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TOWN OF MANSURA MANSURA, LOUISIANA

AUDITOR'S REPORT JUNE 30, 1997

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Pelease Date FEB 2 5 1998

Roy K. Derbonne, Jr.
Certified Public Accountant
1101-A Bolton Avenue
Alexandria, Louisiana

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Member
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#### INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members of the Town Council Town of Mansura, Louisiana

I have audited the accompanying general purpose financial statements and the combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, as of and for the year ended June 30, 1997, and for the year then ended, as listed in the table of contents. These financial statements are the responsibility of the management of the Town of Mansura, Louisiana. My responsibility is to express and opinion on these financial statements based on my audit.

I conducted my 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 Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." Those standards require that I 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 general purpose 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. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Mansura, Louisiana, as of June 30, 1997, and the results of its operations and the cash flows of its proprietary fund for the year then ended in conformity with generally accepted accounting principles. Also, in my opinion, the combining and individual fund and account group financial statement referred to above present fairly, in all material respects, the financial position of each of the individual funds and account groups of the Town of Mansura, Louisiana, as June 30, 1997, and the results of operations of such funds and the cash flows of the proprietary fund for the year then ended in conformity with generally accepted accounting principles.

The financial information for the preceding year which is included for comparative purposes was taken from the audit report for that year in which I expressed an unqualified opinion on the combined, combining,

individual fund, and account group financial statements of the Town of Mansura, Louisiana.

Certified Public Accountant

Alexandria, Louisiana December 29, 1997

# Roy K. Derbonne, Jr.

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL STRUCTURE RELATED MATTERS NOTED IN A FINANCIAL STATEMENT AUDIT CONDUCTED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable Mayor and Members of the Town Council Town of Mansura, Louisiana

I have audited the accompanying general purpose financial statements and the combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, as of and for the year ended June 30, 1997, and have issued my report thereon dated December 29, 1997.

I conducted my 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 Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements and combining and individual fund and account group financial statements are free of material misstatement.

In planning and performing my audit of the general purpose financial statements and combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, for the year ended June 30, 1997, I considered its internal control structure in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and the combining and individual fund and account group financial statements and not to provide assurance on the internal control structure.

The management of the Town of Mansura, Louisiana, is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgements by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk

that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing my audit of the general purpose financial statements and the combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, I obtained an understanding of the internal control structure. With respect to the internal control structure, I obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and I assessed control risk to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and the combining and individual fund and account group financial statements and not to provide an opinion on the internal control structure. Accordingly, I do not express such an opinion.

I noted a matter involving the internal control structure and its operation that I consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control structure that, in my judgement could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements and combining and individual fund and account group financial statements.

The reportable condition noted is as follows:

Inadequate segregation of duties. Due to the size of the Town's operations and its limited staff preclude an adequate segregation of duties and other features of an adequate system of internal control, although to employ such controls may not be cost beneficial.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements and combining and individual fund and account group 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.

My consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above.

I have reported the above weakness involving the internal control structure and its operation to the management of the Town of Mansura, Louisiana, in separate letter dated December 29, 1997.

This report is intended for the information of the Town Clerk, Mayor and Town Council, and the Legislative Auditor of the State of Louisiana

This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Certified Public Accountant

Alexandria, Louisiana December 29, 1997

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH LAWS AND REGULATIONS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable Mayor and Members of the Town Council Town of Mansura, Louisiana

I have audited the general purpose financial statements and combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, as of and for the year ended June 30, 1997, and have issued my report thereon dated December 29, 1997.

I conducted my 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 and Management and Budget Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements and combining and individual fund and account group financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to the Town of Mansura, Louisiana, is the responsibility of the Town of Mansura, Louisiana's management. As a part of obtaining reasonable assurance about whether the general purpose financial statements and the combining and individual fund and account group financial statements are free of material misstatement, I performed tests of the Town's compliance with certain provisions of laws, regulations, contracts, and grants. However, my objective was not to provide an opinion on overall compliance with such provisions. Accordingly, I do not express such an opinion.

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

This report is intended for the information of the Town Clerk, Mayor and Town Council, and the Legislative Auditor of the State of Louisiana. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Certified Public Agcountant

Alexandria, Louisiana December 29, 1997 GENERAL PURPOSE FINANCIAL STATEMENTS (COMBINED STATEMENTS - OVERVIEW)

## COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS JUNE 30, 1997

	 G(	OVERN	MENTAL FU	ND TYF	ES
	ENERAL FUND	R	PECIAL EVENUE FUNDS	PRO	PITAL DJECTS NDS
ASSETS AND OTHER DEBITS					
ASSETS					
Cash	\$ 43,076	\$	28,138	\$	2
Certificate of Deposit	0	•	. 0	•	0
Accounts Receivable, Net	0		0		0
Interfund Transfer Receivable	0		229		0
Grant Funds Receivable	0		0		0
Property Taxes	323		0		0
Intergovernmental Receivable	1,075		0		0
Franchise Fees Receivable	10,583		0		0
Police Fines Receivable	31,886		0		0
Sales Taxes Receivable	0		5,270		0
Due from Other Funds	3,789		. 0		0
Restricted Assets - Sewer					
System Investment, at Cost	0		0		0
Land	0		0		0
Buildings and Parks	0		0		()
Improvements Other than Buildings	0		0		0
Equipment	0		0		0
Sewer System, Plant and					
Equipment, Net	0		0		0
Construction in Progress	 0		0	·	0
TOTAL ASSETS AND OTHER DEBITS	\$ 90,732	\$	33,637	\$	2

The accompanying notes are an

	PROPRIETARY FUND TYPE		ACCOUNT		TOTALS (MEMORANDUM ONLY)		
ENTER FU	PRISE ND	GENE FIX ASSE	ŒD		1997		1996
6	1,702 0,000 7,525 0 0 0 0 0 2,291	\$	000000000000	\$	132,918 60,000 7,525 229 0 323 1,075 10,583 31,886 5,270 6,080	\$	193,226 0 7,062 0 535,064 380 0 0 5,540 6,132 10,758
	3,303 1,333 0 0 0 2,493 0	306 13 227	0 ,491 ,970 ,008 ,951 0 0	1,	23,303 110,824 306,970 13,008 227,951		23,350 110,824 303,426 13,008 225,624 968,993 334,386
51,998 =====	647 ====	\$ 637, =====			760,438		737,773

(Continued)

integral part of this statement.

# COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS JUNE 30, 1997 (CONTINUED)

	GOVERNMENTAL FUND TYPES			
	GENERAL	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUNDS	
LIABILITIES, EQUITY AND OTHER CREDITS				
LIABILITIES Accounts Payable Amount Due Farm Plan Amount Due Contractor	\$ 591 0 0	\$ 2,549 0 0	\$ 0 0	
Accrued Salaries Payable Accrued Payroll Taxes Payable Interest Coupons Payable (11/1) Bonds Payable	3,841 3,217 0 0	0 192 0 0	0 0 0 0	
Deferred Income Due to Other Funds	0 539 	5,541 	0	
Total Liabilities	8,188	8,282	0	
EQUITY AND OTHER CREDITS Contributed Capital Investment in General Fixed	0	0	0	
Assets Retained Earnings:	0	0	0	
Reserved for Revenue Bond Retirement Unreserved - Undesignated	0	0 0	0	
Fund Balances Reserved for Streets, Drainage, Public Safety, and any General Fund				
Expenditure Reserved for Debt Retirement	0	19,287 0	0	
Unreserved: Undesignated	82,544	6,068	2	
Total Equity and Other Credits	82,544	25,355	2	
TOTAL LIABILITIES AND FUND BALANCE	\$ 90,732 ======	\$ 33,637 ========	\$ 2	

The accompanying notes are an

PROPRIETARY FUND TYPE	ACCOUNT GROUP	TOTALS (MEMORANDUM ONLY)		
ENTERPRISE FUND	GENERAL FIXED ASSETS	1997	1996	
\$ 3,495	\$ 0	\$ 6,635	¢ 10 222	
3,495 0 0 288 246 42,000 0	0 0 0 0 0 0	\$ 6,635 0 0 3,841 3,697 246 42,000 0	\$ 18,233 295 15,000 1,793 137 282 49,000 535,064	
0 46,029	0 0 0	6,080 	10,758 	
1,764,331 0	0 637,420	1,764,331 637,420	1,237,066 631,549	
23,303 164,984	0 0	23,303 164,984	23,350 164,886	
0	O O	19,287 0	6,531 0	
0	0	88,614	43,829	
1,952,618	637,420	2,697,939	2,107,211	
\$1,998,647	\$ 637,420	\$2,760,438	\$2,737,773	

integral part of this statement.

# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES JUNE 30, 1997

	GOVERNMENTA	L FUND TYPES
	GENERAL	SPECIAL
Taxes Licenses, Permits and Franchise Fees Fines Rental Income Grant Funds Received Video Poker Rebates Interest Income Sales Taxes Collected Revenue Sharing - APPJ - Indian Affairs Donations	\$ 32,590 102,358 45,955 7,500 1,500 10,432 946 0 51,249	\$ 0 0 0 0 0 0 465 70,457 0
Miscellaneous Total Revenues	7,886  260,416	70,922
EXPENDITURES CURRENT General Government Public Safety Streets and Sanitation Recreation CAPITAL OUTLAYS	44,565 110,854 34,589 0 21,157	19,011 14,199 23,696 4,818 1,752
Total Expenditures	211,165	63,476
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	49,251	7,446

The accompanying notes are an

FUND TYPES  CAPITAL PROJECTS  0 0 0 527,264 0 0 0 527,264	(MEMORANDUM 1997 \$ 32,590 102,358 45,955 7,500	ONLY)  1996  33,685 86,876 17,089
\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	\$ 32,590 102,358 45,955 7,500	33,685 86,876
527,264 0 0 0 0 0 0 527,264	102,358 45,955 7,500	86,876
_	528,764 10,432 1,411 70,457 51,249 0 7,886	6,750 263,689 10,635 1,447 68,338 21,495 137,156 2,982 
0 0 0 527,264 	63,576 125,053 58,285 4,818 550,173 801,905	81,731 108,510 54,505 5,104 405,019 654,869

(Continued)

integral part of this statement.

# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES JUNE 30, 1996 (CONTINUED)

	GO	VERNMENTAL	L FUND TYPE		
	GENERAL FUND		SPECIAL REVENUE		
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$	49,251	\$	7,446	
OTHER FINANCING SOURCES (USES) Operating Transfers In Operating Transfers Out		844 (6,112)		6,112 0	
Total Other Financing Sources (Uses)	_	(5,268)		6,112	
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES FUND BALANCE, BEGINNING		43,983 38,561		13,558 11,797	
FUND BALANCE, ENDING	\$ =:	82,544	\$	25,355	

The accompanying notes are an

FUND TY	PES	TOTALS (MEMORANDUM ONLY)					
CAPITAL		<del></del>	1997	,	1996		
\$	0	\$	56,697	\$	(4,727)		
	0 0 		6,956 (6,112)		16,377 (5,542)		
	0	<del>-</del> ,	844		10,835		
	0		57,541		6,108		
	2	<del>-</del>	50,360	<del></del>	44,252		
\$	2==	\$ ==	107,901	\$	50,360		

integral part of this statement.

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET (GAAP BASIS) AND ACTUAL - GENERAL AND SPECIAL REVENUE FUND TYPES FOR THE YEAR ENDED JUNE 30, 1997

#### GENERAL FUND

		— <del>-                                   </del>
	BUDGET	ACTUAL
REVENUES Taxes Licenses, Permits and	\$ 35,900	\$ 32,590
Franchise Fees Fines Rental Income Video Poker Rebates Interest Income Sales Taxes Collected Revenue Sharing - APPJ - Indian Affairs Grant - Red River Delta Donation of Land and Building - CLECO Miscellaneous	83,900 35,000 7,500 10,000 800 0 42,000 0 0 2,850	102,358 45,955 7,500 10,432 946 0 51,249 1,500 0 7,886
Total Revenues	217,950	260,416
EXPENDITURES CURRENT General Government Public Safety Streets and Sanitation Recreation CAPITAL OUTLAYS	54,050 113,800 42,900 0 1,200	44,565 110,854 34,589 0 21,157
Total Expenditures	211,950	211,165
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES OTHER FINANCING SOURCES (USES)	6,000	49,251
Operating Transfers In Operating Transfers Out	(6,000)	844 (6,112)
Total Other Financing Sources (Uses)	(6,000)	(5,268)
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	0	43,983

The accompanying notes are

SPECIAL REVENUE FUNDS

VARIANCE FAVORABLE (UNFAVOR.)	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVOR.)
\$ (3,310)	\$ 0	\$ 0	\$ 0
18,458 10,955 0 432 146 0 9,249 1,500	0 0 0 0 0 60,000 0	0 0 0 465 70,457 0	0 0 0 465 10,457 0
5,036	0	0 0	0
42,466	60,000	70,922	10,922
9,485 2,946 8,311 0 (19,957)	18,000 18,000 24,000 6,000	19,011 14,199 23,696 4,818 1,752	(1,011) 3,801 304 1,182 (1,752)
785	66,000	63,476	2,524
43,251	(6,000)	7,446	13,446
844 (112)	6,000	6,112 0	112
732	6,000	6,112	112
43,983	0	13,558	13,558

(Continued)

an integral part of this statement.

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET (GAAP BASIS) AND ACTUAL - GENERAL AND SPECIAL REVENUE FUND TYPES FOR THE YEAR ENDED JUNE 30, 1997 (CONTINUED)

GENERAL FUND

	BUDGET	ACTUAL
EXCESS OF REVENUES AND OTHER SOURCES OVER		
(UNDER) EXPENDITURES AND OTHER USES (CONTINUED FROM PREVIOUS PAGE)	0	43,983
FUND BALANCE, BEGINNING	0	38,561
FUND BALANCE, ENDING	\$ 0	\$ 82,544

The accompanying notes are

SPECIAL REVENUE FUNDS

	<del></del>		
VARIANCE FAVORABLE (UNFAVOR.)	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVOR.)
43,983	0	13,558	13,558
30,640	0	11,797	13,610
\$ 74,623 =======	\$ 0 =======	\$ 25,355	\$ 27,168 =======

an integral part of this statement.

#### ENTERPRISE FUND SEWER SYSTEM FUND

# COMPARATIVE STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS - PROPRIETARY FUND TYPE YEARS ENDED JUNE 30, 1997 AND 1996

		1997	1996
OPERATING REVENUES Sewer Fees	\$	89,995	\$ 88,471
OPERATING EXPENDITURES			
Salaries		12,600	12,275
Payroll Taxes		1,165	652
Repairs and Maintenance		6,279	12,215
EPA Reports		1,310	1,395
Miscellaneous		0	588
Depreciation		28,030	19,434
Bank Charges		23	12
Utilities		18,188	16,418
Insurance		4,582	4,579
Supplies		13,152	11,683
Uniforms		216	216
Certification Costs		658	0
Travel and Seminars		100	260
Legal and Audit		850	1,167
Fees		647	0
Truck Gas and Maintenance		4,366	3,125
Backhoe Repairs		807	 0
Total Expenditures		92,973	 84,019
OPERATING INCOME (LOSS)		(2,978)	4,452
NONOPERATING REVENUES (EXPENSES)			
Interest Income		3 204	4 022
State Grant		3,294 3,815	4,032
State Grant Expense		(1,559)	15,000
Interest Expense		(1,677)	(1 000)
THECTOS DAPONDO	_	(1,0//)	 (1,890)
Total Nonoperating Revenues (Expenses)		3,873	 17,142
INCOME BEFORE OPERATING TRANSFERS		895	21,594

The accompanying notes are an integral part of this statement.

### ENTERPRISE FUND SEWER SYSTEM FUND

COMPARATIVE STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS - PROPRIETARY FUND TYPE YEARS ENDED JUNE 30, 1997 AND 1996 (CONTINUED)

	1	997	1	1996
(CONTINUED FROM THE PREVIOUS PAGE) INCOME BEFORE OPERATING TRANSFERS OTHER FINANCING SOURCES (USES)	\$	895	\$	21,594
Operating Transfers Out		(844)		10,835)
NET INCOME (LOSS)		51		10,759
RETAINED EARNINGS, Beginning		38,236		77,477
RETAINED EARNINGS, Ending	\$ 18	38,287 =======	\$ 1	88,236
frol				

The accompanying notes are an integral part of this statement.

#### ENTERPRISE FUND SEWER SYSTEM FUND

### COMPARATIVE STATEMENT OF CASH FLOWS - PROPRIETARY FUND TYPE YEARS ENDED JUNE 30, 1997 AND 1996 INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS

	1997	1996
CASH FLOWS FROM OPERATING ACTIVITIES: Cash Received from Customers Cash Payments to Suppliers for Goods	\$ 89,995	\$ 88,471
and Services Cash Payments to Employees for Services	(63,694) (12,600)	(29,081) (12,275)
Net Cash Provided by Operating Activities	13,701	47,115
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES: Operating Transfers Out to Other Funds CASH FLOWS FROM CAPITAL AND RELATED	(844)	(10,835)
FINANCING ACTIVITIES:  Proceeds from Federal Grant  Proceeds from State Grant  Acquisition and Construction of	527,265 2,256	263,638 15,000
Capital Assets Principal Paid on Revenue Bond Maturities Interest Paid on Revenue Bonds	(547,144) (7,000) (1,677)	(280,189) (6,000) (1,890)
Net Cash Used for Capital and Related Financing Activities	(26,300)	(9,391)
CASH FLOWS FROM INVESTING ACTIVITIES: Interest on Investments Investment in Certificate of Deposit	3,294 (60,000)	4,032
Net Cash Provided By/(Used) in Investing Activities	(56,706)	4,032
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(70,149)	30,921
CASH AND CASH EQUIVALENTS AT THE BEGINNING OF THE YEAR	155,154	124,233
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	\$ 85,005	\$ 155,154

The accompanying notes are an integral part of this statement.

#### ENTERPRISE FUND SEWER SYSTEM FUND

### COMPARATIVE STATEMENT OF CASH FLOWS - PROPRIETARY FUND TYPE YEARS ENDED JUNE 30, 1997 AND 1996 INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS (CONTINUED)

	1997	1996
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		
Operating Revenue Ajustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	\$ (2,978)	\$ 4,452
Depreciation Changes in Assets and Liabilities: (Increase) Decrease in Accounts	28,030	19,434
Receivable (Increase) Decrease in Due from Other	(463)	455
Funds	4,678	9,000
Increase (Decrease) in Accounts Payable	(15,531)	13,808
Increase (Decrease) in Interest Payable	(36)	(34)
Total Adjustments	16,678	42,663
NET CASH PROVIDED BY OPERATING ACTIVITIES	\$ 13,700 =======	\$ 47,115 ===================================

The accompanying notes are an integral part of this statement.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997

#### NOTE A. SUMMARY OF ACCOUNTING POLICIES

The Town of Mansura was incorporated in 1860 and is operated under the provision of the Lawrson Act. The Town operates under a Mayor - Board of Aldermen form of government and provides the following services: Public Safety, Streets, Sanitation, Cultural - Recreation, Public Improvements, and General Administrative Services. The accounting and reporting policies of the Town of Mansura conform to generally accepted accounting principles as applicable to governments. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:517 and to the guides set forth in the Louisiana Municipal Audit and Accounting Guide, and to the Industry Audit Guides, Audits of State and Local Governmental Units.

THE FOLLOWING IS A SUMMARY OF THE MORE SIGNIFICANT POLICIES:

#### 1. THE REPORTING ENTITY

The Town of Mansura, Louisiana, for financial purposes includes all of the funds and account groups relevant to the operations of the Town of Mansura, Louisiana. Oversight responsibility on the part of the Town of Mansura was determined on the basis of the ability to create a compercuturity, the ability to appoint management or the governing board, and the scope of Public Service provided by the component unit. The financial statements presented herein do not include agencies which have been formed under applicable state laws or separate and distinct units of government apart from the Town of Mansura, Louisiana.

#### 2. FUND ACCOUNTING

The accounts of the Town are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be sund, and the means by which spending activities are controlled. The various funds are grouped, in the financial statement in this report, into four generic fund types and two broad fund categories as follows:

General Fund - This is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

### 2. FUND ACCOUNTING (CONTINUED)

#### GOVERNMENTAL FUND TYPES

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

Debt Service Funds - Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

#### CAPITAL PROJECTS FUND

Capital Projects Fund is used to account for financial resources used in the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

#### PROPRIETARY FUND TYPES

Enterprise Fund - Enterprise Fund is used to account for Operations (A) that are financed and operated in a manner similar to private business enterprise - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (B) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

GENERAL FIXED ASSETS AND GENERAL LONG-TERM DEBT ACCOUNT GROUPS

The General Fixed Asset Account Group - The General Fixed Asset account group is used to account for fixed assets used in governmental fund type operations for control purposes. All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date of donation. No depreciation is recorded on general fixed assets.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### 2. FUND ACCOUNTING (CONTINUED)

General Long-Term Debt Account Group - The General Long-Term Debt Account Group is used to account for long-term liabilities to be financed from government funds.

These two account groups are not "Funds." They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

#### 3. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financial sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The Proprietary Fund is accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and liabilities associated with the operations of this fund is included on the balance sheet.

Fund Equity (I.E., Net total assets) is segregated into contributed capital and retained earnings components. Proprietary Fund-Type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both 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 be used to pay liabilities of the current period. A one-year availability period is used for revenue recognition for all governmental fund revenues. Expenditures are recorded when the related fund liability is incurred. Exceptions to this general rule include; (1) sick pay and (2) principal and interest on general long-term debt which is recognized when due.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### 3. BASIS OF ACCOUNTING (CONTINUED)

Those revenues susceptible to accrual are property taxes, fines, licenses, sales taxes, and charges for services.

Purchases of various operating supplies are regarded as expenditures at the time purchased.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

#### 4. BUDGETS

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

- 1. The mayor and town clerk review the prior year revenue and expenditures as a basis for projecting the next fiscal years budget. They make anticipated changes for those things that are known and prepare a budget to present to the council for adoption.
- 2. The proposed budget is discussed at a Town Council meeting prior to the close of the previous fiscal year.
  The proposed budget hearing is advertised in the local
  newspaper prior to the meeting, so that all concerned
  citizens may have input.
- 3. Formal budgets are adopted during the year for the general and special revenue funds, and are adopted on a basis consistent with generally accepted accounting principals (GAAP).
- 4. Formal budgets are not employed as a management tool.
- 5. Unused appropriations for all annually budgeted funds lapse at the end of the year.

#### 5. INVESTMENTS

The Town may invest in U. S. Government Securities, Certificate of Deposits, Passbooks, and other available bank investments provided that approved securities are pledged to secure those funds on deposit in an amount equal to the amount of those funds, including FDIC insurance.

Investments are recorded at cost.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### 6. CASH AND INVESTMENTS

At year end, the carrying amount of the Town's deposits, checking, savings accounts, and certificate of deposit were \$216,221 and the bank balances were \$213,762. The cash balances were covered by Federal Depository Insurance up to \$100,000, the amount which exceeds the \$100,000 of \$116,221 was covered by collateral pledged by the Town's depository, the Cottonport Bank. All funds on deposit were collateralized and insured. The market value of the collateral pledged at June 30, 1997 was \$186,962.

#### INVESTMENTS

Cash and cash equivalents for the Sewer System Fund statement of Cash Flows, considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalence.

The following is a list of the Town's funds which are in interest bearing accounts or which are invested:

		MATURITY	
	<u>RATE</u>	DATES	_AMOUNTS
General Fund	2.53%	Daily	\$43,076
Sales Tax Fund	2.53	Daily	22,163
Enterprise Fund			
Operating	2.78	Daily	61,702
Operating Certificate			
of Deposit	5.55	10-29-97	<b>60,0</b> 00
Bond and Interest	3.30	Daily	23,303

#### AD VALOREM TAXES

The Town collects property tax on assessed values of property within its corporate limits. The taxes attach as an enforceable lien as of January 1 of each year. For the year ended June 30, 1997, taxes 5.56 mills were levied on property with assessed valuations totaling \$3,129,496 and were dedicated for general maintenance.

Total taxes levied were \$17,400. There was \$323 of uncollected taxes at June 30, 1997.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### 8. RESERVES OF FUND EQUITY

The Town records reserves to indicate that a portion of the fund equity is legally segregated for a specific future use. The following details the description and amount of all reserves used by the Town:

A. SALES TAX

Reserved for public safety, streets and drainage and general purposes

\$19,287

B. SEWER SYSTEM

Restricted for revenue bond sinking fund Reserved for repair and replacement

**\$23,30**3

#### 9. BAD DEBTS

Uncollectible amounts due for Ad Valorem taxes, customer's utility receivables are recognized as bad debts through the establishment of an allowance account at the time information becomes available which would indicate the uncollectibility of the particular receivable.

#### 10. COMPARATIVE DATA

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the Town's financial position and operations. However, comparative (i.e., presentation of prior year totals by fund type) data have not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

#### 11. TOTAL COLUMNS ON COMBINED STATEMENTS - OVERVIEW

Total columns of the combined statements - overview are captioned memorandum only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### NOTE B. INTERFUND RECEIVABLES, PAYABLES

	INTERFUND	INTERFUND)
	RECEIVABLES	PAYABLES
General Fund	\$3,789	\$ 539
Special Revenue Funds		•
Sales Tax Fund	0	5,541
Enterprise Fund	2,291	()
Totals	\$ <u>6,080</u>	\$6,080

#### NOTE C. RESTRICTED ASSETS - PROPRIETARY FUND TYPE

Restricted assets were applicable to the following at June 30:

	<u> 1997</u>	<u> 1996</u>
Revenue Bond Sinking Fund	\$18,726	\$18,804
Repair and Replacement Fund	-4,577	4,546
Totals	\$ <u>23,303</u>	\$ <u>23,350</u>

#### NOTE D. PROPERTY, PLANT AND EQUIPMENT

General Fixed Asset Account Group - fixed assets used in governmental fund type operations (General Fixed Assets) are accounted for in the General Fixed Assets Account Group, and are recorded as expenditures in the Governmental Fund Types when purchased. General Fixed Assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems, are not capitalized along with other General Fixed Assets.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated assets are valued at their estimated fair value on the date of donation. Repairs and maintenance are recorded as expenditures; renewals and betterments are capitalized.

#### CHANGES IN GENERAL FIXED ASSETS

A summary of changes in General Fixed Assets follows:

	BALANCE			BALANCE
	JULY 1,			JUNE 30,
	1996	ADDITIONS	DELETIONS	1997
Land	\$ 89,491	\$ 0	\$ 0	\$ 89,491
Buildings	303,426	3,544	()	306,970
Other				-
Improvements	13,008	0	0	13,008
Equipment	225,624	19,365	17,038	227,951
Totals	\$ <u>631,549</u>	\$22, <u>909</u>	\$ <u>17,038</u>	\$637,420

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### NOTE D. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

Enterprise Fund - Additions to the utility plant and service are recorded at cost or, if contributed property, at their estimated fair value at time of contribution. Repairs and maintenance are recorded as expenses; renewals and betterments are capitalized. The sale or disposal of fixed assets is recorded by removing cost and accumulated depreciation from the accounts and charging the resulting gain or loss to income.

Depreciation has been calculated on each class of depreciable property using the straight-line method, prorated from date purchased in year of acquisition. Estimated useful lives are as follows:

Sewer System	100	YEARS
Sewer Line Extension	50	YEARS
Equipment	5	YEARS

A summary of Proprietary Fund Type, Plant and Equipment at June 30, 1997, is as follows:

	ENTERPRISE FUND (SEWER)
Sewer lines, extensions and treatment Machinery and equipment	\$1,982,263 <u>32,764</u>
Total	2,015,027
Less: Accumulated Depreciation	192,534
Net	\$ <u>1,822,493</u>

#### NOTE E. PROPRIETARY FUND CHANGES IN LONG-TERM DEBT

The following is a summary of the bond transactions of the Town for the year ended June 30, 1997:

REVENUE BONDS	PAYABLE AT JULY 1, 1996	RETIRED	PAYABLE AT JUNE 30, 1997
SERIES 1964	\$ <u>49,000</u>	\$ <u>7,000</u>	\$ <u>42,000</u>

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### NOTE E. PROPRIETARY FUND CHANGES IN LONG-TERM DEBT (CONTINUED)

The annual requirement to retire the Revenue Bonds as of June 30, 1997 is as follows:

YEAR			
ENDING			
JUNE 30,	PRINCIPAL	INTEREST	TOTAL
1998	7,000	1,470	8,470
1999	7,000	1,225	8,225
2000	7,000	980	7,980
2001	7,000	735	7,735
2002	7,000	490	7,490
2003	7,000	<u>245</u>	<u>_7,245</u>
Totals	\$42,000	\$ <u>5,145</u>	\$47,145

#### REVENUE BONDS

\$162,000 Sewer Bonds dated 5/1/64; Due in annual installments of \$4,000 - \$5,000 - \$6,000 - \$7,000 through May 1, 2003; Interest at 3 1/2%.

\$42,000

FLOW OF FUNDS; RESTRICTIONS ON USE - UTILITY REVENUES -

Provisions of the Revenue Bond Indenture requires all revenue be deposited in Sewer System Revenue Fund. This money is to be disbursed as follows:

- 1. To pay all reasonable expenses of administration, operations and maintenance of the Sewer System Fund.
- 2. The establishment and maintenance of Sewer System Revenue Bond and Interest Sinking Fund. This fund requires transfers, no later than the 10th day of each month, sufficient in amount to pay promptly and fully the principal and interest on the bonds, as they become due. There is also a reserve balance of \$9,000 to be accumulated out of the transfers from the Revenue Fund.
  - 3. The establishment of a Sewer System Repair and Replacement Fund to care for depreciation, extensions, additions, improvements, repairs and replacements necessary to properly operate the system. This fund requires transfers of \$75 before the 10th of each month until such time as \$4,500 is accumulated in this fund. Transfers are required anytime the balance of this fund is lower than \$4,500.

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### NOTE E. PROPRIETARY FUND CHANGES IN LONG-TERM DEBT (CONTINUED)

The balance of the excess funds, on deposit in the Revenue Fund, may be used for any lawful corporate purposes as the governing authority of the Town may determine, whether such purposes are or are not related to the system.

All or part of the monies on reserve in any of the above funds may be invested in direct obligations of the United States of America.

#### NOTE F. MAYOR AND ALDERMEN PER DIEM

Mayor	 Harold	Quebedeaux	\$2,040
Aldermen	 Leon D	eshotel	600
	Edward		500
	Nicky	Bordelon	550
	Julia	Boston	600
	J. M.	Francisco	55 <b>0</b>

#### NOTE G. RETIREMENT COMMITMENTS

The Town of Mansura has no retirement commitments or pension plan for its employees.

#### NOTE H. LEASES

At June 30, 1997, the Town of Mansura, Louisiana, had the following lease commitments:

The Town leased to the Mansura Chamber of Commerce, Inc., a Non-Profit Organization, a building complex known as the "Mansura Pavillion" for \$1 a year for 20 years beginning April 1, 1990, with an option to lease said property for an additional 20 year period beginning April 1, 2009.

#### NOTE I. CONTRIBUTED CAPITAL

Contributed Capital of the Enterprise Fund, is as follows:

	GENERAL FUND	FEDERAL AND STATE GRANTS	TOTAL
Balance July 1, 1996 Additions (Deletions)	\$170,933	\$1,066,133 527,265	\$1,237,066
Balance June 30, 1997	\$170,933	\$1,5 <b>93,</b> 398	\$1,764,331

The above amounts were for capital expenditures of the Sewer System and are recorded at amounts actually received.

(Continued)

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 1997 (CONTINUED)

#### NOTE J. COMPENSATED ABSENCES

The Town does not allow compensated absences to their employees.

#### NOTE K. LITIGATION

The Town of Mansura, Louisiana, had no claims against it that would exceed its liability insurance.

#### NOTE L. EXPENDITURES OVER APPROPRIATIONS

For the year ended June 30, 1997, no fund of the Town of Mansura, Louisiana had expenditures which exceeded appropriations before operating transfers in.

#### NOTE M. EXPENDITURES OVER BUDGETED AMOUNTS

For the year ended June 30, 1997, no fund of the Town of Mansura, Louisiana had expenditures which exceeded budgeted amounts.

#### NOTE N. SEGMENT INFORMATION FOR ENTERPRISE FUNDS

The Town has one enterprise fund. Segment information for the year ended June 30, 1997 follows:

Operating Revenues Depreciation Operating Income (Loss) Net Income (Loss)	<u>Totals</u> \$ 89,995 28,030 (2,978) 51
Plant, Property and Equipment, net additions Net Working Capital Total Assets Long-term Liabilities Payable from Operating Revenue	881,529 127,735 1,998,647 42,000
Total Equity	1,952,618

SINGLE AUDIT

### Roy K. Derbonne, Ir.

Certified Public Accountant 1101-A Bolton Avenue Alexandria, Louisiana 71301-6878

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Member Society of Louisiana C.P.A.'s

INDEPENDENT AUDITOR'S REPORT ON SCHEDULE OF EXPENDITURES
OF FEDERAL AWARDS

The Honorable Mayor and Members of the Town Council Town of Mansura, Louisiana

I have audited the accompanying general purpose financial statements and the combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, as of and for the year ended June 30, 1997, and have issued my report thereon dated December 29, 1997. These general purpose financial statements and the combining and individual fund and account group financial statements are the responsibility of the Town of Mansura, Louisiana's, management. My responsibility is to express an opinion on these general purpose financial statements and the combining and individual fund and account group financial statements based on my audit.

I conducted my 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 Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." Those standards and OMB A-133 require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements and the combining and individual fund and account group financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements and the combining and individual fund and account group 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. I believe that my audit provides a reasonable basis for my opinion.

My audit was conducted for the purpose of forming an opinion on the general purpose financial statements and combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, taken as a whole. The accompanying schedule of Expenditures of Federal Awards is presented for purposes of additional analysis and is not a required part of the general purpose financial statements and the combining and individual fund and account group financial statements. The information in this schedule has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and the combining and individual fund and account group financial statements and, in my opinion is fairly presented in all

material respects in relation to the general purpose financial statements and combining and individual fund and account group financial statements taken as a whole.

Certified Public Accountant

Alexandria, Louisiana December 29, 1997

### SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 1997

#### SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Contractor's Fees Engineering Fees Other Construction Costs Administration Costs	\$ 499,616 19,333 200 8,315
Total Expenditures	\$ 527,264

### SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 1997

	CFDA NUMBERS	PASS-THROUGH GRANTOR'S NUMBER	PROGRAM OR AWARD AMOUNT	CASH/ (DEFERRED) REVENUE AT JUNE 30, 1996	RECEIPTS OR REVENUE RECOGNIZED	DISBS. / EXPENDITURES	CASH/ (PEFERRED) FLVETUE AT JUNE 30, 1997
FEDERAL GRANTS							
U. S. Department of Housing and							
Urban Development							
Community Development Block Grant: Passed through State of Louisiana Division of Administration							
CDBG/Small Cities Program	14,219	B-94-22-0001	\$ 852,950 <b>*</b>	\$ <b>535,0</b> 64	\$ 527,264	\$ 527,264 ========	· · · · · · · · · · · · · · · · · · ·

<sup>\*</sup> This is a major program.

### Roy K. Derbonne, Ir.

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INDEPENDENT AUDITOR'S REPORT ON THE INTERNAL CONTROL STRUCTURE USED IN ADMINISTERING FEDERAL FINANCIAL ASSISTANCE PROGRAMS

The Honorable Mayor and Members of the Town Council
Town of Mansura, Louisiana

I have audited the general purpose financial statements and the combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, for the year ended June 30, 1997, and have issued my report thereon dated December 29, 1997. I have also audited the compliance of the Town of Mansura, Louisiana, with requirements applicable to major federal financial assistance programs and have issued my report thereon dated December 29, 1997.

I conducted my audit in accordance with generally accepted auditing standards; Government Auditing Standards, issued by the Comptroller General of the United States; and Office of Management and Budget Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements and the combining and individual fund and account group financial statements are free of material misstatement and whether the Town of Mansura, Louisiana, complied with the laws and regulations, noncompliance with which would be material to a major federal financial assistance program.

In planning and performing my audit for the year ended June 30, 1997, I considered the internal control structure of the Town of Mansura, Louisiana, in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and the combining and individual fund and account group financial statements of Mansura, Louisiana, and on the compliance of Mansura, Louisiana, with requirements applicable to major programs and to report on the internal control structure in accordance with OMB Circular A-133. This report addresses my consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal financial assistance programs. I have addressed internal control structure policies and procedures relevant to my audit of the general purpose financial statements and the combining and individual fund and account group financial statements in a separate report dated December 29, 1997.

The management of the Town of Mansura, Louisiana, is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgements by management

are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements and the combining and individual fund and account group financial statements in accordance generally accepted accounting principles, and that federal financial assistance programs are managed in compliance with applicable laws and regulations. Because of inherent limitations in any internal control structure, errors, irregularities, or instances of noncompliance may nevertheless occur and not be detected. Also, projections of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, I have classified the significant internal control structure policies and procedures used in administering federal financial assistance programs in the following categories:

#### ACCOUNTING CONTROLS

BILLING
PURCHASING AND RECEIVING
PAYROLLS
GENERAL LEDGER

CASH RECEIPTS
CASH DISBURSEMENTS
PROPERTY AND EQUIPMENT

#### GENERAL REQUIREMENTS

POLITICAL ACTIVITY
CIVIL RIGHTS
RELOCATION ASSISTANCE
AND REAL PROPERTY
ACQUISITION
ALLOWABLE COSTS/ COST
PRINCIPLES

DAVIS-BACON ACT
CASH MANAGEMENT
FEDERAL FINANCIAL REPORTS
DRUG-FREE WORK PLACE
ADMINISTRATION REQUIREMENTS

### SPECIFIC REQUIREMENTS TYPES OF SERVICES ALLOWED

SPECIAL TESTS AND PROVISIONS

REPORTING

For all of the internal control structure categories listed above, I have obtained an understanding of the design of relevant policies and procedures and determined whether they have been placed in operation, and I assessed control risk.

During the year ended June 30, 1997, the Town of Mansura, Louisiana, expended 100% of its total federal financial assistance under major federal financial assistance programs.

I performed tests of controls, as required by OMB Circular A-133, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that I considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements and amounts claimed that are applicable

to the Town of Mansura, Louisiana's major federal financial assistance program, which is identified in the accompanying Schedule of Expenditures of Federal Awards. My procedures were less in scope than would be necessary to render an opinion on these internal control structure policies and procedures. Accordingly, I do not express such an opinion.

My consideration of the internal control structure policies and procedures used in administering federal financial assistance programs would not necessarily disclose all matters in the internal control structure that might constitute material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that noncompliance with laws and regulations that would be material to a federal financial assistance program may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control structure and its operation that I consider to be a material weakness as defined above.

This report is intended for the information of the management of the Town of Mansura, Louisiana and the legislative auditor, for the State of Louisiana. This restriction is not intended to limit distribution of this report, which is a matter of public record.

Certified Public Accountant

Alexandria, Louisiana-December 29, 1997

### Roy K. Derbonne, Jr.

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE GENERAL REQUIREMENTS APPLICABLE TO MAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS

The Honorable Mayor and Members of the Town Council Town of Mansura, Louisiana

I have audited the general purpose financial statements and the combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, as of and for the year ended June 30, 1997, and have issued my report thereon dated December 29, 1997.

I have applied procedures to test the Town of Mansura, Louisiana's compliance with the following requirements applicable to its federal financial assistance program, which is identified in the Schedule of Expenditures of Federal Awards, for the fiscal year ended June 30, 1997:

POLITICAL ACTIVITY
DAVIS-BACON ACT
CIVIL RIGHTS
CASH MANAGEMENT
RELOCATION ASSISTANCE AND
REAL PROPERTY ACQUISITIONS
FEDERAL FINANCIAL REPORTS
ALLOWABLE COSTS/COST PRINCIPLE
DRUG FREE WORK PLACE
ADMINISTRATION REQUIREMENTS

My procedures were limited to the applicable procedures described in the Office of Management and Budget's "Compliance Supplement for Single Audits of State and Local Governments." My procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the Town's compliance with the requirements listed in the preceding paragraph. Accordingly, I do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed no material instances of noncompliance with the requirements listed in the second paragraph of this report. With respect to items not tested, nothing came to my attention that caused me to believe that the Town, had not complied, in all material respects, with those requirements.

This report is intended for the information of management of the Town of Mansura, Louisiana and the Legislative Auditor, for the State of Louisiana. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Certified Public Accountant

Alexandria, Louisiana ( December 29, 1997

### Roy K. Derbonne, Ir.

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INDEPENDENT AUDITOR'S OPINION ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO MAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS

The Honorable Mayor and Members of the Town Council
Town of Mansura, Louisiana

I have audited the general purpose financial statements and the combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, as of and for the year ended June 30, 1997, and have issued my report thereon dated December 29, 1997.

I have also audited the Town of Mansura, Louisiana's compliance with the requirements governing types of service allowed or unallowed; eligibility; reporting; claims for advances and reimbursements that are applicable to its Major Federal Financial Assistance Program, which is identified in the accompanying Schedule of Expenditures of Federal Awards, for the year ended June 30, 1997. The management of the Town is responsible for the Town's compliance with those requirements. My responsibility is to express and opinion on compliance with those requirements based on my audit.

I conducted my audit of compliance with those requirements in accordance with generally accepted auditing standards; Government Auditing Standards, issued by the Comptroller General of the United States; and Office of Management and Budget Circular A-133, "Audits of States, Local Governments, and Non-Profit Ongainzations." Those standards and OMB A-133 require that I plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above occurred. An audit includes examining, on a test basis, evidence about the Town's compliance with those requirements. I believe that my audit provides a reasonable basis for my opinion.

The results of my audit procedures did not disclose any material instance of noncompliance with the requirements referred to above.

This report is intended for the information of management of the Town of Mansura, Louisiana and the Legislative Auditor, for the State of Louisiana. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Certified Public Accountant

Alexandria, Louisiana December 29, 1997

#### SCHEDULE OF FINDINGS AND QUESTIONED COSTS YEAR ENDED JUNE 30, 1997

CURRENT YEAR FINDINGS:
There were no current year questioned costs.

PRIOR YEAR FINDINGS:
There were no prior year findings.

FINANCIAL STATEMENTS
OF INDIVIDUAL FUNDS
AND ACCOUNT GROUPS

#### GENERAL FUND

To account for resources traditionally associated with governments which are not required to be accounted for in another fund.

#### GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997

WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996

1	.9	9	7
_	-	-	-

		1997		
	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVOR.)	1996 ACTUAL
REVENUES				
Taxes Collected	\$ 23,200	\$ 19,566	\$ (3,634)	\$ 20,054
Occupational Licenses	35,000	36,138	1,138	36,939
Liquor and Beer Permits	1,400	825	(575)	670
State Tobacco Tax	8,500	8,329	(171)	8,329
Franchise Fees	47,500	65,395	17,895	49,267
Fines	35,000	45,955	10,955	17,089
State Beer Tax	4,200	4,695	495	5,302
Cutting Grass	1,250	1,755	505	1,150
Rent	7,500	7,500	0	6,750
Interest Income	800	946	146	849
Revenue Sharing - APPJ				
Indian Affairs	42,000	51,249	9,249	21,495
Video Poker Rebate	10,000	10,432	432	10,635
Donations - Christmas				
Decorations	1,500	1,256	(244)	1,256
Donation to Police Dept.	O O	υ ^	U	2,500
Donation for DeFosse' Home	U	U	U	400
Donation of Land and	^	^	^	100 000
Building from CLECO Grant - Red River Delta	0	1 5 0 0	1 500	133,000
Miscellaneous	100	1,500	1,500	1 706
MISCETIQUEOUS		2,773	2,673	1,796
Total Revenues	217,950	258,314	40,364	317,481
EXPENDITURES CURRENT				
General Government	54,050	44,565	9,485	61 603
Public Safety	113,800	110,854	2,946	61,603 97,196
Streets and Sanitation	42,900	34,589	8,311	21,351
CAPITAL OUTLAYS	1,200	19,055	(17,855)	134,703
CMI I IMI OULDMID			(17,000)	
Total Expenditures	211,950	209,063	2,887	314,853
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	6,000	49,251	43,251	2,628
		• -		

(Continued)

#### GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997 WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996

(CONTINUED)

	1997	
	VARIANCE FAVORABLE BUDGET ACTUAL (UNFAVOR.)	1996 ACTUAL
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (CONTINUED FROM THE PREVIOUS PAGE)	\$ 6,000 \$ 49,251 \$ 43,251	\$ 2,628
OTHER FINANCING SOURCES Operating Transfers In Operating Transfers Out	0 844 (6,000) (6,112) (112)	10,835 (5,542)
Total Other Financing Sources (Uses)	(6,000) (5,268) 732	5,293
EXCESS OF REVENUES AND OTHER SORUCES OVER (UNDER) EXPENDITURES	0 43,983 43,983	
FUND BALANCE, BEGINNING	0 43,983 43,983 0 38,561 38,561	30,640
FUND BALANCE, ENDING	\$ 0 \$ 82,544 \$ 82,544	\$ 38,561

#### GENERAL FUND

STATEMENT OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997
WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996

1997

				1997				
		BUDGET		ACTUAL	FA	ARIANCE VORABLE NFAVOR.)		1996 ACTUAL
GENERAL GOVERNMENT								
Mayor and Aldermen Salaries Utilities and Telephone Office Supplies Insurance Printing and Publishing Legal and Audit Payroll Taxes Dues Assessor's Compensation	\$	5,600 15,700 2,000 650 21,800 250 2,000 1,600 650 600	\$	4,840 14,865 2,359 561 12,897 114 2,000 1,836 330	\$	760 835 (359) 89 8,903 136 0 (236) 320	\$	4,990 14,383 3,257 800 30,349 40 1,167 786 267
Tax Collection Fees Building Rep. and Upkeep Repairs - CLECO Bldg. Insurance - CLECO Bldg. Insurance - De'Fosse Home Travel and Seminars Mayor's Expenditures Cochon De Lait Festival Christmas Parade Float		200 300 300 400 800 900 0		594 167 147 50 359 729 312 306 1,838 0		33 153 250 41 71 588 (306) (1,838) 0		580 0 350 0 0 0 0 300
Miscellaneous	-	300		261		39 	_	4,334
Total General Govern- ment Expenditures	\$	54,050	\$ ==	44,565	\$	9,485 =====	\$=	61,603
PUBLIC SAFETY POLICE DEPARTMENT								
Salaries Equipment Automobile Insurance Uniforms Trainning Payroll Taxes Law Enforcement and	\$	77,000 8,000 9,000 8,000 1,250 0 7,700	\$	79,893 6,262 5,642 7,995 1,449 119 6,871	\$	(2,893) 1,738 3,358 5 (199) (119) 829	\$	77,493 3,600 9,995 0 300 0 4,345
Convictions Citations Animal Control		500 350 0	_	428 47 217		72 303 (217)		0 0 0
Total Police Dept. Expenditures		111,800		108,923	<b></b> -	2,877		95,733

(Continued)

#### GENERAL FUND

STATEMENT OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997
WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996
(CONTINUED)

1997

		1991		
	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVOR.)	1996 ACTUAL
DONATION TO VOLUNTEER FIRE DEPARTMENT				
Gas, Oil, Etc. Insurance Utilities	\$ 0 2,000 0	\$ 176 1,755 0	\$ (176) 245 0	\$ 229 1,106 128
Total Volunteer Fire Department	2,000	1,931	69	1,463
Total Public Safety Expenditures	\$ 113,800	\$ 110,854	\$ 2,946	\$ 97,196
STREETS AND SANITATION Labor Insurance Truck Gas and Repairs Street Repairs and Maint. Uniforms Payroll Taxes Street Supplies Waste Management	\$ 32,000 5,000 0 1,200 3,200 0 1,500	\$ 26,689 3,106 13 0 1,347 2,296 41 1,097	\$ 5,311 1,894 (13) 0 (147) 904 (41) 403	\$ 17,712 761 0 236 703 965 0 974
Total Streets and Sanitation Expenditures	\$ 42,900	\$ 34,589 ========	\$ 8,311	\$ 21,351
CAPITAL OUTLAYS General Government Public Safety	\$ 0 1,200	\$ 3,544 15,511	\$ (3,544) (14,311)	\$ 133,000 1,703
Total Capital Outlays	\$ 1,200	\$ 19,055	\$ (17,855) =======	\$ 134,703
TOTAL EXPENDITURES	\$ 211,950	\$ 209,063	\$ 2,887	\$ 314,853

#### SPECIAL REVENUE FUNDS

PARK AND RECREATION FUND - To account for receipt and expenditure of funds acquired through donations and fund raising activities for parks and recreation.

SALES TAX FUND

- To account for the receipt and expenditures of funds received from a sales tax passed by the residents of Mansura, Louisiana. The money in this fund is to be spent only for streets, drainage, public safety and any other general fund expenditure.

#### SPECIAL REVENUE FUNDS COMBINING BALANCE SHEETS JUNE 30, 1997

WITH COMPARATIVE TOTALS FOR YEAR ENDED JUNE 30, 1996

	RECREATION AND PARK FUND	SALES TAX FUND	
ASSETS			
ASSETS Cash Sales Taxes Receivable Interfund Transfer Receivable	\$ 5,975 0 229	\$ 22,163 5,270 ()	
TOTAL ASSETS	\$ 6,204	\$ 27,433	
LIABILITIES AND FUND BALANCE			
LIABILITIES Accounts Payable Amount Due Farm Plan Accrued Payroll Taxes Payable Due to General Fund Due to Sewer System Revenue Fund	\$ 136 0 0 0	\$ 2,413 0 192 3,789 1,752	
Total Liabilities	136	8,146	
FUND BALANCE Reserved Unreserved - Undesignated Total Fund Balance	6,068 6,068	19,287 0 19,287	
TOTAL LIABILITIES AND FUND BALANCE	\$ 6,204	\$ 27,433	

The accompanying notes are

TOTALS

	1997	1996	5 
\$	28,138 5,270 229	,	450 132 0
\$ ==	33,637	\$ 27, ======	582 ===
\$	2,549 0 192 3,789 1,752 8,282	3, 6,	271 295 0 789 430 
	19,287 6,068 25,355	5, 	531 266  797
\$ ==	33,637	\$ 27, =====	

an intergral part of this statement.

# SPECIAL REVENUE FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES YEAR ENDED JUNE 30, 1997 WITH COMPARATIVE TOTALS FOR YEAR ENDED JUNE 30, 1996

	RECREA AND F FUN	ARK	SALES TAX FUND		
REVENUES Sales Taxes Collected	\$	0	\$	70,457	
Interest Income Miscellaneous	•	0	•	465	
Total Revenues		0	<u>-</u>	70,922	
EXPENDITURES CURRENT					
General Government		492		<b>18,</b> 519	
Public Safety		0		14,199	
Streets and Sanitation Recreation	A	0		23,696	
CAPITAL OUTLAYS	<b>-</b>	0 818		1,752	
Total Expenditures	5	310		58,166	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(5	3,310)	<del> 1</del>	12,756	
OTHER FINANCING SOURCES (USES) Operating Transfers In Operating Transfers Out	6	5,112 0		0	
Total Other Financing Sources (Uses)	6	5,112		()	
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES		802		12,756	
FUND BALANCE, Beginning	<u></u>	5,266		6,531	
FUND BALANCE, Ending	\$ ======	5,068	\$	19,287	

The accompanying notes are

TOTALS

1997	1996
\$ 70,457 465 0	\$ 68,338 598 36
70,922	68,972
19,011 14,199 23,696 4,818 1,752	20,128 11,314 33,154 5,104 6,627
63,476	76,327
7,446	(7,355)
6,112 0	5,542 0
6,112	5,542
13,558	(1,813)
11,797	13,610
\$ 25,355	\$ 11,797

an intergral part of this statement.

#### SPECIAL REVENUE FUNDS RECREATION AND PARK FUND

### COMPARATIVE BALANCE SHEET JUNE 30, 1997 AND 1996

	1097	3500
ASSETS	=	
ASSETS Cash Interfund Transfer Receivable	\$ 5,975 229	\$ 7,410
TOTAL ASSETS	\$ 6,204	\$ 7,410
LIABILITIES AND FUND BALANCE		
LIABILITIES Accounts Payable	\$ 136	\$ 2,144
Total Liabilities	136	2,144
FUND BALANCE Unreserved - Undesignated	5,068	5,266
TOTAL LIABILITIES AND FUND BALANCE	\$ 6,204	\$ 7,410 ====================================

### SPECIAL REVENUE FUNDS RECREATION AND PARK FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997 WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996

1997

		• • • • • • • • • • • • • • • • • • •		1001					
		BUDGET		ACTUAL		VARIANCE FAVORABLE (UNFAVOR.)		1996 ACTUAL	
REVENUES							<del>-</del>		
Donations	\$	0	\$	0	\$	0	\$	0	
Miscellaneous and Tokens		•					,		
TORCHS		0		0		0		0	
Total Revenues		0		0		0	<del></del>	0	
EXPENDITURES									
CURRENT									
Administrative		0		492		(492)		0	
Recreation CAPITAL OUTLAYS		6,000		4,818		1,182		5,104	
CAPILIOU LIAIS	•	0		0		0		0	
Total Expenditures	<b>-</b>	6,000		5,310	•	690		5,104	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		(6,000)		(5,310)		690		(5,104)	
OTHER FINANCING SOURCES									
OPERATING TRANSFERS IN		6,000	<del></del>	6,112		112		5,542	
EXCESS OF REVENUES AND OTHER SORUCES OVER									
(UNDER) EXPENDITURES		0		802		802		438	
FUND BALANCE, BEGINNING	_	0	F	5,266		5,266		4,828	
FUND BALANCE, ENDING	\$	() ====================================	\$	6,068	\$	6,068	\$	5,266	
FUND BALANCE, ENDING	•		\$	6,068	•	•	\$ ==:	5,260	

#### SPECIAL REVENUE FUNDS RECREATION AND PARK FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997 WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996

1997

	ルフツ /							
		BUDGET		ACTUAL	FA	ARIANCE VORABLE NFAVOR.)		1996 ACTUAL
ADMINISTRATIVE								m =
Office Supplies Town Hall and Depot	\$	0	\$	95	\$	(95)	\$	0
Repairs		0		72		(72)		0
Travel and Conventions		0	<b>-</b>	325		(325)		0
Total Administrative	\$	0	\$	492	\$	(492)	\$	0
	<del>=</del> =		=	======			=	
RECREATION								
Gas	\$	0	\$	0	\$	0	\$	י ר
Utilities		500		481		19	1	423
Insurance		1,200		1,107		93		276
Repairs and Maintenance		1,700		1,037		663		3,889
Supplies		500		186		31.4		106
Grounds Maintenance		100		10		90		0
Miscellaneous		1,000		1,037		(37)		399
Cochon DeLait Festival	-	1,000		960		40		0
Total Recreation	\$ ==:	6,000	\$	4,818	\$	1,182	\$	5,104
Chitamat are							<u></u> -	<del>-</del>
CAPITAL OUTLAYS	\$ =::	0	\$ =::	0======	\$ ===	0 ====================================	\$ ==	0
TOTAL EXPENDITURES	¢	6 000	Ļ	t 210	٨		ı.	
	્ર =:	6,000	ې	5,310	\$	690	\$	5,104
					I		=======================================	

### SPECIAL REVENUE FUNDS SALES TAX FUND

### COMPARATIVE BALANCE SHEET JUNE 30, 1997 AND 1996

	1.997	1996
ASSETS		***************************************
ASSETS Cash Sales Taxes Receivable	\$ 22,163 5,270	\$ 14,040 6,132
TOTAL ASSETS	\$ 27,433	\$ 20,172
LIABILITIES AND FUND BALANCE		
LIABILITIES Accounts Payable Amount Due Farm Plan Accrued Payroll Taxes Payable Due to General Fund Due to Sewer System Fund	\$ 2,413 0 192 3,789 1,752	\$ 3,127 295 0 3,789 6,430
Total Liabilities	8,146	13,641
FUND BALANCE Reserved	19,287	6,531
TOTAL LIABILITIES AND FUND BALANCE	\$ 27,433	\$ 20,172

### SPECIAL REVENUE FUNDS SALES TAX FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997 WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996

1	9	9	7
•	_	_	•

	199/							
REVENUES	BUDGET		ACTUAL		FA	ARIANCE VORABLE NFAVOR.)	<b></b> •	1996 ACTUAL
Sales Taxes Collected Interest Miscellaneous	\$	60,000	\$	70,457 465 0	\$	10,457 465 0	\$	68,338 598 36
Total Revenues		60,000	-	70,922	*	10,922	-	68,972
EXPENDITURES  CURRENT  General Government  Public Safety  Streets and Sanitation  CAPITAL OUTLAYS		18,000 18,000 24,000 0		18,519 14,199 23,696 1,752		(519) 3,801 304 (1,752)		20,128 11,314 33,154 6,627
Total Expenditures	<del></del> .	60,000		58,166		1,834	-	71,223
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		0		12,756		12,756		(2,251)
FUND BALANCE, BEGINNING		0	<b>.</b> .	6,531		6,531		8,782
FUND BALANCE, ENDING	\$	0	\$ ==	19,287		19,287	\$	6,531

### SPECIAL REVENUE FUNDS SALES TAX FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997 WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996

1997

				1001				
	, <u></u>	BUDGET		ACTUAL	FA	ARIANCE VORABLE NFAVOR.)		1996 ACTUAL
GENERAL GOVERNMENT								
Utilities	\$	8,500	\$	9,596	\$	(1,096)	\$	8,659
Telephone	•	1,500	•	1,233	7	267	Ψ.	0
Office and Postage		1,500		1,652		(152)		892
Insurance		100		181		`(81)		3,245
Printing and Publishing		1,500		1,160		340		1,753
Legal and Audit		1,000		850		150		1,167
Town Hall Supplies		1,000		95 <b>8</b>		42		1,278
Repairs to Equipment		500		281		219		255
Dues		500		442		58		0
Repairs and Maintenance		500		168		332		1,958
Bank Charges		0		12		(12)		0
Advertising		0		214		(214)		305
Utilities - De'Fosse Home		0		44		(44)		0
Repairs - De'Fosse Home		0		6		`(6)		0
Travel and Conventions		1,000		1,029		(29)		548
Miscellaneous	_	400		693		(293)		68
Total Administrative	\$_	18,000	\$	18,519	\$	(519)	\$	20,128
PUBLIC SAFETY	***		~				=	
POLICE DEPARTMENT								
Supplies and Equip.	\$	4,000	\$	3,016	\$	984	\$	1,108
Police Car, Gas								
and Repairs		10,000		9,237		763		7,280
Equipment Repairs		300		0		300		165
Office and Postage		350		85		265		169
Insurance		100		200		(100)		()
Uniforms		500		397		103		569
Miscellaneous		1,000		67		933		737
Animal Control	•	750		421		329		358
Total Police Dept.		17,000	-	13,423	47-	3,577	_	10,386

The accompanying notes are an integral part of this statement.

(Continued)

### SPECIAL REVENUE FUNDS SALES TAX FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -BUDGET (GAAP BASIS) AND ACTUAL YEAR ENDED JUNE 30, 1997 WITH COMPARATIVE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 1996 (CONTINUED)

1997

	1997							
	<b>F 1</b>	BUDGET		ACTUAL	FA	ARIANCE VORABLE NFAVOR.)	<b>-</b>	1996 ACTUAL
DONATION TO VOLUNTEER FIRE DEPARTMENT Truck gas & Repairs Utilities Miscellaneous	\$	800 100 100	\$	716 30 30	\$ -	84 70 70	\$	680 180 68
Total Volunteer Fire Department		1,000		776	_	224		928
Total Public Safety	\$	18,000	\$ ==	14,199	\$ ==	3,801	\$ =	11,314
STREETS AND SANITATION Labor Insurance Truck Gas and Repairs Street repairs Equipment Repairs Uniform Rentals Payroll Taxes Street Supplies Tractor Gas and Repairs Waste Disposal Insurance - Tractor Utilities Miscellaneous	\$	10,000 2,000 4,000 1,000 150 750 2,000 1,500 800 800 100	\$	9,395 3,320 3,954 319 169 100 841 2,108 1,177 238 804 1,228 43	\$	605 (1,320) 46 681 231 50 (91) (108) 323 262 (4) (428) 57	\$	8,163 1,408 3,847 13,861 336 0 482 1,644 2,110 485 0 818 0
Total Streets and Sanitation	\$	24,000	\$	23,696	\$ ==	304	\$ =	33,154
CAPITAL OUTLAYS Public Safety - Police Streets and Sanitation	\$	0	\$	1,752	\$	(1,752)	\$	457 6,170
Total Capital Outlays	\$	0	\$	1,752	-	(1,752)	•	6,627
TOTAL EXPENDITURES	\$	60,000	\$	58,166	\$	1,834	\$	71,223

#### CAPITAL PROJECTS FUND

LCDBG CONTRACT 14.219 - To account for receipt and expenditures of funds received through LCDBG for improvements to the Town's existing waste water facility.

#### CAPITAL PROJECTS FUND

### COMPARATIVE BALANCE SHEET JUNE 30, 1997 AND 1996

	19	1997		
ASSETS	— <del></del>	<del></del>		
ASSETS Cash Grant Funds Receivable	\$	2 0	\$ 2 535,064	
TOTAL ASSETS	\$ ====	2=====	\$ 535,066	
LIABILITIES AND FUND BALANCE				
LIABILITIES Contracts Payable Deferred Revenue	\$	0	\$ 0 535,064	
Total Liabilities		0	535,064	
FUND BALANCE Reserved for Sewer Improvements Unreserved - Undesignated	——	0 2	2. 0	
TOTAL LIABILITIES AND FUND BALANCE	\$	2====	\$ 535,066	

#### CAPITAL PROJECTS FUND

# COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE YEARS ENDED JUNE 30, 1997 AND 1996

	1	997	1996
REVENUES	<del></del>		 · · · · · · · · · · · · · · · · · · ·
Grant Funds	\$ 5	27,264	\$ 263,689
Total Revenues	.5	27,264	 263,689
EXPENDITURES			
Contractor's Fees	1	99,616	222 400
Engineering Fees		19,133	232,430
Other Construction Costs		200	20,517
Administrative Costs		8,315	10,742
Total Expenditures	5 	27,264	 263,689
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		0	()
OTHER FINANCING SOURCES (USES)			
Operating Transfers In		0	0
Operating Transfers Out		0	Ō
Total Other Financing Sources (Uses)		0	 0
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES		0	Δ
		J	U
FUND BALANCE, Beginning	=	2	 2
FUND BALANCE, Ending	\$	2	\$ 2

#### ENTERPRISE FUND

UTILITY FUND - To account for the provision of sewer services to residents of the Town. All activities necessary to provide such service are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service, and billing and collection.

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# ENTERPRISE FUND SEWER SYSTEM FUND

# COMPARATIVE BALANCE SHEET JUNE 30, 1997 AND 1996

	1997	1996
ASSETS		
CURRENT ASSETS		
Cash	\$ 61,702	\$ 131,803
Investment in Certificate of Deposit	60,000	0
Accounts Receivable	7,525	7,062
Due from General Fund	539	539
Due from Sales Tax Fund	1,752	6,430
Total Current Assets	131,518	145,834
RESTRICTED ASSETS		
Revenue Bond Sinking Fund Investment, at cost	10 776	10 004
Repair and Replacement Fund	18,726	18,804
Investment, at cost	4,577	4,546
Total Restricted Assets	23,303	23,350
PLANT AND EQUIPMENT Sewer System - at Cost, Net of Accumulated Depreciation (1997		
\$192,534, and 1996 - \$164,504)	1,822,493	968,993
Land	21,333	21,333
Construction in Progress	. 0	334,386
Total Plant and Equipment	1,843,826	1,324,712

TOTAL ASSETS

\$1,998,647

\$1,493,896

The accompanying notes are

	1997	1996
LIABILITIES AND FUND EQUITY	<del></del>	
CURRENT LIABILITIES (PAYABLE FROM CURRENT ASSETS) Accounts Payable Amount due Contractor Accrued Payroll Taxes	\$ 3,495 0 288	\$ 4,312 15,000 0
Total Current Liabilities (Payable from Current Assets)	3,783	19,312
CURRENT LIABILITIES (PAYABLE FROM RESTRICTED ASSETS) Revenue Bonds Payable Interest Coupons Payable (11/1)	7,000	7,000
Total Current Liabilities (Payable from Restricted Assets)	7,246	7,282
LONG-TERM LIABILITIES Revenue Bonds Payable	35,000	42,000
Total Liabilities	46,029	68,594
FUND EQUITY CONTRIBUTED CAPITAL Municipality Federal Grant	170,933 1,593,398	170,933 1,066,133
Total Contributed Capital	1,764,331	1,237,066
RETAINED EARNINGS Reserved for Revenue Bond Retirement Unreserved	23,303 164,984	23,350 164,886
Total Retained Earnings	188,287	188,236
Total Fund Equity	1,952,618	1,425,302
TOTAL LIABILITIES AND FUND EQUITY	\$1,998,647 ======	\$1,493,896

an intergral part of this statement.

# ENTERPRISE FUND SEWER SYSTEM FUND

# COMPARATIVE STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS - PROPRIETARY FUND TYPE YEARS ENDED JUNE 30, 1997 AND 1996

	1997	1996
OPERATING REVENUES Sewer Fees	\$ 89,995	\$ 88,471
OPERATING EXPENDITURES		
Salaries	12,600	12,275
Payroll Taxes	1,165	652
Office and Postage	0	0
Repairs and Maintenance	6,279	12,215
EPA Reports	1,310	1,395
Miscellaneous	0	588
Depreciation	28,030	19,434
Bank Charges	23	12
Utilities	18,188	16,418
Insurance	4,582	4,579
Supplies Lab Tests	13,152	11,683
Engineering Fees	0	0
Uniform Rental	216	216
Certification Costs	658	216
Travel and Seminars	100	260
Dues	0	2.00
Legal and Audit	850	1,167
Printing and Publishing	0	0
Fees	647	Ô
Truck Gas and Maintenance	4,366	3,125
Backhoe Repairs	807	, 0
Total Expenditures	 92,973	 84,019
OPERATING INCOME (LOSS)	(2,978)	4,452
NONOPERATING REVENUES (EXPENSES)		
Interest Income	3,294	4,032
State Grant	3,815	15,000
State Grant Expense	(1,559)	0
Interest Expense	(1,677)	(1,890)
Total Nonoperating Revenues (Expenses)	 3,873	 17,142
INCOME BEFORE OPERATING TRANSFERS	895	21,594

The accompanying notes are an integral part of this statement.

(Continued)

### ENTERPRISE FUND SEWER SYSTEM FUND

# COMPARATIVE STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS - PROPRIETARY FUND TYPE YEARS ENDED JUNE 30, 1997 AND 1996 (CONTINUED)

	1.9	97		1996
(CONTINUED FROM THE PREVIOUS PAGE) INCOME BEFORE OPERATING TRANSFERS	\$	895	\$	21,594
OTHER FINANCING SOURCES (USES) Operating Transfers Out	<del></del>	(844)		(10,835)
NET INCOME (LOSS)		51		10,759
RETAINED EARNINGS, Beginning	18	88,236		177,477
RETAINED EARNINGS, Ending	•	88,287	\$ ==:	188,236

# ENTERPRISE FUND SEWER SYSTEM FUND

# COMPARATIVE STATEMENT OF CASH FLOWS - PROPRIETARY FUND TYPE YEARS ENDED JUNE 30, 1997 AND 1996 INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS

	1997	1996
CASH FLOWS FROM OPERATING ACTIVITIES: Cash Received from Customers Cash Payments to Suppliers for Goods	\$ 89,995	\$ 88,471
and Services  Cash Payments to Employees for Services	(63,694) (12,600)	(29,081) (12,275)
Net Cash Provided by Operating Activities	13,701	47,115
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES: Operating Transfers Out to Other Funds	(844)	(10,835)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES: Proceeds from Federal Grants Proceeds from State Grant Acquisition and Construction of	527,265 2,256	263,688 15,000
Capital Assets Principal Paid on Revenue Bond Maturities Interest Paid on Revenue Bonds	(547,144) (7,000) (1,677)	(280,189) (6,000) (1,890)
Net Cash Used for Capital and Related Financing Activities	(26,300)	(9,391)
CASH FLOWS FROM INVESTING ACTIVITIES: Interest on Investments Investment in Certificate of Deposit	3,294 (60,000)	4,032
Net Cash Provided By/(Used) in Investing Activities	(56,706)	4,032
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(70,149)	30,921
CASH AND CASH EQUIVALENTS AT THE BEGINNING OF THE YEAR	155,154	124,233
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	\$ 85,005	\$ 155,154

# ENTERPRISE FUND SEWER SYSTEM FUND

# COMPARATIVE STATEMENT OF CASH FLOWS - PROPRIETARY FUND TYPE YEARS ENDED JUNE 30, 1997 AND 1996 INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS (CONTINUED)

		1997		1996
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:	<del></del>			
Operating Revenue Ajustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	\$	(2,978)	\$	4,452
Depreciation Changes in Assets and Liabilities: (Increase) Decrease in Accounts		28,030		19,434
Receivable (Increase) Decrease in Due from Other		(463)		455
Funds Increase (Decrease) in Accounts Payable Increase (Decrease) in Interest Payable		4,678 (15,531) (36)		9,000 13,808 (34)
Total Adjustments		16,678		42,663
NET CASH PROVIDED BY OPERATING ACTIVITIES	\$	13,700	\$ ==	47,115

# ENTERPRISE FUND SEWER SYSTEM FUND

# COMPARATIVE STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS FOR THE YEARS ENDED JUNE 30, 1997 AND 1996

	1997	1996
CASH BALANCE, Beginning of the Year	\$ 131,803	\$ 100,997
RECEIPTS		
Sewer Fees	89,533	88,925
Interest	2,445	3,206
Loan Repayment - Sales Tax Fund	6,430	9,000
State Grants	3,815	15,000
Miscellaneous	0	()
Total Receipts	102,223	116,131
TOTAL CASH AVAILABLE	234,026	217,128
DISBURSEMENTS		
Loan to Sales Tax Fund	1,752	0
Transfers to Bond and Interest Sinking	10 p 7 4 12	•
Fund	8,675	8,056
Salaries	12,600	12,275
Payroll Taxes	1,018	927
Repairs and Maintenance	6,461	12,326
EPA Lab and Test Fees	1,310	1,395
Service Charge	11	4
Utilities	17,816	16,249
Supplies	13,736	10,893
Miscellaneous	0	646
Insurance	4,986	4,526
Certification Costs	658	()
Uniform Rental	176	216
Travel and Seminars	100	260
Dues	0	0
Legal and Audit	850	1,167
Printing and Publishing	0	0
Fees	647	527
Truck Gas and Maintenance	4,284	2,944
Grant Expense	1,559	2,914
Capital Outlay	34,879	0
Investment in Certificate of Deposit	60,000	0
Backhoe Repairs	806	0
Transfer to General Fund	0	10,000
Total Expenditures	172,324	85,325
CASH BALANCE, End of Year	\$ 61,702 =======	\$ 131,803 ====================================

# ENTERPRISE FUND SEWER SYSTEM FUND

SCHEDULE OF CHANGES IN ASSETS RESTRICTED FOR REVENUE BOND DEBT SERVICE YEAR ENDED JUNE 30, 1997

		REVENUE BOND SINKING FUND	REP	AIR AND LACEMENT FUND		TOTAL
CASH AND INVESTMENTS, July 1, 1996	\$	18,804	\$	4,546	\$	23,350
CASH RECEIPTS Transfers - Sewer Operating Interest		8,675 818		0 31		8,675 849
Total Cash Receipts		9,493		31		9,524
TOTAL CASH AND INVESTMENTS AVAILABLE		28,297		4,577		32,874
CASH DISBURSEMENTS Principal Payments Interest Payments Bank and Check Charges Transfers to General Fund		7,000 1,715 12 844		0 0 0		7,000 1,715 12 844
Total Disbursements	<del></del>	9,571		0		9,571
CASH AND INVESTMENTS, June 30, 1997	\$	18,726	\$==	4,577	\$ ==:	23,303

# GENERAL FIXED ASSET ACCOUNT GROUP To account for fixed assets not used in Proprietary Fund operations.

# COMPARATIVE STATEMENT OF GENERAL FIXED ASSETS

# JUNE 30, 1997 AND 1996

	1997	1996
GENERAL FIXED ASSETS  Land Buildings Improvements other than Buildings Equipment	\$ 89,491 306,970 13,008 227,951	\$ 89,491 303,426 13,008 225,624
TOTAL GENERAL FIXED ASSETS	\$ 637,420	\$ 631,549
INVESTMENT IN GENERAL FIXED ASSETS General Fund Revenues Federal Revenue Sharing Fund Revenues Volunteer Fire Department Fund Revenues Cochon De Lait Civic Center Fund Revenues Mini-Fest Fund Revenues Sewer System Fund Revenues Federal Grants State Grants Sales Tax Fund Revenues Donations	\$ 201,430 33,454 34,973 4,247 5,958 3,324 118,848 54,561 47,625 133,000	\$ 183,139 33,454 34,973 4,247 5,958 3,324 118,848 54,561 60,045 133,000
TOTAL INVESTMENT IN GENERAL FIXED ASSETS	\$ 637,420	\$ 631,549

# STATEMENT OF CHANGES IN GENERAL FIXED ASSETS YEAR ENDED JUNE 30, 1997

	:LAND	BUILDINGS
GENERAL FIXED ASSETS, Beginning of Year	\$ 89,491	\$ 303,426
ADDITIONS	0	3,544
DEDUCTIONS	0	0
GENERAL FIXED ASSETS, End of Year	\$ 89,491 =======	\$ 306,970

The accompanying notes are an

ro	PROVEMENTS THAN TILDINGS	E	QUIPMENT		TOTALS
\$	13,008	\$	225,624	\$	631,549
	0		19,365		22,909
	0	_	(17,038)	<b>-</b>	(17,038)
\$	13,008	\$_	227,951	\$	637,420

integral part of this statement.

# Roy K. Derbonne, Jr.

Certified Public Accountant 1101-A Bolton Avenue Alexandria, Louisiana 71301-6878

318-445-6778

Member
Society of Louisiana C.P.A.'s

The Honorable Mayor and Members of the Town Council Town of Mansura, Louisiana

In planning and performing my audit of the general purpose financial statements and the combining and individual fund and account group financial statements of the Town of Mansura, Louisiana, for the year ended June 30, 1997, I considered its internal control structure in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and the combining and individual fund and account group financial statements and not to provide assurance on the internal control structure. However, I noted one matter involving internal control structure and its operation that I consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control structure that, in my judgement, could adversely affect the Town of Mansura, Louisiana's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements and the combining and individual fund and account group financial statements.

As reported last year, I find that there is not a sufficient segregation of duties in the receipting of money and the recording of transactions in the accounting records. However, I also realize that due to the size of the Town's operations, it may not be cost effective to employ the necessary controls to effect a sufficient segregation of duties.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in the amounts that would be material in relation to the general purpose financial statements and the combining and individual fund and account group 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.

My consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above.

The Honorable Harold Quebedeaux and Members of the Town Council Mansura, Louisiana

Prior Year Comments:

There were no prior comments which needed action or a response, only suggestions.

Additional Matters:

There are no additional matters for the Town's consideration this year.

I wish to take this opportunity to thank Mayor Quebedeaux, your Town Clerk, the Chief of Police and other town employees who made all the Town's records available to me. I also wish to thank them for assisting me in finding all the information that I requested to review and document.

This report is intended solely for the information and use of the Town of Mansura, Louisiana's management, and others within the administration.

Roy K/ berbonne, Jr(.

Certified Public Accountant

December 29, 1997