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North Delta Regional Planning and Development District, Incorporated

Monroe, Louisiana

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REPORT ON AUDIT OF FINANCIAL STATEMENTS AND SUPPLEMENTAL INFORMATION

For the Year Ended June 30, 1999

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 1-19-2000

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NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INC.
Monroe, Louisiana

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Monroe, Louisiana

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
North Delta Regional Planning and Development District, Inc.
Monroe, Louisiana

We have audited the accompanying general-purpose financial statements of the North Delta Regional Planning and Development District, Inc. as of and for the year ended June 30, 1999, as listed in the preceding table of contents. These general-purpose financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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 includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of North Delta Regional Planning and Development District, Inc. as of June 30, 1999, and the results of its operations and the cash flows of its proprietary fund types and non-expendable trust funds for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued our report dated October 14, 1999 on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was performed for the purpose of forming an opinion on the general-purpose financial statements of the District taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U. S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. In addition, accompanying supplemental information, as listed in the preceding table of contents, is presented for purposes of additional analysis. This supplemental information is not a required part of the general-purpose financial statements.

Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general-purpose financial statements taken as a whole.

The District has not presented the disclosures required by GASB's Technical Bulletin 98-1 *Disclosures About Year 2000 Issues*, as amended by GASB's Technical Bulletin 99-1, which GASB has determined are necessary to supplement, although not be a part of, the general-purpose financial statements. In addition, we do not provide

assurance that the District is or will be year 2000 compliant, that the District's 2000 remediation efforts will be successful in whole or in part, or that parties with which the District does business are or will become year 2000 compliant.

Saunders & Associates
SAUNDERS & ASSOCIATES
Certified Public Accountants

October 14, 1999

FINANCIAL STATEMENTS

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINED BALANCE SHEET -
ALL FUND TYPES AND ACCOUNT GROUPS

June 30, 1999

	Governmental Funds		Proprietary Fund -	Fiduciary
	General Fund	Special Revenue Fund	Enterprise Fund	Funds - Agency Funds
<u>ASSETS AND OTHER DEBITS</u>				
Assets:				
Cash and Cash Equivalents	\$ 107,916	\$ 58,062	\$ 332,339	\$ 9,602
Receivables	16,121	47,296	149,075	10,061
Notes Receivable - Short-Term	0	0	267,773	0
Notes Receivable - Long-Term	0	0	880,607	0
Mortgage Receivable	0	0	20,000	0
Allowance for Bad Debts	0	0	(220,666)	0
Interfund Receivable	0	0	134,117	0
Prepaid Items	0	270	0	0
Land, Buildings and Equipment	0	0	0	0
Repossed Properties	0	0	275,780	0
Other Debits:				
Amount to be Provided for Payment of General Long-Term Obligations	0	0	0	0
TOTAL ASSETS AND OTHER DEBITS	<u>\$ 124,037</u>	<u>\$ 105,628</u>	<u>\$ 1,839,025</u>	<u>\$ 19,663</u>
<u>LIABILITIES, EQUITY AND OTHER CREDITS</u>				
Liabilities:				
Accounts, Salaries and Other Payables	\$ 3,229	\$ 49,992	\$ 2,627	\$ 0
Interfund Payable	0	0	134,117	0
Due to Other Governmental Units	0	0	0	19,663
Notes Payable	0	7,966	1,680,301	0
Deferred Revenue	0	10,987	0	0
Other Liabilities	0	0	7,001	0
Refunds Due to Grantor	0	3,425	0	0
Compensated Absences Payable	0	0	0	0
Total Liabilities	<u>3,229</u>	<u>72,370</u>	<u>1,824,046</u>	<u>19,663</u>
Equity and Other Credits:				
Investments in Other Fixed Assets	0	0	0	0
Retained Earnings (Deficit)	0	0	14,979	0
Fund Balances:				
Unreserved and Undesignated	<u>120,808</u>	<u>33,258</u>	<u>0</u>	<u>0</u>
Total Equity and Other Credits	<u>120,808</u>	<u>33,258</u>	<u>14,979</u>	<u>0</u>
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	<u>\$ 124,037</u>	<u>\$ 105,628</u>	<u>\$ 1,839,025</u>	<u>\$ 19,663</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINED BALANCE SHEET -
ALL FUND TYPES AND ACCOUNT GROUPS

June 30, 1999

	Account Groups		Total (Memorandum Only)
	General Fixed Assets	General Long-Term Debt	
<u>ASSETS AND OTHER DEBITS</u>			
Assets:			
Cash and Cash Equivalents	\$ 0	\$ 0	\$ 507,919
Receivables	0	0	222,553
Notes Receivable - Short-Term	0	0	267,773
Notes Receivable - Long-Term	0	0	880,607
Mortgage Receivable	0	0	20,000
Allowance for Bad Debts	0	0	(220,666)
Interfund Receivable	0	0	134,117
Prepaid Items	0	0	270
Land, Buildings and Equipment	136,054	0	136,054
Repossed Properties	0	0	275,780
Other Debits:			
Amount to be Provided for Payment of General Long-Term Obligations	0	12,568	0
	0	12,568	12,568
TOTAL ASSETS AND OTHER DEBITS	\$ 136,054	\$ 12,568	\$ 2,236,975
<u>LIABILITIES, EQUITY AND OTHER CREDITS</u>			
Liabilities:			
Accounts, Salaries and Other Payables	\$ 0	\$ 0	\$ 55,848
Interfund Payable	0	0	134,117
Due to Other Governmental Units	0	0	19,663
Notes Payable	0	0	1,688,267
Deferred Revenue	0	0	10,987
Other Liabilities	0	0	7,001
Refunds Due to Grantor	0	0	3,425
Compensated Absences Payable	0	12,568	12,568
	0	12,568	1,931,876
Total Liabilities	0	12,568	1,931,876
Equity and Other Credits:			
Investments in Other Fixed Assets	136,054	0	136,054
Retained Earnings (Deficit)	0	0	14,979
Fund Balances:			
Unreserved and Undesignated	0	0	154,066
	0	0	154,066
Total Equity and Other Credits	136,054	0	305,099
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	\$ 136,054	\$ 12,568	\$ 2,236,975

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

ALL GOVERNMENTAL FUNDS

For the Year Ended June 30, 1999

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total (Memorandum Only)</u>
REVENUES			
Intergovernmental Revenues:			
Federal Sources	\$ 0	\$ 283,662	\$ 283,662
State Sources	0	70,124	70,124
Local Sources	4,207	136,994	141,201
Miscellaneous	<u>5,758</u>	<u>39,124</u>	<u>44,882</u>
Total Revenues	<u>9,965</u>	<u>529,904</u>	<u>539,869</u>
EXPENDITURES			
Current:			
General Government	(404)	0	(404)
Health and Welfare	0	279,532	279,532
Economic Development and Assistance	0	104,775	104,775
Transportation	<u>0</u>	<u>226,380</u>	<u>226,380</u>
Total Expenditures	<u>(404)</u>	<u>610,687</u>	<u>610,283</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>10,369</u>	<u>(80,783)</u>	<u>(70,414)</u>
OTHER FINANCING SOURCES (USES)			
Operating Transfers In	2,200	102,520	104,720
Operating Transfers Out	<u>(3,465)</u>	<u>(13,591)</u>	<u>(17,056)</u>
Total Other Financing Sources (Uses)	<u>(1,265)</u>	<u>88,929</u>	<u>87,664</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	9,104	8,146	17,250
Fund Balance, Beginning of Year	111,704	24,403	136,107
Prior Period Adjustment (Note 22)	<u>0</u>	<u>709</u>	<u>709</u>
FUND BALANCE, END OF YEAR	<u>\$ 120,808</u>	<u>\$ 33,258</u>	<u>\$ 154,066</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

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

GOVERNMENTAL FUND TYPES - GENERAL FUND

For the Year Ended June 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>REVENUES</u>			
Intergovernmental Revenues:			
Local Sources	\$ 6,044	\$ 4,207	\$ (1,837)
Miscellaneous	<u>5,723</u>	<u>5,758</u>	<u>35</u>
Total Revenues	<u>11,767</u>	<u>9,965</u>	<u>(1,802)</u>
 <u>EXPENDITURES</u>			
Current:			
General Government	<u>1,642</u>	<u>(404)</u>	<u>2,046</u>
Total Expenditures	<u>1,642</u>	<u>(404)</u>	<u>2,046</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>10,125</u>	<u>10,369</u>	<u>244</u>
 <u>OTHER FINANCING SOURCES (USES)</u>			
Operating Transfers In	0	2,200	2,200
Operating Transfers Out	<u>(2,540)</u>	<u>(3,465)</u>	<u>(925)</u>
Total Other Financing Sources (Uses)	<u>(2,540)</u>	<u>(1,265)</u>	<u>1,275</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	7,585	9,104	1,519
Fund Balance, Beginning of Year	<u>111,704</u>	<u>111,704</u>	<u>0</u>
FUND BALANCE, END OF YEAR	<u>\$ 119,289</u>	<u>\$ 120,808</u>	<u>\$ 1,519</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

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

SPECIAL REVENUE FUNDS

For the Year Ended June 30, 1999

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Intergovernmental Revenues:			
Federal Sources	\$ 283,662	\$ 283,662	\$ 0
State Sources	70,124	70,124	0
Local Sources	140,991	136,994	(3,997)
Miscellaneous	30,854	39,124	8,270
Total Revenues	525,631	529,904	4,273
 EXPENDITURES			
Current:			
Health and Welfare	282,440	279,532	2,908
Economic Development and Assistance	104,027	104,775	(748)
Transportation	226,380	226,380	0
Total Expenditures	612,847	610,687	2,160
Excess (Deficiency) of Revenues Over Expenditures	(87,216)	(80,783)	6,433
 OTHER FINANCING SOURCES (USES)			
Operating Transfers In	104,890	102,520	(2,370)
Operating Transfers Out	(13,784)	(13,591)	193
Total Other Financing Sources (Uses)	91,106	88,929	(2,177)
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	3,890	8,146	4,256
Fund Balance, Beginning of Year	24,403	24,403	0
Prior Period Adjustment (Note 22)	0	709	709
FUND BALANCE, END OF YEAR	\$ 28,293	\$ 33,258	\$ 4,965

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINED STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN RETAINED EARNINGS

PROPRIETARY FUND TYPE - ENTERPRISE FUND

For the Year Ended June 30, 1999

OPERATING REVENUES

Origination Fees	\$ 1,225
Interest From Loans	80,473
Rental Income	<u>12,000</u>
 Total Operating Revenues	 <u>93,698</u>

OPERATING EXPENSES

Interest Expense	14,438
Salaries, Wages and Benefits	19,132
Legal	2,500
Travel and Meeting	966
Other Administrative	16,597
Bad Debt Expense	<u>70</u>
 Total Operating Expenses	 <u>53,703</u>

Operating Income (Loss)	<u>39,995</u>
-------------------------	---------------

NON-OPERATING REVENUE (EXPENSES)

Intergovernmental Revenues:	
Federal Sources	0
Interest on Deposits	17,583
Service Fees	<u>(7,308)</u>
 Total Non-Operating Revenue (Expenses)	 <u>10,275</u>

Income (Loss) Before Operating Transfers	50,270
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OPERATING TRANSFERS IN (OUT)

Operating Transfers In	30,092
Operating Transfers Out	<u>(30,092)</u>
 Net Income (Loss)	 50,270

Retained Earnings (Deficit), Beginning of Year	<u>(35,291)</u>
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RETAINED EARNINGS (DEFICIT), END OF YEAR	<u>\$ 14,979</u>
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* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINED STATEMENT OF CASH FLOWS
PROPRIETARY FUND TYPE - ENTERPRISE FUND

For the Year Ended June 30, 1999

CASH FLOWS FROM OPERATING ACTIVITIES

Net Income (Loss)	\$ 50,270
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) for Operating Activities:	
Increase (Decrease) in Provision for Loan Losses	(172,710)
(Increase) Decrease in Receivables	(33,310)
Increase (Decrease) in Accounts Payables and Other Liabilities	29
Increase (Decrease) in Other Liabilities	(270)
(Increase) Decrease in Interfund Receivables	(105,527)
Increase (Decrease) in Interfund Payables	<u>105,527</u>
Net Cash Provided (Used) by Operating Activities	<u>(155,991)</u>

CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES

Principal Payments on Revolving Loan Fund	<u>(64,811)</u>
Net Cash Provided (Used) by Non-Capital Financing Activities	<u>(64,811)</u>

CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES

0

CASH FLOWS FROM INVESTING ACTIVITIES

New Loans Made	(81,250)
Principal Collection on Loans	157,020
Loan Foreclosures	<u>171,936</u>
Net Cash Provided (Used) by Investing Activities	<u>247,706</u>

Net Increase (Decrease) in Cash and Cash Equivalents	26,904
Cash and Cash Equivalents, Beginning of Year	<u>305,435</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 332,339</u>

* The accompanying notes are an integral part of the financial statements.

NOTES TO THE FINANCIAL STATEMENTS

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying financial statements of North Delta Regional Planning and Development 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.

A. REPORTING ENTITY

North Delta Regional Planning and Development District, Incorporated (the District) was officially incorporated on February 24, 1969, as a nonprofit organization under the provision of Louisiana statutes of 1959, Title 12. The District functioned as a planning district by virtue of a 1973 Governor's Executive Order. In 1977, the District became one of eight regional planning and development districts created by the Louisiana legislature by Act No. 472, Section 1, (L.A.R.S. 33:140.61 and 140.62).

The District is comprised of the following parishes in Northeast Louisiana: Caldwell, East Carroll, Franklin, Jackson, Madison, Morehouse, Quachita, Richland, Tensas, Union and West Carroll. The purpose of the District is to provide economic development assistance to the parishes in the District. The District accomplishes this objective by planning, coordinating and unifying various local, state and federal efforts to overcome the economic and social deficiencies in the eleven-parish area. The board of directors consisting of 29 members representing the parishes of the District is the governing body. Board members receive no compensation for their services.

GASB Statement 14 establishes criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the District 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 or local governments. As used in GASB Statement 14, fiscally independent means that the District 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. The District also has no *component units*, defined by GASB Statement 14 as other legally separate organizations for which the elected District members are financially accountable. There are no other primary governments with which the District has a significant relationship.

B. FUNDS AND ACCOUNT GROUPS

The accounts of the District are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded directly in those funds.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued)

B. FUNDS AND ACCOUNT GROUPS, (Continued)

The funds of the District are classified into three categories: governmental, proprietary and fiduciary. In turn, each category is divided into separate fund types. The fund and account group classifications and a description of each existing fund type follow:

Governmental Funds

Governmental funds are used to account for the District's general government activities, including the collections 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 include:

General fund – the primary operating fund of the District. It accounts for all financial resources of the District, except those accounted for in another fund.

Special revenue fund – account for revenue sources that are legally restricted to expenditures for specified purposes (not including expendable trusts or major capital projects).

Proprietary Funds

Proprietary funds account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Proprietary funds differ from governmental funds in that their focus is on income measurement, which, together with the maintenance of equity, is an important financial indicator. The proprietary fund includes the following:

Enterprise funds – accounts for those operations that are financed and operated in a manner similar to private business or where the District has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

FmHA Revolving Loan – accounts for the District's participation in a \$2 million intermediary relending program through the Farmers Home Administration. Under this program, the District borrows funds from FmHA at 1% for 30 years, then reloans the funds to qualified borrowers at market rates of interest.

FmHA North Delta Admin – accounts for the District's administration function over the FmHA Revolving Loan Fund, Loan Loss Reserve, and Rural Business Enterprise Grant.

Loan Loss Reserve – accounts for the District's loan loss reserve for the FmHA Revolving Loan Fund and the Rural Business Enterprise Grant Fund.

Rural Business Enterprise Grant – accounts for the District's participation in an \$80,000 intermediary relending program through the U.S. Department of Agriculture Rural and Economic Community Development Program. Under this program, the District receives a grant from USDA, then reloans the funds to qualified borrowers at market rates of interest.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued)

B. FUNDS AND ACCOUNT GROUPS (Continued)

Fiduciary Funds

Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of outside parties, including other governments, or on behalf of other funds within the District.

Agency funds are custodial in nature (assets equal liabilities) and do not present results of operations or have a measurement focus. Agency funds are accounted for using the modified accrual basis of accounting. These funds are used to account for assets that the government holds for others in an agency capacity. These agency funds are as follows:

Pass-through funds – account for federal and state funds provided through the Louisiana Governor's Office of Elderly Affairs. The District passes the funds through to the six parishes Councils on Aging.

Account Groups

The *general fixed assets account group* is used to account for fixed assets not accounted for in proprietary funds.

The *general long-term debt account group* is used to account for general long-term debt and certain other liabilities that are not specific liabilities or proprietary funds.

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Governmental Funds

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

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 governmental funds use the following practices in recording revenues and expenditures:

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued)

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING (Continued)

Revenues

Entitlements and shared revenues are recorded as unrestricted grants-in-aid at the time of receipt or earlier if the susceptible to accrual criteria are met. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met.

Other receipts become measurable and available when cash is received by the District and are recognized as revenue at that time.

Expenditures

Salaries are recorded as incurred.

Principal and interest on long-term obligation is recognized when due.

Compensated absences are recognized when paid.

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid (or any other types, such as capital lease transactions, sale of fixed assets, debt extinguishments, long-term debt proceeds, et cetera) are accounted for as other financing sources (uses). These other financing sources (uses) are recognized at the time the underlying events occur.

Proprietary Funds

Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. The District has elected, pursuant to GASB Statement No. 20, to apply all GASB pronouncements and only FASB pronouncements issued before November 30, 1989.

Fiduciary Funds

The agency fund is custodial in nature and does not present results of operations or have a measurement focus. Agency funds are accounted for using the modified accrual basis of accounting. This fund is used to account for assets that the District holds for others in an agency capacity.

NORTH DELTA REGIONAL PLANNING AND
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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued)

D. BUDGETS

General Budget Policies

The District follows these procedures in establishing the budgetary data reflected in the combined financial statements.

The District adopts budgets for the general fund and all special revenue funds.

Each year prior to June 30, the Executive Director submits to the Board of Directors of the District proposed annual budgets for the general fund and special revenue funds' budgets that are not grant-oriented. Grant funds are included in special revenue funds and their budgets are adopted at the time the grant applications are approved by the grantor. The operating budgets include proposed expenditures and the means of financing them.

Appropriations (unexpended budget balances) lapse at year-end.

Encumbrances

Encumbrance accounting is not employed in governmental funds.

Budget Basis of Accounting

All governmental funds' budgets are prepared on the modified accrual basis of accounting, a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as amended by the District. Formal budget integration (within the accounting records) is employed as a management control device. All budgets are controlled at the division, departmental or project level. Budget amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments. These revisions were considered insignificant by the District. All budget revisions are approved by the District.

E. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposit accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law 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.

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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued)

F. INVESTMENTS

Investments are limited by R.S. 33:S2955, and the District's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

The investments are reflected at quoted market prices except for the following, which are required/permitted as per GASB Statement No. 31:

1. Investments in nonparticipating interest-earning contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, are reported using a cost-based measure.
2. The District's reported at amortized cost market investments and participating interest-earning investment contracts that have a remaining maturity at time of purchase of one year or less.

Definitions:

Interest-earning investment contracts include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts.

Money market investments are short-term, highly liquid debt instruments that include U.S. Treasury obligations.

G. SHORT TERM INTERFUND RECEIVABLES/PAYABLES

During the course of operation, numerous transactions occur between individual funds for services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet. Short-term interfund loans are classified as interfund receivables/payables.

H. INVENTORY AND PREPAID ITEMS

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

I. LOANS AND ALLOWANCE FOR LOAN LOSSES

Loans are stated at principal amounts outstanding. Interest on loans is primarily calculated by using the simple interest method on daily balances of the principal amount outstanding.

Collateral or other security is required to support financial instruments with credit risk. The amount of collateral obtained upon extension of credit is based on management's credit evaluation. Collateral held varies but may include unimproved and improved real estate, certificates of deposit or personal property.

NORTH DELTA REGIONAL PLANNING AND
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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued)

I. LOANS AND ALLOWANCE FOR LOAN LOSSES (Continued)

The allowance for loan losses is established through a provision for loan losses charged to expense. Loans are charged against the allowance for loan losses when management believes that the collectibility of the principal is unlikely. The allowance represents an amount, which, in management's judgment, will be adequate to absorb probable losses on existing loans that may become uncollectible.

Management's judgement in determining the adequacy of the allowance is based on evaluations of collectibility of loans. These evaluations take into consideration such factors as changes in the nature and volume of the loan portfolio, current economic conditions that may affect the borrower's ability to pay, overall portfolio quality and review of specific problem loans.

Management believes that the allowance for loan losses is adequate. While management uses available information to recognize losses on loans, future additions to the allowance may be necessary based on changes in economic conditions. In addition, various regulatory agencies, as an integral part of their examination process, periodically review the District's allowance for loan losses. Such agencies may require the District to recognize additions to the allowance based on their judgements of information available to them at the time of their examination.

J. FIXED ASSETS

Fixed assets used in governmental fund types of the District are recorded in the general fixed assets account group at cost or estimated historical cost if purchased or constructed. Donated fixed assets are recorded at their estimated fair value at the date of donation. Assets in the general fixed assets account group are not depreciated. Interest during construction is not capitalized on general fixed asset.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not included in the general fixed assets account group.

K. DEFERRED REVENUES

The District reports deferred revenues on its combined balance sheet. Deferred revenues arise when resources are received by the District before it has a legal claim to them, as when grant monies are received prior to the occurrence of qualifying expenditures. In subsequent periods, when the District has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and the revenue is recognized.

L. COMPENSATED ABSENCES

Full-time employees of the District earn up to 15 days of vacation leave each year, depending on length of service. Regular, part-time employees earn prorated vacation leave based on hours worked and length of continuous service. Vacation leave may accumulate up to 30 days with unused accumulated leave time being paid to employees upon termination of employment, at the employee's current rate of pay. Payments at separation; however, will not exceed the number of days accrued each year.

NORTH DELTA REGIONAL PLANNING AND
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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued)

L. COMPENSATED ABSENCES, (Continued)

Sick leave for full-time employees is earned at the rate of eight hours per month. Unused sick leave may accumulate with no limit; however, no compensation will be paid upon termination of employment.

The District's recognition and measurement criteria for compensated absences follows:

GASB Statement No. 16 provides that vacation leave and other compensated absences with similar characteristics should be accrued as a liability as the benefits are earned by the employees if both of the following conditions are met:

- A. The employees' right to receive compensation are attributable to services already rendered.
- B. It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

GASB Statement No. 16 provides that a liability for sick leave should be accrued using one of the following termination approaches.

- A. An accrual for earned sick leave should be made only to the extent it is probable that the benefits will result in termination payments, rather than be taken as absences due to illness or other contingencies, such as medical appointments and funerals.
- B. Alternatively, a governmental entity should estimate its accrued sick leave liability based on the sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments as well as other employees who are expected to become eligible in the future to receive such payments.

Only the current portion of the liability for compensated absences is reported in the fund. The current portion is the amount left unpaid at the end of the reporting period that normally would be liquidated with expendable available financial resources. The remainder of the liability is reported in the general long-term obligations account group.

M. LONG-TERM OBLIGATIONS

The District reports long-term debt of governmental funds at face value in the general long-term debt account group. Certain other governmental fund obligations not expected to be financed with current available financial resources are also reported in the general long-term debt account group. Long-term debt and other obligations financed by proprietary funds are reported as liabilities in the appropriate fund.

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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued)

N. INTERFUND TRANSACTIONS

Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

O. MEMORANDUM ONLY – TOTAL COLUMNS

Total columns on the general-purpose financial statements are captioned as "*memorandum only*" because they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects financial position, results of operations or cash flows in accordance with generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data.

P. USE OF ESTIMATES

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

NOTE 2: STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Deficit Fund Balances/Retained Earnings

The following funds have deficits in the fund balance/retained earnings at June 30, 1999:

<u>Fund</u>	<u>Deficit Amount</u>
Special Revenue Funds	
Economic Development Administration	\$ 2,422
Madison Parish E-911	2
Enterprise Funds	
FmHA Revolving Loan	123,747

The deficit in fund balance in the Economic Development Administration fund will be cleared by the realization of deferred revenues subsequent to June 30, 1999.

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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 3: CASH AND CASH EQUIVALENTS

At June 30, 1999, the District has cash and cash equivalents (book balances) totaling \$507,919 as follows:

Demand deposit	\$ 31,891
Interest-bearing demand deposits	10,407
Petty cash	<u>200</u>
Subtotal	42,498
Plus investments reclassified as cash and cash equivalents (See Note 4)	<u>465,421</u>
TOTAL	<u>\$ 507,919</u>

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

At year-end, the District's carrying amount of deposits was \$507,919 and the bank balance was \$510,967. Of the bank balance, \$45,546 was covered by federal depository insurance or by collateral held by the District's agent in the District's name (GASB Category 1). The remaining balance, \$465,421, was a federated treasury obligation and did not need to be collateralized.

NOTE 4: INVESTMENTS

Investments are categorized into these three categories of credit risk:

1. Insured or registered, or securities held by the District or its agent in the District's name.
2. Uninsured and unregistered, with securities held by the counter party's trust department or agent in the District's name.
3. Uninsured and unregistered, with securities held by the counter party, or by its trust department or agent but not in the District's name.

At year-end, the District investment balances were as follows:

<u>Type of investment</u>	<u>Category</u>			<u>Carrying Amount</u>			<u>Total Carrying Amount</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>Fair Value</u>	<u>Amortized Cost</u>	<u>Cost</u>	
U.S. Government Securities	\$465,421	\$ 0	\$ 0	\$465,421	\$ 0	\$ 0	\$465,421
Total	<u>\$465,421</u>	<u>\$ 0</u>	<u>\$ 0</u>				
Less: Investments reclassified as cash and cash equivalents (See Note 3)				<u>465,421</u>	<u>0</u>	<u>0</u>	<u>465,421</u>
Total Investments				<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Investments during the year were in U.S. Government Securities.

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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 5: RECEIVABLES

The receivables of \$222,553 at June 30, 1999, are as follows:

<u>Class of Receivable</u>	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Enterprise Funds</u>	<u>Agency Funds</u>	<u>Total</u>
Intergovernmental	\$ 7,236	\$ 47,296	\$ 0	\$ 10,061	\$ 64,593
Other	<u>8,885</u>	<u>0</u>	<u>149,075</u>	<u>0</u>	<u>157,960</u>
Total	<u>\$16,121</u>	<u>\$ 47,296</u>	<u>\$ 149,075</u>	<u>\$ 10,061</u>	<u>\$ 222,553</u>

NOTE 6: FIXED ASSETS

The changes in general fixed assets are as follows:

	<u>Balance Beginning</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance Ending</u>
Furniture and equipment	<u>\$ 121,987</u>	<u>\$ 27,529</u>	<u>\$ 13,462</u>	<u>\$ 136,054</u>

NOTE 7: REPOSSESSED PROPERTIES

Properties consist of commercial and residential land, buildings, and equipment. These properties were repossessed from borrowers who defaulted on their loan agreements made as part of the Farmer's Home Administration and Intermediary Relending Program. The proceeds from the subsequent sale of these assets are used to make new loans.

NOTE 8: MORTGAGE RECEIVABLE

A mortgage receivable in the amount of \$20,000 has been recorded pursuant to sale of certain real property acquired by the District subsequent to foreclosure on a loan made by its Intermediary Relending Program.

NOTE 9: RETIREMENT SYSTEMS

Substantially all employees of the District are eligible to be members of the Deferred Compensation Plan for Public Employees. Under this plan, participants may contribute up to five percent of their gross salary and the District contributes up to an additional three percent on their behalf.

The District's total payroll during the fiscal year ending June 30, 1999 was \$303,771. The current year contribution was calculated based on covered payroll of \$286,302, resulting in an employer contribution of \$14,100 and employee contributions of \$18,178. The employer and employee contributions were 3% and approximately 5% respectively.

NORTH DELTA REGIONAL PLANNING AND
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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 10: ACCOUNTS, SALARIES AND OTHER PAYABLES

The payables of \$55,848 at June 30, 1999 are as follows:

	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Enterprise Funds</u>	<u>Total</u>
Salaries	\$ 3,229	\$ 20,685	\$ 344	\$ 24,258
Accounts	<u>0</u>	<u>29,307</u>	<u>2,283</u>	<u>31,590</u>
Total	<u>\$ 3,229</u>	<u>\$ 49,992</u>	<u>\$ 2,627</u>	<u>\$ 55,848</u>

NOTE 11: COMPENSATED ABSENCES

At June 30, 1999, employees of the District have accumulated and vested \$12,568 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. Of this amount, \$12,568 is recorded within the general long-term debt account group.

NOTE 12: CHANGES IN AGENCY FUND DEPOSITS DUE OTHERS

A summary of changes in agency fund deposits due others follows:

	<u>Balance Beginning of Year</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance End of Year</u>
Title III B – Supportive Services	\$ 0	\$ 262,889	\$ 262,889	\$ 0
Title III C-1 – Congregate Meals	0	292,027	292,027	0
Title III C-2 – Home Delivered Meals	0	381,673	381,673	0
Title III D – In-Home Services	0	9,260	9,260	0
Supplemental Senior Center	0	108,643	108,643	0
U.S.D.A. Cash-in-lieu	19,365	149,297	148,999	19,663
Miscellaneous Grant	0	22,500	22,500	0
Title III F – Disease and Health	4,170	14,758	18,928	0
Gene Chelette/"DED"	<u>4,125</u>	<u>0</u>	<u>4,125</u>	<u>0</u>
	<u>\$ 27,660</u>	<u>\$1,241,047</u>	<u>\$1,249,044</u>	<u>\$ 19,663</u>

NORTH DELTA REGIONAL PLANNING AND
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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 13: LEASES

Operating Leases – The District leased its office space under an operating lease, which expired in February 1995. The lease is currently operating as a month-to-month lease. For the year ended June 30, 1999, rent expense under this lease was \$21,000. The District has an operating lease agreement for copier equipment for a three-year term, expiring October 1999. Also, the District is under two other operating lease agreements for an automobile and other office equipment with two-to-five year terms, expiring in December 1999, and July 2000. Annual rentals are shown below.

At June 30, 1999 future minimum rental commitments under operating leases having initial or noncancelable terms in excess of one year are as follows:

Year Ended June 30,

2000	\$ 5,913
2001	<u>199</u>
Total	<u>\$ 6,112</u>

NOTE 14: NOTES PAYABLE

In 1987, the District borrowed \$33,333 from the city of Natchitoches for a relending program to enhance economic development. Under the original terms of the note payable, principle and interest at the rate of 6.25% were to be repaid in semi-annual installments through January 27, 1991. During the year ended June 30, 1997, a new agreement was entered into with the city of Natchitoches forgiving North Delta of all interest owed. The new agreement requires the District to pay \$300 per month until the entire principal balance is paid. Principal totaling \$7,966 remains unpaid at June 30, 1999.

NOTE 15: INTERFUND TRANSFERS

Operating transfers in and out are listed by fund for the year ended June 30, 1999.

	Funds Transferred In					TOTAL
	General Fund	Tensas Title III C-1 Congre. Nutrition	Tensas Title III C-2 Home Del. Meals	Tensas USDA Cash-in-Lieu	FmHA Admin.	
General Fund	\$ 0	\$ 0	\$ 1,265	\$ 0	\$ 0	\$ 1,265
LA. Coalition for Literacy	2,200	0	0	0	0	2,200
Title III C-1 Congregate Nutrition	0	20,617	0	0	0	20,617
Title III C-2 Home Delivered Meals	0	0	54,165	0	0	54,165
USDA Cash-in-Lieu	0	0	709	12,882	0	13,591
Tensas USDA Cash-in-Lieu	0	0	12,882	0	0	12,882
FmHA Revolving Loans	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>30,092</u>	<u>30,092</u>
Total Transferred In	<u>\$2,200</u>	<u>\$20,617</u>	<u>\$69,021</u>	<u>\$ 12,882</u>	<u>\$30,092</u>	<u>\$134,812</u>

NORTH DELTA REGIONAL PLANNING AND
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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 15: INTERFUND TRANSFERS, (Continued)

	Funds Transferred Out							TOTAL
	General Fund	Louisiana Coalition for Literacy	Title III C-1 Congregate Nutrition	Title III C-2 Delivered Meals	USDA Cash- in-Lieu	Tensas USDA Cash - in-Lieu	Revolving Loans	
General Fund	\$ 0	\$(2,200)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$(2,200)
Tensas Title III C-1 Congregate Nutrition	0	0	(20,617)	0	0	0	0	(20,617)
Tensas Title III C-2 Home Delivered Meals	(1,265)	0	0	(54,165)	(709)	(12,882)	0	(69,021)
Tensas USDA Cash-in-Lieu	0	0	0	0	(12,882)	0	0	(12,882)
FmHA Revolving Loans	0	0	0	0	0	0	(30,092)	(30,092)
Total Transferred In	<u>\$(1,265)</u>	<u>\$(2,200)</u>	<u>\$(20,617)</u>	<u>\$(54,165)</u>	<u>\$(13,591)</u>	<u>\$(12,882)</u>	<u>\$(30,092)</u>	<u>\$(134,812)</u>

NOTE 16: GENERAL LONG-TERM OBLIGATIONS

The following is a summary of long-term obligations transactions for the year ended June 30, 1999:

	Special Revenue Notes Payable	Enterprise Fund Notes Payable	GLTDAG Compensated Absences
Balance, beginning of year	\$ 11,566	\$1,745,112	\$ 11,754
Additions	0	0	12,568
Deductions	0	0	11,754
Principal Payment	3,600	64,811	0
Balance, end of year	<u>\$ 7,966</u>	<u>\$1,680,301</u>	<u>\$ 12,568</u>

The enterprise notes payable shown above represents the District's drawdowns under a \$2 million intermediary relending program through the Farmers Home Administration (FmHA). Under this program, the district borrows funds from FmHA at 1% for 30 years then reloans the funds to qualified borrowers at market rates of interest. At June 30, 1999, the District had drawn down all of the \$2 million and had loaned out \$1,996,000 of that amount. The terms of the program call for the District to pay only interest for the first three years of the program and then annual payments of \$82,260, which covers principal and interest, until the amount due the FmHA is fully paid. The first principal payment was made in January 1995. The amount due FmHA is secured by the loans made to qualified borrowers and the related underlying security devices. Debt service to maturity is as follows:

	Principal	Interest	Total
2000	\$ 65,457	\$ 16,803	\$ 82,260
2001	66,112	16,148	82,260
2002	66,773	15,487	82,260
2003	67,440	14,820	82,260
2004	68,115	14,145	82,260
Therafter	<u>1,346,406</u>	<u>131,265</u>	<u>1,477,671</u>
Total	<u>\$1,680,303</u>	<u>\$ 208,668</u>	<u>\$1,888,971</u>

NORTH DELTA REGIONAL PLANNING AND
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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 17: LITIGATION AND CLAIMS

Litigation – At June 30, 1999, the District was not involved in any litigation, nor were there claims pending which might have a material impact on the financial statements.

Grant Disallowances – The District participates in a number of state and federally assisted grant programs. The programs are subject to compliance audits under the single audit approach. Such audits could lead to requests for reimbursement by the grantor agency for expenditures disallowed under terms of the grants. District management believes that the amount of disallowances, if any, which may arise from future audits will not be material.

NOTE 18: ECONOMIC DEPENDENCY

The District receives the majority of its revenue from funds provided through grants or programs administered by the Louisiana Governor's Office of Elderly Affairs. The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of the funds the District receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any action that will adversely affect the amount of funds the District will receive in the next fiscal year.

NOTE 19: INCOME TAX STATUS

The District, a nonprofit corporation, has been granted tax-exempt status under Section 501(c)(4) of the Internal Revenue Code.

NOTE 20: NEW FUNDS

Special Revenue Funds:

The Tensas C-1 Congregate Meals fund has been created to account for direct congregate nutritional meal services provided by the District to the elderly in Tensas Parish.

The Tensas C-2 Home Delivered Meals fund has been created to account for direct nutritional meal services provided by the District to homebound elderly individuals in Tensas Parish.

The Tensas USDA Cash-in-Lieu fund has been created to account for funds provided by the U.S. Department of Agriculture, which were used by the District to provide direct services in Tensas Parish.

The Madison Parish E-911 fund has been created to account for funds received from the Madison Parish Police Jury for technical assistance in conjunction with implementation of the Emergency 911 Communication System in Madison Parish.

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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1999

NOTE 21: SEGMENT INFORMATION – ENTERPRISE FUNDS

The District maintains four enterprise funds. The FmHA Revolving Loan fund accounts for participation in an intermediary relending program through the Farmer's Home Administration. The FmHA North Delta Admin fund accounts for the District's administrative function over the FmHA Revolving Loan fund. The Loan Loss Reserve fund accounts for the District's loan loss reserve for both the FmHA Revolving Loan fund and the Rural Business Enterprise Grant fund. The Rural Business Enterprise Grant fund accounts for the District's participation in an intermediary relending program through the U. S. Department of Agriculture Rural and Economic Community Development Program. Detailed financial statements for each fund can be found on pages 45 and 46.

	<u>FmHA Revolving Loan</u>	<u>FmHA North Delta Admin</u>	<u>Loan Loss Reserve</u>	<u>Rural Business Enterprise Loan</u>	<u>Total</u>
Operating Revenues	\$ 85,804	\$ 0	\$ 1,225	\$ 6,669	\$ 93,698
Operating Income (Loss)	62,193	(30,092)	1,225	6,669	39,698
Operating Grants	0	0	0	0	0
Operating Transfers:					
In	0	30,092	0	0	30,092
Out	(30,092)	0	0	0	(30,092)
Net Income	40,711	0	2,835	6,724	50,270
Net Working Capital	588,499	0	49,819	15,001	653,319
Total Assets	1,565,922	0	49,954	89,032	1,704,908
Total Equity	(123,747)	0	49,819	88,907	14,979

NOTE 22: PRIOR PERIOD ADJUSTMENT

A prior period adjustment in the amount of \$709 to reclassify as revenue excess funds received in prior years from the U. S. Department of Agriculture Cash-in-Lieu of Commodities program. These funds had previously been carried on the balance sheet as a payable due back to grantor. The funds were expended to assist the District in providing direct nutritional meal services in Tensas Parish. Had this amount been properly recorded in the prior year, beginning fund balance for the District as a whole would have increased from \$136,107 to \$136,816.

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

Board of Directors
North Delta Regional Planning and Development District, Inc.
Monroe, Louisiana

We have audited the financial statements of North Delta Regional Planning and Development District, Inc. as of and for the year ended June 30, 1999, and have issued our report thereon dated October 14, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 instances of noncompliance that are required to be reported under *Government Auditing Standards* which are described in the accompanying schedule of findings and questioned costs as items 99-1, 99-2, and 99-3.

We also noted certain immaterial instances of noncompliance that we have reported to management of the District in a separate letter dated October 14, 1999.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgement, could adversely affect the District's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs as items 99-1, 99-2, and 99-3.

We also noted other matters involving the internal control over financial reporting that we have reported to management of the District in a separate letter dated October 14, 1999.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce, to a relatively low level, the risk that misstatements in amounts that would be material in relation to the 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 over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe reportable conditions 99-1, 99-2, and 99-3, described above to be material weaknesses.

This report is intended solely for the information and use of management, federal awarding agencies and pass-through entities; and is not intended to be, and should not be use by anyone other than the specified parties.

Saunders & Associates
SAUNDERS & ASSOCIATES
Certified Public Accountant

October 14, 1999

Saunders & Associates

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Directors
North Delta Regional Planning and Development District, Inc.
Monroe, Louisiana

Compliance

We have audited the compliance of North Delta Regional Planning and Development District, Inc. with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 1999. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the District's management. Our responsibility is to express an opinion on the District's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB *Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB *Circular A-133* 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 District'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. Our audit does not provide a legal determination on the District's compliance with those requirements.

In our opinion the District complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 1999.

However, the results of our auditing procedures disclosed instances of noncompliance with those requirements that are required to be reported in accordance with OMB *Circular A-133* and which are described in the accompanying schedule of findings and questioned costs as item 99-3.

Internal Control Over Compliance

The management of the District is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the District's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB *Circular A-133*.

We noted certain matters involving the internal control over compliance and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in our judgement, could adversely affect the District's ability to administer a major federal program in accordance with applicable requirements of laws, regulations, contracts and grants. Reportable conditions are described in the accompanying schedule of findings and questioned costs as items 99-1, 99-2, and 99-3.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce, to a relatively low level, the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program 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 over compliance would not necessarily disclose all matters in the internal control that might be reportable conditions, and accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, of the reportable conditions described above, we consider items 99-1 and 99-2 to be material weaknesses.

This report is intended solely for the information and use of management, federal awarding agencies, and pass-through entities; and is not intended to be, and should not be used by anyone other than these specified parties.

Saunders & Associates
SAUNDERS & ASSOCIATES
Certified Public Accountant

October 14, 1999

SUPPLEMENTAL INFORMATION

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended June 30, 1999

<u>FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME</u>	<u>CFDA Number</u>	<u>Pass - Through Grantor's I.D. Number</u>	<u>Expenditures</u>
United States Department of Commerce			
Direct Program:			
Economic Development - Grants for Public Works and Development Facilities	11.300 11.300	08-0511037-98 08-0511037-99	\$ 26,500 <u>26,500</u>
<i>Total United States Department of Commerce</i>			<u>53,000</u>
United States Department of Health and Human Services/Passed Through the Louisiana Governor's Office of Elderly Affairs:			
Special Programs for the Aging -			
Title III A - Long-Term Care Ombudsman	93.042	527414	<u>32,085</u>
Title III B - Grants for Supportive Services and Senior Centers:			
Title III - Area Agency Administration	93.044	527138	62,401
Title III B - Supportive Services	93.044	N/A	<u>199,225</u>
<i>Total Title III B - Grant for Supportive Services and Senior Centers</i>			<u>261,626</u>
Title III C - Nutrition Services:			
Title III C-1 - Congregate Meals	93.045	N/A	210,485
Title III C-2 - Home Delivered Meal	93.045	N/A	<u>121,763</u>
<i>Total Title III - C - Nutrition Services</i>			<u>332,248</u>
Title III D - In-Home Services	93.046	N/A	<u>7,871</u>
Title III F - Preventive Health	93.043	N/A	<u>12,544</u>
<i>Total United States Department of Health and Human Services</i>			<u>646,374</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended June 30, 1999

<u>FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME</u>	<u>CFDA Number</u>	<u>Pass - Through Grantor's I.D. Number</u>	<u>Expenditures</u>
United States Department of Agriculture/Passed Through the Louisiana Governor's Office of Elderly Affairs: Food Distribution - Cash-in-Lieu of Commodities	10.550	510903	109,971
Direct Programs: Farmer's Home Administration - Intermediary Relending Program **	10.767	N/A	<u>0</u>
Total United State Department of Agriculture			<u>109,971</u>
United States Department of Transportation/ Passed-Through the Ouachita Council of Governments: Highway Planning and Construction: Federal Highway Administration	20.005	736-37-0016	107,737
Federal Transit Administration	20.507	LA-80-X006	8,438
Federal Transit Administration	20.507	LA-80-X007	<u>20,000</u>
Total United States Department of Transportation			<u>136,175</u>
TOTAL FEDERAL AWARDS			\$ <u>945,520</u>

** The District is indebted to the Department of Agriculture (Farmer's Home Administration) for a note of \$1,680,301 at year end.

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended June 30, 1999

NOTE 1: GENERAL

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the North Delta Regional Planning and Development District, Incorporated, (the District) Monroe, Louisiana. The District's reporting entity is defined in Note 1 to the District's general-purpose financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through other government agencies, is included on the schedule.

NOTE 2: BASIS OF ACCOUNTING

The accompanying Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting, which is described in Note 1 to the District's general-purpose financial statements.

NOTE 3: RELATIONSHIP TO GENERAL-PURPOSE FINANCIAL STATEMENTS

Federal awards revenues are reported in the District's general-purpose financial statements as follows:

	<u>Federal Sources</u>
Special Revenue Funds:	
Federal Highways Administration	\$ 107,737
Economic Development Administration	53,000
Area Agency Administration	62,401
Ombudsman	32,085
Federal Transit Authority	28,438
Agency Funds:	
Title III – Supportive Services	199,225
Title III - Congregate Nutrition	210,485
Title III – Home Delivered Meals	121,763
Title III – In-Home Services	7,871
USDA Cash-in-Lieu of Commodities	109,971
Title III – Disease and Health	<u>12,544</u>
Total Federal Awards	<u>\$ 945,520</u>

NOTE 4: RELATIONSHIP TO FEDERAL FINANCIAL REPORTS

Amounts reported in the accompanying schedule agree with the amounts reported in the related federal financial reports except for changes made to reflect amounts in accordance with generally accepted accounting principles.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SPECIAL REVENUE FUNDS

AREA AGENCY ON AGING

The Area Agency on Aging Fund is used to account for the administration of special programs for the elderly. Administrative funds are provided by the United States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which passes through the funds to the District. These funds are used to pay for administrative costs associated with programs for the elderly.

ECONOMIC DEVELOPMENT ADMINISTRATION

The Economic Development Administration Fund accounts for planning grants to promote economic development in the District. Seventy-five percent of the funds are provided by the United States Department of Commerce with the remaining twenty-five percent provided from local sources.

TENSAS TITLE III C-1 – CONGREGATE MEALS

The Tensas C-1 Congregate Meals Fund is used to account for congregate nutritional meal services provided to the elderly at the Tensas Council on Aging. These funds are provided by the U.S. Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs.

TENSAS TITLE III C-2 – HOME DELIVERED MEALS

The Tensas C-2 Home Delivered Meals Fund is used to account for nutritional meal services provided to home-bound elderly persons. These funds are provided by the U.S. Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs.

TENSAS U.S.D.A. CASH-IN-LIEU

The Tensas U.S.D.A. Cash-in-Lieu Fund is used to account for funds provided by the U. S. Department of Agriculture through the Louisiana Governor's Office of Elderly Affairs. These funds are used for the purchase of food and commodities to supplement the Title III C-1 and C-2 programs.

COUNCIL OF GOVERNMENTS

The Council of Governments Fund accounts for local funds provided by the Ouachita Council of Governments. Revenues are used to fund public transportation projects within the parish.

FEDERAL TRANSIT AUTHORITY

The Federal Transit Authority Fund accounts for federal funds provided through the Ouachita Council of governments for the planning of public transportation in the Monroe urbanized area. The Ouachita Council of Governments entered into an agreement with the Louisiana Department of Transportation and Development to provide these planning services. The Ouachita Council of Governments contracted with the District to provide technical assistance in carrying out its contract with the Louisiana Department of Transportation and Development.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SPECIAL REVENUE FUNDS

FEDERAL HIGHWAYS ADMINISTRATION

The Federal Highways Administration Fund accounts for federal funds provided through the Ouachita Council of Governments for highway planning in the Monroe urbanized area. The Ouachita Council of Governments entered into an agreement with the Louisiana Department of Transportation and Development to provide these planning services. The Ouachita Council of Governments contracted with the District to provide technical assistance in carrying out its contract with the Louisiana Department of Transportation and Development.

OMBUDSMAN

The Ombudsman Fund is used to account for the administration of funds that provide assistance to residents in nursing homes. These funds are provided by the U. S. Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs which passes through the funds to the District.

TRI-DISTRICT

The Tri-District Fund accounts for funds borrowed from the City of Natchitoches, Louisiana, and then loaned out to area businesses to enhance economic activity.

PROJECT CARE

The Project Care Fund provides resources to communities to demonstrate that community action on behalf of vulnerable older persons can be effectively achieved through a coalition of a board spectrum of interests within the community.

AUDIT FUND

The Audit Fund is used to account for funds received from the Louisiana Governor's Office of Elderly Affairs that are restricted to use as a supplement to pay for the cost of having an annual audit of the financial statements of the Area Agency on Aging and six related parish Councils on Aging.

MEDICAID WAIVERS

The Medicaid Waivers program established by Medicaid set aside funds to give to the various oversight bodies around the state, such as North Delta, to provide home health care to the elderly, which prevents them from having to be placed in a nursing home.

MADISON PARISH E-911

The Madison Parish E-911 Fund is used to account for funds received from the Madison Parish Police Jury. In return for these funds, North Delta is to provide certain technical services in conjunction with the implementation of the Emergency 911 Communication's System in Madison Parish

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SPECIAL REVENUE FUNDS

ENTERPRISE ZONE (DED)

The Enterprise Zone grant is used to provide updated enterprise zone maps for eleven parishes and forty-seven towns in the North Delta district. The District also updates records and maps for zone swaps.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMING BALANCE SHEET

ALL SPECIAL REVENUE FUNDS

June 30, 1999

	<u>Area Agency on Aging</u>	<u>Economic Develop- ment Admin- istration</u>	<u>Council of Govern- ment</u>	<u>Federal Transit Authority</u>
<u>ASSETS</u>				
Cash (Book Overdraft)	\$ 4,078	\$ 11,921	\$ (5,939)	\$ (600)
Receivables	111	0	9,470	1,879
Prepaid Expenses	0	0	0	0
Interfund Receivable	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ASSETS	<u>\$ 4,189</u>	<u>\$ 11,921</u>	<u>\$ 3,531</u>	<u>\$ 1,279</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Accounts, Salaries and Other Payables	\$ 4,189	\$ 3,356	\$ 3,531	\$ 1,279
Interfund Payable	0	0	0	0
Notes Payable	0	0	0	0
Deferred Revenue	0	10,987	0	0
Refunds Due to Grantor	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Liabilities	<u>4,189</u>	<u>14,343</u>	<u>3,531</u>	<u>1,279</u>
Fund Balances:				
Unreserved	<u>0</u>	<u>(2,422)</u>	<u>0</u>	<u>0</u>
Total Fund Balances	<u>0</u>	<u>(2,422)</u>	<u>0</u>	<u>0</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 4,189</u>	<u>\$ 11,921</u>	<u>\$ 3,531</u>	<u>\$ 1,279</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMING BALANCE SHEET
ALL SPECIAL REVENUE FUNDS

June 30, 1999

	<u>Federal Highway Admin- istration</u>	<u>Ombuds- man</u>	<u>Tri- District</u>	<u>Project Care</u>
<u>ASSETS</u>				
Cash (Book Overdraft)	\$ (13,510)	\$ 20,378	\$ 33,561	\$ 3,425
Receivables	19,674	0	3,744	0
Prepaid Expenses	0	0	0	0
Interfund Receivable	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ASSETS	<u>\$ 6,164</u>	<u>\$ 20,378</u>	<u>\$ 37,305</u>	<u>\$ 3,425</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Accounts, Salaries and Other Payables	\$ 6,164	\$ 20,378	\$ 1,186	\$ 0
Interfund Payable	0	0	0	0
Notes Payable	0	0	7,966	0
Deferred Revenue	0	0	0	0
Refunds Due to Grantor	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,425</u>
Total Liabilities	<u>6,164</u>	<u>20,378</u>	<u>9,152</u>	<u>3,425</u>
Fund Balances:				
Unreserved	<u>0</u>	<u>0</u>	<u>28,153</u>	<u>0</u>
Total Fund Balances	<u>0</u>	<u>0</u>	<u>28,153</u>	<u>0</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 6,164</u>	<u>\$ 20,378</u>	<u>\$ 37,305</u>	<u>\$ 3,425</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMING BALANCE SHEET
ALL SPECIAL REVENUE FUNDS

June 30, 1999

	<u>Audit Fund</u>	<u>Medicaid Waivers</u>	<u>Tensas C-1 Congre- gate Meals</u>	<u>Tensas C-2 Home Delivered Meals</u>
<u>ASSETS</u>				
Cash (Book Overdraft)	\$ 0	\$ 5,021	\$ 1,208	\$ 4,964
Receivables	0	2,611	768	1,453
Prepaid Expenses	0	0	170	100
Interfund Receivable	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ASSETS	<u>\$ 0</u>	<u>\$ 7,632</u>	<u>\$ 2,146</u>	<u>\$ 6,517</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Accounts, Salaries and Other Payables	\$ 0	\$ 103	\$ 2,146	\$ 6,517
Interfund Payable	0	0	0	0
Notes Payable	0	0	0	0
Deferred Revenue	0	0	0	0
Refunds Due to Grantor	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Liabilities	<u>0</u>	<u>103</u>	<u>2,146</u>	<u>6,517</u>
Fund Balances:				
Unreserved	<u>0</u>	<u>7,529</u>	<u>0</u>	<u>0</u>
Total Fund Balances	<u>0</u>	<u>7,529</u>	<u>0</u>	<u>0</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 0</u>	<u>\$ 7,632</u>	<u>\$ 2,146</u>	<u>\$ 6,517</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMING BALANCE SHEET

ALL SPECIAL REVENUE FUNDS

June 30, 1999

	Tensas C-2 USDA Cash-in- Lieu	Madison Parish E-911	Enter- prise Zone (DED)	Total
<u>ASSETS</u>				
Cash (Book Overdraft)	\$ (2,274)	\$ (2,208)	\$ (1,963)	\$ 58,062
Receivables	2,274	3,000	2,312	47,296
Prepaid Expenses	0	0	0	270
Interfund Receivable	0	0	0	0
TOTAL ASSETS	<u>\$ 0</u>	<u>\$ 792</u>	<u>\$ 349</u>	<u>\$ 105,628</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Accounts, Salaries and Other Payables	\$ 0	\$ 794	\$ 349	\$ 49,992
Interfund Payable	0	0	0	0
Notes Payable	0	0	0	7,966
Deferred Revenue	0	0	0	10,987
Refunds Due to Grantor	0	0	0	3,425
Total Liabilities	<u>0</u>	<u>794</u>	<u>349</u>	<u>72,370</u>
Fund Balances:				
Unreserved	<u>0</u>	<u>(2)</u>	<u>0</u>	<u>33,258</u>
Total Fund Balances	<u>0</u>	<u>(2)</u>	<u>0</u>	<u>33,258</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 0</u>	<u>\$ 792</u>	<u>\$ 349</u>	<u>\$ 105,628</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE

ALL SPECIAL REVENUE FUNDS

For the Year Ended June 30, 1999

	<u>Area Agency on Aging</u>	<u>Economic Develop- ment Admin- istration</u>	<u>Council of Govern- ments</u>	<u>Federal Transit Authority</u>
REVENUES				
Intergovernmental Revenues:				
Federal Sources	\$ 62,401	\$ 53,000	\$ 0	\$ 28,438
State Sources	20,799	0	0	0
Local Sources	111	17,667	56,159	7,110
Miscellaneous	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	<u>83,311</u>	<u>70,667</u>	<u>56,159</u>	<u>35,548</u>
EXPENDITURES				
Current:				
Health and Welfare	83,311	0	0	0
Economic Development and Assistance	0	70,667	0	0
Transportation	<u>0</u>	<u>0</u>	<u>56,159</u>	<u>35,548</u>
Total Expenditures	<u>83,311</u>	<u>70,667</u>	<u>56,159</u>	<u>35,548</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	0	0	0	0
Operating Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Financing Sources (Uses)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Excess (Deficiency) of Revenue and Other Sources Over Expenditures and Other Uses	0	0	0	0
Fund Balances, Beginning of Year	0	(2,422)	0	0
Prior Period Adjustment (Note 22)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND BALANCES (DEFICIT), END OF YEAR	<u>\$ 0</u>	<u>\$ (2,422)</u>	<u>\$ 0</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE

ALL SPECIAL REVENUE FUNDS

For the Year Ended June 30, 1999

	<u>Federal Highways Minis- tration</u>	<u>Ombuds- man</u>	<u>Tri- District</u>	<u>Project Care</u>
<u>REVENUES</u>				
Intergovernmental Revenues:				
Federal Sources	\$ 107,738	\$ 32,085	\$ 0	\$ 0
State Sources	0	33,565	0	0
Local Sources	26,935	0	0	0
Miscellaneous	0	0	31,874	0
Total Revenues	<u>134,673</u>	<u>65,650</u>	<u>31,874</u>	<u>0</u>
<u>EXPENDITURES</u>				
Current:				
Health and Welfare	0	65,650	0	0
Economic Development and Assistance	0	0	24,858	0
Transportation	<u>134,673</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>134,673</u>	<u>65,650</u>	<u>24,858</u>	<u>0</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>0</u>	<u>0</u>	<u>7,016</u>	<u>0</u>
<u>OTHER FINANCING SOURCES (USES)</u>				
Operating Transfers In	0	0	0	0
Operating Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Financing Sources (Uses)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Excess (Deficiency) of Revenue and Other Sources Over Expenditures and Other Uses	0	0	7,016	0
Fund Balances, Beginning of Year	0	0	21,137	0
Prior Period Adjustment (Note 22)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND BALANCES (DEFICIT), END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 28,153</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE

ALL SPECIAL REVENUE FUNDS

For the Year Ended June 30, 1999

	<u>Audit Fund</u>	<u>Medicaid Waivers</u>	<u>Tensas C-1 Congre- gate Meals</u>	<u>Tensas C-2 Home- Delivered Meals</u>
<u>REVENUES</u>				
Intergovernmental Revenues:				
Federal Sources	\$ 0	\$ 0	\$ 0	\$ 0
State Sources	6,510	0	0	0
Local Sources	0	0	856	2,656
Miscellaneous	<u>3,590</u>	<u>2,673</u>	<u>133</u>	<u>854</u>
Total Revenues	<u>10,100</u>	<u>2,673</u>	<u>989</u>	<u>3,510</u>
<u>EXPENDITURES</u>				
Current:				
Health and Welfare	10,100	832	21,606	72,531
Economic Development and Assistance	0	0	0	0
Transportation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>10,100</u>	<u>832</u>	<u>21,606</u>	<u>72,531</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>0</u>	<u>1,841</u>	<u>(20,617)</u>	<u>(69,021)</u>
<u>OTHER FINANCING SOURCES (USES)</u>				
Operating Transfers In	0	0	20,617	69,021
Operating Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Financing Sources (Uses)	<u>0</u>	<u>0</u>	<u>20,617</u>	<u>69,021</u>
Excess (Deficiency) of Revenue and Other Sources Over Expenditures and Other Uses	0	1,841	0	0
Fund Balances, Beginning of Year	0	5,688	0	0
Prior Period Adjustment (Note 22)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND BALANCES (DEFICIT), END OF YEAR	<u>\$ 0</u>	<u>\$ 7,529</u>	<u>\$ 0</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE

ALL SPECIAL REVENUE FUNDS

For the Year Ended June 30, 1999

	Tensas USDA Cash-in- Lieu	Madison Parish	Enter- prise Zone (DED)	Total
<u>REVENUES</u>				
Intergovernmental Revenues:				
Federal Sources	\$ 0	\$ 0	\$ 0	\$ 283,662
State Sources	0	0	9,250	70,124
Local Sources	0	25,500	0	136,994
Miscellaneous	0	0	0	39,124
	<u>0</u>	<u>25,500</u>	<u>9,250</u>	<u>529,904</u>
 <u>EXPENDITURES</u>				
Current:				
Health and Welfare	0	25,502	0	279,532
Economic Development and Assistance	0	0	9,250	104,775
Transportation	0	0	0	226,380
	<u>0</u>	<u>25,502</u>	<u>9,250</u>	<u>610,687</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>0</u>	<u>(2)</u>	<u>0</u>	<u>(80,783)</u>
 <u>OTHER FINANCING SOURCES (USES)</u>				
Operating Transfers In	12,882	0	0	102,520
Operating Transfers Out	<u>(13,591)</u>	<u>0</u>	<u>0</u>	<u>(13,591)</u>
Total Other Financing Sources (Uses)	<u>(709)</u>	<u>0</u>	<u>0</u>	<u>88,929</u>
Excess (Deficiency) of Revenue and Other Sources Over Expenditures and Other Uses	(709)	(2)	0	8,146
Fund Balances, Beginning of Year	0	0	0	24,403
Prior Period Adjustment (Note 22)	<u>709</u>	<u>0</u>	<u>0</u>	<u>709</u>
 TOTAL FUND BALANCES (DEFICIT), END OF YEAR	 <u>\$ 0</u>	 <u>\$ (2)</u>	 <u>\$ 0</u>	 <u>\$ 33,258</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

PROPRIETARY FUNDS

For the Year Ended June 30, 1999

FmHA REVOLVING LOAN

Farmer's Home Administration Revolving Loan accounts for the District's participation in a \$2 million intermediary relending program through the Farmer's Home Administration. Under this program, the District borrows funds from FmHA at 1% for 30 years, then reloans the funds to qualified borrowers at market rates of interest.

FmHA NORTH DELTA ADMINISTRATION

Farmer's Home Administration North Delta Administration accounts for the District's administration function over the FmHA Revolving Loan Fund, Loan Loss Reserve, and Rural Business Enterprise Grant.

LOAN LOSS RESERVE

Loan Loss Reserve accounts for the District's loan loss reserve for the FmHA Revolving Loan Fund and the Rural Business Enterprise Grant Fund.

RURAL BUSINESS ENTERPRISE GRANT

Rural Business Enterprise Grant accounts for the District's participation in an \$80,000 intermediary relending program through the U. S. Department of Agriculture Rural and Economic Community Development Program. Under this program, the District receives a grant from USDA, then reloans the funds to qualified borrowers at market rates of interest.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING BALANCE SHEET

PROPRIETARY FUND TYPE - ENTERPRISE FUNDS

June 30, 1999

	<u>FmHA Revolving Loan</u>	<u>FmHA North Delta Admin</u>	<u>Loan Loss Reserve</u>	<u>Rural Business Enter- prise Grant</u>	<u>Total</u>
ASSETS					
Cash and Cash Equivalents	\$ 405,140	\$ (133,083)	\$ 49,797	\$ 10,485	\$ 332,339
Receivables	147,786	0	157	1,132	149,075
Notes Receivable - Short-Term	264,264	0	0	3,509	267,773
Notes Receivable - Long-Term	806,701	0	0	73,906	880,607
Mortgage Receivable	20,000	0	0	0	20,000
Allowance for Bad Debts	(220,666)	0	0	0	(220,666)
Interfund Receivables	0	134,117	0	0	134,117
Repossed Properties	275,780	0	0	0	275,780
TOTAL ASSETS	\$ 1,699,005	\$ 1,034	\$ 49,954	\$ 89,032	\$ 1,839,025
LIABILITIES AND EQUITY					
Liabilities:					
Accounts, Salaries and Other Payables	\$ 1,333	\$ 1,034	\$ 135	\$ 125	\$ 2,627
Interfund Payable	134,117	0	0	0	134,117
Notes Payable	1,680,301	0	0	0	1,680,301
Other Liabilities	7,001	0	0	0	7,001
Total Liabilities	1,822,752	1,034	135	125	1,824,046
Equity:					
Retained Earnings (Deficit)	(123,747)	0	49,819	88,907	14,979
Total Equity	(123,747)	0	49,819	88,907	14,979
TOTAL LIABILITIES AND EQUITY	\$ 1,699,005	\$ 1,034	\$ 49,954	\$ 89,032	\$ 1,839,025

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN RETAINED EARNINGS

PROPRIETARY FUND TYPE - ENTERPRISE FUNDS

For the Year Ended June 30, 1999

	<u>FmHA Revolving Loan</u>	<u>FmHA North Delta Admin</u>	<u>Loan Loss Reserve</u>	<u>Rural Business Enter- prise Grant</u>	<u>Total</u>
<u>OPERATING REVENUES</u>					
Origination Fees	\$ 0	\$ 0	\$ 1,225	\$ 0	\$ 1,225
Interest on Loans	73,804	0	0	6,669	80,473
Rental Income	12,000	0	0	0	12,000
 Total Operating Revenues	 <u>85,804</u>	 <u>0</u>	 <u>1,225</u>	 <u>6,669</u>	 <u>93,698</u>
 <u>OPERATING EXPENSES</u>					
Interest Expense	14,438	0	0	0	14,438
Salaries, Wages and Benefits	0	19,132	0	0	19,132
Legal	0	2,500	0	0	2,500
Travel and Meeting	0	966	0	0	966
Other Administrative	9,103	7,494	0	0	16,597
Bad Debt Expenses	70	0	0	0	70
 Total Operating Expenses	 <u>23,611</u>	 <u>30,092</u>	 <u>0</u>	 <u>0</u>	 <u>53,703</u>
 Total Operating Income (Loss)	 <u>62,193</u>	 <u>(30,092)</u>	 <u>1,225</u>	 <u>6,669</u>	 <u>39,995</u>
 <u>NON-OPERATING REVENUE (EXPENSE)</u>					
Intergovernmental Revenues:					
Federal Sources	0	0	0	0	0
Interest on Deposits	15,329	0	1,981	273	17,583
Service Fees	(6,719)	0	(371)	(218)	(7,308)
 Total Non-Operating Revenue (Expenses)	 <u>8,610</u>	 <u>0</u>	 <u>1,610</u>	 <u>55</u>	 <u>10,275</u>
 Income (Loss) Before Operating Transfer	 <u>70,803</u>	 <u>(30,092)</u>	 <u>2,835</u>	 <u>6,724</u>	 <u>50,270</u>
 <u>OPERATING TRANSFERS IN (OUT)</u>					
Operating Transfers In	0	30,092	0	0	30,092
Operating Transfers Out	(30,092)	0	0	0	(30,092)
 Total Operating Transfers In (Out)	 <u>(30,092)</u>	 <u>30,092</u>	 <u>0</u>	 <u>0</u>	 <u>0</u>
 Net Income (Loss)	 40,711	 0	 2,835	 6,724	 50,270
Retained Earnings (Deficit), Beginning of Year	(164,458)	0	46,984	82,183	(35,291)
 RETAINED EARNINGS (DEFICIT), END OF YEAR	 <u>\$ (123,747)</u>	 <u>\$ 0</u>	 <u>\$ 49,819</u>	 <u>\$ 88,907</u>	 <u>\$ 14,979</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINED STATEMENT OF CASH FLOWS

PROPRIETARY FUND TYPE - ENTERPRISE FUNDS

For the Year Ended June 30, 1999

	<u>FmHA Revolving Loan</u>	<u>FmHA North Delta Admin</u>	<u>Loan Loss Reserve</u>	<u>Rural Business Enter- prise Grant</u>	<u>Total</u>
Cash Flows From Operating Activities					
Net Income (Loss)	\$ 40,711	\$ 0	\$ 2,835	\$ 6,724	\$ 50,270
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) for Operating Activities:					
Increase (Decrease) in Provision for Loan Losses	(172,710)	0	0	0	(172,710)
(Increase) Decrease in Receivables	(32,125)	6	(67)	(1,124)	(33,310)
Increase (Decrease) in Accounts Payables and Other Liabilities	279	(474)	130	94	29
Increase (Decrease) in Other Liabilities	(270)	0	0	0	(270)
(Increase) Decrease in Interfund Receivables	28,590	(134,117)	0	0	(105,527)
Increase (Decrease) in Interfund Payables	<u>134,117</u>	<u>(28,590)</u>	<u>0</u>	<u>0</u>	<u>105,527</u>
 Net Cash Provided (Used) By Operating Activities	 <u>(1,408)</u>	 <u>(163,175)</u>	 <u>2,898</u>	 <u>5,694</u>	 <u>(155,991)</u>
Cash Flows From Financing Activities					
Principal Payments on Revolving Loan Fund	(64,811)	0	0	0	(64,811)
Operating Transfers	<u>(30,092)</u>	<u>30,092</u>	<u>0</u>	<u>0</u>	<u>0</u>
 Net Cash Provided (Used) By Financing Activities	 <u>(94,903)</u>	 <u>30,092</u>	 <u>0</u>	 <u>0</u>	 <u>(64,811)</u>
Cash Flows From Investing Activities					
New Loans Made	(81,250)	0	0	0	(81,250)
Principal Collections on Loans	154,714	0	0	2,306	157,020
Loan Foreclosures	<u>171,936</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>171,936</u>
 Net Cash Provided (Used) By Investing Activities	 <u>245,400</u>	 <u>0</u>	 <u>0</u>	 <u>2,306</u>	 <u>247,706</u>
 Net Increase (Decrease) in Cash and Cash Equivalents	 149,089	 (133,083)	 2,898	 8,000	 26,904
Cash and Cash Equivalent, Beginning of Year	<u>256,051</u>	<u>0</u>	<u>46,899</u>	<u>2,485</u>	<u>305,435</u>
 CASH AND CASH EQUIVALENTS, END OF YEAR	 <u>\$ 405,140</u>	 <u>\$ (133,083)</u>	 <u>\$ 49,797</u>	 <u>\$ 10,485</u>	 <u>\$ 332,339</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

AGENCY FUNDS

TITLE III B – SUPPORTIVE SERVICES

Title III-B funds are provided by the United States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which passes through the funds to the District for further distribution to the six parish Councils on Aging. This program provides access services, in-home services, community services, legal services and transportation for the elderly.

TITLE III C-1 – CONGREGATE MEALS

Title III C-1 funds are provided by the United States Department of Health and Human Services to the Louisiana Governor's Office of Elderly Affairs, which passes through the funds to the District for further distribution to the six parish Councils on Aging. These funds are used to provide nutritional congregate meals to the elderly in strategically located centers.

TITLE III C-2 – HOME DELIVERED MEALS

Title III C-2 funds are provided by the United States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which passes through the funds to the District for further distribution to the six parish Councils on Aging. These funds are used to provide nutritional meals to home-bound elderly persons.

TITLE III D – IN-HOME SERVICES

Title III D funds are provided by the United States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which in turn passes through the funds to the District for further distribution to the six parish Councils on Aging. These funds are used to provide telephone reassurance and chore maintenance to the frail and elderly persons who are home-bound.

SUPPLEMENTAL SENIOR CENTER

The Senior Center Fund is used to account for the administration of Senior Center Program funds appropriated by the Louisiana legislature to the Louisiana Governor's Office of Elderly Affairs, which passes through the funds to the District for further distribution to the six parish Councils on Aging. This program provides community service centers at which the elderly receive supportive services and participate in activities which foster their independence, enhance their dignity, and encourage their involvement in and within the community.

U.S.D.A. CASH-IN-LIEU

The U.S.D.A. Cash-in-Lieu Fund is used to account for the administration of the Food Distribution Program funds provided by the United States Department of Agriculture through the Louisiana Governor's Office of Elderly Affairs. This award passes through to the District for further distribution to the six parish Councils on Aging. The funds are distributed on a per-unit basis for each congregate and home-delivered meal service provider to each eligible participant so the United States food and commodities may be purchased to supplement these programs.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

AGENCY FUNDS

MISCELLANEOUS GRANT

The Miscellaneous Grant Fund is a supplemental grant of the Senior Center Grant Fund and is funded in the Senior Center section of the state budget. This program must be expended and accounted for under the same guidelines and regulations as the as the Senior Center Program funds. Only the services which are allowed to be performed through the Senior Center are applicable. This supplemental grant was awarded because of cuts in funding at the state level and other senior center grants. It is presented with the Senior Center Fund.

TITLE III F – DISEASE AND HEALTH

The Preventive Health Fund provides resources to communities in order to demonstrate preventive health care methods designed to help keep people healthy and reduce the frequency of health care.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF ASSETS AND LIABILITIES

AGENCY FUNDS

June 30, 1999

	<u>Title III B Supportive Services</u>	<u>Title III C-1 Congre- gate Meals</u>	<u>Title III C-2 Home Delivered Meals</u>	<u>Title III D In-Home Services</u>
<u>ASSETS</u>				
Cash	\$ 0	\$ 0	\$ 0	\$ 0
Receivables	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ASSETS	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
 <u>LIABILITIES</u>				
Due to Other Governmental Units	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
TOTAL LIABILITIES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

• The accompanying notes are an integral part of the financials statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF ASSETS AND LIABILITIES

AGENCY FUNDS

June 30, 1999

	<u>Supple- mental Senior Center</u>	<u>USDA Cash- in-Lieu</u>	<u>Miscell- aneous Grant</u>	<u>Title III F Disease and Health</u>	<u>Total</u>
<u>ASSETS</u>					
Cash	\$ 0	\$ 9,602	\$ 0	\$ 0	\$ 9,602
Receivables	<u>0</u>	<u>10,061</u>	<u>0</u>	<u>0</u>	<u>10,061</u>
TOTAL ASSETS	<u>\$ 0</u>	<u>\$ 19,663</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 19,663</u>
 <u>LIABILITIES</u>					
Due to Other Governmental Units	<u>\$ 0</u>	<u>\$ 19,663</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 19,663</u>
TOTAL LIABILITIES	<u>\$ 0</u>	<u>\$ 19,663</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 19,663</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

AGENCY FUNDS

For the Year Ended June 30, 1999

	<u>Balance 07/01/98</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance 06/30/99</u>
<u>TITLE III B - SUPPORTIVE SERVICES</u>				
Assets:				
Due From Other Funds	\$ <u>0</u>	\$ <u>262,889</u>	\$ <u>262,889</u>	\$ <u>0</u>
Liabilities:				
Due To Other Governmental Units	\$ <u>0</u>	\$ <u>262,889</u>	\$ <u>262,889</u>	\$ <u>0</u>
 <u>TITLE III C-1 - CONGREGATE MEALS</u>				
Assets:				
Due From Other Funds	\$ <u>0</u>	\$ <u>292,027</u>	\$ <u>292,027</u>	\$ <u>0</u>
Liabilities:				
Due To Other Governmental Units	\$ <u>0</u>	\$ <u>292,027</u>	\$ <u>292,027</u>	\$ <u>0</u>
 <u>TITLE III C-2 - HOME DELIVERED MEALS</u>				
Assets:				
Due From Other Funds	\$ <u>0</u>	\$ <u>381,673</u>	\$ <u>381,673</u>	\$ <u>0</u>
Liabilities:				
Due To Other Governmental Units	\$ <u>0</u>	\$ <u>381,673</u>	\$ <u>381,673</u>	\$ <u>0</u>
 <u>TITLE III D - IN-HOME SERVICES</u>				
Assets:				
Due From Other Funds	\$ <u>0</u>	\$ <u>9,260</u>	\$ <u>9,260</u>	\$ <u>0</u>
Liabilities:				
Due To Other Governmental Units	\$ <u>0</u>	\$ <u>9,260</u>	\$ <u>9,260</u>	\$ <u>0</u>
 <u>SUPPLEMENTAL SENIOR CENTER</u>				
Assets:				
Due From Other Funds	\$ <u>0</u>	\$ <u>108,643</u>	\$ <u>108,643</u>	\$ <u>0</u>
Liabilities:				
Due To Other Governmental Units	\$ <u>0</u>	\$ <u>108,643</u>	\$ <u>108,643</u>	\$ <u>0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

AGENCY FUNDS

For the Year Ended June 30, 1999

	<u>Balance 07/01/98</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance 06/30/99</u>
<u>U.S. D. A. CASH-IN-LIEU</u>				
Assets:				
Cash	\$ 784	\$ 9,602	\$ 784	\$ 9,602
Receivables	18,581	10,061	18,581	10,061
Due From Other Funds	<u>0</u>	<u>129,634</u>	<u>129,634</u>	<u>0</u>
Total Assets	<u>\$ 19,365</u>	<u>\$ 149,297</u>	<u>\$ 148,999</u>	<u>\$ 19,663</u>
Liabilities:				
Due To Other Governmental Units	<u>\$ 19,365</u>	<u>\$ 149,297</u>	<u>\$ 148,999</u>	<u>\$ 19,663</u>
 <u>MISCELLANEOUS GRANT</u>				
Assets:				
Due From Other Funds	<u>\$ 0</u>	<u>\$ 22,500</u>	<u>\$ 22,500</u>	<u>\$ 0</u>
Liabilities:				
Due To Other Governmental Units	<u>\$ 0</u>	<u>\$ 22,500</u>	<u>\$ 22,500</u>	<u>\$ 0</u>
 <u>TITLE III F - DISEASE AND HEALTH</u>				
Assets:				
Receivables	\$ 4,170	\$ 0	\$ 4,170	\$ 0
Due From Other Funds	<u>0</u>	<u>14,758</u>	<u>14,758</u>	<u>0</u>
Total Assets	<u>\$ 4,170</u>	<u>\$ 14,758</u>	<u>\$ 18,928</u>	<u>\$ 0</u>
Liabilities:				
Due To Other Governmental Units	<u>\$ 0</u>	<u>\$ 14,758</u>	<u>\$ 14,758</u>	<u>\$ 0</u>
 <u>GENE CHELETTE/"DED"</u>				
Assets:				
Receivables	\$ 4,125	\$ 0	\$ 4,125	\$ 0
Due From Other Funds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Assets	<u>\$ 4,125</u>	<u>\$ 0</u>	<u>\$ 4,125</u>	<u>\$ 0</u>
Liabilities:				
Due To Other Governmental Units	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

AGENCY FUNDS

For the Year Ended June 30, 1999

	<u>Balance</u> <u>07/01/98</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>06/30/99</u>
<u>TOTAL AGENCY FUNDS</u>				
Assets:				
Cash	\$ 784	\$ 9,602	\$ 784	\$ 9,602
Receivables	26,876	10,061	26,876	10,061
Due From Other Funds	<u>0</u>	<u>1,221,384</u>	<u>1,221,384</u>	<u>0</u>
Total Assets	<u>\$ 27,660</u>	<u>\$ 1,241,047</u>	<u>\$ 1,249,044</u>	<u>\$ 19,663</u>
Liabilities:				
Due To Other Governmental Units	<u>\$ 27,660</u>	<u>\$ 1,241,047</u>	<u>\$ 1,249,044</u>	<u>\$ 19,663</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING SCHEDULE OF PROGRAM REVENUES/RECEIPTS,
EXPENDITURES/DISBURSEMENTS AND CHANGES IN FUND BALANCES

SPECIAL REVENUE AND AGENCY FUNDS

For the Year Ended June 30, 1999

	Special Revenue Funds			Tensas C-1 Congregate Meals
	Area Agency on Aging	OMBUDS- MAN	Audit Fund	
REVENUES/RECEIPTS				
Governor's Office of Elderly Affairs:				
Federal Sources	\$ 62,401	\$ 32,085	\$ 0	\$ 0
State Sources	20,799	33,565	6,510	0
Other Revenue	111	0	3,590	989
Total Revenues	<u>83,311</u>	<u>65,650</u>	<u>10,100</u>	<u>989</u>
EXPENDITURES/DISBURSEMENTS				
Health and Welfare:				
Salaries	43,645	18,788	0	5,991
Fringe	8,321	2,978	0	713
Travel	7,524	14,285	0	1,202
Operating Services	12,101	9,034	10,100	2,954
Operating Supplies	1,234	1,334	0	504
Other Costs	10,486	19,231	0	10,242
Grants to Subrecipients:				
East Carroll COA	0	0	0	0
Franklin COA	0	0	0	0
Jackson COA	0	0	0	0
Richland COA	0	0	0	0
Union COA	0	0	0	0
Tensas COA	0	0	0	0
North Louisiana Legal Assistance	0	0	0	0
Total Expenditures/Disbursements	<u>83,311</u>	<u>65,650</u>	<u>10,100</u>	<u>21,606</u>
Excess (Deficiency) of Revenues Over Expenditures/Disbursements	<u>0</u>	<u>0</u>	<u>0</u>	<u>(20,617)</u>
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	0	0	0	20,617
Operating Transfers Out	0	0	0	0
Total Other Financing Sources (Uses)	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,617</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	0	0	0	0
Fund Balance, Beginning of Year	0	0	0	0
Prior Period Adjustment	0	0	0	0
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING SCHEDULE OF PROGRAM REVENUES/RECEIPTS,
EXPENDITURES/DISBURSEMENTS AND CHANGES IN FUND BALANCES

SPECIAL REVENUE AND AGENCY FUNDS

For the Year Ended June 30, 1999

	Tensas C-2 Home Delivered Meals	Tensas USDA Cash-in- Lieu	Agency Funds	
			Title III B Supportive Services	Title III C-1 Congre- gate Meals
<u>REVENUES/RECEIPTS</u>				
Governor's Office of Elderly Affairs:				
Federal Sources	\$ 0	\$ 0	\$ 199,225	\$ 210,485
State Sources	0	0	63,664	81,542
Other Revenue	3,510	0	0	0
Total Revenues	<u>3,510</u>	<u>0</u>	<u>262,889</u>	<u>292,027</u>
<u>EXPENDITURES/DISBURSEMENTS</u>				
Health and Welfare:				
Salaries	10,702	0	0	0
Fringe	1,323	0	0	0
Travel	8,359	0	0	0
Operating Services	2,475	0	0	0
Operating Supplies	874	0	0	0
Other Costs	48,798	0	0	0
Grants to Subrecipients:				
East Carroll COA	0	0	29,673	50,148
Franklin COA	0	0	61,896	50,744
Jackson COA	0	0	42,073	59,278
Richland COA	0	0	43,116	51,400
Union COA	0	0	51,875	59,840
Tensas COA	0	0	23,086	0
North Louisiana Legal Assistance	0	0	11,170	0
Total Expenditures/Disbursements	<u>72,531</u>	<u>0</u>	<u>262,889</u>	<u>271,410</u>
Excess (Deficiency) of Revenues Over Expenditures/Disbursements	<u>(69,021)</u>	<u>0</u>	<u>0</u>	<u>20,617</u>
<u>OTHER FINANCING SOURCES (USES)</u>				
Operating Transfers In	69,021	12,882	0	0
Operating Transfers Out	0	(13,591)	0	(20,617)
Total Other Financing Sources (Uses)	<u>69,021</u>	<u>(709)</u>	<u>0</u>	<u>(20,617)</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	0	(709)	0	0
Fund Balance, Beginning of Year	0	0	0	0
Prior Period Adjustment	0	709	0	0
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING SCHEDULE OF PROGRAM REVENUES/RECEIPTS,
EXPENDITURES/DISBURSEMENTS AND CHANGES IN FUND BALANCES

SPECIAL REVENUE AND AGENCY FUNDS

For the Year Ended June 30, 1999

	Agency Funds			
	Title III C-2 Home Delivered Meals	Title III D In-Home Services	Supple- mental Senior Center	USDA Cash-In Lieu
REVENUES/RECEIPTS				
Governor's Office of Elderly Affairs:				
Federal Sources	\$ 121,763	\$ 7,871	\$ 0	\$ 109,971
State Sources	259,910	1,389	108,643	0
Other Revenue	0	0	0	0
Total Revenues	<u>381,673</u>	<u>9,260</u>	<u>108,643</u>	<u>109,971</u>
EXPENDITURES/DISBURSEMENTS				
Health and Welfare:				
Salaries	0	0	0	0
Fringe	0	0	0	0
Travel	0	0	0	0
Operating Services	0	0	0	0
Operating Supplies	0	0	0	0
Other Costs	0	0	0	0
Grants to Subrecipients:				
East Carroll COA	61,680	1,148	18,530	15,534
Franklin COA	35,440	1,921	24,081	21,492
Jackson COA	66,041	1,467	20,023	15,968
Richland COA	95,679	1,668	23,010	20,060
Union COA	68,668	2,007	22,999	24,035
Tensas COA	0	1,049	0	0
North Louisiana Legal Assistance	0	0	0	0
Total Expenditures/Disbursements	<u>327,508</u>	<u>9,260</u>	<u>108,643</u>	<u>97,089</u>
Excess (Deficiency) of Revenues Over Expenditures/Disbursements	54,165	0	0	12,882
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	0	0	0	0
Operating Transfers Out	(54,165)	0	0	(12,882)
Total Other Financing Sources (Uses)	<u>(54,165)</u>	<u>0</u>	<u>0</u>	<u>(12,882)</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	0	0	0	0
Fund Balance, Beginning of Year	0	0	0	0
Prior Period Adjustment	0	0	0	0
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

COMBINING SCHEDULE OF PROGRAM REVENUES/RECEIPTS,
EXPENDITURES/DISBURSEMENTS AND CHANGES IN FUND BALANCES

SPECIAL REVENUE AND AGENCY FUNDS

For the Year Ended June 30, 1999

	Agency Funds		Total
	Miscell- aneous Grant	Title III F Disease and Health	
REVENUES/RECEIPTS			
Governor's Office of Elderly Affairs:			
Federal Sources	\$ 0	\$ 12,544	\$ 756,345
State Sources	22,500	2,214	600,736
Other Revenue	0	0	8,200
Total Revenues	<u>22,500</u>	<u>14,758</u>	<u>1,365,281</u>
EXPENDITURES/DISBURSEMENTS			
Health and Welfare:			
Salaries	0	0	79,126
Fringe	0	0	13,335
Travel	0	0	31,370
Operating Services	0	0	36,664
Operating Supplies	0	0	3,946
Other Costs	0	0	88,757
Grants to Subrecipients:			
East Carroll COA	4,500	1,829	183,042
Franklin COA	4,500	3,061	203,135
Jackson COA	4,500	2,338	211,688
Richland COA	4,500	2,658	242,091
Union COA	4,500	3,198	237,122
Tensas COA	0	1,674	25,809
North Louisiana Legal Assistance	0	0	11,170
Total Expenditures/Disbursements	<u>22,500</u>	<u>14,758</u>	<u>1,367,255</u>
Excess (Deficiency) of Revenues Over Expenditures/Disbursements	<u>0</u>	<u>0</u>	<u>(1,974)</u>
OTHER FINANCING SOURCES (USES)			
Operating Transfers In	0	0	102,520
Operating Transfers Out	0	0	(101,255)
Total Other Financing Sources (Uses)	<u>0</u>	<u>0</u>	<u>1,265</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	0	0	(709)
Fund Balance, Beginning of Year	0	0	0
Prior Period Adjustment	0	0	709
FUND BALANCE, END OF YEAR	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL

SPECIAL REVENUE AND AGENCY FUNDS
FUNDED BY THE GOVERNOR'S OFFICE OF ELDERLY AFFAIRS

For the Year Ended June 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>AREA AGENCY ON AGING</u>			
Administration:			
Salaries	\$ 44,604	\$ 43,645	\$ 959
Fringe	8,670	8,321	349
Travel	7,815	7,524	291
Operating Services	12,064	12,101	(37)
Operating Supplies	1,135	1,234	(99)
Other Costs	8,912	10,486	(1,574)
TOTAL AREA AGENCY ON AGING	<u>\$ 83,200</u>	<u>\$ 83,311</u>	<u>\$ (111)</u>
<u>OMBUDSMAN</u>			
Administration:			
Salaries	\$ 15,028	\$ 18,788	\$ (3,760)
Fringe	2,917	2,978	(61)
Travel	14,924	14,285	639
Operating Services	11,924	9,034	2,890
Operating Supplies	1,149	1,334	(185)
Other Costs	19,708	19,231	477
TOTAL OMBUDSMAN	<u>\$ 65,650</u>	<u>\$ 65,650</u>	<u>\$ 0</u>
<u>AUDIT FUND</u>			
Operating Services	\$ 10,100	10,100	0
TOTAL AUDIT FUND	<u>\$ 10,100</u>	<u>\$ 10,100</u>	<u>\$ 0</u>
<u>TITLE III B - SUPPORTIVE SERVICES</u>			
Grants to Subrecipients:			
East Carroll COA	\$ 29,673	\$ 29,673	\$ 0
Franklin COA	61,896	61,896	0
Jackson COA	42,073	42,073	0
Richland COA	43,116	43,116	0
Union COA	51,875	51,875	0
Tensas COA	23,086	23,086	0
North Louisiana Legal Assistance	11,170	11,170	0
TOTAL TITLE III B - SUPPORTIVE SERVICES	<u>\$ 262,889</u>	<u>\$ 262,889</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL

SPECIAL REVENUE AND AGENCY FUNDS
FUNDED BY THE GOVERNOR'S OFFICE OF ELDERLY AFFAIRS

For the Year Ended June 30, 1999

	Budget	Actual	Variance Favorable (Unfavorable)
<u>TITLE III C-1 - CONGREGATE MEALS</u>			
Grants to Subrecipients:			
East Carroll COA	\$ 50,148	\$ 50,148	\$ 0
Franklin COA	50,744	50,744	0
Jackson COA	59,278	59,278	0
Richland COA	51,400	51,400	0
Union COA	59,840	59,840	0
Tensas COA	0	0	0
North Louisiana Legal Assistance	0	0	0
 TOTAL TITLE III C-1 - CONGREGATE MEALS	 \$ 271,410	 \$ 271,410	 \$ 0
 <u>TITLE III C-2 - HOME DELIVERED MEALS</u>			
Grants to Subrecipients:			
East Carroll COA	\$ 61,680	\$ 61,680	\$ 0
Franklin COA	35,440	35,440	0
Jackson COA	66,041	66,041	0
Richland COA	95,679	95,679	0
Union COA	68,668	68,668	0
Tensas COA	0	0	0
North Louisiana Legal Assistance	0	0	0
 TOTAL TITLE III C-2 - HOME DELIVERED MEALS	 \$ 327,508	 \$ 327,508	 \$ 0
 <u>TITLE III D - IN HOME SERVICES</u>			
Grants to Subrecipients:			
East Carroll COA	\$ 1,148	\$ 1,148	\$ 0
Franklin COA	1,921	1,921	0
Jackson COA	1,467	1,467	0
Richland COA	1,668	1,668	0
Union COA	2,007	2,007	0
Tensas COA	1,049	1,049	0
North Louisiana Legal Assistance	0	0	0
 TOTAL TITLE III D - IN-HOME SERVICES	 \$ 9,260	 \$ 9,260	 \$ 0

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL

SPECIAL REVENUE AND AGENCY FUNDS
FUNDED BY THE GOVERNOR'S OFFICE OF ELDERLY AFFAIRS

For the Year Ended June 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>SENIOR CENTER</u>			
Grants to Subrecipients:			
East Carroll COA	\$ 18,530	\$ 18,530	\$ 0
Franklin COA	24,081	24,081	0
Jackson COA	20,023	20,023	0
Richland COA	23,010	23,010	0
Union COA	22,999	22,999	0
Tensas COA	0	0	0
North Louisiana Legal Assistance	0	0	0
TOTAL SENIOR CENTER	<u>\$ 108,643</u>	<u>\$ 108,643</u>	<u>\$ 0</u>
<u>U.S.D.A. - CASH-IN-LIEU</u>			
Grants to Subrecipients:			
East Carroll COA	\$ 15,534	\$ 15,534	\$ 0
Franklin COA	21,492	21,492	0
Jackson COA	15,968	15,968	0
Richland COA	20,060	20,060	0
Union COA	24,035	24,035	0
Tensas COA	0	0	0
TOTAL SENIOR CENTER	<u>\$ 97,089</u>	<u>\$ 97,089</u>	<u>\$ 0</u>
<u>MISCELLANEOUS GRANT</u>			
Grants to Subrecipients:			
East Carroll COA	\$ 4,500	\$ 4,500	\$ 0
Franklin COA	4,500	4,500	0
Jackson COA	4,500	4,500	0
Richland COA	4,500	4,500	0
Union COA	4,500	4,500	0
Tensas COA	0	0	0
North Louisiana Legal Assistance	0	0	0
TOTAL MISCELLANEOUS GRANT	<u>\$ 22,500</u>	<u>\$ 22,500</u>	<u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL

SPECIAL REVENUE AND AGENCY FUNDS
FUNDED BY THE GOVERNOR'S OFFICE OF ELDERLY AFFAIRS

For the Year Ended June 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>TITLE III - DISEASE AND HEALTH</u>			
Grants to Subrecipients:			
East Carroll COA	\$ 1,829	\$ 1,829	\$ 0
Franklin COA	3,061	3,061	0
Jackson COA	2,338	2,338	0
Richland COA	2,658	2,658	0
Union COA	3,198	3,198	0
Tensas COA	1,674	1,674	0
North Louisiana Legal Assistance	<u>0</u>	<u>0</u>	<u>0</u>
 TOTAL TITLE III - DISEASE AND HEALTH	 <u>\$ 14,758</u>	 <u>\$ 14,758</u>	 <u>\$ 0</u>

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

STATUS OF PRIOR AUDIT FINDINGS

June 30, 1999

Reference # and Title: 97-1/98-F1

Time Records

Initially Occurred: Fiscal year ended June 30, 1997

Condition: The U.S. Office of Management and Budget Circular No. A-87 requires written employee time records whenever payroll cost is allocated to multiple federal program. The District allocated salaries based upon management's estimate rather than written time records.

Federal program and specific federal award identification:

PROGRAM NAME	<u>CFDA Number</u>	<u>Pass-Through Grantor No.</u>
Economic Development – Grants for Public Works and Development Facilities	11.300	08-0511037-98 08-0511037-99
Title III, Part A – Long-Term Care Ombudsman Administration	93.042 93.044	527414 527138
Title III B – Supportive Services	93.044	N/A
Title III C-1 – Congregate Meals	93.045	N/A
Title III C-2 – Home Delivered Meals	93.045	N/A
Title III Part D – In-Home Services	93.046	N/A
Title III Part F – Preventive Health	93.043	N/A
Food Distribution:		
USDA – Cash-in-Lieu of Commodities	10.550	510903
Intermediary Relending Program	10.767	N/A
Highway Planning and Construction:		
Federal Highway Administration	20.205	736-37-0016
Federal Transit Administration	20.507	LA-80-X006
Federal Transit Administration	20.507	LA-80-X007

Corrective action taken: See finding 99-3 on Schedule of Findings and Questioned Costs.

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended June 30, 1999

Section 1 – Summary of Auditor’s Results

Financial Statements:

Type of Auditor’s Report Issued: Unqualified

Internal Control Over Financial Reporting:

Material Weakness(es) identified? Yes No

Reportable Condition(s) identified not considered to be material weaknesses? Yes No

Noncompliance material to financial statements noted? Yes No

Federal Awards:

Internal Control Over Major Programs:

Material weakness(es) identified? Yes No

Reportable condition(s) identified not considered to be material weakness(es)? Yes None Reported

Type of auditor’s report issued on compliance for major programs: Unqualified

Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .501(a)? Yes No

Dollar threshold used to distinguish between Type A and Type B programs \$300,000

Auditee qualified as low-risk auditee? Yes No

Identification of Major Programs:

CFDA #

PROGRAM TITLE

Section II – Financial Statement Findings and Questioned Costs:

99-1 INCOMPLETE DOCUMENTATION IN LOAN FILES

Criteria: Sufficient documentation should be retained in grantee files to support repayment ability of participants qualifying for loans.

Condition: It appears that all files do not contain adequate documentation to support applicant’s stated values for collateral pledged on the loan.

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 1999

99-1 INCOMPLETE DOCUMENTATION IN LOAN FILES

Cause/Effect: Copies of appraisals or other documentation in support of collateral values is not consistently retained in participant loan files.

Recommendation: SAUNDERS & ASSOCIATES recommends that procedures be implemented to ensure that loan files contain necessary documentation to support collateral values reported by participants on their loan applications.

Reply: While most collateral offered by loan applicants has been appraised, in the future, all collateral offered by loan applicants will be appraised before a loan is approved. These appraisals will be maintained in the loan files.

Section III – Federal Awards Findings and Questioned Costs:

99-1 INCOMPLETE DOCUMENTATION IN LOAN FILES

Refer to Section II above.

99-2 SOLICITATION OF BIDS

Criteria: It is the responsibility of the organization to adopt and comply with purchasing and procurement procedures set forth by the Governor's Office of Elderly Affairs (GOEA).

Condition: Our review and testing of compliance with GOEA's procurement procedures revealed that the District did not take bids on its purchase of an Epson Powerlite 7200 Multimedia Center. Under GOEA's guidelines, the District is required to advertise and take at least 8 written bids from qualified bidders.

Cause/Effect: Adequate procedures are not in place to ensure that bids are taken prior to purchase of assets as required by GOEA's guidelines.

Recommendation: SAUNDERS & ASSOCIATES recommends that management review current procedures to insure compliance with procurement requirements and enhance procedures as necessary to prevent further instances of non-compliance.

Reply: The Executive Director and Fiscal Officer researched several of these types of overhead projectors. Because we could not purchase one locally, we searched through numerous catalogs and recorded prices. We also contacted four (4) other agencies, which have recently purchased this type of equipment. We found that it is very difficult to compare "apples and apples." However, we will comply with procedures in the future.

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 1999

99-3 INDIRECT COSTS – SALARY ALLOCATION

Criteria: OMB Circular A-87 requires that salary costs allocated based budget estimates for interim accounting purposes must be reviewed for budget to actual comparisons at least on a quarterly basis.

Condition: The District uses budget estimates on an interim basis for allocating indirect salary costs, however, the budget to actual comparison is being performed every six months as opposed to quarterly.

Cause/Effect: The timeframe used for adjusting indirect salary costs to actual activity is not in compliance with OMB Circular A-87.

Recommendation: SAUNDERS & ASSOCIATES recommends that the District adjust current procedures to be performed on a quarterly basis and review FYE June 30, 1999 and make any necessary adjustments to the various programs based on the study of budget to actual for the year.

Reply: Salary costs allocated will be reviewed for budget to actual comparisons at least on a quarterly basis.

* The accompanying notes are an integral part of the financial statements.

NORTH DELTA REGIONAL PLANNING AND
DEVELOPMENT DISTRICT, INCORPORATED
Monroe, Louisiana

CORRECTIVE ACTION PLAN FOR THE CURRENT-YEAR AUDIT FINDINGS

For the Year Ended June 30, 1999

Finding reference # and title:

99-1 Loan Files

Condition: Participant loan files do not contain adequate documentation to support applicant's stated values for collateral and participant's ability to repay loans.

Corrective action planned: In the future, all collateral offered by loan applicants will be appraised before a loan is approved.

99-2 Solicitation of Bids

Condition: The District did not advertise and take bids for purchase of Epson Powerlite 7200 Multimedia Center per GOEA's procurement procedures.

Corrective action planned: We will comply with these procedures in the future.

99-3 Indirect Cost – Salary Allocation

Condition: The District used budget estimates on an interim basis for allocating indirect salary costs.

Corrective action planned: Salary cost allocations will be reviewed for budget-to-actual comparisons at least on a quarterly basis.

Person responsible for corrective action:

Mr. David Creed, Executive Director
North Delta Regional Planning and
Development District, Incorporated
2115 Justice Street
Monroe, LA 71201

Telephone: (318) 387-2572
Fax: (318) 387-9054

Anticipated completion date:

March 31, 2000

* The accompanying notes are an integral part of the financial statements.

***Memorandum of Suggestions on Accounting
Procedures and System of Internal Controls***

***North Deltal Regional Planning and
Development District, Incorporated***

Monroe, Louisiana

For the Year Ended June 30, 1999

***Contact Person
G. B. SAUNDERS***

October 14, 1999

***SAUNDERS & ASSOCIATES
Certified Public Accountants
630 East 17th Street
P. O. Box 1406
Ada, Oklahoma 74820
(580) 436-5330
FAX: (580) 332-2272***

Saunders & Associates

Certified Public Accountants

P.O. Box 1406 • 630 East 17th • Ada, Oklahoma 74820 • (580) 436-5330/332-8548 • FAX: (580) 332-2272
E-mail www.sndrsgroup@chickasaw.com

Board of Directors
North Delta Regional Planning and Development District, Inc.
Monroe, Louisiana

The accompanying Management Letter includes suggestions for improvement of accounting procedures and internal accounting controls that came to our attention as a result of our examination of the financial statements of the North Delta Regional Planning and Development District, Inc., Monroe, Louisiana, for the year ended June 30, 1999. The matters discussed herein were considered by us during our examination and do not modify the opinion expressed in our auditor's report dated October 14, 1999 on such financial statements.

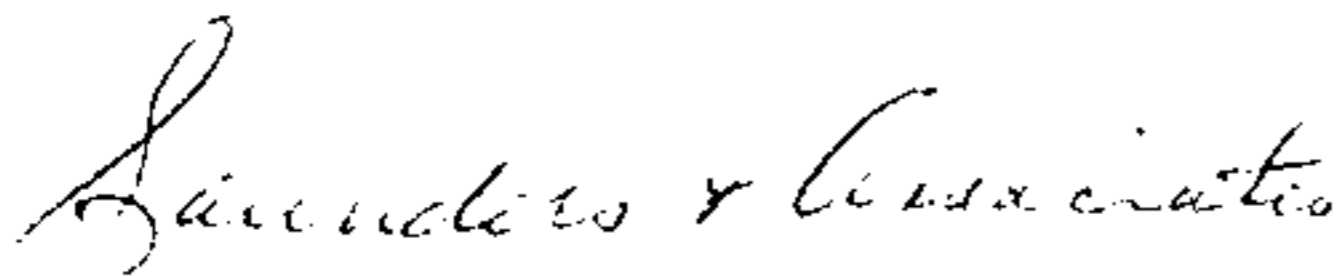
In accordance with generally accepted auditing standards we made a review of the North Delta Regional Planning and Development District, Inc.'s system of internal accounting controls for the purpose of providing a basis for reliance thereon, in determining the nature, timing and extent of substantive testing of the June 30, 1999 financial statements. While certain matters that came to our attention during the review are presented in the accompanying Management Letter for the consideration of the Board, our review did not encompass all control procedures and techniques and was not designed for the purpose of making detailed recommendations.

The accompanying Management Letter also includes comments and suggestions with respect to other financial and administrative matters that came to our attention during the course of our examination. These matters are offered as constructive suggestions for the consideration of management as part of the ongoing process of modifying and improving accounting control and other financial and administrative practices and procedures.

This Management Letter is intended solely for the benefit of management and the board of directors, and is not to be used for any other purpose.

We wish to express our appreciation for the courtesies and cooperation extended to our representatives during the course of their work. We would be pleased to discuss these suggestions and comments in greater detail or otherwise assist in their implementation.

Sincerely,



SAUNDERS & ASSOCIATES
Certified Public Accountants

October 14, 1999

NORTH DELTA REGIONAL PLANNING AND DEVELOPMENT DISTRICT, INC.
Monroe, Louisiana

MANAGEMENT LETTER

June 30, 1999

1. FINANCIAL MANAGEMENT PROCEDURES MANUAL NEEDS TO BE UPDATED

It is in the District's best interest to develop an *Accounting Manual* that sets forth all the fiscal policies and procedures of the Agency in a formalized document approved by the Board.

North Delta Regional Planning and Development District has a *Financial Management Procedures Manual* that does not address all the necessary functions/tasks such as procurement and petty cash, and therefore, is not reflective of the actual current procedures.

Without a current *Accounting Manual* there is a significantly higher likelihood of similar transactions being recorded inconsistently. Additionally, there is no resource document to use to determining the appropriate treatment when there is a question about a transaction.

SAUNDERS & ASSOCIATES recommends that North Delta Regional Planning and Development District update their *Financial Management procedures Manual* to reflect current procedures and have approved by the Board. This not only readily articulates North Delta Regional Planning and Development District's accounting policies and procedures for the Board/Management and employees, but also serves as a valuable training tool for new employees or cross training of existing employees.

2. PETTY CASH INTERNAL CONTROL ENHANCEMENTS

It is the responsibility of the District to properly safeguard assets including cash.

North Delta Regional Planning and Development District uses *Petty Cash* accounts as one method to pay expenses in certain circumstances. The District has not set a maximum expenditure threshold nor has it established an allowable ceiling amount to be expended out of the account for the year. Additionally, there was no documentation of surprise "counts" being conducted during the audit period.

The effect is to prevent the use of *Petty Cash* for amounts that are over a predetermined threshold and prevent the *Petty Cash Fund* from "turning over" more than a specified number of times for the year. Surprise "counts" confirm that the receipts and cash equal the amount of that *Petty Cash Fund* and provides the necessary oversight on the custodian.

SAUNDERS & ASSOCIATES recommends that North Delta Regional Planning and Development District establish a maximum for which any one expenditures can be made out of the account. SAUNDERS & ASSOCIATES also recommends that North Delta Regional Planning and Development District establish a ceiling of *Petty Cash* expenditures that they are comfortable with for the entire year. Surprise "counts" should be performed on the *Petty Cash Fund* periodically.

3. REVISION OF PERSONNEL POLICIES AND PROCEDURES MANUAL

It is the responsibility of North Delta Regional Planning and Development District to establish personnel policies and to formalize them in writing.

North Delta Regional Planning and Development District has a *Personnel Policies and Procedures Manual*, however, the manual does not address "Nepotism" nor "Conflict of Interest".

Without a formalized policy on "Nepotism" or "Conflict of Interest", chances are increased that violations could occur and not be recognized.

SAUNDERS & ASSOCIATES recommends that North Delta Regional Planning and Development District revise their *Personnel Policies and Procedures Manual* to address "Nepotism" and "Conflict of Interest" and present it to the Board for approval. The manual will then articulate North Delta Regional Planning and Development District's policies on these matters to the Board, management, employees, and Funding Agencies.

4. INSURANCE DEFICIENCY – HIRED/NON OWNED AUTO LIABILITY

It is the responsibility of North Delta Regional Planning and Development District to safeguard their assets.

North Delta Regional Planning and Development District does have insurance coverage for hired/non owned auto liability, however, only in the amount of \$300,000. The lack of adequate coverage exposes North Delta Regional Planning and Development District to losses that could potentially have a direct and material impact on their financial statements. North Delta Regional Planning and Development District's exposure stems from their employee's driving their own vehicles on a regular basis for District business in the 11 parishes served by North Delta Regional Planning and Development District.

Without this type of coverage being adequate for the recognized level of activity, the assets of North Delta Regional Planning and Development District could potentially be at risk for loss.

SAUNDERS & ASSOCIATES recommends that North Delta Regional Planning and Development District take immediate steps to increase this insurance coverage to \$1,000,000.

5. SERVICE PROVIDER AGREEMENT AUDIT LANGUAGE UPDATE

As an administrative entity, it is the responsibility of North Delta Regional Planning and Development District to monitor the management of programs by the service providers to ensure funds are expended for the purposes for which they were intended. Accordingly, North Delta Regional Planning and Development District must ensure the service providers are audited in accordance with the current audit standards.

Section IV.D. of the service provider agreements refers to the *Single Audit Act of 1984* and *OMB Circular A-128*. The *Single Audit Act* was amended in 1996, and *OMB Circular A-128* was rescinded in June 1997.

The service provider agreements and other contracts are not using current and correct references to the appropriate audit standards.

SAUNDERS & ASSOCIATES recommends that North Delta Regional Planning and Development District review and revise the service provider agreements and any other agreements/contracts to the most current audit language and standards. Currently on the federal level it is: the *Single Audit Act Amendments of 1996, P.L. 104-156* and *OMB Circular A-133, June revision*. North Delta Regional Planning and Development District should also consider stipulating a timeframe in which the audit must be completed.

6. BANK ACCOUNTS EXCEEDING \$100,000 FDIC COVERAGE

It is the responsibility of the District to safeguard its assets including cash. Banks have \$100,000 of FDIC coverage for each Tax Identification Number.

Out of a population of 12 months, we noted 7 instances out of the 12 months tested where the balances exceeded the market value of the pledged security and the \$100,000 of FDIC coverage.

The District potentially had exposure to loss of funds in the amounts where the bank balance exceeded the market value of the pledged securities and the FDIC coverage.

SAUNDERS & ASSOCIATES recommends that North Delta Regional Planning and Development District approach their bank(s) where the balances exceeded their coverage and obtain increases in pledges for amounts sufficient to cover their unprotected balances. Should the Board/Management choose not to increase the market value of pledges, the SAUNDERS & ASSOCIATES recommends that North Delta Regional Planning and Development District split their accounts between 2 or more banks as necessary to keep balances at or below the \$100,000 FDIC coverage. This latter recommendation, however, represents the least efficient remedy.

7. EXECUTIVE DIRECTOR'S TRAVEL CLAIMS NOT SUBMITTED TIMELY

GOEA Policy and Procedures states that "Travel Claims should be submitted within the month following the travel."

During the course of the audit, we noted that the Executive Director does not submit his travel claims within the month of travel.

Expenses are not recorded when they are incurred or correct period. Claims are not in compliance with GOEA's policies and procedures.

SAUNDERS & ASSOCIATES recommends that the Executive Director submit this claims on a timely basis; within a month of travel expense.

8. DEFACING OF PETTY CASH RECEIPTS

Sound internal controls include defacing receipts upon payment to prevent their unauthorized or inadvertent reuse.

After a review of the District's internal control procedures over petty cash, it was determined that none of the receipts were defaced in any manner once disbursement was made.

Receipts could inadvertently be paid more than once and not be detected during the normal course of business or in a short period of time.

SAUNDERS & ASSOCIATES recommends that receipts be defaced once payment has been made. Defacing receipts can be accomplished in many ways, but the most common method is to stamp the receipt "PAID."

9. MISSING PARTICIPANT FILE

Participant files should be maintained and updated regularly for all participants.

During the course of the audit, we selected eight (8) of the eight-eight (88) participants for testing. One (1) of the eight (8) files could not be located.

Participants could be ineligible for services.

SAUNDERS & ASSOCIATES recommends that files for all participants be regularly completed and maintained.

10. SOFTWARE AND HARDWARE YEAR 2000 COMPLIANCE (Y2K)

It is management's responsibility to safeguard the organization's assets and account for and document its financial and programmatic activities, as well as produce accurate and timely financial statements and programmatic reports.

It appears that your organization has discussed the Y2K issues within management, however, during our examination we could not confirm that you had addressed all of your systems for Y2K compliance or developed a contingency plan. Additionally, you utilize programs that have been developed and are maintained by a third party, which also must be tested for Y2K compliance.

Should you have any systems fail due to Y2K compliance, you could potentially lose the ability to produce timely and accurate programmatic and financial information as well as lose control over your assets.

SAUNDERS & ASSOCIATES recommends that you review all software programs and hardware to ensure that they are Y2K compliant. Priorities should be placed on accounting systems and any other systems that utilize dates or are date sensitive. You should especially insure that any database you control or have access to is Y2K compliant. You should also assess the effect of Y2K on major grantors, vendors, service providers, bankers and other third-party organizations and how their non-compliance could possibly affect you. You should also consider developing a Y2K contingency plan.

NORTH DELTA REGIONAL PLANNING AND DEVELOPMENT DISTRICT, INC.
Monroe, Louisiana

CORRECTIVE ACTION PLAN FOR THE CURRENT-YEAR MANAGEMENT LETTER ISSUES

June 30, 1999

Management Letter issue # and title:

1. Procedures Manual

Condition: North Delta's *Financial Management and Procedures Manual* does not address all the necessary functions/tasks.

Corrective action planned: North Delta will update our *Financial Management Procedures Manual* to reflect current procedures. The updated Manual will be submitted to the Board for approval.

2. Petty Cash

Condition: North Delta has not set a maximum expenditures threshold, nor has it established an allowable ceiling amount to be expended out of the *Petty Cash* account for the year.

Corrective action planned: North Delta will establish a maximum for which any one expenditure can be made out of the petty cash account. That maximum will be \$200.00. North Delta will also establish a ceiling of petty cash expenditures for the entire year and North Delta will conduct surprise counts of petty cash periodically.

3. Revision of Personnel Policies and Procedures Manual

Condition: North Delta's *Personnel Policies and Procedures Manual* does not address "Nepotism" nor "Conflict of Interest."

Corrective action planned: North Delta will revise the *Personnel Policies and Procedures Manual* to address "Nepotism" and "Conflict of Interest" and present it for Board approval at their next meeting.

4. Insurance Deficiency

Condition: North Delta does not have adequate insurance coverage for hired/non owned auto liability.

Corrective action planned: North Delta will increase the liability policy to \$1,000,000.

5. Service Provider Agreement Audit Language Update

Condition: Service provider agreements refer to the *Single Audit Act of 1984* and *OMB Circular A-128*.

Corrective action planned: North Delta will review and revise the service provider agreements and any other agreements/contract to the most current audit language and standards. (Currently on the federal level it is: the *Single Audit Act Amendments of 1996, P.L. 104-156* and *OMB Circular A-133, June revision*.) North Delta regional planning and Development District will also stipulate a timeframe in which the audit must be completed.

NORTH DELTA REGIONAL PLANNING AND DEVELOPMENT DISTRICT, INC.
Monroe, Louisiana

CORRECTIVE ACTION PLAN FOR THE CURRENT-YEAR MANAGEMENT LETTER ISSUES

June 30, 1999

6. Bank Accounts Exceeding FDIC Coverage and Pledges

Condition: Bank balances exceed the \$100,000 FDIC coverage and market value of pledged securities.

Corrective action planned: North Delta Regional Planning and Development District will approach our bank(s) where the balances exceeded their coverage and obtain increases in pledges for amounts sufficient to cover their unprotected balances. Should the Board/Management choose not to increase the market value of pledges, North Delta will split our accounts between 2 or more banks as necessary to keep balances at or below the \$100,000 FDIC coverage.

7. Executive Director's Travel Claims Not Submitted Timely

The Executive Director will submit his claims on a timely basis; within a month of travel expense.

8. Defacing of Petty Cash Receipts

Condition: None of the petty cash receipts were defaced in any way.

Corrective action planned: North Delta will deface petty cash receipts once payment has been made by marking the receipts "paid."

9. Missing Participant File

Condition: One of the eight (8) files tested for audit could not be found.

Corrective Action Planned: North Delta will assure that files for all participants be regularly completed and maintained.

10. Software and Hardware Year 2000 Compliant (Y2K)

Condition: North Delta will complete its Y2K contingency plan, which is already 90 percent complete.

Person responsible for corrective action:

Mr. David Creed, Executive Director
North Delta Regional Planning and
Development District, Incorporated
2115 Justice Street
Monroe, LA 71201

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