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#### GRAND MARAIS GRAVITY DRAINAGE DISTRICT JEFFERSON DAVIS PARISH POLICE JURY Jennings, Louisiana

**Annual Financial Statements** December 31, 1998

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, 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 \_\_\_\_\_UN 3 0 7555 \_\_

#### GRAND MARAIS GRAVITY DRAINAGE DISTRICT JEFFERSON DAVIS PARISH POLICE JURY JENNINGS, LOUISIANA

#### ANNUAL FINANCIAL STATEMENTS DECEMBER 31, 1998

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#### Mike B. Gillespie, CPA

(A Professional Accounting Corporation) 112 W. Plaquemine Street, Suite B P O Box 1347, Jennings, LA 70546 Phone (318) 824-7773

#### INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

Board of Commissioners
Grand Marais Gravity Drainage District
Jefferson Davis Parish, Louisiana

I compiled the accompanying general purpose financial statements of the Grand Marais Gravity Drainage District, a component unit of the Jefferson Davis Parish Police Jury, as of and for the year ended December 31, 1998, and the accompanying supplementary information listed in the table of contents, which is presented only for supplementary analysis purposes, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements and supplementary schedules information that is the representation of management of the Grand Marais Gravity Drainage District. I have not audited or reviewed the accompanying general purpose financial statements and supplementary information and, accordingly, do not express an opinion or any other form of assurance on them.

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, I have issued a report, dated May 26,1999 on the results of my agreed-upon procedures.

Certified Public Accountant

Jennings, Louisiana May 26, 1999

Jennings, Louisiana

### ALL FUND TYPES AND ACCOUNT GROUPS Balance Sheet as of December 31,1998

		Governmen General Fund	ntal	Fund Type Debt Service Fund	-	Account Group General Long-term Obligations	·	Total (Memorandum Only)
ASSETS AND OTHER DEBITS								
Assets:	•	212 (27	Φ.	60.070	•		Φ	070 000
Cash and cash equivalents	\$	212,637	\$	60,372	\$	<b></b>	\$	273,009
Accounts receivable-ad valorem taxes		40,291		5,107		-		45,398
Other debits:								
Amount available for retirement								
of general long term obligations		-		-		55,000		55,000
TOTAL ASSETS AND OTHER DEBITS	\$	252,928	\$	65,479	\$	55,000	\$	373,407
LIABILITIES, EQUITY, AND								
OTHER CREDITS								
Liabilities:								
Bonds payable	\$	-	\$	<b>-</b>	\$	55,000	\$	55,000
Total Liabilities		-		-		55,000		55,000
Equity and Other Credits:								
Fund balances:								
Unreserved-designated				65,479				65,479
Unreserved-undesignated		252,928		-		_		252,928
Total Fund Equity and Other Credits	<u></u>	252,928		65,479	 		· •	318,407
TOTAL LIABILITIES, EQUITY, AND								
OTHER CREDITS	\$	252,928	\$	65,479	\$	55,000	\$	373,407

Jennings, Louisiana

### Governmental Fund Types Statement of Revenues, Expenditures, and Changes in Fund Balances For the Year Ended December 31, 1998

·		General Fund		Debt Service Fund	Total (Memorandum Only)
REVENUES					
Ad valorem taxes, including interest	\$	63,495	\$	14,390 \$	77,885
Interest earnings		10,511		2,931	13,442
Other revenues		32		41	73
Total Revenues	-	74,038		17,362	91,400
EXPENDITURES					
Board per diem payments		2,963			2,963
Professional services		2,770			2,770
Office supplies		110			110
Operating services-contractors		50,811			50,811
Other expenditures		323		79	402
Deductions from ad valorem taxes		1,782		226	2,008
Debt service				30,538	30,538
Total Expenditures	_	58,759	 	30,843	89,602
EXCESS (DEFICIENCY) OF REVENUES					
OVER EXPENDITURES		15,279		(13,481)	1,798
FUND BALANCE AT BEGINNING OF YEAR		237,649	<u>.</u> _	78,960	316,609
FUND BALANCE AT END OF YEAR	\$	252,928	\$	65,479	318,407

Jennings, Louisiana

## Governmental Fund - General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget (GAAP Basis) and Actual For the Year Ended December 31, 1998

		Budget	Actual	Variance Favorable (Unfavorable)
REVENUES .			Actual	(Olliavolable)
Ad valorem taxes, including interest	\$	60,000 \$	63,495 \$	3,495
Interest earnings	·		10,511	10,511
Other revenues			32	32
Total Revenues		60,000	74,038	14,038
EXPENDITURES				
Board per diem payments		3,180	2,963	217
Professional services		2,200	2,770	(570)
Office supplies		30	110	(80)
Operating services-contractors		54,500	50,811	3,689
Other expenditures		900	323	577
Deductions from ad valorem taxes			1,782	(1,782)
Total Expenditures		60,810	58,759	2,051
EXCESS (DEFICIENCY) OF REVENUES				
OVER EXPENDITURES		(810)	15,279	16,089
FUND BALANCE AT BEGINNING OF YEAR	<del></del>	237,649	237,649	<u></u>
FUND BALANCE AT END OF YEAR	\$	236,839 \$	252,928 \$	16,089

Notes to the Financial Statements As of and for the Year Ended December 31, 1998

#### INTRODUCTION

The Grand Marais Gravity Drainage District (District) was created by the Jefferson Davis Parish Police Jury pursuant to LSA-RS 38:1751 to 1904. The District primarily has the power and authority, within its boundaries, to plan, construct, maintain and operate such works of improvement as land treatment of watershed protection, flood prevention works, irrigation improvements, recreation, municipal and industrial water storage, and fish and wildlife developments.

Under the provisions of LSA-RS 38:1758, the District shall be governed and controlled by five commissioners who shall be the governing authority of the District. These commissioners or their spouses must own at least five hundred dollars in real estate in the district, or they must be the representative of some corporation owning at least five hundred dollars in real estate in the district. Each commissioner shall serve a term of four years. In the absence of any petition or recommendation, the police jury may appoint commissioners at their discretion.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. BASIS OF PRESENTATION

The accompanying financial statements 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

Section 2100 of the GASB Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification) established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Oversight responsibility by the police jury is determined on the basis of the following criteria:

- 1. Appointment of governing board
- 2. Designation of management
- 3. Ability to significantly influence operations
- 4. Accountability for fiscal matters
- 5. Scope of public service

#### Notes to the Financial Statements As of and for the Year Ended December 31, 1998

Because the police jury appoints members of the board and has the ability to significantly influence operations, the District was determined to be a component unit of the Jefferson Davis Parish Police Jury, the governing body of the parish with the oversight responsibility. The accompanying financial statements present information only on the funds maintained by the District and do not present information of the Police Jury, the general government services provided by that governmental unit, or the other governmental units that comprise the governmental 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 specific 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 financial resources, except those required to be accounted for in other funds.
- 2. Debt Service Fund--accounts for transactions relating to resources retained and used for the payment of principal and interest on those long-term obligations recorded in the general long-term obligations account group.

#### D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The general fund is accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The operating statement of the general fund presents increases and decreases in net current assets. The modified accrual basis of accounting is used by the general fund. The governmental funds use the following practices in recording revenues and expenditures:

#### Notes to the Financial Statements As of and for the Year Ended December 31, 1998

#### Revenues

Ad valorem taxes are recognized as revenue in the year the taxes are assessed, and to the extent they are available within 60 days of the year end. Ad valorem taxes are assessed for the calendar year, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December of the current year and January and February of the ensuing year. Any collections of a valorem taxes prior to the period the levy was intended to finance are recorded as deferred revenues. Interest earnings on time deposits with financial institutions are recorded when the time deposits have matured and the interest is available to the District. Substantially all other revenues are recorded when received.

#### Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

#### Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid (and any other financing source/use) are accounted for as other financing sources (uses) and are recognized when the underlying events occur.

#### E. BUDGET PRACTICES

The District prepares the proposed annual operating budget usually in November or December of each year. The operating budget includes proposed expenditures and the means of financing them. All budget appropriations lapse at year end.

The District is not required to adopt a budget pursuant to LSA-R.S. 39:1302. However, the District did adopt a budget and it is presented in the accompanying Statement of Revenues, Expenditures, and Changes in Fund Balance-Budget (GAAP Basis) and Actual.

#### F. ENCUMBRANCES

The District does not utilize encumbrance accounting.

#### G. CASH AND CASH EQUIVALENT

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

#### Notes to the Financial Statements As of and for the Year Ended December 31, 1998

#### H. FIXED ASSETS

The District has no fixed assets.

#### I. PENSION PLAN

The District has no full-time employees that qualify for participation in any of the public employee retirement systems.

#### J. LONG-TERM OBLIGATIONS

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

#### 2. LEVIED TAXES

The District's authorized tax millage is 7.89 mills for general maintenance and the necessary mills for retirement of debt service. The District levied 7.89 mills for general maintenance and 1.00 mills for debt service for 1998. The difference is the result of the reassessment of taxable property required by Article 7, Section 18 of Louisiana Constitution of 1974.

The following are the principal taxpayers for the parish (amounts expressed in thousands):

Taxpayer	Type of Business	 Assessed Valuations 1998	% of Total Assessed Valuations
Stewart & Stevenson SVS	Inventory	\$ 6,500	7.00%
Colonial Pipeline Company	Pipeline	3,852	4.15%
Century Tele of Evangeline Inc.	Telephone	3,574	3.86%
Entergy Gulf States, Inc.	Utilities	3,497	3.98%
Tennessee Gas Pipeline Company	Pipeline	3,348	3.62%
Florida Gas Transmission	Pipeline	3,180	3.43%
Concha Chemical Pipeline Company	Pipeline	2,274	2.46%
Bell South Telecommunications	Communication	1,815	1.96%
Texas Gas Transmission	Pipeline	1,354	1.46%
Jeff Davis Bank & Trust	Banking	1,572	1.70%
Total		\$ 30,966	33.62%

#### Notes to the Financial Statements As of and for the Year Ended December 31, 1998

#### 3. CASH AND CASH EQUIVALENTS

At December 31, 1998, the District had cash and cash equivalents (book balances) totaling \$273,009 as follows:

245,054
\$ 273,009

At December 31, 1998, the District had \$ 273,109 in deposits (collected bank balances). These deposits are secured from risk by \$ 100,000 of federal deposit insurance and \$173,109 of pledged securities held by the custodial bank in the name of the fiscal bank.

#### 4. LITIGATION AND CLAIMS

The District is not presently involved in any litigations as plaintiff or defendant.

#### 5. CHANGES IN GENERAL LONG-TERM OBLIGATIONS

The following is a summary of the long-term obligation transactions during the year:

		Bonds Payable
Long-term obligations payable at January 1, 1998	\$	80,000
Additions		-0-
Deductions	<del></del>	(25,000)
Long-term obligations payable at December 31, 1998	\$	55,000

Following is a summary of the long term debt principal maturities and interest requirements:

Fiscal Year	Bor Paya	
1999	28.	500
2000	•	238
Total	59,	738
Less interest	•	738
Outstanding principal	\$ <u>55</u>	000

Notes to the Financial Statements As of and for the Year Ended December 31, 1998

The bonds payable were issued in 1986 in the amount of \$450,000 for the purpose of contracting drainage work in and for the drainage district. The bonds are funded by a property tax on all taxable property within the drainage district. The bonds bear interest rates ranging from 8.00% to 12.00%, with semiannual payment of interest and annual payments of principal.

#### ADDITIONAL REPORTS

#### Mike B. Gillespie, CPA

(A Professional Accounting Corporation)
112 W. Plaquemine Street
P O Box 1347
Jennings, LA 70546

#### INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Commissioners
Grand Marais Gravity Drainage District
Jefferson Davis Parish, Louisiana

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which agreed to by the management of the Grand Marais Gravity Drainage District and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Grand Marais Gravity Drainage District's compliance with certain laws and regulations during the year ended December 31, 1998 included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, I 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.

#### Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$15,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public law).

There were no expenditures for materials and supplies which exceeded \$ 15,000. There were no expenditures for public works exceeding \$ 100,000.

#### Code of Ethics for Public Officials and Public Employees

Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

 Obtain from management a listing of all employees paid during the period under examination. Management provided us with the required list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedures (3) were also included on the listing obtained from management in agreed-upon procedures (2) as immediate family members.

None of the employees included on the list of employees provided by management appeared on the list provided by management in agreed-upon procedure (2).

Budgeting

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

Management provided us with a copy of the original budget.

6. Trace the budget adoption and amendments to the minute book.

Trace the adoption of the original budget to the minutes of a meeting held on December 16, 1997 which indicated that the budget had been adopted by the commissioners of the Grand Marias Gravity Drainage District by a unanimous vote.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more; or if actual expenditures exceed budgeted amounts by more than 5%.

I compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues exceeded budgeted revenues. Actual expenditures did not exceed budgeted amounts.

#### Accounting and Reporting

- 8. Randomly select 6 disbursements made during the period under examination:
  - (a) Trace payments to supporting documentation as to proper amount and payee;

I examined supporting documentation for each of the six selected disbursements and found that the payment was for the proper amount and made to the correct payee.

(b) Determine if payments were properly coded to the correct fund and general ledger account; and

All of the payments examined were properly coded to the correct fund and general ledger account.

(c) Determine whether payments received approval from proper authorities;

Inspection of documentation supporting each of the six selected disbursements indicated approvals from the Board of Commissioners.

#### Meetings

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:2 (the open meeting law).

Grand Marais Gravity Drainage District does not have an established office location. I could find no evidence that the agenda was posted or advertised. Management has asserted that such documents were properly posted.

#### Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

I inspected copies of all deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

#### Advances and Bonuses

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advances, or gifts.

A reading of the minutes of the district for the year indicated no approval for these type of payments. I also inspected payroll records for the year and noted no instances which would indicate payments to employees which constitute bonuses, advances, or gifts.

\* \* \* \* \*

The prior year report, dated June 23, 1998 did not include any comments or unresolved matters.

I was not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have been reported to you.

This report is intended solely for the use of management of Grand Marais Gravity Drainage District and the Legislative Auditor, State of Louisiana, and should not be used by those

who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

Certified Public Accountant

Jennings, Louisiana May 26, 1999

### LOUISIANA ATTESTATION QUESTIONNAIRE (For Attestation Engagements of Government)

May 24, 1999

Mike B. Gillespie, CPA, APAC PO Box 1347 Jennings, LA 70546

In connection with your compilation of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of May 24, 1999.

#### Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office..

Yes [X] No [ ]

Code of Ethics for Public Officials and Public Employees

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

Yes [X] No [ ]

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

Yes [ ] No [ ]

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes [X] No [ ]

Accounting and Reporting

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

Yes [X] No [ ]

We have filed our annual	financial statements in	accordance with LSA	A-RS 24:514, 3	33:463, and/or
39:92, as applicable.				

Yes [X] No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes [ X] No [ ]

#### Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes [X] No [ ]

#### Debt

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

Yes [X] No [ ]

#### **Advances and Bonuses**

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

Yes [X] No [ ]

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

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

	Secretary	Date
Melin De Sanc	Treasurer	?99Date
ور المراوا و المراوا	President	Date

Jennings, Louisiana

#### SCHEDULE OF PRIOR YEAR FINDINGS

For the Year Ended December 31, 1998

	Fiscal Year		Corrective	Planned Corrective				
	Finding		Action Taken	Action/ Partial				
Ref.	Initially		(Yes, No,	Corrective Action	Additional			
No.	Occurred	Description of Finding	Partially)	Taken	Explanation			
SECTION 1 – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS								
97-1	1997	The District failed to adopt a budget for 1997.	No, see action taken	Review of the Local Government Budget Act indicates that the District is not covered by this Act and therefore not required to adopt an annual budget.	Independent accountant agrees with this assessment.			
	<del></del>	NAL CONTROL AND CON			<del></del>			
N/A	N/A	N/A	N/A	N/A	N/A			
SECTION III MANAGEMENT LETTER								
N/A	N/A	N/A	N/A	N/A	N/A			

Jennings, Louisiana

#### MANAGEMENT'S CORRECTIVE ACTION PLAN FOR CURRENT YEAR FINDINGS

For the Year Ended December 31, 1998

			Name(s) of	
Ref.			Contact	Anticipated
No.	Description of Finding	Corrective Action Planned	Person(s)	Completion Date
SECTI	ION I – INTERNAL CONTRO	DL AND COMPLIANCE MATE	RIAL TO THE FI	NANCIAL
STAT	EMENTS			
N/A	N/A	N/A	N/A	N/A
SECTI	ION II – INTERNAL CONTR	OL AND COMPLIANCE MATE	ERIAL TO FEDER	AL AWARDS
N/A	N/A	N/A	N/A	N/A
				<u></u>
SECTI	ION III – MANAGEMENT LI	ETTER	<del></del>	
N/A	N/A	N/A	N/A	N/A
				<u> </u>

#### SUPPLEMENTARY INFORMATION

#### SCHEDULE OF COMPENSATION PAID TO COMMISSIONERS For the Year Ended December 31, 1998

Cecil Compton	\$	550
C.L. Daugereaux		575
Melvin Leblanc		599
Russell Fontenot '		640
Vincent Berken	-	599
Total	\$	2,963