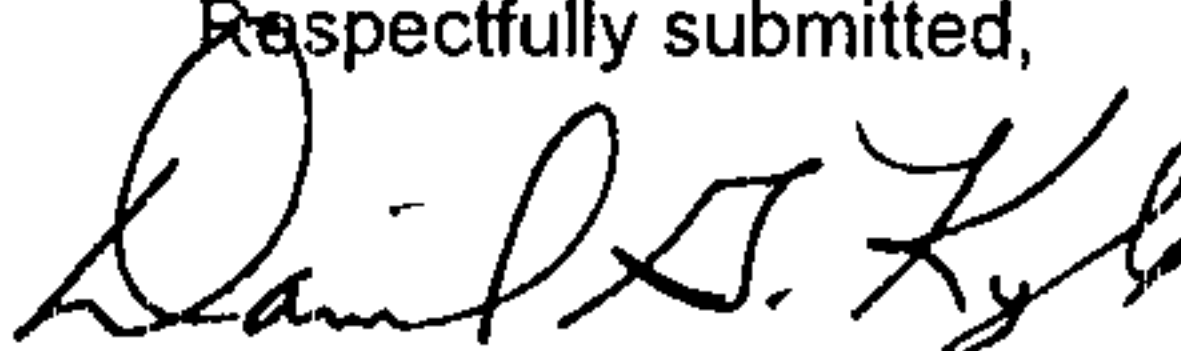


LEGISLATIVE AUDITOR

BOARD OF LEVEE COMMISSIONERS  
OF CADDO LEVEE DISTRICT  
STATE OF LOUISIANA  
Compliance and Internal Control Report  
November 3, 1997  
Page 2

- This report is intended for the information and use of the district and its management. By provisions of state law, this report is a public document, and it has been distributed to appropriate public officials.

Respectfully submitted,



Daniel G. Kyle, CPA, CFE  
Legislative Auditor

RE:MAN:sds

[CAD-LD]

EXHIBIT A



OFFICE OF  
**LEGISLATIVE AUDITOR**  
STATE OF LOUISIANA  
BATON ROUGE, LOUISIANA 70804-9397

DANIEL G. KYLE, PH.D., CPA, CFE  
LEGISLATIVE AUDITOR

1600 NORTH THIRD STREET  
POST OFFICE BOX 94497  
TELEPHONE: (504) 339-3800  
FACSIMILE: (504) 339-3870

November 3, 1997

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

**BOARD OF LEVEE COMMISSIONERS  
OF CADDO LEVEE DISTRICT  
STATE OF LOUISIANA  
Shreveport, Louisiana**

We have audited the general purpose financial statements of the Caddo Levee District, a component unit of the State of Louisiana, as of and for the year ended June 30, 1997, and have issued our report thereon dated November 3, 1997. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Compliance**

As part of obtaining reasonable assurance about whether the Caddo Levee District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, and contracts, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Caddo Levee District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be a material weakness.

**EXHIBIT A**

**OTHER REPORT REQUIRED BY  
GOVERNMENT AUDITING STANDARDS**

The following pages contain a report on compliance with laws and regulations and on internal controls as required by *Government Auditing Standards*, issued by the Comptroller General of the United States. This report is based solely on the audit of the financial statements and includes, where appropriate, any reportable conditions and/or material misstatements in internal control or compliance matters that would be material to the presented financial statements.

CADD O LEVEE DISTRICT  
STATE OF LOUISIANASchedule of Per Diem Paid Board Members  
For the Year Ended June 30, 1997

	<u>NUMBER</u>	<u>AMOUNT</u>
James G. Adger	19	\$1,425
Archer Frierson	8	600
James B. Harris	8	600
Dan P. Logan, Jr.	11	825
Floyd Washington	12	900
Harold White	24	1,800
Paul Wilson, Jr., President	30	2,250
Total		<u>\$8,400</u>

**CADDO LEVEE DISTRICT  
STATE OF LOUISIANA  
SUPPLEMENTAL INFORMATION SCHEDULE  
For the Year Ended June 30, 1997**

**PER DIEM PAID 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 Louisiana Legislature.

Per diem payments are authorized by Louisiana Revised Statute 38:308 and are included in the general administrative expenditures of the General Fund. Board members are paid \$75 per day, to a maximum of 36 days per year, for board meetings and official business.

**CADDO LEVEE DISTRICT**  
**STATE OF LOUISIANA**  
Notes to the Financial Statements (Concluded)

**9. LEVEE DISTRICT TAXES**

Article 6, Section 39 of the Louisiana Constitution of 1974 provides that, for the purpose of constructing and maintaining levees, levee drainage, flood protection, hurricane flood protection, and for all other purposes incidental thereto, the levee district may annually levy a tax not to exceed five mills. If the levee district needs to raise additional funds, in excess of the amount collected constitutionally, the taxes in excess of five mills must be approved by the majority of the vote of the electors. The levee district has levied a tax of 3.21 mills.

**CADDO LEVEE DISTRICT  
STATE OF LOUISIANA**  
Notes to the Financial Statements (Continued)

**5. POSTRETIREMENT HEALTH CARE  
AND LIFE INSURANCE BENEFITS**

The levee district provides certain continuing health care and life insurance benefits for its retired employees. Substantially all of the levee district's employees become eligible for these benefits if they reach normal retirement age while working for the levee district. These benefits for retirees and similar benefits for active employees are provided through an insurance company whose monthly premiums are paid jointly by the employee and the levee district. The levee district recognizes the cost of providing these benefits (levee district portion of premiums) as an expenditure when paid during the year. For the year ended June 30, 1997, the cost of retiree benefits totaled \$14,669.

**6. CHANGES IN GENERAL  
LONG-TERM OBLIGATIONS**

General long-term obligations consist entirely of compensated absences. The following is a summary of long-term obligation transactions for the year ended June 30, 1997.

Long-term obligations payable at July 1, 1996	\$39,864
Additions	15,583
Retirements	<u>16,775</u>
Long-term obligations payable at June 30, 1997	<u><u>\$38,672</u></u>

**7. LITIGATION AND CLAIMS**

At June 30, 1997, the levee district is involved in two lawsuits. In the opinion of the levee district's legal counsel, the ultimate resolution of these matters should not materially affect the financial statements of the levee district.

**8. DEFERRED REVENUE**

Deferred revenue of \$24,175, as reflected on Statement A, represents payments received from individuals for surface leases for periods subsequent to June 30, 1997.



**CADDO LEVEE DISTRICT  
STATE OF LOUISIANA**  
Notes to the Financial Statements (Continued)

**3. CHANGES IN GENERAL FIXED ASSETS**

A summary of changes in general fixed assets follows:

	Balance July 1, 1996	Additions	Deletions	Balance June 30, 1997
Land	\$1,105,951			\$1,105,951
Building	112,113			112,113
Equipment	1,082,702	\$146,424	\$75,703	1,153,423
Total	<u>\$2,300,766</u>	<u>\$146,424</u>	<u>\$75,703</u>	<u>\$2,371,487</u>

**4. PENSION PLAN**

Substantially all employees of the levee district are members of the Louisiana State Employees Retirement System (System), a cost-sharing, multiple-employer public employee retirement system (PERS). The System is a statewide public retirement system, which is organized for the purpose of providing retirement and other benefits for employees of the state and its various departments and agencies and their beneficiaries, and is administered and controlled by a separate board of trustees. Contributions of participating state agencies are pooled within the System to fund accrued benefits, with contribution rates approved by the Louisiana Legislature.

All full-time levee district employees are eligible to participate in the System. Benefits vest with 10 years of service. Vested employees may retire at (a) any age with 30 years of service, (b) age 55 with 25 years of service, or (c) age 60 with 10 years of service. The System also provides death and disability benefits. Benefits are established by state statute. The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana State Employees Retirement System, Post Office Box 44213, Baton Rouge, Louisiana 70804, or by calling (504) 922-0600.

Covered employees are required by state statute to contribute 7.5 percent of gross salary and the levee district is required to contribute at an actuarially determined rate. The current rate is 12.4 percent of annual covered payroll. The contribution requirements of plan members and the levee district are established and may be amended by state statute. As provided by R.S. 11:102, the employer contributions are determined by an actuarial valuation and are subject to change each year based on the results of the valuation from the prior fiscal year. The Caddo Levee District contributions to the System for the years ending June 30, 1997, 1996, and 1995, were \$41,727, \$41,174, and \$40,188, respectively, equal to the required contributions for each year.



**CADDO LEVEE DISTRICT**  
**STATE OF LOUISIANA**  
Notes to the Financial Statements (Continued)

**E. BUDGET PRACTICES**

The proposed budget for the 1997 fiscal year was made available for public inspection at the levee district's office on May 16, 1996. The proposed budget was prepared on the modified accrual basis of accounting. The budget was published in the official journal 28 days before the public hearing. The budget is legally adopted and amended, as necessary, by the levee district. The levee district does not recognize encumbrances; therefore, encumbrances are not reflected for budgeting or accounting purposes. All appropriations contained in the budget lapse at year-end.

The \$3,000,000 favorable expenditure variance in the flood fight contingency account is the result of anticipated funding for flood emergencies that did not occur. The \$5,381,338 favorable expenditure variance in the capital outlay account is the result of planned construction and improvement projects in which no activity occurred during the year or that were completed for less than the original estimate. Formal budget integration (within the accounting records) is employed as a management control device. The budget practices of the Caddo Levee District are subject to the provisions of R.S. 38:318.

**F. CASH AND CASH EQUIVALENTS**

Cash includes noninterest-bearing demand deposits and money market accounts as well as cash in the state treasury. Cash equivalents include amounts in time deposits. Under state law, the Caddo Levee District may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. Furthermore, the levee district may invest in certificates of deposit of state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

**G. FIXED ASSETS**

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. Public domain or infrastructures are not capitalized. Interest costs incurred during construction are not capitalized. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated historical cost if historical cost is not available. Approximately 46 percent of the value of fixed assets reported herein have been valued at estimated cost.

**H. COMPENSATED ABSENCES**

Employees earn and accumulate annual and sick leave at various rates, depending on their years of service. The amount of annual and sick leave that may be accumulated by each employee is unlimited. Upon termination, employees or their heirs are compensated for up to 300 hours of unused annual leave at the employee's hourly rate

**CADDO LEVEE DISTRICT**  
**STATE OF LOUISIANA**  
Notes to the Financial Statements (Continued)

group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

The levee district has one fund (General Fund) that is classified as a governmental fund. The General Fund accounts for the levee district's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. The General Fund is the general operating fund of the levee district and accounts for all financial resources.

**D. BASIS OF ACCOUNTING**

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

**Revenues**

Ad valorem taxes and the related state revenue sharing are recorded in the year the taxes are assessed. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December, January, and February of the fiscal year.

Interest income on time deposits is recorded when the time deposits have matured and the interest is available.

Rentals, royalties, and leases are recorded in the year earned.

Substantially all other revenues are recorded when available.

**Expenditures**

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for accumulated annual leave, which is recognized when paid.

**CADDO LEVEE DISTRICT  
STATE OF LOUISIANA**

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

**INTRODUCTION**

The Caddo Levee District was created by the Louisiana Legislature. The levee district includes all of Caddo Parish. The levee district primarily provides flood protection for those areas contained in the district. The governing board administers the operations and responsibilities of the levee district in accordance with Louisiana Revised Statute (R.S.) 38:291(c). The levee district's office is located in Shreveport, Louisiana, and employs 2 administrative personnel and a field staff of 15. The Louisiana Department of Transportation and Development provides certain engineering services to the levee district, and the United States Corps of Engineers serves as an advisory body, as well as periodically inspecting the integrity of the levee system. There are seven board members appointed by the governor.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. BASIS OF PRESENTATION**

The accompanying financial statements have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting principles and financial reporting standards.

**B. REPORTING ENTITY**

GASB Codification Section 2100 has defined the governmental reporting entity to be the State of Louisiana. The levee district is considered a component unit of the State of Louisiana because the state exercises oversight responsibility, in that the governor appoints the board members, and public service is rendered within the state's boundaries. The accompanying general purpose financial statements present information only as to the transactions of the Caddo Levee District, a component unit of the State of Louisiana. Annually, the State of Louisiana issues general purpose financial statements, which include the activity contained in the accompanying financial statements.

**C. FUND ACCOUNTING**

The levee district uses a fund (General Fund) and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account

CADDO LEVEE DISTRICT  
STATE OF LOUISIANA  
GOVERNMENTAL FUND - GENERAL FUND

Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget  
(GAAP Basis) and Actual  
For the Year Ended June 30, 1997

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>REVENUES</b>			
Ad valorem taxes	\$260,000	\$315,220	\$55,220
Intergovernmental revenue - state revenue sharing	25,000	29,856	4,856
Use of money and property:			
Rental, royalties, bonuses, and leases	515,000	1,259,310	744,310
Interest on investments	400,000	599,742	199,742
Other revenues	15,000	17,399	2,399
Total revenues	<u>1,215,000</u>	<u>2,221,527</u>	<u>1,006,527</u>
<b>EXPENDITURES</b>			
Public works:			
General administrative	542,400	252,159	290,241
Employee related benefits	90,100	72,419	17,681
Travel	20,000	5,198	14,802
Materials and supplies	545,000	112,525	432,475
Equipment purchases	250,000	93,351	156,649
Deductions from ad valorem taxes - retirement system	20,000	10,085	9,915
Levee maintenance	505,000	274,077	230,923
Capital outlay	5,425,000	43,662	5,381,338
Flood fight contingencies	3,000,000		3,000,000
Other	100,000	9,521	90,479
Total expenditures	<u>10,497,500</u>	<u>872,997</u>	<u>9,624,503</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	(9,282,500)	1,348,530	10,631,030
<b>FUND BALANCE AT BEGINNING OF YEAR</b>	<u>11,066,576</u>	<u>11,125,203</u>	<u>58,627</u>
<b>FUND BALANCE AT END OF YEAR</b>	<u><u>\$1,784,076</u></u>	<u><u>\$12,473,733</u></u>	<u><u>\$10,689,657</u></u>

The accompanying notes are an integral part of this statement.



CADDO LEVEE DISTRICT  
STATE OF LOUISIANA  
ALL FUND TYPES AND ACCOUNT GROUPS

Balance Sheet, June 30, 1997

	GOVERNMENTAL FUND - GENERAL FUND	ACCOUNT GROUPS		TOTAL (MEMORANDUM ONLY)
		GENERAL FIXED ASSETS	GENERAL LONG-TERM OBLIGATIONS	
<b>ASSETS AND OTHER DEBITS</b>				
Cash and cash equivalents	\$12,485,444			\$12,485,444
Receivables	49,113			49,113
Fixed assets		\$2,371,487		2,371,487
Amount to be provided for retirement of general long-term obligations			\$38,672	38,672
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$12,534,557</b>	<b>\$2,371,487</b>	<b>\$38,672</b>	<b>\$14,944,716</b>
<b>LIABILITIES, EQUITY, AND OTHER CREDITS</b>				
Liabilities:				
Accounts payable	\$24,855			\$24,855
Salaries and wages payable	11,794			11,794
Deferred revenue	24,175			24,175
Accrued compensated absences			\$38,672	38,672
<b>Total Liabilities</b>	<b>60,824</b>	<b>NONE</b>	<b>38,672</b>	<b>99,496</b>
Equity and Other Credits:				
Investment in general fixed assets		\$2,371,487		2,371,487
Fund balance - unreserved - undesignated	12,473,733			12,473,733
<b>Total Equity and Other Credits</b>	<b>12,473,733</b>	<b>2,371,487</b>	<b>NONE</b>	<b>14,845,220</b>
<b>TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS</b>	<b>\$12,534,557</b>	<b>\$2,371,487</b>	<b>\$38,672</b>	<b>\$14,944,716</b>

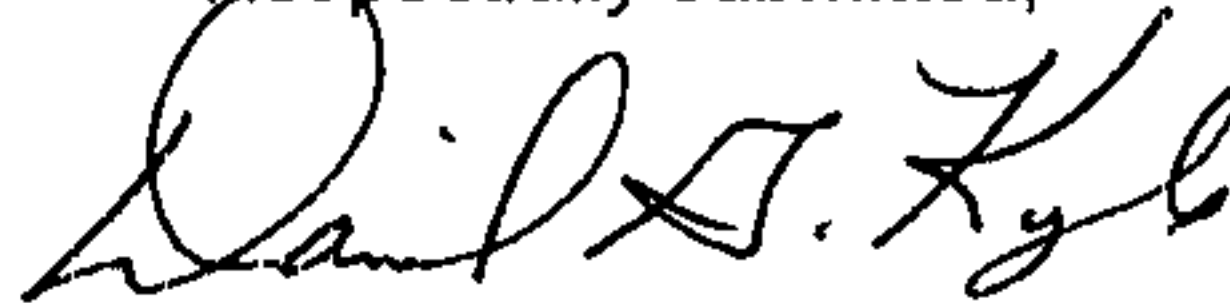
The accompanying notes are an integral part of this statement.

LEGISLATIVE AUDITOR

BOARD OF LEVEE COMMISSIONERS  
OF CADDO LEVEE DISTRICT  
STATE OF LOUISIANA  
Audit Report, June 30, 1997

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying supplemental information schedule listed in the table of contents is presented for the purpose of additional analysis and is not a required part of the general purpose financial statements of the Caddo Levee District. Such information has been subjected to the procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

Respectfully submitted,



Daniel G. Kyle, CPA, CFE  
Legislative Auditor

RE:MAN:sds

[CAD-LD]



OFFICE OF  
**LEGISLATIVE AUDITOR**  
STATE OF LOUISIANA  
BATON ROUGE, LOUISIANA 70804-9397

DANIEL G. KYLE, PH.D., CPA, CFE  
LEGISLATIVE AUDITOR

1600 NORTH THIRD STREET  
POST OFFICE BOX 9497  
TELEPHONE: (504) 339-3890  
FACSIMILE: (504) 339-3876

November 3, 1997

Independent Auditor's Report on  
the Financial Statements

**BOARD OF LEVEE COMMISSIONERS  
OF CADDO LEVEE DISTRICT  
STATE OF LOUISIANA  
Shreveport, Louisiana**

We have audited the accompanying general purpose financial statements of the Caddo Levee District, a component unit of the State of Louisiana, as of and for the year ended June 30, 1997, as listed in the table of contents. These general purpose financial statements are the responsibility of management of the Caddo Levee District. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the accompanying general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Caddo Levee District at June 30, 1997, and the results of operations for the year then ended, in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued a report dated November 3, 1997, on our consideration of the Caddo Levee District's internal control over financial reporting and our test of compliance with laws, regulations, and contracts.



**CADDO LEVEE DISTRICT  
STATE OF LOUISIANA**

**General Purpose Financial Statements  
and Independent Auditor's Reports  
As of and for the Year Ended June 30, 1997  
With Supplemental Information Schedule**

**CONTENTS**

	<b>Statement</b>	<b>Page No.</b>
Independent Auditor's Report on the Financial Statements		2
General Purpose Financial Statements:		
Balance Sheet - All Fund Types and Account Groups	A	4
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget (GAAP Basis) and Actual - Governmental Fund - General Fund	B	5
Notes to the Financial Statements		6
	<b>Schedule</b>	<b>Page No.</b>
Supplemental Information Schedule - Schedule of Per Diem Paid Board Members	1	14
	<b>Exhibit</b>	
Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance With <i>Government Auditing Standards</i>	A	

**CADDO LEVEE DISTRICT  
STATE OF LOUISIANA  
Shreveport, Louisiana**

**General Purpose Financial Statements  
and Independent Auditor's Reports  
As of and for the Year Ended June 30, 1997  
With Supplemental Information Schedule**

Under the provisions of state law, this report is a public document. A copy of this report has been submitted to the Governor, to the Attorney General, and to other public officials as required by state law. A copy of this report has been made available for public inspection at the Baton Rouge and Shreveport offices of the Legislative Auditor and at the office of the parish clerk of court.

December 9, 1997

**LEGISLATIVE AUDIT ADVISORY COUNCIL**

**MEMBERS**

**Representative Francis C. Thompson, Chairman**  
**Senator Ronald C. Bean, Vice Chairman**

**Senator Robert J. Barham**  
**Senator Wilson E. Fields**  
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**Representative Edwin R. Murray**  
**Representative Warren J. Triche, Jr.**  
**Representative David Vitter**

**LEGISLATIVE AUDITOR**

**Daniel G. Kyle, Ph.D., CPA, CFE**

**DIRECTOR OF FINANCIAL AND COMPLIANCE AUDIT**

**Albert J. Robinson, Jr., CPA**

# STATE OF LOUISIANA LEGISLATIVE AUDITOR

Caddo Levee District  
State of Louisiana  
Shreveport, Louisiana

December 9, 1997



***Financial and Compliance Audit Division***

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***Daniel G. Kyle, Ph.D., CPA, CFE***  
***Legislative Auditor***