#### AFFIDAVIT AND REVENUE CERTIFICATION

04 Mar 30 AM 11: 22

East Cameron Port, Harbor, & Terminal District **Cameron Parish** Cameron, Louisiana

#### ANNUAL SWORN FINANCIAL STATEMENT AND **CERTIFICATION OF REVENUES \$50,000 OR LESS**

OFFICIAL FILE COPY

BACK in FILE)

The annual sworn financial statements are required by Louisiana Revised Statute 24: 514 to be NOT SEND OUT filed with the Legislative Auditor within 90 days after the close of the fiscal year. The certification (Xerox necessary of revenues \$50,000 or less, if applicable, as required by Louisiana Revised Statute copies from this 24:513(l)(1)(c)(i). copy and PLACE

Personally came and appeared before the undersigned authority, Leslie Griffith, who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of East Cameron Port, Harbor, & Terminal District as of December 31, 2003, and the results of operations for the year ended, in accordance with the basis of accounting described within the accompanying financial statements.

In addition, Leslie Griffith, who, duly sworn deposes and says that East Cameron Port, Harbor & Terminal District received \$50,000 or less in revenues and other sources for the year ended December 31, 2003, and accordingly, is not required to have an audit for the previously mentioned year.

Signature

Sworn to and subscribed before me this 26th day of March, 2004.

DEATH

Please Complete this Section:

Officer Name

Leslie Griffith

Title

Vice - President

Address

1003 Oak Grove Hwy

Under provisions of state law, this report is a public City, State, Zip \_\_Grand\_Chenier\_\_LA\_\_70643\_ document. A copy of the report has been submitted to the entity and other appropriate public officials. The Telephone No. (337) 542-4699 report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where

appropriate, at the office of the parish clerk of court.

Release Date 3-3/-04

# EAST CAMERON PORT, HARBOR AND TERMIAL DISTRICT Cameron, Louisiana ALL FUND TYPES AND ACCOUNT GROUPS

Balance Sheet, December 31, 2003

Statement A

	GOVERNMENTAL FUND TYPE- GENERAL FUND	ACCOUNT GROUP- GENERAL FIXED ASSETS	TOTAL (MEMORANDUM ONLY)
ASSETS Cash and cash equivalents Land	\$935,640	\$1,000,000	\$935,640 \$1,000,000
TOTAL ASSETS	\$935,640	\$1,000,000	\$1,935,640
LIABILITIES AND FUND EQUITY Liabilities	NONE	NONE	NONE
Fund Equity: Investment in general fixed assets Fund balance – unreserved – undesignated	\$935,640	\$1,000,000	\$1,000,000 \$935,640
Total Fund Equity	\$935,640	\$1,000,000	\$1,935,640
TOTAL LIABILITIES AND FUND EQUITY	\$935,640	\$1,000,000	\$1,935,640
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## EAST CAMERON PORT, HARBOR AND TERMIAL DISTRICT Cameron, Louisiana ALL FUND TYPES AND ACCOUNT GROUPS

Statement B

Statement of Revenues, Expenditures, and Changes in Fund Balance For the Year Ended December 31, 2003

REVENUES Use of money and property – interest earnings	\$11,025
EXPENDITURES  Current – public works – operating expenses	<b>\$38,967</b>
EXCESS OF REVENUES OVER EXPENDITURES	\$27,942
FUND BALANCE AT BEGINNING OF YEAR	\$963,582
FUND BALANCE AT END OF YEAR	\$935,640

## EAST CAMERON PORT, HARBOR, AND TERMINAL DISTRICT Cameron, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2003

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

East Cameron Port, Harbor, and Terminal District was created under Louisiana Revised Statute 34:2501. The district has all the rights, privileges, and immunities granted to corporations in Louisiana. The district is governed by a five-member board of commissioners who are appointed by the Cameron Parish Police Jury and who serve without compensation. The board of commissioners has the power to regulate the commerce and traffic of the district in such a manner as will be in the best interest of the state.

#### REPORTING ENTITY

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

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Cameron Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

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

Because the police jury appoints all board members of the district and can impose its will on the district, the district was determined to be a component unit of the Cameron Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the district and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

#### **FUND ACCOUNTING**

The district uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities (general fixed assets and general ledger long-term debt) that are not recorded in the "funds" because they do not directly affect net expendable available financial resources. They are concerned only with the measurement of financial position, not with the measurement of results of operations.

Funds are classified into three categories; governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or ser fees. Fiduciary funds are used to account for assets held for others. The district's current operations require the use of only governmental funds (General Fund). All financial resources of the district are accounted for in this fund. General operating expenditures are paid from this fund.

#### FIXED ASSETS AND LONG-TERM DEBT

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures (capital outlay) in the General Fund and the related assets are reported in the general fixed assets account group. The only fixed asset of the district, a 3.7-mile channel, is valued at historical cost. No depreciation has been provided on this general fixed asset.

The account group is not a fund. It is concerned only with the measurement of financial position and does not involve measurement of result of operations. The district has no long-term debt at December 31, 2003.

#### **BASIS OF ACCOUNTING**

Current operations dictate that revenues and expenditures be reported under the cash basis of accounting.

#### Revenues

Interest income on interest bearing demand deposits is recorded at the end of the month when credited by the bank. Interest income on time deposits is recorded when the time deposits have matured and the interest is available.

#### Expenditures

Expenditures are generally recognized under the cash basis of accounting when the related fund liability is paid.

#### **BUDGET PRACTICES**

Louisiana law exempts all special districts created before December 31, 1974, from the requirements of the Local Government Budget Act. East Cameron Port, Harbor, and Terminal District was created in 1962 and, accordingly, is exempt from the budgetary requirements. Management has determined that, due to the amount and nature of the expenditures, the adoption of a budget is not required for control purposes. Accordingly, the district did not adopt a budget for the year ended December 31, 2003; therefore, the accompanying financial statements do not include a comparison of revenues and expenditures to budget.

#### **CASH AND CASH EQUIVALENTS**

Under state law, the district may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The district may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal office in Louisiana. At December 31, 2003, the district has cash and cash equivalents (book balances) totaling \$935,640 as follows:

Demand deposits  Money market accounts	\$ 35,640 900,000
Total	\$ 935,640

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. Cash and cash equivalents (bank balances) at December 31, 2003, are secured as follows:

Bank Balances	\$ 935,640
Federal deposit insurance Pledged securities (uncollateralized)	\$ 200,000 1,004,882
Total	\$1,204,882

Because the pledged securities are held by a custodial bank in the name of the fiscal agent bank rather then the name of the district, they are considered uncollateralized (Category 3) under the provisions of GASB Codification C20.106; however, Louisiana Revised Statute 39:1229 imposed a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the district that the fiscal agent has failed to pay deposited funds upon demand.

#### VACATION/SICK LEAVE POLICY AND PENSION PLAN

The district has no employees; therefore, the district does not have a formal policy on vacation and sick leave and does not contribute to a pension plan.

#### RISK MANAGEMENT

The district is exposed to various risk of loss related to torts; thefts of, damage to, and destruction of assets; and errors and omissions. To handle such risk of loss, the district maintains commercial insurance policies coving general liability and surety bond coverage. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amount.

#### TOTAL COLUMN ON BALANCE SHEET

The total column on the balance sheet is captioned Memorandum Only (overview) to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

#### 2. LITIGATION AND CLAIMS

The district has been named in a lawsuit, along with the Cameron Parish Police Jury, as of December 31, 2003, the Cameron Parish District Attorney's Office is defending the East Cameron Port in this claim. A letter from the district attorney concerning this possible litigation accompanies this report.

## Cecil R. Sanner

### Mistrict Attorney

THIRTY-EIGHTH JUDICIAL DISTRICT
CAMERON PARISH

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March 26, 2004

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WEST CAMERON OFFICE 1226 MAIN STREET HACKBERRY, LA 70645 337/762-3761 FAX 337/762-3759

Little and Associates P.O. Box 4058 Monroe, LA 71211

RE:

CAMERON PARISH POLICE JURY AUDIT - 2003

Dear Sir,

With regard to the above matter, please be advised as follows:

### Pending or Threatened Litigation

(excluding unasserted claims and assessments)

As of December 31, 2003, a lawsuit was pending against the Cameron Parish Police Jury. The Plaintiff in the lawsuit seeks a permanent injunction primarily for: (i) prohibiting the police jury from using a canal beyond the boundaries of the established right of way; (ii) prohibiting the police jury from allowing the continued encroachment of the canal beyond the boundaries of right of way and upon plaintiff's property; and (iii) directing the police jury to re-estabish the canal within the boundaries of the right of way and restore to the plaintiff the property lost through the canal's encroachment beyond the boundaries of the right of way. The plaintiff is also seeking unspecified monetary damages. The East Cameron Parish Port Commission is a co-defendant in the lawsuit. The outcome of the lawsuit is unknown.

JENNIFER JONES

FIRST ASSISTANT

W. THOMAS BARRETT, HI ASSISTANT

WILLIAM J. DAIGLE VICTIM ASSISTANCE COORDINATOR Page Two Little & Associates March 26, 2004

#### Unasserted Claims and Assessments

None, that I am aware of.

This above information covers the year 2003 and from January 1, 2004 to March 26, 2004.

Yours truly,

CECIL R. SANNER District Attorney

CRS:me