Revenues over Expenditures	1,140,300	1,016,300	1,145,455	129,155
Other Financing Sources (Uses):				
Operating Transfers Out	(1,176,200)	(1,211,200)	(826,170)	385,030
Total Other Financing Sources (Uses)	(1,176,200)	(1,211,200)	(826,170)	385,030
Net Change in Fund Balance	(35,900)	(194,900)	319,285	514,185
Fund Balance at Beginning of Year	2,068,763	2,068,763	2,068,763	-
Fund Balance at End of Year	\$ 2,032,863	\$ 1,873,863	\$ 2,388,048	\$ 514,185

The accompanying notes are an integral part of this statement.

**CITY OF WALKER
PROPRIETARY FUND**

STATEMENT OF NET POSITION

DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2016)

	Business Type Activities - Enterprise Fund	
	2017	2016
Current Assets:		
Cash and Cash Equivalents	\$ 7,752,875	\$ 6,753,547
Due From Other Funds	1,330,111	460,830
	<u>9,082,986</u>	<u>7,214,377</u>
Receivables:		
Accounts (Net of Allowance for Uncollectible Accounts of \$5,000 in 2017 and \$5,000 in 2016)	979,685	973,255
Unbilled Utility Sales	751,692	570,130
Due from Other Governments	47,212	-
	<u>1,778,589</u>	<u>1,543,385</u>
Inventory, at Cost	221,458	214,810
Prepaid Expenses	<u>51,429</u>	<u>81,066</u>
Total Current Assets	11,134,462	9,053,638
Noncurrent Assets:		
Restricted Cash, Cash Equivalents, and Investments:		
Revenue Bond Covenant Accounts	343,052	334,309
Investments - Customer Deposits	769,637	739,307
Prepaid Items	30,106	31,096
Capital Assets, at Cost (Net of Accumulated Depreciation)	<u>15,730,505</u>	<u>14,158,845</u>
Total Noncurrent Assets	<u>16,873,300</u>	<u>15,263,557</u>
Total Assets	<u>28,007,762</u>	<u>24,317,195</u>
Deferred Outflows of Resources:		
Deferred Amount on Refunding of Debt	<u>507,645</u>	<u>524,332</u>
Total Deferred Outflows of Resources	<u>507,645</u>	<u>524,332</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 28,515,407</u>	<u>\$ 24,841,527</u>

The accompanying notes are an integral part of this statement.

		Business Type Activities - Enterprise Fund	
		2017	2016
Current Liabilities:			
Accounts Payable	\$	454,028	\$ 583,568
Accrued Salaries and Wages		41,726	40,601
Accumulated Unpaid Vacation		24,387	21,015
Customers' Deposits		758,642	739,047
Other Current Liabilities		28,848	34,760
Bonds Payable - Current Portion		295,551	289,865
Accrued Bond Interest		32,043	32,043
Total Current Liabilities		1,635,225	1,740,899
Noncurrent Liabilities:			
Bonds Payable - Less Current Portion		4,892,538	5,183,014
Accumulated Unpaid Vacation		73,159	63,046
Total Noncurrent Liabilities		4,965,697	5,246,060
Total Liabilities		6,600,922	6,986,959
Net Position:			
Net Investment in Capital Assets		10,542,416	8,685,966
Restricted for Debt Service		311,009	302,266
Unrestricted		11,061,060	8,866,336
Total Net Position		21,914,485	17,854,568
Total Liabilities and Net Position	\$	28,515,407	\$ 24,841,527

**CITY OF WALKER
PROPRIETARY FUND**

**STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION**

FOR THE YEAR ENDED DECEMBER 31, 2017
(WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2016)

	Business - Type Activities - Enterprise Fund	
	2017	2016
Operating Revenues:		
Charges for Services	\$ 8,991,218	\$ 8,394,077
Total Operating Revenues	8,991,218	8,394,077
Operating Expenses:		
Personal Services and Benefits	1,706,482	1,615,604
Contractual Services	815,464	794,056
Cost of Materials	1,657,427	1,183,690
Utilities	230,959	210,570
Repair and Maintenance	983,253	1,088,220
Supplies	189,609	93,844
Insurance	182,675	162,109
Depreciation	767,875	793,198
Bad Debts	32,138	14,617
Total Operating Expenses	6,565,882	5,955,908
Operating Income	2,425,336	2,438,169
Nonoperating Revenues:		
Interest and Investment Income	92,982	37,844
Gain (Loss) on Capital Asset Dispositions	-	(10,467)
Miscellaneous	34,905	25,445
Total Nonoperating Revenues	127,887	52,822
Nonoperating Expenses:		
Interest and Administrative Fees	131,830	154,850
Bond Issuance Costs	-	124,386
Amortization of Bond Insurance Costs	990	476
Amortization of Bond Discount (Premium)	(6,265)	(3,016)
Amortization of Deferred Amount on Refunding	16,687	8,034
Loss on Capital Asset Transfers	-	21,360
Total Nonoperating Expenses	143,242	306,090
Income Before Contributions and Transfers	2,409,981	2,184,901
Capital and Other Contributions	1,839,436	2,534
Transfers from Special Revenue Fund	810,500	820,000
Transfers to General Fund	(1,000,000)	(1,000,000)
Change in Net Position	4,059,917	2,007,435
Total Net Position at Beginning of Year	17,854,568	15,847,133
Total Net Position at End of Year	\$ 21,914,485	\$ 17,854,568

The accompanying notes are an integral part of this statement.

**CITY OF WALKER
PROPRIETARY FUND**

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

	Business-Type Activities - Enterprise Fund	
	2017	2016
Cash Flows From Operating Activities:		
Cash Received from Customers	\$ 8,723,876	\$ 7,982,845
Cash Payments to Suppliers for Goods and Services	(4,171,850)	(3,482,490)
Cash Payments to Employees for Services and Benefits	(1,691,872)	(1,599,570)
Other Receipts (Payments)	(834,376)	297,939
Net Cash Provided by Operating Activities	2,025,778	3,198,724
Cash Flows From Noncapital and Related Financing Activities:		
Transfer From Special Revenue Fund	810,500	820,000
Transfer To General Fund	(1,000,000)	(1,000,000)
Net Cash Used in Noncapital and Related Financing Activities	(189,500)	(180,000)
Cash Flows From Capital and Related Financing Activities:		
Proceeds from Disposition of Assets	-	2,785
Acquisition and Construction of Capital Assets	(2,339,535)	(1,464,563)
Net Receipts from Customer Deposits	19,595	16,808
Proceeds from Issuance of Debt	-	4,506,850
Principal Paid on Loans	(278,525)	(4,040,195)
Bond Issuance Expense	-	(124,386)
Prepaid Bond Insurance Costs	-	(31,572)
Net Deferred Refunding Amount	-	(466,713)
Interest and Administrative Fees Paid on Loans	(131,830)	(169,864)
Capital Contributions	1,839,436	2,534
Net Cash Used in Capital and Related Financing Activities	(890,859)	(1,768,316)
Cash Flows From Investing Activities:		
Net Purchases of Investments	(30,330)	(5,469)
Investment Income	92,982	37,844
Net Cash Provided by Investing Activities	62,652	32,375
Net Increase in Cash and Cash Equivalents	1,008,071	1,282,783
Cash and Cash Equivalents - Beginning of Year	7,087,856	5,805,073
Cash and Cash Equivalents - End of Year	\$ 8,095,927	\$ 7,087,856

(CONTINUED)

CITY OF WALKER
PROPRIETARY FUND

STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

	Business-Type Activities - Enterprise Fund	
	2017	2016
Reconciliation of Operating Income to Net Cash		
Provided by Operating Activities:		
Operating Income	\$ 2,425,336	\$ 2,438,169
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:		
Depreciation	767,875	793,198
Provision for Bad Debts	32,138	14,617
Miscellaneous Revenues	34,905	25,445
Changes in Assets and Liabilities:		
(Increase) Decrease in Accounts Receivable	(85,780)	(249,543)
(Increase) Decrease in Unbilled Utility Sales	(181,562)	(161,689)
(Increase) Decrease in Due from Other Funds	(869,281)	272,494
(Increase) Decrease in Inventory	(6,648)	(7,344)
(Increase) Decrease in Prepaid Expenses	29,637	7,678
Increase (Decrease) in Accounts Payable	(129,540)	45,004
Increase (Decrease) in Accrued Salaries and Wages	1,125	6,350
Increase (Decrease) in Other Current Liabilities	(5,912)	4,661
Increase (Decrease) in Accumulated Unpaid Vacation	13,485	9,684
Net Cash Provided by Operating Activities	<u>\$ 2,025,778</u>	<u>\$ 3,198,724</u>
Schedule of Noncash Investing, Capital, and Financing Activities:		
Amortization of Bond Insurance Cost	<u>\$ 990</u>	<u>\$ 476</u>
Amortization of Bond (Premium) Discount	<u>\$ (6,265)</u>	<u>\$ (3,016)</u>
Reconciliation of Cash and Cash Equivalents to the Statement of Net Position:		
Cash and Cash Equivalents, Unrestricted	\$ 7,752,875	\$ 6,753,547
Cash and Cash Equivalents, Restricted	343,052	334,309
Total Cash and Cash Equivalents	<u>\$ 8,095,927</u>	<u>\$ 7,087,856</u>

The accompanying notes are an integral part of this statement.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2017

Introduction:

The City of Walker was incorporated in 1909, under the provisions of Louisiana R.S. 33:321-348. The City operates under a Mayor-City Councilmen form of government, and provides the following services as authorized by its charter: public safety, highways and streets, sanitation, health and social services, culture-recreation, public improvements, planning and zoning, and general and administrative services.

The accounting and reporting policies of the City of Walker conform to accounting principles generally accepted in the United States of America as applicable to governments. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:517 and the Governmental Accounting Standards Board.

1. Summary of Significant Accounting Policies and Nature of Operations:

A. Financial Reporting Entity

This report includes all funds which are controlled by or dependent on the City's Mayor and City Councilmen. Control by or dependence on the City was determined on the basis of budget adoption, taxing authority, authority to issue debt, election or appointment of governing body, fiscal interdependency, imposition of will, and whether a financial benefit/burden relationship existed between the City and potential component unit. Also, consideration of a component unit was determined based on whether the nature and significance of the organization's relationship with the City is such that exclusion would cause the City's financial statements to be misleading or incomplete. The criteria in GASB Statement No. 61 has been considered, and accordingly, certain governmental organizations are excluded from the accompanying financial statements. These organizations are the Livingston Parish Fire District # 4 and Livingston Parish Gravity Drainage District # 5, which are staffed by independently elected or appointed officials. Although the City may provide facilities, no control is exercised over their operations. Also, exclusion of these units of government would not cause the financial statements of the City to be misleading or incomplete. These units of government are considered separate reporting entities and issue financial statements separate from those of the City.

Governmental Accounting Standards Board (GASB) Statement No. 61 established criteria for determining the reporting entity and component units that should be included within the reporting entity. Under provisions of this statement, the City of Walker is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As used in GASB Statement No. 61, fiscally independent means that the City may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt. Since the City of Walker has no component units, these financial statements include only information on the primary government.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

B. Basis of Presentation

The financial statements of the City have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units and promulgated by the Governmental Accounting Standards Board (GASB) Codification of Governmental Accounting and Financial Reporting Standards. These statements established standards for external financial reporting for all state and local governmental entities which includes a balance sheet, a statement of revenues, expenses and changes in net position and a statement of cash flows. The more significant of these accounting policies are described below, and where appropriate, subsequent pronouncements will be referenced.

The City's basic financial statements consist of the government-wide statements (based on the City as a whole) and the fund financial statements (the total of all funds of a particular type).

Government-Wide Financial Statements:

The government-wide financial statements include the statement of net position and the statement of activities. The government-wide presentation focuses primarily on the sustainability of the City as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. These statements are prepared using full accrual accounting for all of the government's activities. This approach includes not just current assets and liabilities (such as cash and accounts payable), but also capital assets and long-term liabilities (such as buildings and infrastructure, including bridges and roads, and general obligation debt). Accrual accounting also reports all of the revenues and cost of providing services each year, not just those received or paid in the current year or soon thereafter. The effect of interfund activity has been removed from these statements with the exception of payments between the utility enterprise fund and the other various functions of government for charges such as utility services. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

The financial statements also contain a narrative introduction and analytical overview of the government's financial activities in the form of "Management's Discussion and Analysis" (MD&A). This analysis is similar to analysis the private sector provides in their annual reports.

Statement of Net Position - In the government-wide Statement of Net Position, both the governmental and business-type activities columns are presented on a consolidated basis by column, and are reflected, on a full accrual, economic resource basis, which incorporates long-term assets and receivables as well as long-term debt and obligations. The City generally first uses restricted assets for expenses incurred for which both restricted and unrestricted assets are available. The columns presented in the statement of net position and general descriptions of each are as follows:

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

- *Governmental Activities* represent programs which normally are supported by taxes and intergovernmental revenues.
- *Business-Type Activities* are financed in whole or in part by fees charged to external parties for goods and services.

Statement of Activities - The government-wide statement of activities reflects both the gross and net cost per functional category (public safety, streets and parks, etc.), which are otherwise being supported by general government revenues (property, sales and use taxes, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants, and contributions. The program revenues must be directly associated with the function (public safety, streets and parks, etc.) or a business-type activity and 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. The operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants. Taxes and other items not properly included among program revenues are reported instead as general revenues. The City does not allocate indirect expenses.

Fund Financial Statements:

The daily accounts and operations of the City are organized on the basis of individual funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. Emphasis of fund financial reporting is on the major fund level in either the governmental or business-type categories. The various funds of the City are grouped into generic fund types and two broad fund categories as follows:

Governmental Funds

Governmental funds are used to account for all or most of the municipality's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of capital assets, and the servicing of general long-term debt. The City of Walker has two governmental funds:

General Fund - The General Fund is the general operating fund of the City. It is used to account for and report all financial resources not accounted for and reported in other funds. Revenues are derived primarily from property and other local taxes, state and federal distributions, licenses, permits, charges for services, and interest income. The General Fund may also account for long-term debt issues and repayments of the City.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Special Revenue Fund - The Special Revenue Fund is used to account for and report the proceeds of specific revenue sources that are assigned to expenditure for specified purposes other than debt services or capital projects. The Special Revenue Fund of the City (2000 ½ Cent Sales Tax Fund) is considered a major fund for reporting purposes. The *2000 ½ Cent Sales Tax Fund* is used to account for the proceeds of a ½ cent sales tax levied in the year 2000. These proceeds are assigned for 1) payment of principal and interest on the Series 2000 Sales Tax Bonds, 2) payments into the required “Sinking Fund” and Reserve Fund, and 3) expenditures assigned for specified purposes.

Proprietary Funds

Proprietary Funds are used to account for activities that are similar to those found in the private sector. All assets, liabilities, equities, revenues, expenses, and transfers relating to the government’s business activities are accounted for through these funds. The measurement focus is on the determination of net income, financial position, and cash flows. Operating expenses include costs of services and materials, contracts, personnel, and dedication.

Enterprise Fund or Business Fund - The Enterprise Fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (b) where the governing body has decided the periodic determination of revenues earned, expenses incurred, and / or net income is appropriate for capital maintenance, public policy, management control, accountability, and other purposes. The City’s Utility Enterprise Fund is considered a major fund and accounts for the operations of providing natural gas services, water services, sewer services, and sanitation services to the residents of the City of Walker and some residents of the parishes of Livingston and St. Helena. All activities necessary to provide such services are accounted for in this fund, including but not limited to, administration, operations, maintenance, financing and related debt service, and billing and collections.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-Wide Financial Statements:

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

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Fund Financial Statements:

Governmental fund financial statements are accounted for using the *current financial resources measurement focus* and the *modified accrual basis of accounting* which is also the method used to prepare the budget. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets.

Governmental fund revenues resulting from exchange transactions are recognized in the fiscal year in which the exchange takes place and meets the government's availability criteria (susceptible to accrual). Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. Charges for services, fines and forfeits, and most governmental miscellaneous revenues, including investment earnings are recorded as earned since they are measurable and available. The City's definition of available means expected to be received within sixty days of the end of the fiscal year.

Nonexchange transactions, in which the City receives value without directly giving value in return includes sales tax, property tax, grants, and donations. Property taxes are recognized as revenues in the calendar year of the tax levy if collected soon enough to meet the availability criteria. Sales tax and gross receipts business tax revenues are recognized when the underlying transaction occurs and meets the availability criteria. Anticipated refunds of such taxes are recorded as fund liabilities and reductions of revenue when they are measurable and valid. Revenue from grants and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources can be used.

Expenditures are recognized in the accounting period in which the related fund liability is incurred, if measurable, except for the following: (1) principal and interest on long-term debt are recorded when due, and (2) claims and judgments and compensated absences are recorded as expenditures in the governmental fund type when paid with expendable available financial resources. Allocations of costs such as depreciation and amortization are not recognized in the governmental funds.

The proprietary fund is accounted for on an economic resources measurement focus. Proprietary funds are maintained on the accrual basis of accounting wherein revenues are recognized in the accounting period in which they are earned and become measurable, and expenses are recognized in the period incurred, if measurable. Revenues resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's utility fund are charges to customers for sales and services. The City also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for the enterprise fund include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The business-type activities and the proprietary fund financial statements follow guidance included in GASB Statement No. 62 - *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 1989 FASB and AICPA Pronouncements*.

Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the government-wide statements' governmental column, a reconciliation is presented which briefly explains the adjustments necessary to reconcile funds based on financial statements with the governmental column of the government-wide presentation.

D. Budgets and Budgetary Accounting

The City's policies in establishing the budgetary data reflected in these financial statements are as follows:

- i. The City's Finance Director prepares a proposed budget and submits this budget to the Mayor and City Council no later than fifteen days prior to the beginning of each fiscal year.
- ii. A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
- iii. A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
- iv. After holding the public hearing and completion of all action necessary to finalize and implement the budget, the budget is adopted through passage of an ordinance prior to the commencement of the fiscal year for which the budget is adopted. The original budget for 2017 was adopted on December 12, 2016.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

- v. Budgetary amendments involving the transfer of funds from one department, program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the City Council.
- vi. All budgetary appropriations lapse at the end of each fiscal year. The final amended budget was adopted on December 11, 2017.
- vii. The budget for the General Fund and the Special Revenue Fund are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted, or as amended by the City Council.

Budgetary Comparison Schedules - Demonstrating compliance with the adopted budget is an important component of a government's accountability to the public. Many citizens participate in one way or another in the process of establishing the annual operating budgets of state and local governments, and have a keen interest in following the actual financial process of their governments over the course of the year. Many governments revise their original budgets over the course of the year for a variety of reasons. The City provides budgetary comparison information in these financial statements on each major fund. The budgetary comparisons schedules include the original budget to the current comparison of final budget and actual results.

E. Cash and Investments

Cash includes amounts in demand deposits, interest bearing demand deposits, and money market accounts. Under state law, the City may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. Under state law, the City may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments are stated at fair market value.

F. Receivables and Payables

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

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

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

All trade and property tax receivables are shown net of an allowance for uncollectibles. Trade accounts receivable based on agings and estimated charge-off percentages comprise the trade accounts receivable allowance for uncollectibles. The property tax receivable allowance is equal to two and one-half percent of the current year property tax levy plus one hundred percent of any unpaid prior year tax at December 31, 2017.

Property taxes are levied in September or October each year on property values assessed as of the same date. Billed taxes become delinquent on January 1 of the following year, at which time the applicable property is subject to lien, and penalties and interest are assessed.

G. Inventories and Prepaid Items

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

Also included in prepaid items is prepaid insurance on the issuance of bonds. Prepaid insurance on the issuance of bonds is recognized as an expense in a systematic and rational manner over the duration of the related bonds.

H. Restricted Assets

Certain proceeds of bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet in both the governmental and enterprise funds because their use is limited by applicable bond covenants. Certain proceeds and resources of the City's enterprise fund are set aside to reimburse customers their utility deposits upon discontinuance of service.

I. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$2,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

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

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed, net of interest earned on the invested proceeds over the same period.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Capital assets are included on the statement of net position net of accumulated depreciation. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Buildings	20 - 40 Years
Buildings & Improvements	10 - 20 Years
Machinery and Equipment	3 - 15 Years
Public Domain Infrastructure	20 - 50 Years
Gas System	20 - 40 Years
Water System	20 - 40 Years
Sewer System	20 - 40 Years

J. Deferred Outflows and Inflows of Resources

The statement of financial position reports a separate section for deferred outflows and (or) inflows of financial resources. Deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. Deferred inflows of resources represents an acquisition of a net position that applies to a future period(s) and so will not be recognized as an inflow of resources until that time.

The City has deferred outflows and inflows of resources on the statement of net position that are related to pensions. See Pension Plan Note 11. The City also has deferred outflows on the statement of net position that are related to refunding bonds. See Changes in Long-Term Obligations Note 12.

K. Compensated Absences

Employees of the municipality earn annual leave at varying rates according to years of service. Accrued unused annual leave earned by an employee is carried forward to the succeeding calendar year. Accrued unused sick leave earned by an employee is carried forward to the succeeding calendar year without limitation. Employees that are terminated or resign will not be paid for accumulated sick leave. As of December 31, 2017, the accrued liability for unpaid vacation benefits amounted to \$227,474. The amount applicable to the Enterprise Fund was \$97,546, and is recorded in that Fund, and the amount of \$129,928 applicable to the General Fund is reflected on the Statement of Net Position.

In accordance with GASB 16 (Codification 60), *Accounting for Compensated Absences*, no liability has been accrued for unused employee sick leave.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

L. Pensions

The City is a participating employer in a cost-sharing, multiple-employer defined benefit plan as described in Note 11. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position of the plan, and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as it is reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

M. Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts, as well as issuance costs, are amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs meeting the definition contained in GASB 65 are capitalized and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of the debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

N. Fund Equity

Government-Wide Statements

Equity is classified as net position and displayed in three components:

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

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

3. Unrestricted net position - All other net positions that do not meet the definition of "restricted" or "net investment in capital assets."

Fund Statements

The City implemented the provisions of Governmental Accounting Standards Board Statement No. 54 in the fund financial statements. In the governmental fund financial statements, fund balances are classified as follows:

Nonspendable - Amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted - Amounts that can be spent only for specific purposes because of state or federal laws, or externally imposed conditions by grantors or creditors.

Committed - Amounts that can only be used for specific purposes determined by a formal action by City Council ordinance or resolution. These amounts cannot be used for any other purpose unless the City Council removes or changes the specified use by taking the same type of action (ordinance or resolution) that was employed when the funds were initially committed.

Assigned - Amounts the City intends to use for a specific purpose; intent can be expressed by the City Council or by an official or body to which the Council delegates the authority.

Unassigned - All amounts not included in other spendable classifications; positive amounts are only in the general fund. The City has not adopted a policy to maintain the general fund's unassigned fund balance above a certain minimum level.

The details of the fund balances are included in the Balance Sheet - Governmental Funds (Exhibit B-1). The City Council establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance or resolution. This is typically done through adoption and amendment of the budget. As noted above, restricted funds are used first as appropriate. Assigned Funds are reduced to the extent that expenditure authority has been budgeted by the City Council or the Assignment has been changed by the City Council. Decreases to fund balance first reduce Unassigned Fund balance; in the event that Unassigned becomes zero, then Assigned and Committed Fund Balances are used in that order.

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

O. Estimates

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

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

P. Summary Financial Information for 2016

The financial statements include certain prior year summarized information in total. Such information does not include sufficient details to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the City's financial statements for the year ended December 31, 2016, from which the summarized information was derived.

2. **Cash and Cash Equivalents**

Cash includes amounts in demand deposits, interest bearing demand deposits, and money market accounts. Under state law, the City may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Under state law, the City may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

The City of Walker has cash and cash equivalents totaling \$11,317,885 at December 31, 2017. The following is a summary of cash and cash equivalents at December 31, 2017.

	Governmental Activities	Business- Type Activities	Total
Book Balances	\$ <u>3,221,958</u>	\$ <u>8,095,927</u>	\$ <u>11,317,885</u>
Bank Balances	\$ <u>3,449,634</u>	\$ <u>8,015,041</u>	\$ <u>11,464,675</u>

Custodial Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned to it. To mitigate this risk, state law requires for these deposits (or the resulting bank balances) to be secured by federal deposit insurance or the pledge of securities by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. The pledged securities are deemed by Louisiana State Law to be under the control and possession and in the name of the City regardless of its designation by the financial institution in which it is deposited. As of December 31, 2017, none of the City's bank balance of \$11,464,675 was exposed to custodial credit risk.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

3. Investments

All investments are stated on the balance sheet (carrying value) at market value. All investments are in mutual funds that are held by a broker or in the Louisiana Asset Management Pool (LAMP), a local government external investment pool.

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. While LAMP is not required to be a registered investment company under the Investment Company Act of 1940, its investment policies are similar to those established by Rule 2a7, which governs registered money market funds. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LSA-R.S. 33:2955.

The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days.

LAMP is designed to be highly liquid to give its participants immediate access to their account balances. The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the net asset value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company. LAMP, Inc., issues an annual publicly available financial report that includes financial statements and required supplementary information for LAMP, Inc. That report may be obtained by writing to LAMP, Inc., 228 St. Charles Avenue, Suite 1123, New Orleans, Louisiana 70130, or by calling (800) 249-5267.

At December 31, 2017, the City holds investments totaling \$1,095,771 as follows:

	<u>Carrying Amount</u>	<u>Market Value</u>
<u>Governmental Activities:</u>		
Louisiana Asset Management Pool (LAMP)	\$ <u>326,134</u>	\$ <u>326,134</u>
<u>Business-Type Activities:</u>		
U.S. Government Securities Fund – A – Mutual Fund	\$ <u>769,637</u>	\$ <u>769,637</u>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The City has the following fair value measurements as of December 31, 2017: U.S. Government Securities Fund – A – Mutual Funds of \$769,637 are valued using quoted market prices (Level 1 inputs). The LAMP investment is stated at the net asset value of the pool shares, which is the same as the fair value which is permitted per GASB Statement No. 59.

Interest Rate Risk. As a means of limiting its exposure to fair value changes arising from fluctuations in interest rates, the City invests in mutual funds that have underlying investments in government backed securities. In the case of LAMP, 2a7-like investment pools are excluded from this disclosure requirement per paragraph 15 of the GASB 40 statement.

Credit Risk. Under state law, the City may invest in United States bonds, treasury notes, or certificates. The City invests in mutual funds with underlying securities that are in compliance with the state law. LAMP is rated AAAM by Standards and Poor's.

Concentration of Credit Risk. Pooled investments are excluded from the five percent disclosure requirement. U.S. Government Securities Fund – A – Mutual Fund investments are 70% of the total investments.

Custodial Credit Risk - Investments. In the case of investments in mutual funds, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. To mitigate this risk, state law requires for these investments (or the resulting bank balances) to be secured by federal deposit insurance or the pledge of securities by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. The pledged securities are deemed by Louisiana State Law to be under the control and possession and in the name of the City regardless of its designation by the financial institution in which it is deposited. As of December 31, 2017, none of the City's investments in mutual funds of \$769,637 were exposed to custodial credit risk. In the case of LAMP, participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

4. Ad Valorem Taxes

Normally, ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Normally, taxes are levied by the City in September or October and are actually billed to the taxpayers in November. Billed taxes become delinquent on January 1 of the following year. Revenues from ad valorem taxes are budgeted in the year billed.

The City's property taxes are billed and collected by the City of Walker from information on assessed values received from the Livingston Parish Assessor's Office.

For the year ended December 31, 2017, taxes of 2.20 mills were levied on property with assessed valuations totaling \$55,852,230 and were dedicated to general purposes.

Total taxes levied were \$122,875. Taxes receivable at December 31, 2017, consisted of the following:

Taxes Receivable - Current Roll	\$40,161
Allowance for Uncollectible Taxes	<u>(3,072)</u>
	<u>\$37,089</u>

5. Receivables

Receivables as of December 31, 2017, including the applicable allowance for uncollectible accounts, are as follows:

	<u>Ad Valorem Taxes</u>	<u>Franchise Taxes</u>	<u>Accounts</u>	<u>Unbilled Sales</u>	<u>Less: Allowance for Uncollectibles</u>	<u>Total - Net Receivable</u>
<u>Governmental Activities:</u>						
General Fund	\$ <u>40,161</u>	\$ <u>151,741</u>	\$ <u>17,591</u>	\$ <u>-</u>	\$ <u>(3,072)</u>	\$ <u>206,421</u>
Total Governmental Activities	40,161	151,741	17,591	-	(3,072)	206,421
<u>Business-Type Activities:</u>						
Utility Fund	<u>-</u>	<u>-</u>	<u>984,685</u>	<u>751,692</u>	<u>(5,000)</u>	<u>1,731,377</u>
Total Receivables	<u>\$ 40,161</u>	<u>\$151,741</u>	<u>\$1,002,276</u>	<u>\$751,692</u>	<u>\$ (8,072)</u>	<u>\$1,937,798</u>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

6. Due From Other Governments

Due from Other Governments as of December 31, 2017, consists of the following:

	<u>U.S. Department of Commerce</u>	<u>Livingston Parish School Board</u>	<u>State of Louisiana</u>	<u>Total</u>
<u>Governmental Activities</u>				
General Fund	\$ 302,848	\$ 495,816	\$ 103,363	\$ 902,027
2000 ½ Cent Sales Tax Fund	<u>-</u>	<u>238,090</u>	<u>-</u>	<u>238,090</u>
Total Governmental Activities	302,848	733,906	103,363	1,140,117
<u>Business-Type Activities</u>				
Utility Fund	<u>-</u>	<u>-</u>	<u>47,212</u>	<u>47,212</u>
Total Due from Other Governments	<u>\$ 302,848</u>	<u>\$ 733,906</u>	<u>\$ 150,575</u>	<u>\$1,187,329</u>

7. Interfund Receivables/Payables

The following is a detailed list of interfund balances as of December 31, 2017, reported in the fund financial statements.

	<u>Net Internal Due to</u>	<u>Net Internal Due from</u>	<u>Balances</u>
<u>Governmental Activities</u>			
General Fund	\$ (1,233,675)	\$ -	\$ (1,233,675)
2000 ½ Cent Sales Tax Fund	<u>(96,436)</u>	<u>-</u>	<u>(96,436)</u>
Total Governmental Activities	(1,330,111)	-	(1,330,111)
<u>Business-Type Activities</u>			
Utility Fund	<u>-</u>	<u>1,330,111</u>	<u>1,330,111</u>
Total Interfund Receivables/Payables	<u>\$ (1,330,111)</u>	<u>\$ 1,330,111</u>	<u>\$ -</u>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

8. Changes in Capital Assets

The following is a summary of the changes in capital assets for the year ended December 31, 2017:

	Balance January 1, 2017	Additions	Deletions	Balance December 31, 2017
<u>Governmental Activities:</u>				
Capital Assets not being Depreciated:				
Land and Right-of-Ways	\$ 929,347	\$ -	\$ -	\$ 929,347
Construction in Progress	2,234,065	1,425,650	(1,238,695)	2,421,020
Total Capital Assets not being Depreciated	3,163,412	1,425,650	(1,238,695)	3,350,367
Capital Assets being Depreciated:				
Land Improvements	332,557	-	-	332,557
Buildings	1,157,453	1,244,640	-	2,402,093
Equipment and Vehicles	2,310,728	229,833	(111,919)	2,428,642
Furniture and Fixtures	26,161	-	-	26,161
Recreational Equipment	368,251	-	-	368,251
Infrastructure	1,801,222	-	-	1,801,222
Total Capital Assets being Depreciated	5,996,372	1,474,473	(111,919)	7,358,926
Less: Accumulated Depreciation for:				
Land Improvements	130,279	26,340	-	156,619
Buildings	412,321	96,315	-	508,636
Equipment and Vehicles	1,554,676	210,333	(111,919)	1,653,090
Furniture and Fixtures	26,161	-	-	26,161
Recreational Equipment	288,925	22,155	-	311,080
Infrastructure	1,415,340	46,088	-	1,461,428
Total Accumulated Depreciation	3,827,702	401,231	(111,919)	4,117,014
Total Capital Assets being Depreciated, Net	2,168,670	1,073,242	-	3,241,912
Total Governmental Activities Capital Assets, Net	\$ 5,332,082	\$ 2,498,892	\$ (1,238,695)	\$ 6,592,279

(CONTINUED)

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

	Balance January 1, 2017	Additions	Deletions	Balance December 31, 2017
<u>Business-Type Activities:</u>				
Capital Assets not being Depreciated:				
Land - Gas and Water System	\$ 262,949	\$ -	\$ -	\$ 262,949
Land - Sewer System	99,875	-	-	99,875
Construction in Progress	1,450,140	2,287,652	(478,952)	3,258,840
	<hr/>	<hr/>	<hr/>	<hr/>
Total Capital Assets not being Depreciated	1,812,964	2,287,652	(478,952)	3,621,664
Capital Assets being Depreciated:				
Gas System	5,246,967	76,605	-	5,323,572
Water System	4,488,802	-	-	4,488,802
Sewer System	13,869,878	402,347	-	14,272,225
Buildings	436,845	-	-	436,845
Land Improvements	111,568	-	-	111,568
Machinery and Equipment	1,076,603	51,883	-	1,128,486
	<hr/>	<hr/>	<hr/>	<hr/>
Total Capital Assets being Depreciated	25,230,663	530,835	-	25,761,498
Less: Accumulated Depreciation for:				
Gas System	3,333,659	122,301	-	3,455,960
Water System	2,118,542	120,484	-	2,239,026
Sewer System	6,501,406	423,257	-	6,924,663
Buildings	78,036	13,198	-	91,234
Land Improvements	50,827	5,161	-	55,988
Machinery and Equipment	802,312	83,474	-	885,786
	<hr/>	<hr/>	<hr/>	<hr/>
Total Accumulated Depreciation	12,884,782	767,875	-	13,652,657
	<hr/>	<hr/>	<hr/>	<hr/>
Total Capital Assets being Depreciated, Net	12,345,881	(237,040)	-	12,108,841
	<hr/>	<hr/>	<hr/>	<hr/>
Total Business-Type Activities Capital Assets, Net	\$ 14,158,845	\$ 2,050,612	\$ (478,952)	\$ 15,730,505
	<hr/>	<hr/>	<hr/>	<hr/>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Depreciation expense was charged to functions of the primary government as follows:

Governmental Activities:

General Government	\$ 92,457
Public Safety	117,815
Highways and Streets	127,847
Parks and Recreation	63,112
Total Depreciation Expense	
Governmental Activities	<u>\$ 401,231</u>

Business-Type Activities:

Water	\$ 156,102
Gas	162,131
Sewer	449,642
Total Depreciation Expense -	
Business-Type Activities	<u>\$ 767,875</u>

Property, plant and equipment are stated at cost, less an allowance for accumulated depreciation. Depreciation expense is computed using the straight line method over the estimated useful lives of the assets as described in the Summary of Significant Accounting Policies.

A summary of commitments under construction contracts for the City at December 31, 2017, follows:

Governmental Activities:

	<u>Project Authorization</u>	<u>Expended to December 31, 2017</u>	<u>Unexpended Commitment</u>
Safe House	\$ 7,500	\$ 7,500	\$ -
TEG Sidewalk Project Phase III	470,585	429,348	41,237
Industrial Park Road Phase III - Extension	1,581,674	1,534,439	47,235
Challenger Field	323,230	276,450	46,780
Sidney Hutchinson Park Trail Extension	112,505	107,685	4,820
Ball Park Renovations	65,598	65,598	-
Total	<u>\$ 2,561,092</u>	<u>\$ 2,421,020</u>	<u>\$ 140,072</u>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

(CONTINUED)

Business-Type Activities:

	<u>Project Authorization</u>	<u>Expended to December 31, 2017</u>	<u>Unexpended Commitment</u>
Our Lady of Lake Water Well	\$ 1,129,323	\$ 1,114,847	\$ 14,476
I-12 to Buddy Ellis Road Gas Extension	75,505	72,677	2,828
Gas Upgrade - Juban 190	36,685	36,685	-
Relocate Gas - Juban	35,925	4,000	31,925
Gas Relocate Hwy 1026 & I-12	19,458	6,360	13,098
Pontchartrain Basin Restoration	35,000	35,000	-
Walker North Water Line Upgrade	226,750	84,400	142,350
Industrial Park Road Phase III - Extension	<u>1,963,510</u>	<u>1,904,871</u>	<u>58,639</u>
Total	<u>\$ 3,522,156</u>	<u>\$ 3,258,840</u>	<u>\$ 263,316</u>

Governmental Funds – Fund balance and Unexpended Commitments:

	<u>Fund Balance Committed for Construction Contracts at December 31, 2017</u>	<u>Fund Unexpended Commitment December 31, 2017</u>	<u>Actual Committed Fund Balance Less Unexpended Commitment December 31, 2017</u>
General Fund	\$ 48,613	\$ 140,072	\$ (91,459)

At December 31, 2017 the unexpended commitments are recorded in the General Fund as fund balance committed to contracts in the amount of \$48,613. The unavailable amount of \$(91,459) will be resolved in future years by capital project grant funds awarded but not yet received. At December 31, 2017 the City has \$113,447 remaining in available grant funds for the Industrial Park Road Phase III Project.

9. Accounts, Salaries, and Other Payables

The payables at December 31, 2017 are as follows:

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Accounts Payable	\$ 821,959	\$ 454,028	\$1,275,987
Withholdings	143,552	28,848	172,400
Accrued Salaries	110,400	41,726	152,126
Customer Deposits	<u>-</u>	<u>758,642</u>	<u>758,642</u>
Total	<u>\$1,075,911</u>	<u>\$1,283,244</u>	<u>\$2,359,155</u>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

10. Retirement Benefits (Other Than Police Officers)

The City has a qualified retirement plan with employees eligible to participate upon completion of their sixth month of employment and must be employed full time. For employees hired prior to January 1, 2014, the City contributes 9% of the regular gross pay on the employee's behalf. Effective January 1, 2014, for employees hired after December 31, 2013, the City contributes 50% of the first six percent of employee contribution upon completion of 30 days of employment and must be employed full time. The moneys contributed are used to make payments on annuity contracts for the benefit of the employee. The City's contributions to the plan amounted to \$171,985, for the year ended December 31, 2017.

11. Pension Plan

The City follows the requirements of GASB Statement 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27* and GASB Statement 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date, an amendment to GASB 68*. These standards revise and establish new financial reporting requirements for governments that provide their employees with pension benefits. These standards require the City to record its proportionate share of the pension plans net pension liability and report the following disclosures:

General Information about the Pension Plan

Plan Description:

Municipal Police Employees Retirement System of Louisiana (MPERS)

The Municipal Police Employees' Retirement System (MPERS) is the administrator of a cost-sharing, multiple-employer defined benefit pension plan. Membership in MPERS is mandatory for any full-time police officer employed by a municipality of the State of Louisiana and engaged in law enforcement, empowered to make arrests, providing he or she does not have to pay social security and providing he or she meets the statutory criteria. Benefit provisions are authorized within Act 189 of 1973 and amended by LRS 11:2211- 11:2233. MPERS issues a publicly available financial report that can be obtained at www.lampers.org.

Benefits Provided:

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

1. Retirement, Survivor Benefits, and Disability Benefits

Membership Prior to January 1, 2013

A member is eligible for regular retirement after he has been a member of MPERS and has 25 years of creditable service at any age or has 20 years of creditable service and is age 50 or has 12 years creditable service and is age 55. A member is eligible for early retirement after he has been

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

a member of the System for 20 years of creditable service at any age with an actuarially reduced benefit.

Benefit rates are three and one-third percent of average final compensation (average monthly earnings during the highest 36 consecutive months or joined months if service was interrupted) per number of years of creditable service not to exceed 100% of final salary.

Upon the death of an active contributing member, or disability retiree, the plan provides for surviving spouses and minor children. Under certain conditions outlined in the statutes, the benefits range from forty to sixty percent of the member's average final compensation for the surviving spouse. In addition, each child under age eighteen receives benefits equal to ten percent of the member's average final compensation or \$200 per month, whichever is greater.

Membership Commencing January 1, 2013

Member eligibility for regular retirement, early retirement, disability and survivor benefits are based on Hazardous Duty and Non Hazardous Duty sub plans. Under the Hazardous Duty sub plan, a member is eligible for regular retirement after he has been a member of MPERS and has 25 years of creditable service at any age or has 12 years of creditable service at age 55. Under the Non Hazardous Duty sub plan, a member is eligible for regular retirement after he has been a member of the System and has 30 years of creditable service at any age, 25 years of creditable service at age 55, or 10 years of creditable service at age 60. Under both sub plans, a member is eligible for early retirement after he has been a member of the System for 20 years of creditable service at any age, with an actuarially reduced benefit from age 55.

Under the Hazardous and Non Hazardous Duty sub plans, the benefit rates are three percent and two and a half percent, respectively, of average final compensation (average monthly earnings during the highest 60 consecutive months or joined months if service was interrupted) per number of years of creditable service not to exceed 100% of final salary.

Upon death of an active contributing member, or disability retiree, the plan provides for surviving spouses and minor children. Under certain conditions outlined in the statutes, the benefits range from twenty-five to fifty-five percent of the member's average final compensation for the surviving spouse. In addition, each child under age eighteen receives ten percent of average final compensation or \$200 per month whichever is greater. If deceased member had less than ten years of service, beneficiary will receive a refund of employee contributions only.

Cost of Living Adjustments

The Board of Trustees is authorized to provide annual cost-of-living adjustments computed on the amount of the current regular retirement, disability, beneficiary or survivor's benefit, not to exceed 3% in any given year. The Board is authorized to provide an additional 2% COLA, computed on the member's original benefit, to all regular retirees, disability, survivors and beneficiaries who are 65 years of age or older on the cut-off date which determines eligibility.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

No regular retiree, survivor or beneficiary shall be eligible to receive a cost-of-living adjustment until benefits have been received at least one full fiscal year and the payment of such COLA, when authorized, shall not be effective until the lapse of at least one-half of the fiscal year.

Members who elect early retirement are not eligible for a cost of living adjustment until they reach regular retirement age.

2. DROP Benefits

A member is eligible to elect to enter the deferred retirement option plan (DROP) when he is eligible for regular retirement based on the member's sub plan participation. Upon filing the application for the program, the employee's active membership in MPERS is terminated. At the entry date into the DROP, the employee and employer contributions cease. The amount to be deposited into the DROP account is equal to the benefit computed under the retirement plan elected by the participant at date of application. The duration of participation in the DROP is thirty-six months or less. If employment is terminated after the three year period the participant may receive his benefits by lump sum payment or a true annuity. If employment is not terminated, active contributing membership into MPERS shall resume and upon later termination, he shall receive additional retirement benefit based on the additional service. For those eligible to enter DROP prior to January 1, 2004, DROP accounts shall earn interest subsequent to the termination of DROP participation at a rate of half of one percentage point below the percentage rate of return of MPERS's investment portfolio as certified by the actuary on an annual basis but will never lose money. For those eligible to enter DROP subsequent to January 1, 2004, an irrevocable election is made to earn interest based on the MPERS's investment portfolio return or a money market investment return. This could result in a negative earnings rate being applied to the account.

If the member elects a money market investment return, the funds are transferred to a government money market account.

3. Initial Benefit Option Plan

In 1999, the State Legislature authorized MPERS to establish an Initial Benefit Option program. Initial Benefit Option is available to members who are eligible for regular retirement and have not participated in DROP. The Initial Benefit Option program provides both a one-time single sum payment of up to 36 months of regular monthly retirement benefit, plus a reduced monthly retirement benefit for life. Interest is computed on the balance based on same criteria as DROP.

Contributions:

According to state statute, contribution requirements for all employers are actuarially determined each year. The City's required contribution rate for the period January 1, 2017 to June 30, 2017 was 31.75% and was 30.75% for the period July 1, 2017 to December 31, 2017. The employee rate for both periods was 10% for hazardous duty members. Contributions to MPERS from the City were \$259,259 for the year ended December 31, 2017.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

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. The amount of non-employer contributions recognized as revenue in the government-wide governmental activities statement of activities was \$54,670 for the year ended December 31, 2017.

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

At December 31, 2017, the City reported a liability of \$2,500,180 for its proportionate share of the net pension liability of MPERS. The net pension liability was measured as of June 30, 2017 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The City's proportion was .28638% which was an increase of .02123% from its proportion measured as of June 30, 2016.

For the year ended December 31, 2017, the City recognized pension expense of \$442,303 related to MPERS.

At December 31, 2017, the City reported deferred outflows of resources and deferred inflows of resources related to the pension plan from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 16,371	\$ 19,217
Changes in assumptions	177,901	-
Net difference between projected and actual earnings on pension plan investments	109,448	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	186,144	52
Employer contributions subsequent to the measurement date	124,503	-
Total	<u>\$ 614,367</u>	<u>\$ 19,269</u>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

\$124,503 reported as deferred outflows of resources related to pensions resulting from the City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:

2018	\$ 199,723
2019	199,422
2020	130,114
2021	(58,664)
	<hr/>
	\$ 470,595

Actuarial Assumptions:

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2017 for the plan are as follows:

Inflation	2.70%
Investment rate of return	7.325% (net of investment expense)
Salary increases	Vary from 9.75% in first year of service to 4.25% after 23 years

For MPERS, mortality assumptions were set based upon an experience study performed by the prior actuary on plan data for the period July 1, 2009 through June 30, 2014. The RP-2000 Employee Mortality Table was selected for active members. The RP-2000 Healthy Annuitant Mortality Table was selected for healthy annuitants and beneficiaries. The RP- 2000 Disabled Lives Mortality Table was selected for disabled annuitants.

For the plan's 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.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

For MPERS, the forecasted long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and an adjustment for the effect of rebalancing/diversification. The resulting forecasted long-term rates of return is 8.19% for the year ended June 30, 2017. Best estimates of arithmetic real rates of return for each major asset class included in the MPERS's target asset allocation as of June 30, 2017 are summarized in the following table:

Asset Class	Target Asset Allocation	Long-Term Expected Portfolio Real Rate of Return
Equity	53.0%	3.66%
Fixed Income	21.0%	0.52%
Alternative	20.0%	1.10%
Other	6.0%	0.16%
Total	100.0%	5.44%
Inflation		2.75%
Expected Arithmetic Nominal Return		8.19%

Discount Rate

The discount rate used to measure the total pension liability was 7.325% for MPERS. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that employer contributions from participating employers and non-employer contributing entities will be made at actuarially determined 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 pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive 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.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Sensitivity of the Employer's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability calculated using the current discount rate, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate as of June 30, 2017 for MPERS:

	Changes in Discount Rate		
	Current		
	1% Decrease	Discount Rate	1% Increase
	6.325%	7.325%	8.325%
Net Pension Liability	\$ 3,454,245	\$ 2,500,180	\$ 1,699,795

Pension Plans Fiduciary Net Position

MPERS issued a stand-alone audit report on its financial statements for the year ended June 30, 2017. Access to the audit report can be found on the System's website: www.lampers.org or on the Office of Louisiana Legislative Auditor's official website: www.lla.state.la.us.

Payables to the Pension Plan

At December 31, 2017, included in liabilities is a payable in the amount of \$25,997 to MPERS. This payable is normal legally required contributions to the pension plan.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

12. Changes in Long-Term Obligations

The following is a summary of debt transactions of the City of Walker for the year ended December 31, 2017:

	Debt Payable 1/1/2017	Additions	Deletions	Debt Payable 12/31/2017	Due within 1 year
Governmental Activities:					
Compensated Absences	\$ 147,495	\$ 96,396	\$ 113,963	\$ 129,928	\$ 32,482
Capital Lease Payable	202,992	174,000	85,130	291,862	102,094
Refunding Bond Payable					
by Utility Issues, Series 2009	796,000	-	255,000	541,000	265,000
Refunding Bond Payable					
by Utility Issues, Series 2016	583,000	-	-	583,000	-
Premium on Bonds	26,994	-	-	26,994	-
Total Governmental Activities	1,756,481	270,396	454,093	1,572,784	399,576
Business-Type Activities:					
Compensated Absences	84,061	69,225	55,740	97,546	24,387
Capital Lease Payable	57,281	-	22,525	34,756	23,055
Refunding Series Bonds,					
Series 2009 (Gross)	1,010,000	-	325,000	685,000	339,000
Refunding Series Bonds,					
Series 2016 (Gross)	4,825,000	-	135,000	4,690,000	140,000
Combined Utilities Revenue					
Bonds, Series 2010B	266,000	-	18,000	248,000	18,000
Combined Utilities Revenue					
Bonds, Series 2011	496,764	-	33,000	463,764	34,000
Less: Intragovernmental					
Payable	(1,379,000)	-	(255,000)	(1,124,000)	(265,000)
Premium on Bonds	196,834	-	6,265	190,569	6,496
Total Business-Type Activities	5,556,940	69,225	340,530	5,285,635	319,938
Total Debt	<u>\$ 7,313,421</u>	<u>\$ 339,621</u>	<u>\$ 794,623</u>	<u>\$6,858,419</u>	<u>\$719,514</u>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Prior Year Advance Refunding

On March 31, 2016, the City issued \$4,890,000 Revenue Refunding Bonds Series 2016 for the purpose of refunding \$4,415,000 of the outstanding balance of the Refunding Bonds Series 2009 and interest associated with the Series 2009 Bonds. The net proceeds of \$5,026,597 (after payment of \$189,147 in cost of issuance plus an additional \$98,900 of the sinking fund monies) were used to purchase U.S. government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the Series 2009 Bonds. This advance refunding was undertaken to decrease total debt service payments over the next 13 years by \$396,307 and resulted in an economic gain of \$217,107.

The advance refunding of the Series 2009 Bonds resulted in differences between the reacquisition price and the net carrying amount of the old debt of \$604,275, which was deferred and is being amortized over the life of the new bonds. This difference is reported in the accompanying financial statements as Deferred Outflow of Resources and is to be charged to operations as a component of interest expense. At December 31, 2017, the unamortized balance is \$579,554. Also, as a result of the advance refunding of the Series 2009 Bonds, \$4,415,000 of the Series 2009 Bonds were considered in-substance defeased and the liability for those bonds was removed from the City's books. At December 31, 2017, \$4,415,000 of the Series 2009 defeased bonds are still outstanding.

Refunding Bonds, Series 2016

City of Walker Series 2016 Revenue Refunding Bonds - \$4,890,000 (\$583,000 payable from Governmental Activities and \$4,307,000 payable from Business-Type Activities) of Refunding Bonds Dated March 31, 2016, due in annual installments of principal and semi-annual installments of interest through October 1, 2027; variable interest rate ranging from 2.000% to 3.000%. \$ 4,690,000

The principal and interest on the refunding bonds, series 2016, was allocated between governmental activities and business-type activities based on balances of the old debt net of the cash contributed by the proprietary fund. A schedule of the outstanding Refunding Series 2016 Bonds principal and interest requirements are as follows:

Governmental Activities:

<u>Year Ended December 31,</u>	<u>2016 Refunding Series</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ -	\$ 11,660	\$ 11,660
2019	-	11,660	11,660
2020	285,000	11,660	296,660
2021	298,000	5,960	303,960
	<u>583,000</u>	<u>40,940</u>	<u>623,940</u>

(CONTINUED)

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Business-Type Activities:

<u>Year Ended December 31,</u>	<u>2016 Refunding Series</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 140,000	\$ 110,740	\$ 250,740
2019	140,000	107,940	247,940
2020	220,000	105,140	325,140
2021	217,000	100,740	317,740
2022	530,000	96,400	626,400
2023-2027	2,860,000	262,350	3,122,350
	<u>4,107,000</u>	<u>783,310</u>	<u>4,890,310</u>
Total Refunding Bond 2016 Issue	<u>\$ 4,690,000</u>	<u>\$ 824,250</u>	<u>\$5,514,250</u>

The City of Walker Series 2016 Revenue Refunding Bonds requires the following funds to be maintained:

A debt service fund designed to achieve proper remittance of principal and interest payments as due on the Revenue Bond. The City is required to pay monthly one-sixth (1/6) of the interest due on the next interest payment date due on the bonds into an interest account of the Debt Service Fund. In addition, the City is required to pay monthly one-twelfth (1/12) of the principal due on the next principal payment date due on the bonds into a principal account of the Debt Service Fund. At December 31, 2017, the Debt Service Fund requirement for the interest and principal accounts of the 2016 Revenue Refunding Bonds were fully funded with an actual balance of \$66,064, and is reported on the Proprietary Fund as restricted cash.

Refunding Bonds, Series 2009 – Unrefunded Portion

City of Walker Utilities Project Series 2009 Refunding Bonds - \$7,440,000 (\$2,904,000 payable from Governmental Activities and \$4,536,000 payable from Business-Type Activities) of Refunding Bonds Dated September 3, 2009, due in annual installments of principal and semi-annual installments of interest through October 1, 2029; variable interest rate ranging from 3.000% to 4.875%.

\$ 685,000

The principal and interest on the refunding bonds, series 2009, was allocated between governmental activities and business-type activities based on balances of the old debt net of the cash contributed by the proprietary fund. A portion of these bonds was refunded in the Refunding Bonds, Series 2016. A schedule of the outstanding principal and interest requirements of the unrefunded portion of the Refunding Series 2009 Bonds are as follows:

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

Governmental Activities:

<u>Year Ended December 31,</u>	<u>2009 Refunding Series</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 265,000	\$ 18,568	\$ 283,568
2019	276,000	6,819	282,819
	<u>541,000</u>	<u>25,387</u>	<u>566,387</u>

Business-Type Activities:

<u>Year Ended December 31,</u>	<u>2009 Refunding Series</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 70,000	\$ 6,700	\$ 76,700
2019	74,000	6,306	80,306
	<u>144,000</u>	<u>13,006</u>	<u>157,006</u>
Total Refunding Bond 2009 Issue	<u>\$ 685,000</u>	<u>\$ 38,393</u>	<u>\$ 723,393</u>

The City of Walker Utilities Project Series 2009 Refunding Bonds requires the following funds to be maintained:

A debt service fund designed to achieve proper remittance of principal and interest payments as due on the Revenue Bond. The City is required to pay monthly one-sixth (1/6) of the interest due on the next interest payment date due on the bonds into an interest account of the Debt Service Fund. In addition, the City is required to pay monthly one-twelfth (1/12) of the principal due on the next principal payment date due on the bonds into a principal account of the Debt Service Fund. At December 31, 2017, the Debt Service Fund requirements for the interest and principal accounts on the Series 2009 Refunding Bonds were fully funded with an actual balance of \$90,951, and is reported on the Proprietary Fund as restricted cash.

Combined Utilities Revenue Bonds, 2010B

City of Walker Combined Utilities Revenue Bonds, Series 2010B - \$364,000 of Combined Utility Revenue Bonds Dated February 4, 2010, due in annual installments of principal and semi-annual installments of interest through October 1, 2029; interest rate of 2.95%.

\$ 248,000

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

A schedule of the outstanding Combined Utilities Revenue Bonds, Series 2010B Bonds principal, interest, and fees requirements are as follows:

Year Ended December 31,	2010B Utilities Revenue Bonds			
	Principal	Interest	Fees	Total
2018	\$ 18,000	\$ 7,316	\$ 1,240	\$ 26,556
2019	19,000	6,785	1,150	26,935
2020	19,000	6,225	1,055	26,280
2021	19,000	5,664	960	25,624
2022	20,000	5,104	865	25,969
2023-2027	106,000	16,461	2,790	125,251
2028-2029	47,000	2,095	355	49,450
	<u>\$ 248,000</u>	<u>\$ 49,650</u>	<u>\$ 8,415</u>	<u>\$ 306,065</u>

Combined Utilities Revenue Bonds, 2011

City of Walker Combined Utilities Revenue Bonds, Series 2011 - \$675,141 of Combined Utility Revenue Bonds Dated April 20, 2011, due in annual installments of principal and semi-annual installments of interest through October 1, 2030; interest rate of 0.45%.

\$ 463,764

A schedule of the outstanding Combined Utilities Revenue Bonds, Series 2011 Bonds principal and interest requirements are as follows:

Year Ended December 31,	2011 Utilities Revenue Bonds			
	Principal	Interest	Fees	Total
2018	\$ 34,000	\$ 2,087	\$ 2,319	\$ 38,406
2019	34,000	1,934	2,149	38,083
2020	34,000	1,781	1,979	37,760
2021	35,000	1,628	1,809	38,437
2022	35,000	1,470	1,634	38,104
2023-2027	180,000	4,963	5,514	190,477
2028-2030	111,764	1,009	1,121	113,894
	<u>\$ 463,764</u>	<u>\$ 14,872</u>	<u>\$ 16,525</u>	<u>\$ 495,161</u>

The 2010 Series Bonds and the 2011 Series Bonds require the maintenance of a separately identifiable fund or account designated as the "Debt Service Fund" into which deposits are required in sufficient amount to pay promptly and fully the interest and principal installments of the Bonds as the required payments become due, by transferring from the Revenue Fund to the Debt Service Fund monthly on or before the 20th day of each month of each year, a sum equal to 1/6 of the interest and administrative fee falling due on the Bonds on the next interest payment date, and a sum equal to 1/12 of the principal falling due on the Bonds on any principal date within the next twelve months.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

The City is also required to deposit funds into a “Reserve Fund” and a “Contingencies Fund” on a monthly basis. At December 31, 2017, the Debt Service Fund, Reserve Fund, and Contingencies Fund requirements were fully funded with an actual balance of \$186,037 and are reported on the Proprietary Fund as restricted cash.

Bond covenants of the outstanding parity obligations require the City to fix, establish, maintain, levy and collect, so long as any principal and interest is unpaid on the Bonds, such rates, fees, rents, or other charges for services and facilities of the System and all parts thereof, and revise the same from time to time whenever necessary as will always provide system revenues in each Fiscal Year plus tax revenues, if any, sufficient to pay reasonable and necessary operations and maintenance expenses in each Fiscal Year and provide in an amount equal to at least one hundred twenty-five percent of the maximum annual debt service requirements on the Bonds. The covenants require that such rates, fees, rents, or other charges shall not at any time be reduced so as to be insufficient to provide adequate revenues for the foregoing purposes. The calculated bond debt coverage ratio for existing Bonds exceeded the 125 percent ratio for the fiscal year ended December 31, 2017.

Capital Lease Payable

The City entered into a capital lease agreement on June 9, 2014 for financing the purchase of six pick-up trucks and equipment. The lease requires 20 quarterly payments of principal and interest of \$14,573 with the final payment due April 9, 2019. The City entered into a capital lease agreement on February 16, 2015 for financing the purchase of five police vehicles and equipment for the Police Department. The lease requires 17 quarterly payments of principal and interest of \$9,573 with the final payment due July 1, 2019. The City entered into a capital lease agreement on August 14, 2017 for financing the purchase of five police vehicles and equipment for the Police Department. The lease requires 20 quarterly payments of principal and interest of \$9,652 with the final payment due October 15, 2022. All four lease agreements contain a non-appropriation exculpatory clause that allows cancellation if the City Council does not make an annual appropriation for the lease payments. The capital leases payable at December 31, 2017, are as follows:

<u>Description/Purpose</u>	<u>Original Lease Amount</u>	<u>Interest Rate</u>	<u>Final Maturity</u>	<u>Balance December 31, 2017</u>
Capital lease to finance the purchase of six pick-up trucks and equipment	\$ 277,652	2.00%	4/9/19	\$ 86,136
Capital lease to finance the purchase of five police vehicles and equipment	\$ 150,571	3.28%	7/1/19	66,482
Capital lease to finance the purchase of five police vehicles and equipment	\$ 174,000	3.79%	10/15/22	<u>174,000</u>
				<u>\$326,618</u>

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

A schedule of the outstanding capital lease payments to maturity including interest requirements are as follows:

<u>Year Ended December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 124,924	\$ 10,276	\$ 135,200
2019	92,692	5,614	98,306
2020	34,974	3,634	38,608
2021	36,317	2,291	38,608
2022	37,711	896	38,607
	<u>\$ 326,618</u>	<u>\$ 22,711</u>	<u>\$ 349,329</u>

Leased equipment and vehicles under capital lease in capital assets at December 31, 2017, include the following:

<u>Governmental Activities:</u>	
Equipment and Vehicles	\$ 497,460
Less: Accumulated Depreciation	<u>(148,539)</u>
	<u>\$ 348,921</u>
<u>Business-Type Activities:</u>	
Equipment and Vehicles	\$ 116,207
Less: Accumulated Depreciation	<u>(63,121)</u>
	<u>\$ 53,086</u>

Amortization of leased equipment and vehicles under capital assets is included with depreciation expense.

13. On-Behalf Payments Made by State of Louisiana

For the year ended December 31, 2017, the State of Louisiana made on-behalf payments in the form of supplemental pay to the City's policemen. In accordance with GASB 24, the City has recorded \$102,266 of on-behalf payments as revenue and as expenses in the General Fund.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

14. Restricted Assets

Restricted assets were applicable to the following at December 31, 2017:

	<u>Business-Type Activities</u>
Cash and Cash Equivalents:	
Refunding Bonds, Series 2009 - Debt Service	\$ 90,951
Combined Utility Bonds, Series 2010B and Series 2011 - Debt Service	186,037
Refunding Bonds, Series 2016 - Debt Service	<u>66,064</u>
Total Cash and Cash Equivalents	343,052
Investments:	
Customers Deposits	<u>769,637</u>
Total Restricted Assets	<u><u>\$1,112,689</u></u>

CITY OF WALKER

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

**15. Schedule of Utility Enterprise Fund Net Income (Loss) from Operations
by Department for the Year Ended December 31, 2017**

	<u>Gas Department</u>	<u>Water Department</u>	<u>Sewer Department</u>	<u>Sanitation Department</u>	<u>Total Utility Enterprise Fund</u>
Operating Revenues:					
Charges for Services	\$ 5,578,664	\$ 1,525,169	\$ 1,017,788	\$ 376,030	\$ 8,497,651
Delinquent Charges	81,351	29,514	15,417	5,927	132,209
Miscellaneous	188,469	161,791	11,098	-	361,358
Total Operating Revenues	5,848,484	1,716,474	1,044,303	381,957	8,991,218
Operating Expenses:					
Direct	3,065,136	1,177,949	1,478,610	367,834	6,089,529
General and Administrative	206,389	182,788	83,795	3,381	476,353
Total Operating Expenses	3,271,525	1,360,737	1,562,405	371,215	6,565,882
Operating Income (Loss) by Department	2,576,959	355,737	(518,102)	10,742	2,425,336
Nonoperating Revenues	122,239	3,640	1,765	243	127,887
Nonoperating Expenses	(88,921)	(33,505)	(20,816)	-	(143,242)
Federal Grant	22,555	871,474	112,045	-	1,006,074
State Grant	20,087	800,732	12,543	-	833,362
Transfers from Special Revenue	-	-	810,500	-	810,500
Transfers to General Fund	(1,000,000)	-	-	-	(1,000,000)
Change in Net Position					<u>\$ 4,059,917</u>
Business-Type Activities					
Departmental Net Income (Loss)	<u>\$ 1,652,919</u>	<u>\$ 1,998,078</u>	<u>\$ 397,935</u>	<u>\$ 10,985</u>	

CITY OF WALKER

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

**16. Schedule of Utility Enterprise Fund Operating Expenses by Department
for the Year Ended December 31, 2017**

	<u>Gas Department</u>	<u>Water Department</u>	<u>Sewer Department</u>	<u>Sanitation Department</u>	<u>Total Utility Enterprise Fund</u>
Direct Expenses:					
Natural Gas Purchases	\$ 1,657,427	\$ -	\$ -	\$ -	\$ 1,657,427
Salaries and Wages	519,292	325,932	302,818	-	1,148,042
Payroll Taxes, Retirement and Group Insurance	259,358	173,061	126,021	-	558,440
Contract Services	166,630	81,118	14,331	367,834	629,913
Depreciation	162,131	156,102	449,642	-	767,875
Equipment Expenses	62,652	17,894	7,788	-	88,334
Equipment Rental	12,060	8,976	62,305	-	83,341
Lab Fees	-	-	26,951	-	26,951
Maintenance	201,588	346,198	347,133	-	894,919
Small Tools and Supplies	14,372	7,547	9,086	-	31,005
Utilities	9,626	61,121	132,535	-	203,282
	<u>3,065,136</u>	<u>1,177,949</u>	<u>1,478,610</u>	<u>367,834</u>	<u>6,089,529</u>
General and Administrative Expenses:					
Insurance	89,605	65,284	27,556	230	182,675
Miscellaneous	57,274	71,153	13,883	-	142,310
Office Expense	7,221	5,146	3,927	-	16,294
Professional Fees	22,548	24,228	26,400	2,083	75,259
Telephone	14,935	5,882	6,860	-	27,677
Bad Debts	14,806	11,095	5,169	1,068	32,138
	<u>206,389</u>	<u>182,788</u>	<u>83,795</u>	<u>3,381</u>	<u>476,353</u>
Total Operating Expenses	<u><u>\$ 3,271,525</u></u>	<u><u>\$ 1,360,737</u></u>	<u><u>\$ 1,562,405</u></u>	<u><u>\$ 371,215</u></u>	<u><u>\$ 6,565,882</u></u>

CITY OF WALKER
NOTES TO FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

**17. Schedule of Utility Enterprise Fund Operating Expenses by
Function for the Year Ended December 31, 2017**

Personal Services and Benefits:

Direct Labor	\$ 1,148,042
Payroll Taxes, Retirement and Group Insurance	<u>558,440</u>
	1,706,482

Contractual Services:

Equipment Rental	83,341
Lab Fees	26,951
Subcontract Services	629,913
Professional Fees	<u>75,259</u>
	815,464

Cost of Materials:

Natural Gas Purchases	1,657,427
-----------------------	-----------

Utilities:

Utilities	203,282
Telephone	<u>27,677</u>
	230,959

Repair and Maintenance:

Equipment Expenses	88,334
Maintenance	<u>894,919</u>
	983,253

Supplies:

Small Tools and Supplies	31,005
Office Expense	16,294
Miscellaneous	<u>142,310</u>
	189,609

182,675

Depreciation

767,875

32,138

Total Operating Expenses	<u><u>\$ 6,565,882</u></u>
--------------------------	----------------------------

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

18. Litigation

The City is a defendant in several lawsuits. Although the outcome of these lawsuits is not presently determinable, it is the opinion of the City's counsel and management that resolution of these matters will not have a material adverse effect on the financial condition of the City of Walker.

19. Contingencies

DOTD Liability

Primarily during years 1996 - 1998, the City of Walker entered into several contracts with the Louisiana Department of Transportation and Development (LDOTD) for the relocation of utility lines and facilities. Documentation obtained from LDOTD indicates the following amounts owed to LDOTD by the City of Walker:

<u>Department</u>	
Gas Department	\$ 103,665
Water Department	151,189
Sewer Department	<u>231,211</u>
Total DOTD Contingent Liabilities	<u>\$ 486,065</u>

Since it could not be determined if LDOTD will enforce payment of these liabilities, this amount was recorded as a debit (increase) to capital assets and a credit to contributed capital in a prior year. Upon determination that the remaining liability is enforceable and the City must reimburse LDOTD, the City must reduce the capital account by any amounts reimbursed to the LDOTD.

Flooding Event

From August 11, 2016 through August 15, 2016, the City of Walker and surrounding areas experienced record-breaking rainfall resulting in significant flooding in certain areas. The City incurred expenses related to this event. This flooding event was declared a natural disaster by the State of Louisiana and the federal government which enabled the City to apply for federal financial assistance. While management feels the City will receive some additional federal financial assistance related to emergency protective measures they performed, there are no amounts recorded as revenue or receivable as of December 31, 2017 which in accordance with federal guidelines related to the timing of approval of FEMA project worksheets. Revenues will be recorded in a future period when approved.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

20. Compensation Paid Mayor and Council Members

Jimmy Watson, Mayor
13561 Graham Lane
Walker, LA 70785
(225) 665-5705

\$ 64,077

David Clark, Council Member
P.O. Box 1407
Walker, LA 70785

12,200

James Eric Cook, Council Member
30272 Sunset Lane
Walker, LA 70785
(225) 667-7218

12,200

Gary Griffin, Council Member
P.O. Box 951
Walker, LA 70785
(225) 665-9125

12,200

Scarlett Major, Council Member
13699 Aydell Lane
Walker, LA 70785
(225) 665-6695

12,200

Richard Wales, Council Member
13964 Guy Street
Walker, LA 70785
(225) 978-3283

12,200

\$125,077

Terms expire December 31, 2020.

CITY OF WALKER

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

DECEMBER 31, 2017

21. Schedule of Compensation, Benefits, and Other Payments to Mayor

In accordance with Louisiana Revised Statute 24:513A, the following is a Schedule of Compensation and Benefits received by the Mayor, who was the acting agency head for the year ended December 31, 2017:

	<u>1/23 – 12/31</u> <u>Jimmy Watson</u>	<u>1/1 – 1/23</u> <u>Rick Ramsey</u>
Salary	\$ 64,077	\$ 3,923
Benefit-Retirement	6,243	353
Benefit-Insurance	-	-
Registration Fees	-	-
Travel Reimbursements	246	-
Conferences	-	-
Meals	<u>-</u>	<u>-</u>
Total Compensation and Benefits	<u>\$ 70,566</u>	<u>\$ 4,276</u>

22. Revenues Actual Compared to Budget

The General Fund had actual revenues with an unfavorable budget variance exceeding 5% for the year ended December 31, 2017.

<u>Final Budget</u>	<u>Actual</u>	<u>Unfavorable</u> <u>Variance</u>	<u>Unfavorable</u> <u>Variance</u> <u>Percentage</u>
\$ 6,749,744	\$ 5,496,750	\$ (1,252,994)	(18.56)%

23. Subsequent Events

On March 22, 2018, the City Council approved a motion to enter into a lease agreement with Enterprise Fleet Management for equipment at a cost of \$119,274. The quoted terms are for a five year lease with monthly payments of principal and interest of approximately \$1,970.

Management has evaluated subsequent events and transactions for potential recognition or disclosure in the financial statements through June 25, 2018, the date which the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF WALKER

SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY

FOR THE YEAR ENDED DECEMBER 31, 2017*

<u>Fiscal Year</u>	<u>Employer's Proportion of the Net Pension Liability</u>	<u>Employer's Proportionate Share of the Net Pension Liability</u>	<u>Employer's Covered- Employee Payroll</u>	<u>Employer's Proportionate Share of the Net Pension Liability as a Percentage of its Covered-Employee Payroll</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</u>
Municipal Police Employees Retirement System of Louisiana:					
2014	0.23749%	\$ 1,485,737	\$ 689,545	215.47%	75.10%
2015	0.25967%	2,034,266	694,836	292.77%	70.73%
2016	0.26515%	2,485,201	743,310	334.34%	66.04%
2017	0.28638%	2,500,180	859,300	290.96%	70.08%

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

*For MPERS, the amounts presented were determined as of June 30 that occurred within the City's fiscal year. MPERS fiscal year is from July 1 to June 30.

See independent auditor's report.

CITY OF WALKER

SCHEDULE OF CONTRIBUTIONS

FOR THE YEAR ENDED DECEMBER 31, 2017

<u>Fiscal Year</u>	<u>Contractually Required Contributions</u>	<u>Contributions in Relation to Contractually Required Contributions</u>	<u>Contribution Deficiency (Excess)</u>	<u>Employer's Covered Employee Payroll</u>	<u>Contributions as a % of Covered Employee Payroll</u>
Municipal Police Employees Retirement System of Louisiana:					
2014	\$ 209,014	\$ 209,014	\$ -	\$ 668,802	31.25%
2015	223,956	223,956	-	734,913	30.47%
2016	244,373	244,373	-	798,757	30.59%
2017	259,259	259,259	-	831,643	31.17%

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

See independent auditor's report.

CITY OF WALKER

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

FOR THE YEAR ENDED DECEMBER 31, 2017

Municipal Police Employees' Retirement System:

Changes in Actuarial Assumptions

Valuation Date	June 30, 2017	June 30, 2016
Inflation Rate	2.70%	2.875%
Discount Rate	7.325%	7.50%

Changes of Assumptions

There were no changes of benefit assumptions for the year ended June 30, 2017.

See independent auditor's report.

OTHER SUPPLEMENTAL INFORMATION

CITY OF WALKER
SCHEDULE OF INSURANCE COVERAGE IN FORCE
FOR THE YEAR ENDED DECEMBER 31, 2017
(UNAUDITED)

<u>Insurance Company / Policy Number</u>	<u>Coverage</u>	<u>Amount</u>	<u>Policy Period</u>
Essex Insurance Co. LMA1700077	Auto Physical Damage	Per Schedule on File	05/28/2017 to 05/28/2018
EMC Insurance Co. 3X1-18-93-17	Business Protection - Property and Inland Marine	Per Schedule on File	05/28/2017 to 05/28/2018
EMC Insurance Co. T230013	Government Crime Employee Theft (\$10,000 Deductible) Forgery and Alteration (\$10,000 Deductible)	100,000 100,000	08/06/2017 to 08/06/2018
American Strategic Insurance FLD186993	Municipal Building Flood Insurance Building (\$1,000 Deductible) Contents (\$1,000 Deductible)	250,000 100,000	12/07/2017 to 12/07/2018
LMA Risk Management 100-0466-00015968	Commercial Package Policy: Commercial General Liability Bodily Injury and Property Damage Premises Operations (per occurrence) Products Completed Operations Per Occurrence Aggregate Law Enforcement Officer Personal Injury or Property Damage (\$1,000 Deductible) Errors and Omissions (\$1,000 Deductible) Automobile Liability Bodily Injury and Property Damage (\$0 Deductible)	500,000 500,000 included 500,000 500,000 500,000 500,000	05/28/2017 to 05/28/2018
Western Surety Company 69486003	Clerk Surety Bond	50,000	03/10/2017 to 03/10/2018
Hartford Life & Accident 43SR841655	Volunteer Police Officers Accident Accidental Death Accidental Dismemberment Accident Medical Expense (\$0 Deductible) Maximum Dental Accident Total Disability Maximum Payment per Week Waiting Period Maximum Payment Period	10,000 10,000 10,000 250 100 7 days 104 weeks	03/10/2017 to 03/10/2018

See independent auditor's report.

CITY OF WALKER

SCHEDULE OF NUMBER OF CUSTOMERS AND
REVENUE DATA PER CUSTOMER PER MONTH

FOR THE YEAR ENDED DECEMBER 31, 2017
(UNAUDITED)

Number of Customers

	<u>December 31, 2017</u>	<u>December 31, 2016</u>	<u>Increase (Decrease)</u>
Gas Customers	8,769	8,641	128
Water Customers	4,811	4,715	96
Sewer Customers	2,566	2,509	57
Sanitation Customers	2,119	2,103	16

Revenue Data Per Customer Per Month

	<u>December 31, 2017</u>	<u>December 31, 2016</u>	<u>Increase (Decrease)</u>	<u>Percentage Change</u>
Gas Sales	\$53.02	\$50.16	\$2.86	6%
Water Sales	\$26.42	\$25.95	\$0.47	2%
Sewer Sales	\$33.05	\$32.31	\$0.74	2%
Sanitation Sales	\$14.79	\$14.39	\$0.40	3%

See independent auditor's report.

CITY OF WALKER

SCHEDULE OF UTILITY RATES AND TAP FEES

FOR THE YEAR ENDED DECEMBER 31, 2017

(UNAUDITED)

Fees	Tap Fees	
	Type	Fee
<u>Gas</u>	Gas Taps	\$ 295
Residential and Commercial		
Minimum Flat Rate		\$ 8.25
Per 100 CFT of Gas Used		0.90
<u>Water</u>	Water Taps	\$ 285
Residential		
First 3,000 Gallons		\$ 13.58
Per Next 1,000 Gallons of Water Used		2.60
Commercial		
First 3,000 Gallons		\$ 37.30
Per Next 1,000 Gallons of Water Used		2.60
<u>Sewer</u>	Sewer Taps	\$ 500
Residential	Tie-in Fee	200
First 3,000 Gallons (Gravity)		\$ 19.28
First 3,000 Gallons (Grinder Pump)		17.66
Per Next 1,000 Gallons of Water Used		2.08
Commercial		
First 3,000 Gallons		\$ 25.53
Per Next 1,000 Gallons of Water Used		2.96
<u>Garbage</u>		
Residential and Commercial		
Flat Rate per Cart		\$ 14.48
Senior Citizens		
Flat Rate per Cart		\$ 9.34
Sewer, Gas & Water Misc. Fees		
	Fees for extensions, road bores, etc. are based on each account.	

See independent auditor's report.

CITY OF WALKER

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED DECEMBER 31, 2017

<u>Federal Grantor/ Pass - Through Grantor/ Program Name</u>	<u>Federal CFDA Number</u>	<u>Agency or Pass-Through Number</u>	<u>Federal Expenditures</u>
<u>Federal Grants</u>			
<u>United States Department of Commerce</u>			
Direct Program:			
Investments for Public Works and Economic Development Facilities	11.300	N/A	\$ <u>1,003,882</u>
Total United States Department of Commerce			1,003,882
<u>United States Department of Transportation</u>			
Passed Through Louisiana Department of Transportation and Development:			
Highway Planning and Construction [1]	20.205	N/A	315,436
Passed Through Louisiana Department of Public Safety and Corrections – Louisiana Highway Safety Commission:			
National Highway Traffic Safety Administration Discretionary Safety Grants	20.614	N/A	<u>5,310</u>
Total United States Department of Transportation			320,746
<u>United States Department of Homeland Security</u>			
Passed Through Louisiana Governor's Office of Homeland Security and Emergency Preparedness:			
Disaster Grant - Public Assistance	97.036	N/A	<u>83,708</u>
Total United States Department of Homeland Security			83,708
<u>United States Department of Justice</u>			
Passed Through Louisiana Department of Public Safety and Corrections - Louisiana Highway Safety Commission:			
Bulletproof Vest Partnership Program	16.607	N/A	1,946
Passed Through Louisiana Department of Public Safety and Corrections - Louisiana Commission on Law Enforcement:			
Edward Byrne Memorial Justice Assistance Grant Program	16.738	N/A	<u>1,263</u>

CITY OF WALKER

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

Total United States Department of Justice				3,209
<u>United States Environmental Protection Agency</u>				
Passed Through University of New Orleans:				
Lake Pontchartrain Basin Restoration Program	66.125	N/A		<u>35,000</u>
Total United States Environmental Protection Agency				<u>35,000</u>
Total Expenditures of Federal Awards				<u>\$1,446,545</u>

[1] Highway Planning and Construction Cluster

See accompanying notes to the Schedule of Expenditures of Federal Awards.

CITY OF WALKER

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED DECEMBER 31, 2017

Note A - Significant Accounting Policies -

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the City of Walker and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

Note B - Indirect Cost Rate Election -

The City did not elect to use the 10% de minimis indirect cost rate during the year ended December 31, 2017.

See independent auditor's report.

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



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

The Honorable Mayor, Jimmy Watson
and Members of the City Council
City of Walker
Walker, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the budgetary comparative statements of the General Fund and of the 2000 ½ Cent Sales Tax Special Revenue Fund of the City of Walker, Louisiana (the City), as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 25, 2018.

Internal Control Over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may

exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies as items 2017-01 and 2017-02.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City'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 amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matter that is required to be reported under *Government Auditing Standards*, and which is described in the accompanying schedule of findings and questioned costs as item 2017-03.

The City of Walker's Response to Findings

The City's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. The City's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion or any assurance 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 result 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; however, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Respectfully submitted,

Harris J. Bourgeois, CPA

Denham Springs, Louisiana
June 25, 2018

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

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

The Honorable Mayor, Jimmy Watson
and Members of the City Council
City of Walker
Walker, Louisiana

Report on Compliance for Each Major Federal Program

We have audited the City of Walker's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City of Walker's ("the City") major federal programs for the year ended December 31, 2017. The major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City of Walker complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2017.

Report on Internal Control Over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

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

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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

Respectfully submitted,

Harris J. Bougeais, CPA

Denham Springs, Louisiana
June 25, 2018

CITY OF WALKER

SCHEDULE OF FINDINGS AND QUESTIONED COST

FOR THE YEAR ENDED DECEMBER 31, 2017

A. Summary of Auditor's Results

As required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), the following is a summary of the results of our audit:

Financial Statements

Type of auditor's report issued: unmodified

Internal control over financial reporting:

• Material weaknesses identified?	<u> </u> Yes	<u> x </u> No
• Significant deficiencies identified?	<u> x </u> Yes	<u> </u> None Reported
Noncompliance material to financial statements noted?	<u> </u> Yes	<u> x </u> No

Federal Awards

Internal control over major programs:

• Material weaknesses identified?	<u> </u> Yes	<u> x </u> No
• Significant deficiencies identified?	<u> </u> Yes	<u> x </u> None Reported

Type of auditor's report issued on compliance for major programs: unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	<u> </u> Yes	<u> x </u> No
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The following program was tested as a Type "A" major program:

Federal Grantor/
Pass - Through Grantor/
Program Name

CFDA
Number

United States Department of Commerce

Direct Program

Investments for Public Works and Economic
Development Facilities

11.300

- The threshold for distinguishing Types A and B programs was \$750,000.
- The City was determined not to be a low-risk auditee.

CITY OF WALKER

SCHEDULE OF FINDINGS AND QUESTIONED COST (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

B. Internal Control Over Financial Reporting

Finding 2017-01 Bank Reconciliations

Criteria:

Bank account reconciliations should be performed timely and include documentation to support that the bank statements and reconciliations were reviewed by a member of management who is not responsible for reconciling the bank accounts. The monthly bank reconciliations should be maintained on file for subsequent review and audit.

Condition:

During our current year audit, we noted the main operating cash account and non-operating accounts appeared to be reconciled timely; however, it was noted that copies of the bank reconciliations were not kept on file for review. Additionally, there was no evidence to support that the bank reconciliations were being reviewed by a member of management that was not responsible for reconciling the bank accounts.

Cause:

The City underwent several personnel changes during the 2017 including a new finance director. The City's new finance director was tasked with closing out the fiscal year for 2016 and was responsible for the 2016 audit along with normal operations. Closing out fiscal year 2016 included additional financial activity due to the August 2016 flooding event. These events and changes resulted in oversight of this control.

Effect:

The lack of review of bank reconciliations and not maintaining the reconciliations on file creates the potential for misstatements to go undetected.

Recommendation:

We recommend the City implement procedures to print and maintain physical copies or an electronic copy with noted approvals of monthly bank reconciliations and implement procedures to ensure the monthly reconciliations are reviewed by a member of management not responsible for reconciling the bank accounts.

Management's Response:

Management will print out reconciled bank reconciliations monthly and have a member of the City Council review and initial these reconciliations going forward.

CITY OF WALKER

SCHEDULE OF FINDINGS AND QUESTIONED COST (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

Finding 2017-02 Budget-to-Actual Comparisons

Criteria:

Budget-to-actual comparisons should be prepared and presented to and reviewed by the City Council on a monthly basis.

Condition

During our current year audit, we noted that budget-to-actual comparisons were not presented at City Council meetings on a monthly basis. The City Council was presented with information on budget amendments throughout the year.

Cause:

The City underwent several personnel changes during the 2017 including a new finance director. The City's new finance director was tasked with closing out the fiscal year for 2016 and was responsible for the 2016 audit along with normal operations. Closing out fiscal year 2016 included additional financial activity due to the August 2016 flooding event. These events and changes resulted in oversight of this control.

Effect:

The lack of monitoring of the budget to actual results creates the potential for non-compliance with state budget law as well as potential oversight of errors that would otherwise be prevented through board review.

Recommendation:

We recommend the City implement procedures to review budget-to-actual comparisons at City Council meetings on a monthly basis.

Management's Response:

Management is now close to being caught up from the turnover that occurred in 2017 and budget to actual comparison will begin to be given out.

C. Compliance and Other Matters

Finding 2017-03 Unfavorable Budget Variance >5% of Amended Budget

Criteria:

The City is required to follow the requirements of the Louisiana Local Government Budget Act at LSA R.S. 39:1301 through 39:1315.

CITY OF WALKER

SCHEDULE OF FINDINGS AND QUESTIONED COST (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

Condition:

State law requires that budgets be amended when actual revenues are less than budgeted revenues or actual expenditures exceed budgeted expenditures and other financing uses exceed budgeted amounts by 5% or more. See Note 22 to the financial statements. An unfavorable budget variance for Actual Revenues compared to Final Budgeted Revenues in the General Fund exceeded the 5% variance required by state law.

Cause:

The City's amended Final Budgeted Revenues were not adjusted enough to reduce the budget variance below the 5% variance as required by state law.

Effect:

Because the City's amended Final Budgeted Revenues were not adjusted enough to reduce the budget variance below the 5% variance as required by state law, the budget variance for Actual Revenue compared to Final Budgeted Revenues created an unfavorable budget variance that exceeded the 5% variance required by state law.

Recommendation:

We recommend the City implement procedures to monitor actual revenue and expenses more closely and make appropriate budget amendments to comply with the law requiring the budget to actual variance to be within 5%.

Management's Response:

With new management in place now, any future road projects will be managed appropriately from the beginning with grant revenues and expenses being properly separated out into the street and utility departments going forward.

CITY OF WALKER

SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS

FOR THE YEAR ENDED DECEMBER 31, 2017

(A) Findings - Internal Control Over Financial Reporting -

None

(B) Findings - Compliance and Other Matters -

Reference Number: 2004M-9

Category: Contingent Liabilities

Description of Finding:

The City of Walker must make decisions on the recording and/or disclosure of contingent liabilities. Contingent liabilities are liabilities for which the City may have a financial obligation that has not been recorded. Some of those contingent liabilities are as follows:

- Contingent Liability to Louisiana Department of Transportation and Development (LDOTD). Primarily during the years 1996 - 1998, the City of Walker entered into several contracts for relocation of utility lines and facilities. Documentation obtained from LDOTD and the City (including road transfer credits issued in 2016) indicates the following amounts owed to LDOTD by the City of Walker.

<u>Department</u>	
Gas Department	\$ 103,665
Water Department	151,189
Sewer Department	<u>231,211</u>
Total DOTD Contingent Liabilities	<u>\$ 486,065</u>

- Many local communities in Louisiana have obligations to the Louisiana Department of Transportation and Development, but the nature and disposition of this liability must be disclosed. It is not determinable if LDOTD will enforce payment of these liabilities and recorded these totals as a debit to capital assets and a credit to contributed capital. Upon determination that the liability will be enforceable, the City of Walker must reduce the capital accounts by any amounts reimbursed to the LDOTD.

Recommendations:

It was recommended for the City to review the above contingent liabilities, and additional liabilities disclosed as current balances be corrected, and either record the corrected liabilities in the City's monthly financial statements, or compile the documentation necessary for annual financial statement disclosure.

CITY OF WALKER

SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2017

Corrective Action Taken:

During 2016, the City negotiated a partial settlement with LDOTD, in which the City accepted ownership of a state owned road within its City limits, Burgess Avenue. In return, LDOTD applied road transfer credits of \$888,282 to reduce the contingent liability. The City still has no intentions to install utility services along the State's right of way; therefore, the possible liability due to the Louisiana Department of Transportation and Development has not been determined and is still reported as a contingent liability in these financial statements.

Management's Response:

The City of Walker is currently working with the Louisiana Department of Transportation and Development to address the contingent liability to the State of Louisiana for the utility relocations that were completed during 1996-1998.

City of **WALKER** LOUISIANA *City Living Country Charm*

MAYOR
Jimmy Watson

**CHIEF OF
OPERATIONS**
Jamie Etheridge

CITY ATTORNEY
Robert King

CITY CLERK
Myra Streeter

MAYOR PRO TEM
Scarlett Milton Major

COUNCILMEN
David Clark
Eric Cook
Gary Griffin
Richard Wales

June 25, 2018

Hannis T. Bourgeois, LLP, CPAs
178 Del Orleans Avenue, Suite C
Denham Springs, Louisiana 70726

Finding 2017-01 Bank Reconciliations

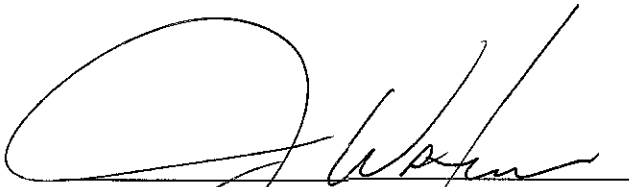
Response: Management will print out reconciled bank statements monthly and have a member of the city council review and initial these reconciliations going forward.

Finding 2017-02 Budget-to-Actual Comparisons

Response: Management is now close to being caught up from the turnover that occurred in 2017, budget to actual comparisons will begin to be given out.

Finding 2017-03 Unfavorable Budget Variance > 5% of Amended Budget

Response: With new management in place now, any future road projects will be managed appropriately from the beginning with grant revenues and expenses being properly separated out into the street and utility departments going forward.



Jimmy Watson
Mayor



Mike Cotton
Financial Director

CITY OF WALKER

INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES

DECEMBER 31, 2017

WALKER, LOUISIANA



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Independent Accountant's Report
on Applying Agreed-Upon Procedures

The Honorable Jimmy Watson, Mayor
and Members of the City Council
City of Walker
Walker, Louisiana

We have performed the procedures enumerated below, which were agreed to by the City of Walker and the Louisiana Legislative Auditor (LLA) on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2017 through December 31, 2017. The City's management is responsible for those C/C areas identified in the SAUPs.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated exceptions are as follows:

Written Policies and Procedures

1. Obtain the entity's written policies and procedures and report whether those written policies and procedures address each of the following financial/business functions (or report that the entity does not have any written policies and procedures), as applicable:
 - a) ***Budgeting***, including (1) preparing, (2) adopting, (3) monitoring, and (4) amending the budget.
EXCEPTION – No written policies or procedures were found relating to budgeting.
 - b) ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes. – **No exceptions.**

- c) ***Disbursements***, including processing, reviewing, and approving. – **No exceptions.**
- d) ***Receipts***, including receiving, recording, and preparing deposits. – **No exceptions.**
- e) ***Payroll/Personnel***, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked. – **No exceptions.**
- f) ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.

EXCEPTION - No written policies or procedures were found related to contracting as of 12/31/17. As of the date of this report, the City has subsequently adopted such policies and procedures.

- g) ***Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)***, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers, and (5) monitoring card usage

EXCEPTION - No written policies or procedures were found related to credit cards as of 12/31/17. As of the date of this report, the City has subsequently adopted such policies and procedures.

- h) ***Travel and expense reimbursement***, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers. – **No exceptions.**
- i) ***Ethics***, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the entity's ethics policy. Note: Ethics requirements are not applicable to nonprofits.

EXCEPTION - No written policies or procedures were found related to steps 2 and 4.

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

EXCEPTION - No written policies or procedures were found related to step 1.

Board (or Finance Committee, if applicable)

2. Obtain and review the board/committee minutes for the fiscal period, and:

- a) Report whether the managing board met (with a quorum) at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, or other equivalent document. – **No exceptions.**
- b) Report whether the minutes referenced or included monthly budget-to-actual comparisons on the General Fund and any additional funds identified as major funds in the entity's prior audit (GAAP-basis).

EXCEPTION - No indication of budget-to-actual comparisons referenced in monthly Board Minutes.

- c) If the budget-to-actual comparisons show that management was deficit spending during the fiscal period, report whether there is a formal/written plan to eliminate the deficit spending for those entities with a fund balance deficit. If there is a formal/written plan, report whether the meeting minutes for at least one board meeting during the fiscal period reflect that the board is monitoring the plan.

EXCEPTION - No indication of budget-to-actual comparisons referenced in monthly Board Minutes

- d) Report whether the minutes referenced or included non-budgetary financial information (e.g. approval of contracts and disbursements) for at least one meeting during the fiscal period. – **No exceptions.**

Bank Reconciliations

- 3. Obtain a listing of client bank accounts from management and management's representation that the listing is complete. – **No exceptions.**
- 4. Using the listing provided by management, select all of the entity's bank accounts (if five accounts or less) or one-third of the bank accounts on a three year rotating basis (if more than 5 accounts). If there is a change in practitioners, the new practitioner is not bound to follow the rotation established by the previous practitioner. *Note: School student activity fund accounts may be excluded from selection if they are otherwise addressed in a separate audit or AUP engagement.* For each of the bank accounts selected, obtain bank statements and reconciliations for all months in the fiscal period and report whether:

- a) Bank reconciliations have been prepared;

EXCEPTION – HTB noted that the bank accounts were reconciled monthly, but no hard copies were printed for the months of January – November.

- b) Bank reconciliations include evidence that a member of management or a board member (with no involvement in the transactions associated with the bank account) has reviewed each bank reconciliation; and

EXCEPTION – HTB noted no evidence that a member of management or a board member reviewed the bank reconciliations.

- c) If applicable, management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 6 months as of the end of the fiscal period.

EXCEPTION - HTB noted outstanding items over 180 days old that had not been researched by management.

Collections

- 5. Obtain a listing of cash/check/money order (cash) collection locations and management's representation that the listing is complete. - **No exceptions.**
- 6. Using the listing provided by management, select all of the entity's cash collection locations (if five locations or less) or one-third of the collection locations on a three year rotating basis (if more than 5 locations). If there is a change in practitioners, the new practitioner is not bound to follow the rotation established by the previous practitioner. *Note: School student activity funds may be excluded from*

selection if they are otherwise addressed in a separate audit or AUP engagement. For each cash collection location selected:

- a) Obtain existing written documentation (e.g. insurance policy, policy manual, job description) and report whether each person responsible for collecting cash is (1) bonded, (2) not responsible for depositing the cash in the bank, recording the related transaction, or reconciling the related bank account (report if there are compensating controls performed by an outside party), and (3) not required to share the same cash register or drawer with another employee.

EXCEPTION – HTB noted one location where three employees share the same cash drawer.

- b) Obtain existing written documentation (e.g. sequentially numbered receipts, system report, reconciliation worksheets, policy manual) and report whether the entity has a formal process to reconcile cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, by a person who is not responsible for cash collections in the cash collection location selected. - **No exceptions.**
- c) Select the highest (dollar) week of cash collections from the general ledger or other accounting records during the fiscal period and:

- (1) Using entity collection documentation, deposit slips, and bank statements, trace daily collections to the deposit date on the corresponding bank statement and report whether the deposits were made within one day of collection. If deposits were not made within one day of collection, report the number of days from receipt to deposit for each day at each collection location.

EXCEPTION - HTB noted one transactions that had a collection to deposit period greater than one day. The deposit was made within two days.

- (2) Using sequentially numbered receipts, system reports, or other related collection documentation, verify that daily cash collections are completely supported by documentation and report any exceptions. - **No exceptions.**
7. Obtain existing written documentation (e.g. policy manual, written procedure) and report whether the entity has a process specifically defined (identified as such by the entity) to determine completeness of all collections, including electronic transfers, for each revenue source and 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) by a person who is not responsible for collections. - **No exceptions.**

Disbursements – General (excluding credit card/debit card/fuel card/P-Card purchases or payments)

8. Obtain a listing of entity disbursements from management or, alternately, obtain the general ledger and sort/filter for entity disbursements. Obtain management's representation that the listing or general ledger population is complete. – **No exceptions.**
9. Using the disbursement population from #8 above, randomly select 25 disbursements (or randomly select disbursements constituting at least one-third of the dollar disbursement population if the entity had less than 25 transactions during the fiscal period), excluding credit card/debit card/fuel card/P-card purchases or payments. Obtain supporting documentation (e.g. purchase requisitions, system screens/logs) for each transaction and report whether the supporting documentation for each transaction demonstrated that:

- a) Purchases were initiated using a requisition/purchase order system or an equivalent electronic system that separates initiation from approval functions in the same manner as a requisition/purchase order system – **No exceptions.**
 - b) Purchase orders, or an electronic equivalent, were approved by a person who did not initiate the purchase – **No exceptions.**
 - c) Payments for purchases were not processed without (1) an approved requisition and/or purchase order, or electronic equivalent; a receiving report showing receipt of goods purchased, or electronic equivalent; and an approved invoice – **No exceptions.**
10. Using entity documentation (e.g. electronic system control documentation, policy manual, written procedure), report whether the person responsible for processing payments is prohibited from adding vendors to the entity's purchasing/disbursement system.
- EXCEPTION** – HTB noted that per the written policy, checks require two signatures. One person responsible for signing checks also has access to add vendors to the system, but is not able to approve purchase requisitions.
11. Using entity documentation (e.g. electronic system control documentation, policy manual, written procedure), report whether the persons with signatory authority or who make the final authorization for disbursements have no responsibility for initiating or recording purchases. – **No exceptions.**
12. Inquire of management and observe whether the supply of unused checks is maintained in a locked location, with access restricted to those persons that do not have signatory authority, and report any exceptions. Alternately, if the checks are electronically printed on blank check stock, review entity documentation (electronic system control documentation) and report whether the persons with signatory authority have system access to print checks. – **No exceptions.**
13. If a signature stamp or signature machine is used, inquire of the signer whether his or her signature is maintained under his or her control or is used only with the knowledge and consent of the signer. Inquire of the signer whether signed checks are likewise maintained under the control of the signer or authorized user until mailed. Report any exceptions. – **No exceptions.**

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

14. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards), 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. – **No exceptions.**
15. Using the listing prepared by management, randomly select 10 cards (or at least one-third of the cards if the entity has less than 10 cards) that were used during the fiscal period, rotating cards each year. If there is a change in practitioners, the new practitioner is not bound to follow the rotation established by the previous practitioner.
- Obtain the monthly statements, or combined statements if multiple cards are on one statement, for the selected cards. Select the monthly statement or combined statement with the largest dollar activity for each card (for a debit card, select the monthly bank statement with the largest dollar amount of debit card purchases) and:
- a) Report whether there is evidence that the monthly statement or combined statement and supporting documentation was reviewed and approved, in writing, by someone other than the authorized card

holder. [Note: Requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported.]] – **No exceptions.**

b) Report whether finance charges and/or late fees were assessed on the selected statements. – **No exceptions.**

16. Using the monthly statements or combined statements selected under #15 above, obtain supporting documentation for all transactions for each of the 10 cards selected (i.e. each of the 10 cards should have one month of transactions subject to testing).

a) For each transaction, report whether the transaction is supported by:

(1) An original itemized receipt (i.e., identifies precisely what was purchased)

EXCEPTION – HTB noted fuel cards with transactions that were not supported by an itemized receipt for the month selected for testing during the current fiscal period. These cards are tied to City vehicles and can only be used by the employee assigned to that vehicle. The City receives a detailed monthly invoice recapping purchases for the month by card and vehicle that is reviewed by management.

(2) Documentation of the business/public purpose. For meal charges, there should also be documentation of the individuals participating. – **No exceptions.**

(3) Other documentation that may be required by written policy (e.g., purchase order, written authorization.) – **No exceptions.**

b) For each transaction, compare the transaction's detail (nature of purchase, dollar amount of purchase, supporting documentation) to the entity's written purchasing/disbursement policies and the Louisiana Public Bid Law (i.e. transaction is a large or recurring purchase requiring the solicitation of bids or quotes) and report any exceptions. – **No exceptions.**

c) For each transaction, compare the entity's documentation of the business/public purpose to the requirements of Article 7, Section 14 of the Louisiana Constitution, which prohibits the loan, pledge, or donation of funds, credit, property, or things of value, and report any exceptions (e.g. cash advances or non-business purchases, regardless whether they are reimbursed). If the nature of the transaction precludes or obscures a comparison to the requirements of Article 7, Section 14, the practitioner should report the transaction as an exception. – **No exceptions.**

Travel and Expense Reimbursement

17. Obtain from management a listing of all travel and related expense reimbursements, by person, during the fiscal period or, alternately, obtain the general ledger and sort/filter for travel reimbursements. Obtain management's representation that the listing or general ledger is complete. – **No exceptions.**

18. Obtain the entity's written policies related to travel and expense reimbursements. Compare the amounts in the policies to the per diem and mileage rates established by the U.S. General Services Administration (www.gsa.gov) and report any amounts that exceed GSA rates. – **No exceptions.**

19. Using the listing or general ledger from #17 above, select the three persons who incurred the most travel costs during the fiscal period. Obtain the expense reimbursement reports or prepaid expense documentation of each selected person, including the supporting documentation, and choose the largest travel expense for each person to review in detail. For each of the three travel expenses selected:

- a) Compare expense documentation to written policies and report whether each expense was reimbursed or prepaid in accordance with written policy (e.g., rates established for meals, mileage, lodging). If the entity does not have written policies, compare to the GSA rates (#18 above) and report each reimbursement that exceeded those rates. – **No exceptions.**
- b) Report whether each expense is supported by:
 - (1) An original itemized receipt that identifies precisely what was purchased. [Note: An expense that is reimbursed based on an established per diem amount (e.g., meals) does not require a receipt.] – **No exceptions.**
 - (2) Documentation of the business/public purpose (Note: For meal charges, there should also be documentation of the individuals participating). – **No exceptions.**
 - (3) Other documentation as may be required by written policy (e.g., authorization for travel, conference brochure, certificate of attendance) – **No exceptions.**
- c) Compare the entity’s documentation of the business/public purpose to the requirements of Article 7, Section 14 of the Louisiana Constitution, which prohibits the loan, pledge, or donation of funds, credit, property, or things of value, and report any exceptions (e.g. hotel stays that extend beyond conference periods or payment for the travel expenses of a spouse). If the nature of the transaction precludes or obscures a comparison to the requirements of Article 7, Section 14, the practitioner should report the transaction as an exception. – **No exceptions.**
- d) Report whether each expense and related documentation was reviewed and approved, in writing, by someone other than the person receiving reimbursement. – **No exceptions.**

Contracts

- 20. Obtain a listing of all contracts in effect during the fiscal period or, alternately, obtain the general ledger and sort/filter for contract payments. Obtain management’s representation that the listing or general ledger is complete. – **No exceptions.**
- 21. Using the listing above, select the five contract “vendors” that were paid the most money during the fiscal period (excluding purchases on state contract and excluding payments to the practitioner). Obtain the related contracts and paid invoices and:
 - a) Report whether there is a formal/written contract that supports the services arrangement and the amount paid.) – **No exceptions.**
 - b) Compare each contract’s detail to the Louisiana Public Bid Law or Procurement Code. Report whether each contract is subject to the Louisiana Public Bid Law or Procurement Code and:
 - (1) If yes, obtain/compare supporting contract documentation to legal requirements and report whether the entity complied with all legal requirements (e.g., solicited quotes or bids, advertisement, selected lowest bidder) – **No exceptions.**
 - (2) If no, obtain supporting contract documentation and report whether the entity solicited quotes as a best practice. – **No exceptions.**
 - c) Report whether the contract was amended. If so, report the scope and dollar amount of the amendment and whether the original contract terms contemplated or provided for such an amendment.

Contract	Original Contract Date and Amount	Change Order # 1 Date and Amount	Change Order # 2 Date and Amount	Change Order 3 Date and Amount
Number 1	October 5, 2016	March 20, 2017	April 13, 2017	January 8, 2018
	\$ 2,894,256	\$ 37,056	\$ 18,060	\$ 12,363
Did original contract provide for such a change order?		Yes	Yes	Yes
Number 2	March 8, 2016	January 9, 2017	N/A	N/A
	\$ 882,000	\$ 26,183		
Did original contract provide for such a change order?		Yes		

- d) Select the largest payment from each of the five contracts, obtain the supporting invoice, compare the invoice to the contract terms, and report whether the invoice and related payment complied with the terms and conditions of the contract. – **No exceptions.**
- e) Obtain/review contract documentation and board minutes and report whether there is documentation of board approval, if required by policy or law (e.g. Lawrason Act or Home Rule Charter).

EXCEPTION - HTB noted one vendor with a signed contract that was not approved by the board.

Payroll and Personnel

22. Obtain a listing of employees (and elected officials, if applicable) with their related salaries, and obtain management's representation that the listing is complete. Randomly select five employees/officials, obtain their personnel files, and:
- Review compensation paid to each employee during the fiscal period and report whether payments were made in strict accordance with the terms and conditions of the employment contract or pay rate structure. – **No exceptions.**
 - Review changes made to hourly pay rates/salaries during the fiscal period and report whether those changes were approved in writing and in accordance with written policy. – **No exceptions.**
23. Obtain attendance and leave records and randomly select one pay period in which leave has been taken by at least one employee. Within that pay period, randomly select 25 employees/officials (or randomly select one-third of employees/officials if the entity had less than 25 employees during the fiscal period), and:
- Report whether all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, an elected official is not eligible to earn leave and does not document his/her attendance and leave. However, if the elected official is earning leave according to policy and/or contract, the official should document his/her daily attendance and leave.) – **No exceptions.**
 - Report whether there is written documentation that supervisors approved, electronically or in writing, the attendance and leave of the selected employees/officials – **No exceptions.**
 - Report whether there is written documentation that the entity maintained written leave records (e.g., hours earned, hours used, and balance available) on those selected employees/officials that earn leave. – **No exceptions.**

24. Obtain from management a list of those employees/officials that terminated during the fiscal period and management's representation that the list is complete. If applicable, select the two largest termination payments (e.g., vacation, sick, compensatory time) made during the fiscal period and obtain the personnel files for the two employees/officials. Report whether the termination payments were made in strict accordance with policy and/or contract and approved by management. – **No exceptions.**
25. Obtain supporting documentation (e.g. cancelled checks, EFT documentation) relating to payroll taxes and retirement contributions during the fiscal period. Report whether the employee and employer portions of payroll taxes and retirement contributions, as well as the required reporting forms, were submitted to the applicable agencies by the required deadlines.

EXCEPTION – HTB noted the W-3 was filed 22 days late.

Ethics (excluding nonprofits)

26. Using the five randomly selected employees/officials from procedure #22 under "Payroll and Personnel" above, obtain ethics compliance documentation from management and report whether the entity maintained documentation to demonstrate that required ethics training was completed. – **No exceptions.**
27. Inquire of management whether any alleged ethics violations were reported to the entity during the fiscal period. If applicable, review documentation that demonstrates whether management investigated alleged ethics violations, the corrective actions taken, and whether management's actions complied with the entity's ethics policy. Report whether management received allegations, whether management investigated allegations received, and whether the allegations were addressed in accordance with policy. – **No alleged ethics violations or allegations received.**

Debt Service (excluding nonprofits)

28. If debt was issued during the fiscal period, obtain supporting documentation from the entity, and report whether State Bond Commission approval was obtained. – **No exceptions.**
29. If the entity had outstanding debt during the fiscal period, obtain supporting documentation from the entity and report whether the entity made scheduled debt service payments and maintained debt reserves, as required by debt covenants. – **No exceptions.**
30. If the entity had tax millages relating to debt service, obtain supporting documentation and report whether millage collections exceed debt service payments by more than 10% during the fiscal period. Also, report any millages that continue to be received for debt that has been paid off. – **No exceptions.**

Other

31. Inquire of management whether the entity had any misappropriations of public funds or assets. If so, obtain/review supporting documentation and report whether the entity reported the misappropriation to the legislative auditor and the district attorney of the parish in which the entity is domiciled. – **None noted.**
32. Observe and report whether the entity has posted on its premises and website, the notice required by R.S. 24:523.1. This notice (available for download or print at www.la.gov/hotline) concerns the reporting of misappropriation, fraud, waste, or abuse of public funds. – **Notice posted on premises and on website.**

33. If the practitioner observes or otherwise identifies any exceptions regarding management's representations in the procedures above, report the nature of each exception. – **No exceptions.**

Management's Response/Corrective Action to Exceptions

The City's responses to the exceptions identified in our performance of the SAUPs are attached. The City's responses were not subjected to any procedures applied in the SAUPs and, accordingly, we express no opinion or any assurance on them.

We were not engaged to and did not conduct an examination or review, 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.

The purpose of this report is 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.

Respectfully submitted,

Harris J. Bourgeois, CPA

Denham Springs, Louisiana
June 25, 2018



MAYOR
Jimmy Watson

CHIEF OF
OPERATIONS
Jamie Etheridge

CITY ATTORNEY
Robert King

CITY CLERK
Myra Streeter

MAYOR PRO TEM
Scarlett Milton Major

COUNCILMEN
David Clark
Eric Cook
Gary Griffin
Richard Wales

June 25, 2018

Hannis T. Bourgeois, LLP, CPAs
178 Del Orleans Avenue, Suite C
Denham Springs, Louisiana 70726

City of Walker
Management's Response to 2017 AUP Exceptions

The City hereby agrees to refine current procedures or implement written procedures regarding the below noted AUP exceptions:

Written Policies and Procedures

1. Obtain the entity's written policies and procedures and report whether those written policies and procedures address each of the following financial/business functions (or report that the entity does not have any written policies and procedures), as applicable:

- a) ***Budgeting***, including (1) preparing, (2) adopting, (3) monitoring, and (4) amending the budget.

EXCEPTION – No written policies or procedures were found relating to budgeting.

Management's Response/Corrective Action – The City's management will put a written policy in place for preparing, adopting, monitoring and amending the budget that mirrors state law.

- f) ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.

EXCEPTION - No written policies or procedures were found related to contracting as of 12/31/17. As of the date of this report, the City has subsequently adopted such policies and procedures.

Management's Response/Corrective Action – The City's management has now written a policy and procedure for contracting.

- g) ***Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)***, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers, and (5) monitoring card usage

EXCEPTION - No written policies or procedures were found related to credit cards as of 12/31/17. As of the date of this report, the City has subsequently adopted such policies and procedures.

Management's Response/Corrective Action – The City's management has now written a policy specifically for credit, debit fuel & P-cards.

- i) ***Ethics***, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement

that all employees, including elected officials, annually attest through signature verification that they have read the entity's ethics policy. Note: Ethics requirements are not applicable to nonprofits.

EXCEPTION - No written policies or procedures were found related to steps 2 and 4.

Management's Response/Corrective Action – The City's management will update the City's ethics policy to include actions taken if an ethics violation takes place. Also, currently all employees and elected officials are required to take one hour of ethics training. In the future management will make sure that employees and elected officials read and sign off on the City's ethics policy at that time as well.

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

EXCEPTION - No written policies or procedures were found related to step 1.

Management's Response/Corrective Action – The City's management will draw up a written policy for debt issuance approvals which are approved by the city council.

Board (or Finance Committee, if applicable)

2. Obtain and review the board/committee minutes for the fiscal period, and:

- b) Report whether the minutes referenced or included monthly budget-to-actual comparisons on the General Fund and any additional funds identified as major funds in the entity's prior audit (GAAP-basis).

EXCEPTION - No indication of budget-to-actual comparisons referenced in monthly Board Minutes.

Management's Response/Corrective Action – The City's management is now close to finally being caught up from the turnover that occurred in 2017, budget to actual comparisons will begin to be given out.

- c) Report whether the minutes referenced or included monthly budget-to-actual comparisons on the General Fund and any additional funds identified as major funds in the entity's prior audit (GAAP-basis).

EXCEPTION - No indication of budget-to-actual comparisons referenced in monthly Board Minutes.

Management's Response/Corrective Action – The City's management is now close to finally being caught up from the turnover that occurred in 2017, budget to actual comparisons will begin to be given out.

Bank Reconciliations

4. Using the listing provided by management, select all of the entity's bank accounts (if five accounts or less) or one-third of the bank accounts on a three year rotating basis (if more than 5 accounts). If there is a change in practitioners, the new practitioner is not bound to follow the rotation established by the previous practitioner. *Note: School student activity fund accounts may be excluded from selection if they are otherwise addressed in a separate audit or AUP engagement.* For each of the bank accounts selected, obtain bank statements and reconciliations for all months in the fiscal period and report whether:

- a) Bank reconciliations have been prepared;

EXCEPTION – HTB noted that the bank accounts were reconciled monthly, but no hard copies were printed for the months of January – November.

Management's Response/Corrective Action – The City's management will print out reconciled bank statements monthly and have a member of the city council review and initial these reconciliations.

- b) Bank reconciliations include evidence that a member of management or a board member (with no involvement in the transactions associated with the bank account) has reviewed each bank reconciliation; and

EXCEPTION – HTB noted no evidence that a member of management or a board member reviewed the bank reconciliations.

Management's Response/Corrective Action – The City's management will print out reconciled bank statements monthly and have a member of the city council review and initial these reconciliations.

- c) If applicable, management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 6 months as of the end of the fiscal period.

EXCEPTION - HTB noted outstanding items over 180 days old that had not been researched by management.

Management's Response/Corrective Action – The City's management will provide research and work to clear up outstanding items that are over 180 days old.

Collections

6. Using the listing provided by management, select all of the entity's cash collection locations (if five locations or less) or one-third of the collection locations on a three year rotating basis (if more than 5 locations). If there is a change in practitioners, the new practitioner is not bound to follow the rotation established by the previous practitioner. *Note: School student activity funds may be excluded from selection if they are otherwise addressed in a separate audit or AUP engagement.* **For each cash collection location selected:**

- a) Obtain existing written documentation (e.g. insurance policy, policy manual, job description) and report whether each person responsible for collecting cash is (1) bonded, (2) not responsible for depositing the cash in the bank, recording the related transaction, or reconciling the related bank account (report if there are compensating controls performed by an outside party), and (3) not required to share the same cash register or drawer with another employee.

EXCEPTION – HTB noted one location where three employees share the same cash drawer

Management's Response/Corrective Action – The City's management will put procedures in place so that no employees share the same cash drawers going forward.

- c) Select the highest (dollar) week of cash collections from the general ledger or other accounting records during the fiscal period and:
- (1) Using entity collection documentation, deposit slips, and bank statements, trace daily collections to the deposit date on the corresponding bank statement and report whether the deposits were made within one day of collection. If deposits were not made within one day of collection, report the number of days from receipt to deposit for each day at each collection location.

EXCEPTION - HTB noted one transactions that had a collection to deposit period greater than one day. The deposit was made within two days.

Management's Response/Corrective Action – The City's management will follow up with all departments to make sure that there are no transactions with a collection to deposit period greater than one day going forward.

Disbursements – General (excluding credit card/debit card/fuel card/P-Card purchases or payments)

10. Using entity documentation (e.g. electronic system control documentation, policy manual, written procedure), report whether the person responsible for processing payments is prohibited from adding vendors to the entity's purchasing/disbursement system.

EXCEPTION – HTB noted that per the written policy, checks require two signatures. One person responsible for signing checks also has access to add vendors to the system, but is not able to approve purchase requisitions.

Management's Response/Corrective Action – The City's management will put procedures in place so that no one who is responsible for signing checks to has access to be able to add vendors to the system.

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

16. Using the monthly statements or combined statements selected under #15 above, obtain supporting documentation for all transactions for each of the 10 cards selected (i.e. each of the 10 cards should have one month of transactions subject to testing).
- a) For each transaction, report whether the transaction is supported by:
 - (1) An original itemized receipt (i.e., identifies precisely what was purchased)

EXCEPTION – HTB noted fuel cards with transactions that were not supported by an itemized receipt for the month selected for testing during the current fiscal period. These cards are tied to City vehicles and can only be used by the employee assigned to that vehicle. The City receives a detailed monthly invoice recapping purchases for the month by card and vehicle that is reviewed by management.

Management's Response/Corrective Action – The City's management will put procedures in place to require all fuel card transactions to be supported by an itemized receipt.

Contracts

21. Using the listing above, select the five contract "vendors" that were paid the most money during the fiscal period (excluding purchases on state contract and excluding payments to the practitioner). Obtain the related contracts and paid invoices and:

e) Obtain/review contract documentation and board minutes and report whether there is documentation of board approval, if required by policy or law (e.g. Lawrason Act or Home Rule Charter).

EXCEPTION - HTB noted one vendor with a signed contract that was not approved by the board.

Management's Response/Corrective Action – The City's management will make sure going forward that any signed contracts are approved by the board.

Payroll and Personnel

25. Obtain supporting documentation (e.g. cancelled checks, EFT documentation) relating to payroll taxes and retirement contributions during the fiscal period. Report whether the employee and employer portions of payroll taxes and retirement contributions, as well as the required reporting forms, were submitted to the applicable agencies by the required deadlines.

EXCEPTION – HTB noted the W-3 was filed 22 days late.

Management's Response/Corrective Action – The City's management will put a procedure in place to see that W-3's are filled before the deadline.

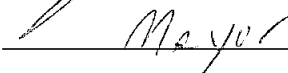
Signature: _____



Signature: _____



Title: _____



Title: _____

