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**MACON RIDGE  
ECONOMIC DEVELOPMENT REGION, INC.**

**FINANCIAL REPORT  
DECEMBER 31, 1999**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the 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 ~~JUL 7 9 2000~~

MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

FINANCIAL REPORT  
DECEMBER 31, 1999

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# MARTIN, HARRISON & SMALLWOOD, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

2808 KILPATRICK BLVD., P.O. BOX 4044 - MONROE, LA 71211-4044 - (518) 388-0500  
302 DEPOT STREET, SUITE A - DELHI, LA 71232 - (518) 878-5573

## Independent Auditors' Report

May 3, 2000

The Board of Directors  
Macon Ridge Economic Development Region, Inc.  
Ferriday, Louisiana

We have audited the accompanying balance sheet of Macon Ridge Economic Development Region, Inc. (a Nonprofit Corporation) as of December 31, 1999, and the related statements of support, revenue, expenses and changes in fund balances, functional expenses and cash flows for the year then ended. These financial statements are the responsibility of the Corporation'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; Government Auditing Standards, issued by the Comptroller General of the United States; and the provisions of Office of Management and Budget (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 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 that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Macon Ridge Economic Development Region, Inc. as of December 31, 1999, and the results of its operations and its cash flows 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 May 3, 2000, on our consideration of Macon Ridge Economic Development Region, Inc.'s internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

*Martin, Harrison & Smallwood, LLP*

MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

BALANCE SHEET  
DECEMBER 31, 1999

	OPERATING FUNDS	
	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>
<b>ASSETS</b>		
Cash	4,940	6,216
Certificate of deposit	-	-
Grants receivable	-	26,878
Contracts receivable	-	50,351
Interest receivable - loans	-	-
Other receivables	3,273	-
Interfund receivables	33,932	-
Loans receivable		
Intermediary Relending Program, net of allowance for loan losses of \$105,154	-	-
Rural Business Enterprise Grant Program, net of allowance for loan losses of \$19,342	-	-
Property and equipment, net	10,908	435,397
<b>TOTAL ASSETS</b>	<u>53,053</u>	<u>518,842</u>
 <b>LIABILITIES AND FUND BALANCES</b>		
<b>LIABILITIES</b>		
Accounts payable	-	23,986
Accrued liabilities	-	23,962
Compensated absences	-	5,118
Interfund payables	-	21,886
Note payable	-	-
<b>Total current liabilities</b>	-	74,952
Note payable, less current portion	-	-
<b>TOTAL LIABILITIES</b>	-	74,952
<b>FUND BALANCES</b>	<u>53,053</u>	<u>443,890</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>53,053</u>	<u>518,842</u>

The accompanying notes are an integral part of these financial statements.

<u>LOAN PROGRAMS</u>	<u>TOTAL</u>
76,086	87,242
150,000	150,000
-	26,878
-	50,351
40,334	40,334
-	3,273
-	33,932
1,379,529	1,379,529
571,200	571,200
3,121	449,426
<u>2,220,270</u>	<u>2,792,165</u>
-	23,986
584	24,546
-	5,118
12,046	33,932
-	-
<u>66,527</u>	<u>66,527</u>
79,157	154,109
<u>1,506,812</u>	<u>1,506,812</u>
1,585,969	1,660,921
<u>634,301</u>	<u>1,131,244</u>
<u>2,220,270</u>	<u>2,792,165</u>

MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

STATEMENT OF SUPPORT, REVENUE, EXPENSES  
AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED DECEMBER 31, 1999

	OPERATING FUNDS	
	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>
<b>SUPPORT AND REVENUE</b>		
Grants:		
Enterprise Community Program	-	302,775
Rural Business Enterprise Grant	-	-
Contracts:		
Louisiana Department of Economic Development: Cooperative Endeavors	330	207,459
Drug Court	-	1,926
Contributions	16,565	700
Interest income	99	629
Loan interest income	-	-
Loan application and origination fees and penalties	-	-
Miscellaneous income	1,781	220
	<u>18,775</u>	<u>513,709</u>
Total support and revenue		
<b>EXPENSES</b>		
Programs:		
Grant program:		
Enterprise Community	-	315,056
Loan programs	-	-
Other programs	-	217,955
	<u>-</u>	<u>533,011</u>
Total programs		
Management and general	27,171	5,806
	<u>27,171</u>	<u>538,817</u>
Total expenses		
<b>EXCESS (DEFICIT) OF SUPPORT AND REVENUE OVER EXPENSES</b>	(8,396)	(25,108)
<b>TRANSFER OF FUND BALANCES</b>	1,925	(1,925)
<b>FUND BALANCES - BEGINNING OF YEAR</b>	<u>59,524</u>	<u>470,923</u>
<b>FUND BALANCES - END OF YEAR</b>	<u><u>53,053</u></u>	<u><u>443,890</u></u>

The accompanying notes are an integral part of these financial statements.

<u>LOAN PROGRAMS</u>	<u>TOTAL</u>
-	302,775
238,500	238,500
-	207,789
-	1,926
-	17,265
11,401	12,129
127,221	127,221
29,041	29,041
-	2,001
<u>406,163</u>	<u>938,647</u>
-	315,056
100,410	100,410
-	217,955
<u>100,410</u>	<u>633,421</u>
15,541	48,518
<u>115,951</u>	<u>681,939</u>
290,212	256,708
-	-
<u>344,089</u>	<u>874,536</u>
<u>634,301</u>	<u>1,131,244</u>

MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED DECEMBER 31, 1999

	PROGRAM SERVICES		
	ENTERPRISE COMMUNITY	LOAN	OTHER
Computer expenses	184	570	825
Contract labor	25,592	-	-
Consulting fees	31,598	-	65,016
Depreciation	12,662	1,450	10,147
Dues and subscriptions	823	-	583
Equipment acquisitions (under \$1,000)	774	182	2,199
Equipment and building maintenance	856	1,104	229
Force-placed insurance	-	2,696	-
Fringe benefits	40,608	17,519	26,144
Insurance	592	1,775	-
Interest	-	12,891	-
LA DED - Delta Service Corporation	-	-	5,200
Other	603	1,405	2,234
Postage	489	709	282
Printing	765	310	661
Professional fees	9,952	9,173	188
Projects - infrastructure	12,500	-	-
Projects - job training and education	5,122	-	-
Promotional	610	1,121	568
Provision for loan losses	-	(16,593)	-
Recruitment/Retention expense	36	54	74
Rent - building and equipment	1,662	771	239
Salaries and wages	134,744	56,929	85,334
Seminars	2,780	237	515
Supplies	8,864	1,896	1,937
Travel	10,291	1,659	8,609
Utilities	12,949	4,552	6,971
	<u>315,056</u>	<u>100,410</u>	<u>217,955</u>

The accompanying notes are an integral part of these financial statements.



<u>SUPPORTING SERVICES MANAGEMENT AND GENERAL</u>	<u>TOTAL</u>
2,740	4,319
-	25,592
-	96,614
4,072	28,331
1,627	3,033
(62)	3,093
198	2,387
-	2,696
1,459	85,730
4,093	6,460
-	12,891
-	5,200
12,626	16,868
204	1,684
7	1,743
15,535	34,848
-	12,500
-	5,122
730	3,029
-	(16,593)
9	173
253	2,925
2,611	279,618
465	3,997
1,007	13,704
898	21,457
46	24,518
<u>48,518</u>	<u>681,939</u>

## MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 1999OPERATING ACTIVITIES

Excess of support and revenue over expenses	256,708
Adjustments to reconcile excess of support and revenue over expenses to net cash provided by (used in) operating activities:	
Depreciation	28,331
Provision for loan losses	(16,593)
(Increase) decrease in:	
Grants receivable	79,811
Contracts receivable	(15,588)
Other receivables	(2,973)
Loan interest receivable	(22,224)
Increase (decrease) in:	
Accounts payable	(22,245)
Accrued liabilities	17,117
Deferred revenue	(97,236)
Net cash provided by (used in) operating activities	<u>205,108</u>

INVESTING ACTIVITIES

Purchase of certificate of deposit	(150,000)
Redemption of certificate of deposit	90,000
Loans made to others	(1,209,348)
Payments received on loans to others	196,421
Purchases of equipment and leasehold improvements	(46,392)
Net cash provided by (used in) investing activities	<u>(1,119,319)</u>

FINANCING ACTIVITIES

Loan proceeds - Intermediary Relending Program	724,659
Payment of loan - Intermediary Relending Program	(69,379)
Net cash provided by (used in) financing activities	<u>655,280</u>

NET INCREASE IN CASH AND CASH EQUIVALENTS (258,931)

CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR 346,173

CASH AND CASH EQUIVALENTS AT END OF YEAR 87,242

SUPPLEMENTAL DISCLOSURE  
OF CASH FLOW INFORMATION

Cash paid during the year for:

Interest	<u><u>12,881</u></u>
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DISCLOSURE OF ACCOUNTING POLICY

For purposes of the statement of cash flows, the Company considers all highly liquid debt purchased with a maturity of three months or less to be cash equivalents.

The accompanying notes are an integral part of these financial statements.

## MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1999

## NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

## NATURE OF OPERATIONS

Macon Ridge Economic Development Region, Inc. (the Corporation) is a nonprofit organization whose membership consists of municipalities and economic development organizations located in northeast Louisiana. The Corporation's mission is economic development, industrial recruitment and readiness, and job creation.

In December, 1994, the Corporation's application for a rural Enterprise Community was approved by the United States Department of Agriculture (USDA). Approval as an Enterprise Community was coupled with a three-year USDA grant in the amount of \$2,950,000. In 1998 this contract was renewed for an additional three years of operations. The purpose of the Enterprise Community program is to implement a strategic plan formulated for revitalizing the economy of portions of five parishes within the Corporation's domain.

USDA also approved a \$2,000,000 loan to the Corporation to establish a revolving loan fund for business and economic development within the Enterprise Community, as well as throughout the Corporation's entire area. This loan was obtained through USDA's Intermediary Relending Program. In August, 1995, the USDA approved a \$300,000 Rural Business Enterprise Grant to operate a small business loan program solely for the Enterprise Community. An additional \$300,000 grant was approved in March, 1998 to continue this program.

Periodically, the Corporation implements, on a contractual basis, other programs designated for economic and industrial development and job training.

## BASIS OF ACCOUNTING AND PRESENTATION

The financial statements of the Corporation have been prepared on the accrual basis of accounting.

For financial reporting purposes, the provisions of Governmental Accounting Standards Board Statement No. 29, The Use of Not-for-Profit Accounting and Financial Reporting Principles by Government Entities (GASB No. 29) apply to the Corporation. GASB No. 29 requires the Corporation to follow the financial statement presentation guidance of AICPA Statement of Position 78-10, Accounting Principles and Reporting Practices for Certain Nonprofit Organizations (SOP 78-10). Accordingly, the accounts of the Corporation are maintained in accordance with the principles of fund accounting. Resources for various purposes are classified for accounting and reporting purposes into funds established according to their nature and purposes. The assets, liabilities and fund balances of the Corporation are reported in two self-balancing groups as follows:

## MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1999

## NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- Operating funds include unrestricted and restricted resources available for support of the Corporation's operations.
- Loan Program Funds include resources restricted for the Corporation's lending programs.

## PERVASIVENESS 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 statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## ALLOWANCE FOR LOAN LOSSES

The allowance for loan losses is maintained at a level which, in Management's judgment, is adequate to absorb credit losses inherent in the loan portfolio. The amount of the allowance is based on Management's evaluation of the collectibility of the loan portfolio, including the nature of the portfolio, credit concentrations, trends in historical loss experience, specific impaired loans, economic conditions, and other risks inherent in the portfolio. Allowances for impaired loans are generally determined based on collateral values or the present value of estimated cash flows. The allowance is increased by a provision for loan losses, which is charged to expense and reduced by charge-offs, net of recoveries. Changes in the allowance relating to impaired loans are charged or credited to the provision for loan losses. Because of uncertainties inherent in the estimation process, Management's estimate of credit losses inherent in the loan portfolio and the related allowance may change in the near term. However, the amount of the change that is reasonably possible cannot be estimated.

## PROPERTY, EQUIPMENT AND DEPRECIATION

Property and equipment having estimated useful lives greater than one year are recorded at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the property and equipment.

Maintenance and repairs are charged to operations; significant improvements are capitalized. The cost and related accumulated depreciation of assets retired or otherwise disposed are eliminated from the accounts and the resulting gain or loss is included in income.

## MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1999

## NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Certain property and equipment are restricted as to use and disposition by grant agreements and by contractual agreements.

## EXPENSE ALLOCATION

The costs of providing various programs and other activities have been summarized on a functional basis in the Statement of Support, Revenue, Expenses and Changes in Fund Balances and in the Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

## INCOME TAX STATUS

The Corporation is exempt from federal income tax under Section 501(c)(6) of the Internal Revenue Code.

## TOTAL COLUMNS

Total columns are presented to facilitate financial analysis. Data in these columns do not present financial position and results of operations in conformity with generally accepted accounting principles.

## NOTE 2 - CASH AND CERTIFICATES OF DEPOSIT

Cash at December 31, 1999, consisted of the following:

General fund - operating	4,940
Enterprise Community Program - operating (restricted)	2,078
Intermediary Relending Program (loan program)	45,114
Rural Business Enterprise Grant Program (loan program)	30,972
Rural Business Enterprise Grant Program (building renovation fund)	<u>4,138</u>
	<u>87,242</u>

Certificates of Deposit at December 31, 1999, consisted of the following:

Intermediary Relending Program (loan program)	130,000
Rural Business Enterprise Grant Program (loan program)	<u>20,000</u>
	<u>150,000</u>

Cash and certificates of deposit in the Intermediary Relending Program accounts are restricted for lending purposes, for the program's administrative costs and for repayment of the debt to USDA. Cash and certificate of deposit in the Rural Business Enterprise Grant Program loan accounts are restricted for lending purposes and for the program's administrative costs. Cash in the Rural Business Enterprise Grant Program building renovation fund is restricted for renovation purposes.

MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1999

NOTE 3 - GRANT RECEIVABLE - ENTERPRISE COMMUNITY PROGRAM

Grants receivable include unreimbursed costs in the amount of \$26,878 incurred in operating the Enterprise Community Program. The Enterprise Community grant receivable is due from the Louisiana Department of Social Services, Office of Community Services (OCS), which is the contracting agency for the Enterprise Community Program in the State of Louisiana.

NOTE 4 - LOANS RECEIVABLE

During 1996, the Corporation began making loans to business entities through USDA's Intermediary Relending Program. Under this program, loans of up to \$150,000 may be made to business entities in the Corporation's eleven-parish operational area. A maximum of twenty-five percent (25%) of the total loan portfolio may be loans of up to \$250,000 to recipients who qualify. Loan recipients are required to fund twenty-five percent (25%) of their approved project costs.

At least sixty percent (60%) of the total Intermediary Relending Program funds available must be loaned to businesses within the Enterprise Community, and a maximum of forty percent (40%) of the funds available may be loaned to businesses outside of the Enterprise Community.

During 1996, the Corporation began making loans to business entities under the Rural Business Enterprise Grant Program. This program allows loans of up to \$25,000 to be made to businesses within the Enterprise Community.

Principal payments and interest received on loans made under the Intermediary Relending Program can be used only for the following purposes: for payment of the debt to USDA; for payment of reasonable administrative costs of the program; and for relending purposes. *Principal payments and interest received on loans under Rural Business Enterprise Grant Program can be utilized only for the payment of reasonable administrative costs and for relending purposes.*

NOTE 5 - PROPERTY, EQUIPMENT AND DEPRECIATION

The major classes of owned property and equipment at December 31, 1999, are summarized below:

<u>CLASS</u>	
Building	270,599
Land	82,500
Furniture and fixtures	9,034
Equipment	102,738
Building improvements	<u>96,866</u>
	561,737
Less accumulated depreciation	<u>( 112,311)</u>
Net property and equipment	<u><u>449,426</u></u>

## MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1999

## NOTE 6 - NOTE PAYABLE

The note payable represents the balance due to USDA at December 31, 1999, for the total amount of funds borrowed from USDA under the Intermediary Relending Program. In accordance with the loan agreement, up to \$2,000,000 may be borrowed by the Corporation for relending purposes to business entities within its eleven parish operational area.

Under the terms of the loan agreement, interest at a rate of 1.00% is accrued on the outstanding balance. Beginning in December, 1998, principal and interest payments of \$82,260 are to be paid on an annual basis until the note matures in December, 2025.

The note payable is collateralized by an Assignment of Security Interest for each loan made that is collateralized by personal property. Also, the note payable is collateralized by an Assignment of Mortgage for each loan made that is collateralized by real estate.

Interest expense for the year ended December 31, 1999 totaled \$12,891.

## NOTE 7 - FINANCIAL INSTRUMENTS

## CONCENTRATION OF CREDIT RISK

The Corporation operates its Enterprise Community Program under a cost reimbursement contract which results in amounts due from OCS at various times during the performance of the contract. See Note 3.

Generally, the Corporation operates its other contractual programs on a cost reimbursement basis.

The Corporation maintains cash balances at several financial institutions located in Northeast Louisiana. Accounts at each institution are insured by the Federal Deposit Insurance Corporation up to \$100,000. At December 31, 1999, the Corporation's uninsured cash balances totaled \$130,440. However, the uninsured cash balances have been guaranteed by a bank deposit guaranty bond in an amount not to exceed \$400,000.

## COLLATERALIZATION POLICY

Unless otherwise disclosed, the Corporation does not obtain collateral or other security to support financial instruments subject to credit risk.

## MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1999

## NOTE 8 - EMPLOYEE PENSION PLAN

The Corporation has established a Pension Plan for its employees in accordance with Section 401(k) of the Internal Revenue Code. The Corporation contributed \$36,154 to the Plan during 1999.

## NOTE 9 - RELATED PARTIES

The Corporation has entered into transactions with their affiliates (Related Parties). Such transactions were made in the ordinary course of business on substantially the same terms and conditions, including interest rates and collateral, as those prevailing at the same time for comparable transactions with other customers, and did not, in the opinion of management, involve more than normal credit risk or present other unfavorable features. The aggregate amount of loans to such related parties at December 31, 1999 was \$49,000. During 1999, new loans to such related parties totaled \$49,000 and there were no repayments.

## NOTE 10 - SUBSEQUENT EVENTS

Subsequent to December 31, 1999, the Corporation received USDA approval to make loans through the Intermediary Relending Program totaling \$142,700. Total funds received to date were \$142,700.



**OTHER INDEPENDENT AUDITORS' REPORTS**

# MARTIN, HARRISON & SMALLWOOD, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

2808 KILPATRICK BLVD., P.O. BOX 4044 - MONROE, LA 71211-4044 - (518) 388-0500  
302 DEPOT STREET, SUITE A - DELHI, LA 71292 - (518) 878-5573

Independent Auditors' Report on Compliance  
and on Internal Control Over Financial Reporting  
Based on an Audit of Financial Statements  
Performed in Accordance with  
Government Auditing Standards

May 3, 2000

The Board of Directors  
Macon Ridge Economic Development Region, Inc.

We have audited the financial statements of Macon Ridge Economic Development Region, Inc. as of and for the year ended December 31, 1999, and have issued our report thereon dated May 3, 2000. We conducted our audit 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.

## Compliance

As part of obtaining reasonable assurance about whether Macon Ridge Economic Development Region, Inc.'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 no instances of noncompliance that are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of noncompliance, which we have reported to management of Macon Ridge Economic Development Region, Inc. in a separate letter dated May 3, 2000.

## Internal Control Over Financial Reporting

In planning and performing our audit, we considered Macon Ridge Economic Development Region, Inc.'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.

The Board of Directors  
Macon Ridge Economic Development Region, Inc.  
May 3, 2000  
Page Two

Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. 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. We noted no matters involving the internal control over financial reporting that we consider to be material weaknesses.

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

*Martin, Harrison & Smallwood, LLP*

# MARTIN, HARRISON & SMALLWOOD, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

2808 KILPATRICK BLVD., P.O. BOX 4044 - MONROE, LA 71211-4044 - (818) 888-0500  
302 DEPOT STREET, SUITE A - DELHI, LA 71292 - (818) 878-5578

## Independent Auditors' Report on Compliance With Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance With OMB Circular A-133

May 3, 2000

The Board of Directors  
Macon Ridge Economic Development Region, Inc.

### Compliance

We have audited the compliance of Macon Ridge Economic Development Region, 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 December 31, 1999. Macon Ridge Economic Development Region, Inc.'s major federal programs are identified in the Schedule of Expenditures of Federal Awards. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal programs is the responsibility of Macon Ridge Economic Development Region, Inc.'s management. Our responsibility is to express an opinion on Macon Ridge Economic Development Region, Inc.'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 Macon Ridge Economic Development Region, Inc.'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 Macon Ridge Economic Development Region, Inc.'s compliance with those requirements.

The Board of Directors  
Macon Ridge Economic Development Region, Inc.  
May 3, 2000  
Page Two

In our opinion, Macon Ridge Economic Development Region, Inc. 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 December 31, 1999.

#### Internal Control Over Compliance

The management of Macon Ridge Economic Development Region, Inc. 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 Macon Ridge Economic Development Region, Inc.'s internal control over compliance with requirements that could have a 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.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. 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. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

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

*Martin, Harrison + Smallwood, LLP*

MARTIN, HARRISON & SMALLWOOD, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

2808 KILPATRICK BLVD., P.O. BOX 4044 - MONROE, LA 71211-4044 - (518) 388-0500  
302 DEPOT STREET, SUITE A - DELHI, LA 71232 - (518) 878-5578

Independent Auditors' Report on  
Schedule of Expenditures of Federal Awards

May 3, 2000

The Board of Directors  
Macon Ridge Economic Development Region, Inc.

We have audited the financial statements of Macon Ridge Economic Development Region, Inc. as of and for the year ended December 31, 1999, and have issued our report thereon dated May 3, 2000. These financial statements are the responsibility of the management of Macon Ridge Economic Development Region, Inc. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards; Government Auditing Standards, issued by the Comptroller General of the United States; and the provisions of Office of Management and Budget (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 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 that our audit provides a reasonable basis for our opinion.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements of Macon Ridge Economic Development Region, Inc. 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*, and is not a required part of the basic financial statements. The information in that schedule has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly presented in all material respects in relation to the basic financial statements taken as a whole.

*Martin, Harrison & Smallwood, LLP*

## MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 1999

Federal Grantor/Pass-through Grantor/Program Title	Federal CFDA Number	Agency or Pass-through Number	Federal Expenditures
United States Department of Agriculture:			
Direct Awards:			
Intermediary Relending Program	10.439	N/A	724,659 *
Rural Development Grant/Rural Business Enterprise Grant (Loan Program)	10.769	10424	238,500
Rural Development Grant/Rural Business Enterprise Grant (Building Acquisition)	10.769	10424	46,392
Pass-through from State of Louisiana Department of Social Services:			
Enterprise Community	10.772	3708327	<u>298,535</u>
Total			<u>1,308,086</u>

\* Denotes a major program.

Note: The Schedule of Expenditures of Federal Awards is prepared on the accrual basis of accounting.

## MACON RIDGE ECONOMIC DEVELOPMENT REGION, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 1999**SUMMARY OF AUDIT RESULTS**

1. The auditors' report expresses an unqualified opinion on the financial statements of Macon Ridge Economic Development Region, Inc.
2. No instances of noncompliance material to the financial statements of Macon Ridge Economic Development Region, Inc. were disclosed during the audit.
3. No reportable conditions were disclosed during the audit of the major federal award programs.
4. The auditors' report on compliance for the major federal award programs for Macon Ridge Economic Development Region, Inc. expresses an unqualified opinion.
5. There were no findings relating to major programs that would be required to be reported under Section 510(a) of OMB Circular A-133.
6. No instances of noncompliance material to the major federal award programs for Macon Ridge Economic Development Region, Inc. were disclosed during the audit.
7. The programs tested as major programs included:
  - United States Department of Agriculture:
  - Intermediary Relending Program - CFDA 10.439
8. The threshold for distinguishing Types A and B programs was \$300,000.
9. Macon Ridge Economic Development Region, Inc. was not determined to be a low-risk auditee.



MARTIN, HARRISON & SMALLWOOD, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

RECEIVED  
LEGISLATIVE AUDITOR  
00 JUN 15 AM 10:02

2808 KILPATRICK BLVD., P.O. BOX 4044 - MONROE, LA 71211-4044 - (318) 388-0500  
302 DEPOT STREET, SUITE A - DELHI, LA 71232 - (318) 878-5573

May 3, 2000

To the Senior Management and  
The Board of Directors of  
Macon Ridge Economic Development Region, Inc.

In planning and performing our audit of the financial statements of Macon Ridge Economic Development Region, Inc. (the Corporation) for the year ended December 31, 1999, we considered the Corporation's internal control structure to plan our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on internal control structure.

However, during our audit, we noted certain matters involving the internal control structure and other operational matters that are presented for your consideration. We reported on the Corporation's internal control structure in our reports dated May 3, 2000. This letter does not affect our report dated May 3, 2000, on the financial statements of Macon Ridge Economic Development Region, Inc.

We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control structure or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations. Our comments are summarized as follows:

Internal Controls

**Finding:** The loan agreements utilized in the Corporation's two loan programs (Intermediary Relending Program and Rural Business Enterprise Grant Program) require that each borrower and the Corporation meet certain financial and non-financial covenants. It was noted during the audit that in some instances procedures had not been performed by the Corporation to ascertain whether these financial and non-financial covenants were met.

To the Senior Management and  
The Board of Directors of  
Macon Ridge Economic Development Region, Inc.  
May 3, 2000  
Page Two

**Recommendation:** Management of the Corporation should assign to an employee of the Corporation the responsibility of monitoring each borrower's compliance with the financial and non-financial covenants of the borrower's respective loan agreement. Furthermore, the Corporation should develop a program for the continual monitoring of both the borrower's compliance and the Corporation's compliance with the loan covenants. Also, the Corporation should maintain adequate documentation of each borrower's compliance or lack of compliance with the loan covenants. Specific examples of these findings follow.

#### Loan Program Covenants - Insurance Policies

The Corporation's loan agreements contain a covenant which requires the borrower to carry property and life insurance for the life of the loan. However, there are instances in which the proof of insurance in the file is outdated or missing. The Corporation should have a system in place to track all insurance renewal dates and obtain copies of updated policies for the file on a timely basis. Also, there were instances where at the discretion of the loan administrator the requirement for life insurance was waived. For these special cases, the Corporation should have documentation in the file regarding the reason for this decision and its approval by the loan committee.

#### Loan Program Covenants - Financial Statements

The Corporation's loan agreements contain a covenant which requires the borrower to submit financial statements on an annual basis. In prior years many loan recipients did not submit updated financial statements. To remedy this, the Corporation modified this covenant to require the submission of a copy of a tax return prepared by a tax professional annually. Since the Corporation's loan recipients are generally small businesses which do not keep records in financial statement form, it is unlikely that they will produce statements annually. All loan recipients, regardless of their accounting system, should file tax returns annually, and properly prepared tax returns should provide the Corporation with the relevant financial information it needs to ascertain the borrower's compliance with applicable financial covenants, as well as the borrower's financial stability.

However, there were many instances in the current year where loan recipients did not submit copies of their tax returns in the current year. The Corporation should make a concerted effort to obtain copies of annual tax returns by reminding loan recipients, where necessary, that failure to comply with their loan agreement results in the loan being in default. Since this seems to be a problem area, the Corporation should keep documentation regarding their efforts in obtaining copies and the loan recipients' responses.

To the Senior Management and  
The Board of Directors of  
Macon Ridge Economic Development Region, Inc.  
May 3, 2000  
Page Three

#### Loan Program Covenants – Intermediary Relending Program Enterprise Community Ratio

The Corporation is required to lend 60% of funds within the Enterprise Community for Intermediary Relending Program loans. According to the USDA, this ratio is in effect both for the original \$2,000,000 loan and any revolved funds which are re-lent. The Corporation should keep separate records of revolved amounts lent inside or outside of the Enterprise Community to verify that they do not lend more than the allowable 40% outside of the Enterprise Community. According to Judy Meche of USDA, if the original funds are separated 60/40, and the Corporation keeps an accurate account of the revolved funds generated from EC/Non-EC loans, the Corporation could basically operate two “separate” loan pools. Management should carefully monitor the loan funds to ensure that they are always in compliance with this 60/40 ratio.

Currently, the Corporation is putting all revolved funds into CD's rather than re-lending the funds in order to keep within this ratio. However, if the loan funds are accounted for as described above, the revolved funds could be used for additional lending, which should be the most desirable use for them.

#### Other Non-Finding Comments

##### Loan Program – Loan Losses

The Corporation keeps a provision for loan losses of 2% of all loans, and an additional amount estimated by management for loans which they feel are doubtful due to the financial situation of the recipient. The additional provision is based on several factors, including the determination by management of the worth of the loan's collateral. Due to the uncertain nature of this estimate, the Corporation should monitor closely each situation in which a loss is likely to occur and adjust the loan loss provision accordingly.

We appreciate the time and courtesy extended to us by you and your staff during the course of the audit and ask that you contact us at any time if you have any questions concerning the above comments and recommendations.

Respectfully,

MARTIN, HARRISON & SMALLWOOD, L.L.P.



Mike M. Martin  
Certified Public Accountant



MACON RIDGE ECONOMIC  
DEVELOPMENT REGION, INC.

903 Louisiana Avenue • Post Office Drawer 746  
Ferriday, Louisiana 71334

Phone 318/757-3033 • LA WATTS 800/686-6733 • FAX: 318/757-4212  
www.maconridge.org

**CORRECTIVE ACTION PLAN**

**DECEMBER 31, 1999**

UNITED STATES DEPARTMENT OF AGRICULTURE

Macon Ridge Economic Development Region, Inc. respectfully submits the following corrective action plan for the year ended December 31, 1999.

Name and Address of independent public accounting firm: Martin, Harrison & Smallwood, L.L.P.  
2808 Kilpatrick Blvd., P. O. Box 4044, Monroe LA 71211-4044.

Audit Period: December 31, 1999

The findings from the December 31, 1999 Management Letter are discussed below. The findings are numbered consistently with the numbers assigned in the letter. Section A of the schedule, Summary of Audit Results, does not include findings and is not addressed.

**INTERNAL CONTROLS**

**Finding:**

*Recommendation:* Management of the Corporation should assign to an employee of the Corporation the responsibility of monitoring each borrower's compliance with the financial and non-financial covenants of the borrower's respective loan agreement. Furthermore, the Corporation should develop a program for the continual monitoring of both the borrower's compliance and the Corporations's compliance with the loan covenants. Also, the Corporation should maintain adequate documentation of each borrower's compliance or lack of compliance with the loan covenants. Specific examples of these findings follow.

Loan Program Covenants - Insurance Policies

The Corporation's loan agreements contain a covenant which requires the borrower to carry property and life insurance for the life to the loan. However, there are instances in which the proof of the insurance in the file is outdated or missing. The Corporation should have a system in place to track all insurance renewal dates and obtain copies of updated policies for the file on a timely basis. Also, there were instances where at the discretion of the loan administrator the requirement for life insurance was waived. For these special cases, the Corporation should have documentation in the file regarding the reason for this decision and its approval by the loan committee.

*Action Taken:* We concur with the auditor's recommendations. The Banking/Finance Administrative Assistant will monitor all loans by using tracking software created by the Grants Management System for the revolving loan funds. Macon Ridge currently force places all lapsed hazard and extended coverage insurance. Life insurance policies will be required to be paid in full for one year at the time of closing the loan. For each year thereafter, when the loan recipient is unable to pay the policy premium, Macon Ridge will pay the premium on the loan recipient's behalf and add the cost to the amount of the loan balance. Approval for any loan waivers will be properly documented in the loan recipients' file.

Loan program Covenants - Financial Statements

The Corporation's loan agreements contain a covenant which requires the borrower to submit financial statements on an annual basis. In prior years many loan recipients did not submit updated financial statements. To remedy this, the Corporation modified this covenant to require the submission of a copy of a tax return prepared by a tax professional annually. Since the Corporation's loan recipients are generally small businesses which do not keep records in financial statement form, it is unlikely that they will produce statements annually. All loan recipients, regardless of their accounting system, should file tax returns annually, and properly prepared tax returns should provide the Corporation with the relevant financial information it needs to ascertain the borrower's compliance with applicable financial covenants, as well as the borrower's financial stability.

However, there were many instances in the current year where loan recipients did not submit copies of their tax returns in the current year. The Corporation should make a concerted effort to obtain copies of annual tax returns by reminding loan recipients, where necessary, that failure to comply with their loan agreement results in the loan being in

default. Since this seems to be a problem area, the Corporation should keep documentation regarding their efforts in obtaining copies and the loan recipients' responses.

*Action Taken:* We concur with the auditor's recommendations. Currently, a notice requesting copies of annual tax returns is mailed to loan recipients in January. A second reminder is mailed in late May. Copies of these letters and any responses will be kept in the loan recipients' file.

#### Loan Program Covenants - Intermediary Relending Program Enterprise Community Ratio

The Corporation is required to lend 60% of funds within the Enterprise Community for Intermediary Relending Program loans. According to the USDA, this ratio is in effect both for the original \$2,000,000 loan and any revolved funds which are re-lent. The Corporation should keep separate records of revolved amounts lent inside or outside of the Enterprise Community to verify that they do not lend more than the allowable 40% outside of the Enterprise Community. According to Judy Meche of USDA, if the original funds are separated 60/40, and the Corporation keeps an accurate account of the revolved funds generated from EC/Non-EC loans, the Corporation could basically operate two "separate" loan pools. Management should carefully monitor the loan funds to ensure that they are always in compliance with this 60/40 ratio.

Currently, the Corporation is putting all revolved funds into CD's rather than re-lending the funds in order to keep within this ratio. However, if the loan funds are accounted for as described above, the revolved funds could be used for additional lending, which should be the most desirable use for them.

*Action Taken:* We still have questions concerning the 60/40 ratio for revolved funds which are relent. We are awaiting for an official answer from USDA, Rural Development's National office. Details of how the funds are to be separated are still unclear. Once these issues are resolved, we will begin relending.

#### **Other Non-Finding Comments:**

##### Loan Program - Loan Losses

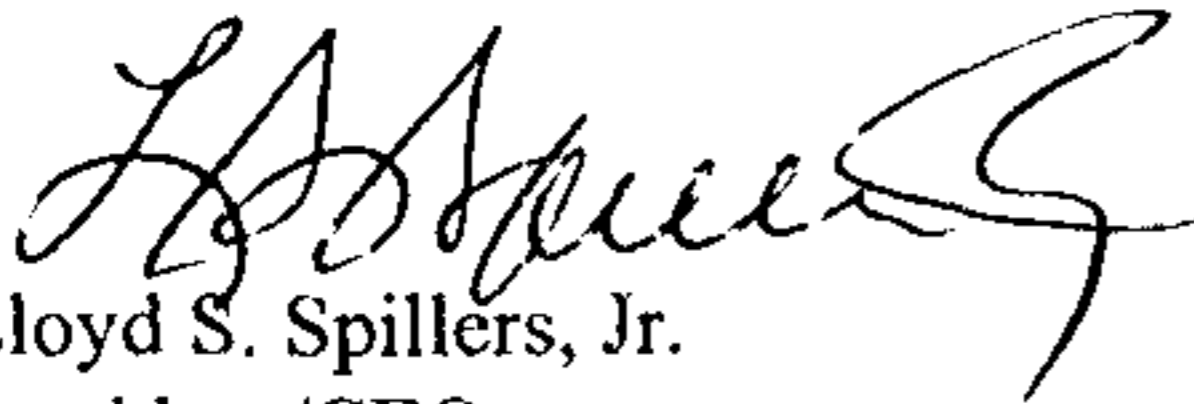
The Corporation keeps a provision for loan losses of 2% of all loans, and an additional amount estimated by management for loans which they feel are doubtful due to the financial situation of the recipient. The additional provision is based on several factors, including the determination by management of the worth of the loan's collateral. Due to

the uncertain nature of this estimate, the Corporation should monitor closely each situation in which a loss is likely to occur and adjust the loan loss provision accordingly.

*Action Taken:* We concur with the auditor's recommendations. All delinquent loans are monitored on a daily basis and reported to the President/CEO weekly. We closely monitor each loan situation in which a loss is likely to occur and adjust the loan loss provision accordingly.

If the Legislative Auditor's Office has questions regarding these plans, please call Robin N. Charpentier at (318)757-3033.

Sincerely,

A handwritten signature in black ink, appearing to read "L. Spillers, Jr.", written in a cursive style.

Lloyd S. Spillers, Jr.  
President/CEO