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NATCHITOCHEUS PARISH COMMUNICATIONS  
DISTRICT

FINANCIAL REPORT  
December 1995

under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or receiver, entity and other appropriate public officials. The 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 8-7-96

Natchitoches Parish Communications District  
Financial Report  
December 31, 1998

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GENERAL PURPOSE FINANCIAL STATEMENTS  
(COMBINED STATEMENTS - OVERVIEW)

Washburn Parish Communications District  
 Combined Balance Sheet  
 Fund Type and Account Group  
 December 31, 1999

Assets	Governmental Fund Type General Fund	Account Group General Fixed Assets	Totals (Millions, Only) 12-31-99
Cash	\$33,150	\$ 0	\$ 33,150
Revenue Receivable	17,040	0	17,040
Equipment & Improvements	— 0	205,990	205,990
<b>Total Assets</b>	<b>\$50,190</b>	<b>\$205,990</b>	<b>\$256,180</b>
<b>Liabilities &amp; Fund Equity</b>			
<b>Liabilities-</b>			
Accounts Payable	\$ 145	\$ 0	\$ 145
Payroll Taxes Payable	— 406	— 0	— 406
<b>Total Liabilities</b>	<b>\$ 551</b>	<b>\$ — 0</b>	<b>\$ 551</b>
<b>Fund Equity-</b>			
Investment in General Fund Assets	\$ 0	\$181,990	\$181,990
Fund Balance- Unreserved	— 65,339	— 0	— 65,339
<b>Total Fund Equity</b>	<b>\$65,339</b>	<b>\$181,990</b>	<b>\$247,329</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>\$65,890</b>	<b>\$181,990</b>	<b>\$247,880</b>

See notes to financial statements.

Northbrook Park Communications District  
 Statement of Revenues, Expenditures and Changes in Fund Balance  
 Budget (11/27/88) and Actual  
 Year Ended December 31, 1988

	Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES:</b>			
Taxes:			
Communication Tax	\$ 334,000	\$ 347,142	\$ 13,142
Miscellaneous:			
Interest Income	300	682	382
Office Fees	— 0	294	294
Total Revenues	\$ 334,300	\$ 348,128	\$ 13,828
<b>EXPENDITURES:</b>			
Public Safety:			
Salaries	\$ 12,480	\$ 9,917	\$ 2,563
Telephone	1,000	1,562	(462)
Equipment	1,200	2,518	(1,318)
Travel/Vests	3,500	1,214	2,286
Payroll Taxes	3,200	1,667	1,533
Repairs	68,000	54,758	13,242
Office Supplies	3,500	2,417	1,083
Accounting	5,000	3,885	1,115
Bank Charges	100	32	67
Interest	4,500	1,070	3,430
Subscriptions & Dues	100	32	68
Equipment Rental	2,400	1,983	417
Debt Service	29,000	38,400	(9,400)
Security	— 0	582	(582)
Total Expenditures	\$ 122,680	\$ 132,111	\$ 9,431
Excess (Deficiency) of Revenues Over Expenditures			
	\$ 21,620	\$ 36,017	\$ 14,397
Fund Balance:			
Beginning of Year	29,322	29,322	— 0
End of Year	\$ 51,042	\$ 65,339	\$ 14,297

See notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

Natchitoches Parish Communications District  
Notes to Financial Statements  
December 31, 1999

## INTRODUCTION

Natchitoches Parish Communications District, of Natchitoches Parish, Louisiana was created on July 20, 1983, by Ordinance 1112 of the Natchitoches Parish Police Jury. The District is charged with forming and operating an autonomy agency system for Natchitoches Parish to be operated as a "911" system. Numerous other authorities and governmental entities within the Parish of Natchitoches (many of which include "Natchitoches" in their name) have been excluded from these statements because control or financial responsibility by the Natchitoches Parish Communications District is remote.

### I. Summary of Significant Accounting Policies

#### A. Basis of Presentation

The accompanying component unit financial statements of the Natchitoches Parish Communications District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units, the Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

#### B. Reporting Entity

As the governing authority of the parish, for reporting purposes, the Natchitoches Parish Police Jury is the financial reporting entity for Natchitoches 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 Statement No. 14 established criteria for determining which component units should be considered part of the Natchitoches 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:



Maitland Parish Commissioners District  
Notes to Financial Statements  
December 31, 1995

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

Because of criteria numbers one above, the Maitland Parish Commissioners District was determined to be a component unit of the Maitland Parish Police Jury, the 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 reporting entity.

#### C. 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 relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the district are classified as governmental funds. Governmental funds account for the District's general activities, including the collection and disbursement of special or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds of the District include:

1. General Fund - the general operating fund of the District and accounts for all resources, except those required to be accounted for in other funds.

Northborough Parish Communications District  
Notes to Financial Statements  
December 31, 1995

**D. Basis of Accounting:**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for using a current financial resource measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by the governmental funds. The governmental funds use the following practices in recording revenues and expenditures: Revenues are recognized when they become measurable and available as net current assets.

Expenditures are generally recognized when the related fund liability is incurred. Purchases of various operating supplies are reported as expenditures at the time of purchase.

Other Financing Sources (Uses) are transfers between funds that are not expected to be repaid or any other financing sources such as debt proceeds.

**E. Budgets:**

An annual operating budget is adopted for the General Fund. The District follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to the beginning of each fiscal year, the Treasurer prepares a proposed budget and submits it to the Board of Commissioners.
2. The Board of Commissioners approves the budget, or amends it as necessary.
3. The approved budget is held open for public inspection.
4. Budget appropriations lapse at the end of the year.

**F. Encumbrances:**

The District does not employ the use of encumbrance accounting.

**G. Cash & Cash Equivalents:**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Under state law, the District may deposit funds in demand deposits,

Metairieville Parish Communications District  
Notes to Financial Statements  
December 31, 1995

interest-bearing demand deposits, money market accounts, or time deposits with state banks, regional member institutions and national banks having their principal offices in Louisiana.

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

**B. Fixed Assets**

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized in the general fixed assets account group. Public domain or infrastructures are not capitalized. Interest costs, if any, incurred during construction are capitalized. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated cost (historical cost is not available).

**1. Compensated Absence**

The District does not carry forward or accrue compensated absences.

**2. Long-term Obligations:**

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due.

**K. Total Columns on Statements**

The total columns on the statements are captioned *Management Only* to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

**2. Cash and Cash Equivalents**

At December 31, 1995, the District has cash and cash equivalents totaling \$51,318 that was held in a checking, accounting at a local bank. These deposits are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on

Hastings-on-Hudson Parish Communications District  
Notes to Financial Statements  
December 31, 1995

deposit with the Trust agent. These securities are held in the name of the pledging fiscal bank in a holding or custodial bank that is mutually acceptable to both parties. At December 31, 1995, the District's entire cash balance was totally insured by FDIC insurance.

The District's cash is categorized below to give an indication of the level of risk assumed by the District at December 31, 1995. Category 1 includes cash held by the District which is insured and held in the District's name. Category 2 would include cash and investments held in the District's name which is uninsured. Category 3 would include cash held by a trustee or other third party not in the District's name and uninsured and unpledged.

	<u>Category</u> <u>1</u>	<u>Category</u> <u>2</u>	<u>Category</u> <u>3</u>
Cash & Investments	\$53,458	\$____0	\$____0

### 3. Communications Tax

On April 29, 1988, the voters of Hastings-on-Hudson Parish approved a communications tax to fund and operate an emergency response system. This tax is to be assessed as a flat rate per phone line as follows: \$ .62 per residential line per month and \$1.87 per commercial line per month. Revenues from the communications tax are recognized when collected by the District. South Central Bell and Compu-Phone are bill recipients/computer bill and collect the tax through their monthly telephone bills.

For the year ended December 31, 1995, tax collections were \$347,142.

### 4. Changes in General Fixed Assets

A summary of changes in general fixed assets follows:

	Balance <u>1-1-95</u>	Additions	Deletions	Balance 12-31-95
Land	\$ 0	\$ 0	\$ 0	\$ 0
Equipment & Improvements	\$201,612	52,518	\$__0	\$254,130
Totals	\$201,612	52,518	\$__0	\$254,130

Northborough Public Communications District  
Notes to Financial Statements  
December 31, 1995

5. Pending Litigation:

There were no civil suits seeking damages against the District outstanding at December 31, 1995.

6. Related Party Transactions:

The District had no related party transactions for the year ended December 31, 1995.

7. Changes in General Long-term Debt:

The following is a summary of the long-term debt transactions for the year ended December 31, 1995.

Long-term Debt Payable at January 1, 1995	\$18,470
Long-term Debt Retired During this Fiscal Year	(30,481)
Long-term Debt Payable at December 31, 1995	\$ _____

8. Compensation Paid to Board Members:

The members of the Board of Commissioners of the District receive no compensation for their services. The following board members were issued a copy of this report:

Robert Hebert	Kim Ayres
Bryd Daw	Jack McCain, Jr.
Leigh Perkins	Dee Fulton
J. W. Southrough	

## INTERNAL CONTROL AND COMPLIANCE

*Johnson, Hoopes & Cunningham*  
*Chartered Public Accountants*

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**AUDITOR'S REPORT ON THE INTERNAL CONTROL  
STRUCTURE IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

Metairie/Leche Parish Communications District  
P. O. Box 1411  
Metairie, LA 70002

We have audited the accompanying, general purpose financial statements of the Metairie/Leche Parish Communications District, a component unit of the Metairie/Leche Parish Police Jury, as of and for the year ended December 31, 1995, and have issued our report thereon dated June 27, 1996.

We conducted our audit in accordance with generally accepted auditing standards, Comptroller Auditing Standards, issued by the Comptroller General of the United States, and the Louisiana Governmental Audit Guide. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements covered by our report are free of material misstatement.

The management of the Metairie/Leche Parish Communications District is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are recorded in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projections of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Metairie/Leche Parish Communications District for the year ended December 31, 1995, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

We noted a certain matter involving the internal control structure and its operation that we consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants. A reportable condition involves matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

A material weakness is a reportable condition in which the design or operation of the specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in accounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we noted the following matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above. These conditions were considered in determining the nature, timing, and extent of the procedures to be performed in our audit of the financial statements of Marsh-Rocher Parish Communications District, for the year ended December 31, 1993.

Our study and evaluation disclosed that due to a lack of personnel, there are no separation of duties in the District's office. This lack of separation of duties constitutes a material weakness in internal control. However, it is not practicable for the District to add accounting personnel.

This report is intended solely for the use of management, and should not be used for any other purpose. This restriction is not intended to limit the distribution of this report, which, upon acceptance by the Marsh-Rocher Parish Communications District is a matter of public record.

  
Johnson, Thomas & Cunningham, CPAs

June 27, 1998  
Marsh-Rocher, Louisiana



*Johnson, Thomas & Cunningham*

*Chartered Accountants*

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COMPLIANCE REPORT BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Natchitoches Parish Communications District  
P. O. Box 1011  
Natchitoches, LA 71451

We have audited the general purpose financial statements of the Natchitoches Parish Communications District, a component unit of the Natchitoches Parish Police Jury, as of and for the year ended December 31, 1995, and have issued our report thereon dated June 27, 1996.

We conducted our audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States, and the Louisiana Governmental Audit Guide. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements being audited are free of material misstatement.

Compliance with laws, regulations, and contracts applicable to the Natchitoches Parish Communications District, is the responsibility of the District's management. As part of obtaining reasonable assurance about whether the aforementioned financial statements are free of material misstatement, we performed tests of the District's compliance with certain provisions of laws, regulations, and contracts. However, our objective was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

This report is intended for the information of management. This restriction is not intended to limit the distribution of this report, which, upon delivery to the Natchitoches Parish Communications District, is a matter of public record.

*Johnson, Thomas & Cunningham*  
Johnson, Thomas & Cunningham, C.P.A.'s

June 27, 1996  
Natchitoches, Louisiana