VILLAGE OF PLEASANT HILL

GENERAL FUND

STATEMENT OF REVENUES COMPARED TO BUDGET (GAAP BASIS) Year Ended June 30, 1996

	<u>Budget</u>	<u>Actual</u>	Variance - Favorable (Unfavorable)
Taxes: Ad valorem Interest and penalties Sales tax Franchise tax	\$ 14,715 250 22,500 12,450	\$ 14,949 78 35,115 21,457	\$ 234 (172) 12,615 9,007
Total taxes	49,915	71,599	21,684
Licenses and permits: Occupational	14,050	13,504	(546)
Intergovernmental: Tobacco taxes	4,045	4,455	410
Fines and forfeits: Traffic fines	4,500	4,231	(269)
Miscellaneous: Miscellaneous Police department		173 425	173 <u>425</u>
Total miscellaneous		<u>598</u>	598
Total revenue	<u>\$ 72,510</u>	\$ 94,387	<u>\$ 21,877</u>

VILLAGE OF PLEASANT HILL

ENTERPRISE FUND - UTILITY FUND

BALANCE SHEET June 30, 1996

ASSETS

Current assets: Cash	\$ 27,475
Receivables, net	2 . 7 . 7 . 7
Accounts	11,640
Interest	146
	567
Due from general fund	
Total current assets	39,828
Restricted assets:	
Customer deposits	4,244
Reserve account	28,627
Capital additions and contingency fund	16,794
Revenue bond reserve fund	357
Revenue bond sinking fund	26,613
Total restricted assets	76,635
Prepaid asset	1,237
Fixed assets:	
Water system	280,464
Sewer system	609,316
Other equipment	12,351
	902,131
Accumulated depreciation	(506,310)
Net fixed assets	<u>395,821</u>
Total assets	<u>\$ 513,521</u>

VILLAGE OF PLEASANT HILL COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET (GAAP BASIS) AND ACTUAL GENERAL FUND TYPE

Year Ended June 30, 1996

		General Fund	
			Variance - Favorable
_	<u>Budget</u>	<u>Actual</u>	(Unfavorable)
Revenues:	¢ 40 015	¢ 71 500	\$21 684
Taxes	\$ 49,915 14,050	\$ 71,599 13,504	\$21,684 (546)
Licenses and permits Intergovernmental	4,045	4,455	410
Fines and forfeits	4,500	4,231	(269)
Miscellaneous revenues		598	598
Total revenues	72,510	94,387	<u>21,877</u>
Expenditures:			
General government	58,060	66,631	(8,571)
Public safety:			
Police department	25,000	30,073	(5,073)
Fire department	10 450	12 012	/1 /62\
Streets Capital outlay	12,450	13,913 529	(1,463) (529)
Capital Outlay			/
Total expenditures	95,510	111,146	(15,636)
Excess (deficiency)			
of revenues over expenditures	(23,000)	(16,759)	6,241
Other financing sources (uses):			
Transfers in			
Transfers out			
Excess (deficiency) of revenues over			
expenditures and other uses	(23,000)	(16,759)	6,241
Fund balances, beginning	43,616	43,616	
Fund balances, ending	<u>\$ 20,616</u>	\$ 26,857	\$ 6,241

ENTERPRISE FUND

Water and Sewer Utility Fund

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

VILLAGE OF PLEASANT HILL

STATEMENT OF CASH FLOW - PROPRIETARY FUND TYPE Year Ended June 30, 1996

	<u>Enterprise</u>
Operating activities	
Net income (loss) Adjustments to reconcile net income to	\$ (4,652)
net cash provided by operating activities: Depreciation	24,333
Changes in operating assets and liabilities: (Increase) decrease in accounts receivable (Increase) decrease in prepaid asset	(1,227) (119)
(Increase) decrease in taxes receivable (Increase) decrease in other receivables Increase (decrease) in accounts payable	24 (146) (252)
Increase (decrease) in sales tax payable	146 (12)
Increase (decrease) in interest payable Increase (decrease) in due to other fund Increase (decrease) in customer deposits	(5,403) <u>(595</u>)
Net cash provided by operating activities	12,097
<pre>Investing activities (Increase) decrease in property, plant and equipment (Increase) decrease in restricted assets</pre>	(6,225)
Net cash provided by investing activities	(6,225)
<u>Financing activities</u> Principal payments on long-term debt Changes in contributed capital	(1,000)
Net cash used by financing activities	(1,000)
Increase (decrease) in cash	4,872
Cash, beginning of year	22,603
Cash, end of year	<u>\$ 27,475</u>

VILLAGE OF PLEASANT HILL

CAPITAL PROJECTS FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES CDBG Grant-#101-5061 Year Ended June 30, 1996

Revenues:	
State grants	<u>\$121,394</u>
Total revenues	121,394
Expenditures:	
Capital outlay:	
Administration	18,759
Acquisition	6,255
Public works-sewer	<u>96,380</u>
Total expenditures - capital outlay	121,394
Excess (deficiency) of revenues over	
expenditures	
Fund balances, beginning	
Fund balances, ending	<u>\$</u>

CAPITAL PROJECTS FUND

Capital projects fund is used to account for specific revenues that are legally restricted to expenditures for particular purposes.

Community development block grant fund -

To account for the proceeds and disbursements of community development block grant funds received from the State of Louisiana to renovate the existing sewer system.

Exhibit H

LIABILITIES AND FUND EQUITY

Liabilities:

Current liabilities: Accounts payable Sales tax payable	\$ 2,529 868
Total current liabilities	3,397
Current liabilities payable from restricted assets: Customer deposits payable Revenue bonds payable Accrued interest payable	7,530 1,000 326
Total current liabilities payable from restricted assets	8,856
Revenue bonds payable, long-term	27,000
Total liabilities	39,253
Fund equity: Contributed capital: Village Federal grants	53,417 495,623
Total contributed capital	549,040
Retained earnings:	
Reserved for contingency funds Unreserved	67,778 (142,550)
Total retained earnings	(74,772)
Total fund equity	474,268

To account for fixed assets not used in proprietary fund operations.

VILLAGE OF PLEASANT HILL STATEMENT OF CHANGES IN GENERAL FIXED ASSETS Year Ended June 30, 1996

	<u>Land</u>	<u>Buildings</u>	Improvements Other than Buildings	Equipment
Balance, 6-30-95	\$3,100	\$30,230	\$89,947	\$651,769
Additions:				
General fund revenues				529
Contributions				·
Balance, 6-30-96	\$3,100	\$30,230	\$89,947	<u>\$652,298</u>

Exhibit I-2

Cons	truction in		
Pr	ogress	<u>Total</u>	_
\$		\$ 775,0)46
1	21,394	121,	923
			
\$ <u>1</u>	21,394	\$ 896,	9 <u>69</u>

VILLAGE OF PLEASANT HILL

GENERAL FUND

STATEMENT OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) June 30, 1996

	Budget	<u>Actual</u>	Variance - Favorable (Unfavorable)
General government:			
Personal services	\$ 26,383	\$ 28,024	\$ (1,641)
Supplies	4,000	4,147	(147)
Other services and	00 (00		
charges Heat, light and power	22,677	22,730	(53)
Capital outlay	5,000	11,730	(6,730)
Total general			
government	58,060	66,631	(8,571)
Public safety: Police -			
Personal services	7,200	10,000	(2,800)
Supplies	2,400	2,051	349
Other services and charges	2,400	1,463	937
Heat, light and power	450	399	51
Capital outlay		529	(529)
Total police	12,450	14,442	(1,992)
Fire department - other			
services and charges		—	
Streets:			
Personal services	14,000	7,934	6,066
Supplies	6,500	3,500	3,000
Other services and charges	4,500	18,639	(14,139)
Heat, light and power Capital outlay		— — — — — —	——————————————————————————————————————
Total streets	25,000	30,073	(5,073)
Total expenditures	\$ 95,510	<u>\$111,146</u>	<u>\$(15,636</u>)

Exhibit G-2

VILLAGE OF PLEASANT HILL COMMUNITY DEVELOPMENT BLOCK GRANT-PROGRAM #101-5061 SCHEDULE OF PROGRAM COSTS

For the fiscal year ended June 30, 1996

	Authorized <u>Costs</u>	Expenditures	Prior Year Expenditures	Remaining to be <u>Expended</u>
Administration	\$ 35,000	\$ 18,759	\$	\$ 16,241
Acquisition	10,000	6,255		3,745
Public works-sewer	379,629	96,380		283,249
Totals	\$424,629	<u>\$121,394</u>	\$	<u>\$303,235</u>

Capital Projects Fund				
		Variance -		
		Favorable		
<u>Budget</u>	<u>Actual</u>	(Unfavorable)		
\$	\$	\$		
	·	·		
121,394	121,394			
				
121,394	121,394			
— 		*·· ·		
				
				
101 204	101 204			
121,394	121,394			
121,394	121,394			
				
				
				
\$	\$	\$		

VILLAGE OF PLEASANT HILL STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS (DEFICIT) - PROPRIETARY FUND TYPE Year Ended June 30, 1996

Operating revenues:

Charges for services	\$ 94,090
Operating expenses: Personal services Utilities Maintenance and repairs Professional fees Insurance	35,442 8,841 2,527 4,352 4,838
Supplies Truck expense Sales tax expense Depreciation Other costs	17,233 302 4,330 24,333 740
Total operating expenses	102,938
Operating income (loss)	(8,848)
Nonoperating revenues (expenses): Interest income Interest expense Ad valorem tax Miscellaneous income Other income	1,455 (1,507) 4,145 103
Total nonoperating revenues (expenses)	4,196
Income (loss) before operating transfers	(4,652)
Operating transfers in Operating transfers out	
Total operating transfers in (out)	
Net income (loss)	(4,652)
Retained earnings (deficit), beginning	(70,120)
Retained earnings (deficit), ending	<u>\$(74,772</u>)

Capital Projects Fund				
	<u> </u>	Variance -		
		Favorable		
Budget	<u>Actual</u>	(Unfavorable)		
		_		
\$	\$	\$		
	101 201			
121,394	121,394			
121,394	121,394			
				
101 201	121 201			
121,394	121,394			
121,394	121,394			
<u> 121,024</u>	<u> </u>			
				
				
		.		
<u>\$</u>	<u>\$</u>	\$		



Exhibit B

	ORANDUM 1996	ONLY)
\$	71,599 13,504 125,849 4,231 598	1 9 1
	215,78	1_
	66,63	1
	13,91	3
	30,07 121,92	
	232,54	<u>0</u>
	(16,75	9)
_		·
	(16,75	59)
_	43,61	<u>6</u>
<u>\$</u>	26,85	57

TOTALS

OTHER SUPPLEMENTARY INFORMATION

VILLAGE OF PLEASANT HILL

SUPPLEMENTARY INFORMATION

June 30, 1996

Schedule 1--Compensation of Board Members

The schedule of per diem paid to board members was prepared in compliance with House Concurrent Resolution No. 54 of the 1979 session of the Legislature.

	Amount
Truman Durr, Mayor O.O. Callens, Alderman Bertha Stevens, Alderwoman Jim Elliott, Alderman	\$ 8,000 1,600 1,550 1,600
Total	<u>\$12,750</u>

Schedule 2--Questioned Costs

During the fiscal year ended June 30, 1996 I noted no questioned costs arising from my examination.

Schedule 3--Exit Conference

An exit conference was held with Mayor Truman Durr and Nancy Patrick, Village Clerk on December 28, 1996 to discuss the proposed audit report and the fact that no questioned costs were discovered during my examination.

VILLAGE OF PLEASANT HILL SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

For the Year ended June 30, 1996

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/ PROGRAM TITLE	FEDERAL CFDA <u>NUMBER</u>	PASS-THROUGH GRANTOR'S NUMBER	PROGRAM OR AWARD <u>AMOUNT</u>
Community Development Block Grant - Sewer Improvement Project	14.219	101-5061	\$424,629
Total		-	\$424,629

Schedule 4

CASH/ACCRUED OR (DEFERRED) REVENUE AT JULY 1, 1995	RECEIPTS OR REVENUE RECOGNIZED	DISBURSEMENTS OR EXPENDITURES	CASH/ACCRUED OR (DEFERRED) REVENUE AT JUNE 30, 1996
\$	\$ 121,39 <u>4</u>	<u>\$ 121,394</u>	\$
\$	\$ 121,394	\$ 121,39 <u>4</u>	<u>\$</u>

Exhibit A

Proprietary Fund Type Enterprise \$ 27,475	Account <u>Group</u> General Fixed Assets \$	Totals (Memorandum Only) \$ 52,976
11,640 146		11,640 9,823 146
73,668 2,967 1,237		73,668 2,967 1,237
395,821 567	896,969	1,292,790 567
\$ 513,521	<u>\$896,969</u>	\$1,445,814
\$ 2,529 868 7,530 326 28,000	\$	\$ 9,367 1,930 7,530 326 28,000 567
39,253		47,720
549,040	896,969	<u>896,969</u> <u>549,040</u>
67,778 <u>(142,550</u>)		67,778 (142,550)
(74,772)		(74,772)
	<u></u>	<u>26,857</u> 26,857
474,268	896,969	1,398,094
\$ 513,521	\$896,969	\$1,445,814

VILLAGE OF PLEASANT HILL STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS (DEFICIT) - PROPRIETARY FUND TYPE Year Ended June 30, 1996

Operating revenues:

Charges for services	\$ 94,090
Operating expenses: Personal services Utilities Maintenance and repairs Professional fees Insurance Supplies Truck expense Sales tax expense Depreciation Other costs	35,442 8,841 2,527 4,352 4,838 17,233 302 4,330 24,333 740
Total operating expenses	102,938
Operating income (loss)	(8,848)
Nonoperating revenues (expenses): Interest income Interest expense Ad valorem tax Miscellaneous income Other income	1,455 (1,507) 4,145 103
Total nonoperating revenues (expenses)	4,196
Income (loss) before operating transfers	(4,652)
Operating transfers in Operating transfers out	
Total operating transfers in (out)	
Net income (loss)	(4,652)
Retained earnings (deficit), beginning	(70,120)
Retained earnings (deficit), ending	\$(74,772)

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W. Micheal Elliott, CPA

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO NONMAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAM TRANSACTIONS

The Honorable Truman Durr, Mayor and the Members of the Board of Aldermen Pleasant Hill, Louisiana:

I have audited the general-purpose financial statements of the Village of Pleasant Hill and the combining, individual fund, and account group financial statements of the Village of Pleasant Hill for the year ended June 30, 1996 and have issued my report thereon dated December 20, 1996.

In connection with my audit of the 1995 general-purpose financial statements of the Village of Pleasant Hill, and with my consideration of the Village of Pleasant Hill, internal control structure used to administer federal financial assistance programs, as required by Office of Management and Budget Circular A-128, "Audits of State and Local Governments," I selected certain transactions applicable to certain nonmajor federal financial assistance programs for the year ended June 30, 1996.

As required by OMB Circular A-128, I have performed auditing procedures to test compliance with the requirements governing types of services allowed or unallowed; reporting; and special tests and provisions that are applicable to those transactions. My procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the Village of Pleasant Hill compliance with these requirements. 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 preceding paragraph. With respect to items not tested, nothing came to my attention that caused me to believe that the Village of Pleasant Hill, had not complied, in all material respects, with those requirements. Also, the results of my procedures did not disclose any immaterial instances of noncompliance with those requirements.

This report is intended for the information of the Mayor and

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INDEPENDENT AUDITOR'S REPORT

The Honorable Truman Durr, Mayor and the Members of the Board of Aldermen Pleasant Hill, Louisiana:

I have audited the accompanying general purpose financial statements of the Village of Pleasant Hill, Louisiana, and the combining, individual fund and account group financial statements of the Village of Pleasant Hill as of and for the year ended June 30, 1996, as listed in the table of contents. These financial statements are the responsibility of the Village of Pleasant Hill's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards. 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 financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose 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 Village of Pleasant Hill, Louisiana, at June 30, 1996, and the results of its operations and the changes in financial position of its proprietary fund type for the year then ended, in conformity with generally accepted accounting principles. Also, in my opinion, the combining, individual fund, and account group financial statements referred to above present fairly, in all material respects, the financial position of each of the individual funds and account group of the Village of Pleasant Hill at June 30, 1996, and the results of operations of such funds and the changes in financial position of the individual proprietary fund for the year then ended, in conformity with generally accepted accounting principles.

My audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole and on the combining, individual fund and account group financial statements. The accompanying financial information listed as schedules in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of the Village of Pleasant Hill. The information in these schedules has been subjected to the auditing procedures applied in the audit of the general purpose, combining, individual fund and account group financial statements and, in my opinion, is fairly stated in all material respects in relation to the financial statements of each of the respective individual funds and account groups, taken as a whole.

With JASC. "AAC" Leesville, Louisiana December 20, 1996

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W. Micheal Elliott, CPA

REPORT ON THE INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF GENERAL-PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable Truman Durr, Mayor and the Members of the Board of Aldermen Pleasant Hill, Louisiana:

I have audited the general purpose financial statements of the Village of Pleasant Hill, as of and for the year ended June 30, 1996, and have issued my report thereon dated December 20, 1996.

I conducted my audit in accordance with generally accepted auditing standards and <u>Governmental Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

In planning and performing my audit of the general purpose financial statements of the Village of Pleasant Hill, for the year ended June 30, 1996, 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 not to provide assurance on the internal control structure.

The management of the Village of Pleasant Hill is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are 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 the 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 accounting and administrative control structure policies and procedures in the following categories:

Billings/receivables
Cash receipts
Purchasing/receiving
Accounts payable
Cash disbursements

Payroll
Property and equipment
General ledger

For all of the internal accounting and administrative control structure categories listed above, 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.

I noted no matters involving the internal control structure and its operation that I consider to be reportable conditions 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 judgment, could adversely affect the Village's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

My consideration of the internal control structure would not necessarily disclose all matters in the internal accounting and administrative control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or operation of one or more of the specific 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 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. I noted no matters involving the internal control structure and its operation that I consider to be material weaknesses as defined above.

This report is intended for the information of the management of the Village of Pleasant Hill and the Legislative Auditor of the State of Louisiana. However, this report is a matter of public record, and its distribution is not limited.

Leesville, Louisiana December 20, 1996

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W. Micheal Elliott, CPA

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

The Honorable Truman Durr, Mayor and the Members of the Board of Aldermen Pleasant Hill, Louisiana:

I have audited the general-purpose financial statements of the Village of Pleasant Hill and the combining, individual fund, and account group financial statements of the Village of Pleasant Hill for the year ended June 30, 1996 and have issued my report thereon dated December 20, 1996.

I conducted my audit in accordance with generally accepted auditing standards; <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States; and Office of Management and Budget (OMB) Circular A-128, <u>Audits of State and Local Governments</u>. Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the general-purpose financial statements are free of material misstatement.

In planning and performing my audit for the year ended June 30, 1996, I considered the Town's internal control structure in order to determine my auditing procedures for the purpose of expressing my opinion on the Town's general-purpose financial statements and not to provide assurance on the internal control structure. This report addresses my consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal financial assistance programs.

The management of the Village of Pleasant Hill is responsible for establishing and maintaining internal control systems. In fulfilling that responsibility estimates and judgments by management are required to assess the expected benefits and related costs of control procedures. The objectives of internal control systems used 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 in accordance with generally accepted accounting principles, and the 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, 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.

For the purpose of this report, I have classified the significant internal accounting and administrative controls used in administering federal financial assistance programs in the following categories:

General Requirements

Political Activity
Davis-Bacon Act
Civil Rights
Cash management
Eligibility requirements
Federal financial reports

Specific Requirements

Types of services allowed or unallowed Reporting Special requirements

For all of the internal control structure categories listed above, I 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, 1996, the Village of Pleasant Hill had no major federal financial assistance programs and expended 100% of its total federal financial assistance under the following nonmajor federal financial assistance program:

Department of Housing and Urban Development - Passed through the Louisiana Division of Administration - Community development block grant, demonstrated needs grant - Sewer Improvement Program.

I performed tests of controls, as required by OMB Circular A-128, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that I have considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements and amounts claimed or used for matching that are applicable to the aforementioned nonmajor programs. 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 would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or operation of one or more of the specific 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 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. I noted no matters involving the internal control structure and its operation that I consider to be material weaknesses as defined above.

This report is intended for the information of the Mayor and Board of Aldermen 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.

Lesville, Louisiana December 20, 1996

GENERAL FUND

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

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INDEPENDENT AUDITOR'S REPORT ON THE SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

The Honorable Truman Durr, Mayor and the Members of the Board of Aldermen Pleasant Hill, Louisiana:

I have audited the general-purpose financial statements of the Village of Pleasant Hill, as of and for the period ended June 30, 1996, and have issued my report thereon dated December 20, 1996.

I conducted my audit in accordance with generally accepted auditing standards, <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States, and the provisions of the Office of Management and Budget Circular A-128, "Audits of State and Local Governments." Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the general-purpose financial statements are free of material misstatement. An audit also 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. I believe that my audit provided a reasonable basis for an opinion.

My audit was made for the purpose of forming an opinion on the general-purpose financial statements of the Village of Pleasant Hill, taken as a whole and on the combining, individual fund and account group financial statements. The accompanying Schedule of Federal Financial Assistance is presented for the purposes of additional analysis and is not a required part of the financial statements of the Village of Pleasant Hill. The information on this schedule has been subjected to the auditing procedures applied in the audit of the general-purpose, combining, individual fund and account group financial statements and, in my opinion, is fairly stated in all material respects in relation to the financial statements of each of the respective individual funds and account groups, taken as a whole.

Chiff Assc. AAC" Leesville, Louisiana December 20, 1996

ELLIOTT & ASSOCIATES, INC.

A Professional Accounting Corporation P. O. Box 1287 Leesville, Louisiana 71496-1287

(318) 239-2535 (318) 238-5135 Fax 239-2295

W. Micheal Elliott, CPA

REPORT ON COMPLIANCE WITH LAWS AND REGULATIONS REQUIRED BY THE GAO'S GOVERNMENT AUDITING STANDARDS

The Honorable Truman Durr, Mayor and the Members of the Board of Aldermen Village of Pleasant Hill, Louisiana:

I have audited the general purpose financial statements of the Village of Pleasant Hill, for the year ended June 30, 1996, and have issued my report thereon dated December 20, 1996.

I conducted my audit in accordance with generally accepted auditing standards and <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to Village of Pleasant Hill is the responsibility of the Village of Pleasant Hill's management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, I performed tests of Village of Pleasant Hill'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 of compliance indicate that, with respect to the items tested, the Village of Pleasant Hill complied, in all material respects, with the provisions referred to in the preceding paragraph of this report. With respect to items not tested, nothing came to my attention that caused me to believe that the Village of Pleasant Hill had not complied, in all material respects, with those provisions.

This report is intended for the information of the management of the Village of Pleasant Hill and the Legislative Auditor of the State of Louisiana. However, this report is a matter of public record and its distribution is not limited.

Leesville, Louisiana December 20, 1996

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Board of Aldermen 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.

Elliott & ASSC. "ARAC" Leesville, Louisiana

December 20, 1996

ELLIOTT & ASSOCIATES, INC.

A Professional Accounting Corporation P. O. Box 1287 Leesville, Louisiana 71496-1287

(318) 239-2535 (318) 238-5135 Fax 239-2295

W. Micheal Elliott, CPA

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH GENERAL REQUIREMENTS APPLICABLE TO NONMAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAM TRANSACTIONS

The Honorable Truman Durr, Mayor and the Members of the Board of Aldermen Pleasant Hill, Louisiana:

I have audited the general-purpose financial statements of the Village of Pleasant Hill and the combining, individual fund, and account group financial statements of the Village of Pleasant Hill for the year ended June 30, 1996 and have issued my report thereon dated December 20, 1996.

I have applied procedures to test the Village of Pleasant Hill, compliance with the following requirements applicable to its federal financial assistance programs, which are identified in the schedule of federal financial assistance, for the year ended June 30, 1996:

Political activity
David-Bacon Act
Civil rights
Cash management
Allowable Costs/Cost Principles
Federal financial reports
Drug-Free Workplace Act
Administrative 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 Village of Pleasant Hill, 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 Village of Pleasant Hill had not complied, in all material respects, with those requirements. Also, the results of my procedures did not disclose any

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

All proprietary funds are accounted for using the accrual basis of accounting whereby revenues are recognized when they are earned and expenses are recognized when incurred.

Cash and cash equivalents.

Cash includes amounts in petty cash, demand deposits, interest bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits, with maturities of one year or less.

Restricted assets.

Certain proceeds of the Enterprise Fund revenue bonds as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. The restricted assets include revenue bond reserve accounts and customer's meter deposits.

Budgets and budgetary accounting.

The Village has set forth the following policy in establishing the budgetary data reflected in these financial statements:

- 1. The Village Clerk prepares a proposed budget and submits the same to the Mayor and Board of Aldermen no later than fifteen days prior to the beginning of each fiscal year.
- 2. A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
- 3. A public hearing is held on the proposed budget at least ten days after the publication of the call for the hearing.
- 4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is adopted through passage of an ordinance prior to the commencement of the fiscal year for which the budget is being adopted.

FINANCIAL STATEMENTS
OF INDIVIDUAL FUNDS
AND ACCOUNT GROUP

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 12--COMMITMENTS AND CONTINGENCIES

The Village covers all losses, claim settlements, and judgments from General Fund resources. The Village currently reports all of its risk management activities in its General Fund. Claims, expenditures, and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated.

The Village is party to legal proceedings involving suits filed against the Village for various reasons. The administration does not believe the Village is exposed to any material losses in these proceedings. No provision for losses, if any, is included in the financial statements.

However, there was one lawsuit filed against the Village on August 3, 1995 by a private citizen alleging unequal treatment in violation of the Equal Protection Clause and the Due Process Clause. The suit seeks general and punitive damages for an unspecified amount from a jury trial.

A response to the suit has been filed by the Village and a court date has not been set. An estimate of the possible loss or range of loss cannot be made at this time.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 10--FLOW OF FUNDS: RESTRICTIONS ON USE - UTILITIES REVENUES

Under the terms of the bond indenture on outstanding Water and Sewer Revenue Bonds dated September 1, 1973, all income and revenues (hereinafter referred to as revenue) of every nature, earned or derived from operations of the Water and Sewer system are pledged and dedicated to the retirement of said bonds, and are to be used in the following order of priority:

The payment of all reasonable expense of administration, operation and maintenance of the system.

The monthly transfer to the Revenue Bond Sinking Fund of a sum equal to one-sixth of the interest falling due on the next interest payment date and one-twelfth of the principal falling due on the next principal payment date. Such amounts are to be used for the payment of principal and interest on the bonds as it becomes due.

The monthly transfer to the Revenue Bond Reserve Fund of a sum at least equal to twenty percent of the amount required to be paid into the aforementioned Sinking Fund until such a time as there has been accumulated a sum equal to the highest combined principal and interest requirements for any succeeding twelve month period. These funds shall be used solely for the purpose of paying the principal and interest on bonds coming due where the aforementioned Sinking Fund is insufficient.

The establishment of a Capital Additions and Contingencies Fund to care for extensions, additions, improvements, renewals and replacements necessary to operate the System. Monthly payments to this fund are to continue until there has been accumulated \$4,000. In no case shall there be less than \$1,000 in the Fund.

NOTE 11--RISK MANAGEMENT

The Village is exposed to various risks of loss related to torts, theft or damage and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The Village carries commercial insurance.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 7--ACCUMULATED UNPAID VACATION AND SICK LEAVE

The Village does not accumulate vacation pay or sick leave.

NOTE 8--ENTERPRISE FUND RETAINED EARNINGS (DEFICIT)

The Enterprise Fund as of June 30, 1996 has an unrestricted retained earnings deficit of \$142,550, exclusive of various reserves for contingencies. This deficit is attributable to current year depreciation expense of \$24,333. The total accumulated depreciation of the proprietary fund type property, plant and equipment as of June 30, 1996 is \$506,310 thus accounting for all of the unrestricted retained earnings deficit of \$142,550 as of June 30, 1996.

NOTE 9--RETIREMENT COMMITMENTS

Police employees of the Village of Pleasant Hill are members of the state retirement system for municipal police employees. Contributions to the system are made by both employees and the Village as a percentage of salaries. Future deficits in the system will be financed by the state and the Village has no further liability to the system. Data concerning the actuarial status of the system are not available. All other employees of the Village of Pleasant Hill are members of the Social Security System.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 6--CHANGES IN LONG TERM DEBT

The following is a summary of bond and mortgage transactions of the Village of Pleasant Hill for the year ended June 30, 1996:

Bonds payable,	June 30,	1995	\$ 29,000
Bonds retired			(1,000)
Bonds payable,	June 30,	1996	\$ 28,000

Bonds payable at June 30, 1996 are comprised of the following individual issues:

Revenue bonds:

\$190,000 Water and Sewer Revenue bonds dated September 1, 1973 due in annual installments of \$1,000 through November 1, 2013; Interest at 7 percent (issue secured by a a pledge of water and sewer revenues)

\$ 28,000

The annual requirements to amortize all debts outstanding as of June 30, 1996, including interest payments of \$11,340 are as follows:

Year ending June 30,	<u>Total</u>
1997 1998 1999 2000 2001 Thereafter	\$ 2,225 2,155 2,085 2,015 1,945
	<u>\$ 39,340</u>

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 4--INTERFUND RECEIVABLES, PAYABLES

	Interfund <u>Receivables</u>	Interfund <u>Payables</u>
General Fund Enterprise Fund - Utility Fund	\$	\$ 567
	<u>567</u>	
	<u>\$ 567</u>	<u>\$ 567</u>

NOTE 5--PROPERTY, PLANT AND EQUIPMENT

A summary of proprietary fund type plant and equipment at June 30, 1996 follows:

Water system Water system Sewer system Other equipment	\$ 187,875 92,589 609,316 12,351
Total	902,131
Less accumulated depreciation	(506,310)
Net	<u>\$ 395,821</u>

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 2--CASH AND CASH EQUIVALENTS

At June 30, 1996, the bank balance of the Village's cash and cash equivalents was \$132,953. Of the combined bank balance, \$129,611 was covered by federal depository insurance.

NOTE 3--RECEIVABLES

Receivables at June 30, 1996 consist of the following:

	<u>General</u>	Enterprise	<u>Total</u>
Receivables: Accounts Taxes Other	\$	\$13,350 146	\$13,350 9,823 <u>146</u>
Gross receivables	9,823	13,496	23,319
Less: allowance for uncollectibles		(1,710)	(1,710)
Net total receivables	\$ 9,823	\$11,786	<u>\$21,609</u>

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied to the taxpayers in November. Billed taxes become delinquent on January 1 of the following year. Revenues from ad valorem taxes are budgeted in the year billed.

The Village bills and collects property taxes using the assessed values determined by the tax assessor of Sabine Parish. For the year ended June 30, 1996 taxes of 17.05 mills were levied on property with assessed valuation totaling \$1,273,760 and were dedicated as follows:

General corporate purposes 12.05 mills Utility fund 5.00 mills

Total taxes levied were \$21,718.

For the year ended June 30, 1996, the Village also collected a 1% sales tax that is dedicated to general corporate purposes.

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VILLAGE OF PLEASANT HILL, LOUISIANA ANNUAL FINANCIAL REPORT

June 30, 1996

under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of gourt

Release Date ___

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Budgets and budgetary accounting.

- 5. Budgetary amendments involving the transfer of funds from one department, program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the Board of Aldermen.
- 6. All budgetary appropriations lapse at the end of each fiscal year.
- 7. Budgets for the General and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted, or as amended from time to time by the Board of Aldermen. Such amendments were not material in relation to the original appropriations.

Bad debts.

Uncollectible amounts due for customers' utility receivables will be 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.

Total columns on combined statements - overview.

Total columns on 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 operation, 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.

immaterial instances of noncompliance with those requirements.

This report is intended for the information of the Mayor and Board of Aldermen 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.

Leesville, Louisiana December 20, 1996

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against their operations. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Water Utility -		
Wells	15-35	years
Storage tanks		years
Pumps	15	years
Distribution system	10-35	years
Autos and trucks	10	years
Other equipment	10	years
Sewer Operations -		
Pump stations	40	years
Lines	40	years
Buildings	40	years
Intangibles	40	years

All fixed assets are stated at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are stated at their estimated fair market value on the date donated.

Basis of accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Taxpayer-assessed income, gross receipts, and sales taxes are considered "measurable" when in the hands of collecting governments and are recognized as revenue at that time. Anticipated refunds of such taxes are recorded as liabilities and reductions of revenue when they are measurable and their validity seems certain.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest on long-term debt is recognized when due. Purchase of various operating supplies are regarded as expenditures at the time purchased.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Capital Projects Fund (Continued)

During the year ended June 30, 1996, \$121,394 was received and spent in total and is accounted for as construction in progress at June 30, 1996.

Proprietary Fund -

Enterprise funds

Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - 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 the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

<u>Fixed assets</u>. The accounting and reporting treatment applied to the fixed assets associated with a fund are determined by its measurement focus.

All governmental fund type operations are accounted for on a spending or "financial flow" measurement focus and only current assets and current liabilities are generally included on their balance sheets.

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. The Village has elected to capitalize public domain ("infrastructure") fixed assets consisting of certain improvements other than buildings, including roads, bridges, sidewalks, and drainage improvements. No depreciation has been provided on general fixed assets.

All proprietary funds are accounted for on a cost of service or "capital maintenance" measurement focus, and all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their balance sheets.

VILLAGE OF PLEASANT HILL NOTES TO FINANCIAL STATEMENTS June 30, 1996

NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting policies of the Village of Pleasant Hill conform to generally accepted accounting principles as applicable to governments. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statute 24:517 and to the guides set forth in the Louisiana Municipal Audit and Accounting Guide, and to the industry audit guide, Audits of State and Local Government Units.

The following is a summary of certain significant accounting policies.

Financial reporting entity. This report includes all funds and account groups which are controlled by or dependent on the Village's executive and legislative branches (the Mayor and Board of Aldermen). Control by or dependence on the Village was determined on the basis of budget adoption, taxing authority, authority to issue debt, election or appointment of governing body, and other general oversight responsibility.

Fund accounting. The accounts of the Village of Pleasant Hill 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 spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into two generic fund types and two broad fund categories as follows:

Governmental Funds -

General Fund

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

Capital Projects Fund

The Village entered into a Louisiana Community Development Block Grant program contract (#101-5061) on October 26, 1994 for a total contract of \$424,629. The funding purpose was to improve and replace and repair existing sewer lines in the Village. The project is being accounted for as a capital projects fund by the Village and thus as a general governmental fund type.

GENERAL PURPOSE FINANCIAL STATEMENTS (COMBINED STATEMENTS - OVERVIEW)