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CONCORDIA WATERWORKS DISTRICT #1
CONCORDIA PARISH POLICE JURY
Ferriday, Louisiana

Component Unit Financial Statements and Auditor's Reports

and for the Year then Ended

(With comparative figures at June 30, 1995)

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

Release Date SEP 04 1996

JERI SUE TOSSPON
Certified Public Accountant

# CONCORDIA WATERWORKS DISTRICT #1 CONCORDIA PARISH POLICE JURY Ferriday, Louisiana

Component Unit Financial Statements and Auditor's Reports

June 30, 1996 and for the Year then Ended

(With comparative figures at June 30, 1995)

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### SECTION I

# COMPONENT UNIT FINANCIAL STATEMENTS REPORT ON COMPONENT UNIT FINANCIAL STATEMENTS

### JERI SUE TOSSPON

Certified Public Accountant P. O. Box 445 Ferriday, Louisiana 71334-0445 (318) 757-9393

### INDEPENDENT AUDITOR'S REPORT

The Board of Commissioners Concordia Waterworks District #1 Ferriday, Louisiana

I have audited the accompanying component unit financial statements of the Concordia Waterworks District #1, a component unit of the Concordia Parish Police Jury, State of Louisiana, as of June 30, 1996 and for the year then ended. These financial statements are the responsibility of the Waterworks District'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 financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the component unit financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of Concordia Waterworks District #1, as of June 30, 1996, and the results of its operations and the cash flows for the year then ended in conformity with generally accepted accounting principles.

My audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The financial information listed as supplemental information in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of Concordia Waterworks District #1. Such information has been subjected to the auditing procedures applied in the audit of the component unit financial statements and, in my opinion, is fairly presented in all material respects in relation to the component unit financial statements takes as a whole.

Ferriday, Louisiana August 7, 1996 Jen Sur Josepon

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# CONCORDIA WATERWORKS DISTRICT #1 BALANCE SHEET JUNE 30, 1996 (with comparative figures from June 30, 1995)

Other Assets Utility deposits Total Assets	equipment and	nd equi ing equi	Total restricted assets	Cash Certificates of deposit		Restricted Assets (Notes 3 and 4)  Bond Debt Service Fund:  Certificates of deposit  Bond Sinking Fund:	receivable, other (Note iterest receivable ipenses irrent assets	Current Assets Cash (Note 3) Certificates of deposit (Note 3) Accounts receivable, water sales
\$2,690,217	\$1,626,183	7) \$2,745,376 1,119,193	\$ 219,403	28,004 39,570	29,610 59,001	\$ 63,218	86,966 6,375 2,453 1,285 \$ 844,296	June 1996 \$ 707,217 40,000
\$ 335 \$2,440,661	\$1,665,865	\$2,725,982 1,060,117	\$ 200,285	20,770 39,570	30,235 48,867	<b>\$</b> 60,843	88,890 26,053 2,254 1,361 \$ 574,176	30, 1995 \$ 415,618 40,000
Total Liabilities, Reserves Contributions and Retained Earnings	Total Co	Contributions Contributions from members Contributions from subdividers Grant in aid of construction	Total Liabilities Reserves Debt service and depreciation (Note 2) Total Reserves	Long-term Liabilities Notes payable (Note 8)	from restricted assets)	Current Liabilities (Payable from restricted assets) Tenant deposits Notes payable, current portion (Note 8)	7 12 14 15 15 15 15 15 15 15 15 15 15 15 15 15	Current Liabilities (Payable from current assets) Accounts payable Sales tax payable
\$ 638,311 \$2,690,217 \$2,440,661	,900 \$ 945,	239,180 \$	\$ 945,176 \$ 964,603 \$ 151,830 \$ 139,945	\$ 787,831 \$ 820,713	\$ 110,	\$ 75,411 \$ 65,991 32,882 32,236	<del>\$</del>	e 30, 1995

# CONCORDIA WATERWORKS DISTRICT #1 STATEMENT OF REVENUES AND EXPENSES YEAR ENDED JUNE 30, 1996 (With comparative figures from June 30, 1995)

	Year ended 1996	June 30, 1995
Operating Revenues Water sales Penalties for late payment Reconnect fees Other income	\$675,297 25,897 14,435 17,412	\$546,413 21,580 9,935 15,198
Total operating revenue	\$733,041	\$593,126
Operating Expenses Salaries Commissioners' fees Payroll taxes Repairs and maintenance Truck expense Operating supplies Utility expense Office expense Insurance Bad debts Well site rent Depreciation Other operating expense Black Bayou Bridge Project	\$132,272 4,930 11,595 40,828 11,121 74,898 55,361 15,530 37,145 12,379 1,150 59,075 1,167 -0-	\$129,323 3,950 11,390 26,415 11,780 65,049 43,750 13,966 46,804 13,204 1,150 59,283 1,388 60,673
Total operating expense	\$457,451	<u>\$488,125</u>
Net income (loss) from operations	\$275,590	\$105,001
Other Revenue and (Expenses) Interest income Interest expense Gain on sales of assets	\$ 24,021 ( 39,555)	\$ 18,104 ( 40,885) <u>540</u>
Total other revenue (expenses)	( <u>\$ 15,534</u> )	( <u>\$ 22,241</u> )
Net Income (Loss)	\$260,056	\$ 82,760

### CONCORDIA WATERWORKS DISTRICT #1 STATEMENT OF CHANGES IN RETAINED EARNINGS TWO YEARS ENDED JUNE 30, 1996

Retained earnings, July 1, 1994	\$321,545
Deduct: Increase in debt service and depreciation reserve	( 14,166)
Add: Net Income	82,760
Retained earnings, June 30, 1995	\$390,139
Deduct: Increase in debt service and depreciation reserve	(\$ 11,884)
Add: Net Income	260,056
	<u>\$638,311</u>

### CONCORDIA WATERWORKS DISTRICT #1 STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 1996

Cash flows from operating activities Cash received from water sales \$734,965 Interest income received 23,822 Collections on theft recovery 29,859 Cash paid to suppliers and employees (385,013) Interest expense paid (40,033) Cash shortage (10,181) Net cash provided by operating activities	
Cash flows from financing activities  Principal paid on notes payable  Cash contributions by members  Total cash used for financing activities  (\$ 32,233)  8,925	( 23,308)
Cash flows from investing activities Purchase of fixed assets	( <u>19,394</u> )
Net increase (decrease) in cash	\$310,717
Cash at beginning of year	655,903
Cash at end of year	\$966,620
Reconciliation of operating income to net cash provided by activities:	operating
Operating income Adjustments to reconcile operating income to net cash provided by operating activities: Depreciation \$59,075 Change in assets and liabilities: Decrease in accounts receivable \$21,602	\$260,056
Increase in interest receivable ( 199)  Decrease in prepaid expenses 76  Increase in accounts payable 4,763  Decrease in taxes payable ( 898)  Increase in tenant deposits 9,420  Decrease in accrued interest	
payable ( <u>476</u> ) <u>34,288</u>	93,363
Net cash provided by other activities	<u>\$353,419</u>

# CONCORDIA WATERWORKS DISTRICT #1 NOTES TO FINANCIAL STATEMENTS JUNE 30, 1996

### NOTE 1 - INTRODUCTION

The Concordia Waterworks District #1 is a part of a financial reporting entity, the Concordia Parish Police Jury. It was created by the Police Jury by Ordinance 393, dated May 16, 1966 to serve the rural areas of eastern Concordia Parish, under R.S. 33:3811. As such, it is accounted for as a component unit.

The Concordia Waterworks District #1 is governed by a Board of Commissioners who are appointed by the members of the Police Jury. The Board consists of five members each serving five year terms. They are compensated at the rate of \$75 per meeting.

The District serves approximately 2,100 consumers with a staff of six employees. They maintain 160 miles of water lines, supplying over 150,000,000 gallons of water annually from two wells.

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

B. Reporting Entity - As the governing authority of the parish, for reporting purposes, the Concordia Parish Police Jury is the financial reporting entity for Concordia Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the Concordia Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability.

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### This criteria includes:

- 1. Appointing a voting majority of an organization's governing body, and
  - a. The ability of the police jury to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
- 2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
- 3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury appoints a voting majority of the Waterworks District's board and said board is fiscally dependent on the police jury, the district was determined to be a component unit of the Concordia Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the district and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

- C. Fund Accounting The accounts of Concordia Waterworks
  District #1 are organized on the basis of a single proprietary
  fund type, the enterprise fund. Enterprise funds are used to
  account for operations in a manner similar to private business
  enterprises where the costs (expense, including depreciation)
  of providing sewerage services to the general public on a
  continuing basis are financed through user charges.
- D. Basis of Accounting The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Proprietary funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and liabilities associated with the operation of this fund are included on the balance sheet. Fund equity is segregated into contributed capital and retained earnings components.

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The proprietary fund is accounted for using the accrual basis of accounting. Therefore, revenues are recognized when earned and expenses are recognized when incurred. Bad debts are recognized when they become collectible.

E. Cash and Certificates of Deposit - Cash includes amounts in demand deposits. The District conducts all its banking transactions with two state-chartered institutions in Concordia Parish.

At June 30, 1996, the Concordia Waterworks District #1 had \$975,240 (banks' balance) on deposit at these financial institutions.

All cash and certificates of deposit are deposited in financial institutions insured by an agency of the United States Government. Additionally, there is \$933,878 in additional collateral held by the bank in the District's name as required.

- F. Inventories Inventories of materials and supplies are considered to be expenditures at the time of purchase. Amounts on hand at the financial statement date are immaterial and, therefore, are not included in the balance sheet.
- G. Property, Plant and Equipment Additions to the utility plant in service are recognized at cost, or if contributed property, at their estimated fair market value at the time of contribution. 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 of fixed assets used by the Waterworks District is charged as an expense against their operations. Depreciation is calculated over the estimated useful life of the assets using the straight line method as follows:

Buildings 25 years
Distribution system 50 years
Equipment 3-25 years

H. Reserves of Fund Equity - The Waterworks District records reserves to represent those portions of fund equity legally segregated for a specific future use. The following lists such reserves used by the Waterworks District:

Debt service & Depreciation reserve \$151,830

I. Income Taxes - Concordia Waterworks District #1 is a component unit of the Concordia Parish Police Jury, and, as such, is not subject to federal or state income taxes.

### NOTE 3 - CASH AND CERTIFICATES OF DEPOSIT

At June 30, 1996, the Waterworks District had cash and certificates of deposit totalling \$966,620, as follows:

Demand deposits	\$793,922
Certificates of deposit	172,398
Cash on hand	300
	\$966,620

These deposits are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent banks. At June 30, 1996, the Waterworks District had \$975,240 in collected bank balances. These deposits are secured from risk by \$400,000 of federal deposit insurance and \$933,878 of pledged securities held by the custodial bank in the name of the fiscal agent bank.

### NOTE 4 - RESTRICTED ASSETS

Certain assets were restricted for debt service and consumer deposits. These assets consisted of and are restricted to the following:

Bond debt service		\$ 63,218
Bond sinking fund		29,610
Bond depreciation	fund	59,001
Consumer deposits		67,574
		<u>\$219,403</u>

### NOTE 5 - ACCOUNTS RECEIVABLE

The following is an aged analysis of accounts receivable due on June 30, 1996:

Current	\$65,950
31-60 days	18,674
61-90 days	1,788
Over 90 days	554
	\$86,966

### NOTE 6 - THEFT RECOVERY INCOME AND RECEIVABLES

In 1992, the Legislative Auditor of the State of Louisiana performed a specific procedure examination focusing on amounts misappropriated during 1987 to 1990 totalling \$19,425. The part charged is continuing repayment of the above amount of \$300 per month.

### NOTE 6 - THEFT RECOVERY INCOME AND RECEIVABLES (CONTINUED)

During the time period beginning in August, 1994 and ending October 13, 1995, the District incurred cash shortages in the amount of \$16,828 during the fiscal year ended June 30, 1995 and \$6,931 in the period following the close of the fiscal year. The party involved has been charged, prosecuted and convicted by the Concordia Parish District Attorney. The shortage was covered by an employee fidelity bond insurance policy. Payment has been made in full.

### NOTE 7 - CHANGES IN FIXED ASSETS

A summary of the Waterworks District's property, plant and equipment and changes thereto follows:

	Balance June 30,			Balance June 30,
	1995	Additions	Deletions	1996
Land and right of way easements	\$ 23,049		<del></del>	\$ 23,049
Distribution system, wells, tanks and fixtures		\$ 4,519		2,448,467
Office building, furniture, fixtures and equip	<del></del>	14,875	<u> </u>	273,860
	\$2,725,982	\$19,394	\$ -0-	\$2,745,376
Less accumulated depreciation	1,060,117	<u>59,075</u>		1,119,193
	\$1,665,865	(\$39,681)	\$ -0-	\$1,626,183

### NOTE 8 - CHANGES IN LONG-TERM DEBT

The following is a summary of the notes payable for the year ended June 30, 1996:

			Note	Note	
			91-01	91-03	<u>Total</u>
Notes payable at June	30,	1995	\$202,949	\$650,000	\$852,949
Less principal paid	ŕ		(17,236)	(15,000)	(32,236)
Notes payable at June	30,	1996	\$185,713	\$635,000	\$820,713

Long-term debt at June 30, 1996 consists of:

Notes Payable #91-01 - Water Revenue Bonds due to General Electric Capital Corporation issued October 12, 1967 due in annual installments of \$24,769 thru January 1, 2004 including interest at a rate of 3.75%. The water plant and distribution system are pledged as collateral for this loan.

\$185,713

Notes Payable #91-03 - Water Revenue Bond due to General Electric Capital Corporation issued March 31, 1980 in the original amount of \$745,000 at an interest rate of 5% due in annual installments of \$15,000 or more plus interest thru March 30, 2020. This loan is secured by a pledge of revenues from the sale of water by the District.

635,000

Total notes payable

\$820,713

### NOTE 8 - CHANGES IN LONG-TERM DEBT (CONTINUED)

The District's proprietary fund bonds are governed by bond indenture, the terms of which are summarized as follows:

- (1) Waterworks Operations and Maintenance Fund Funds are to be transferred to this fund from the Waterworks Revenue Fund on the first day of each month in sufficient amounts to pay all operating expenses and to make a reasonable provision for the repair and maintenance of the system.
- (2) Waterworks Note Reserve Funds (Debt Service and Sinking: Note #91-01)

  The minimum amount to be transferred to this fund each month from the Waterworks Revenue fund shall be not less than one-twelfth of the amount of principal and interest coming due on the next succeeding note payment date. An additional amount of \$165 per month is required to be transferred from the Waterworks Revenue Fund to the Note Reserve Fund until \$30,000 has been accumulated.
- (3) Waterworks Note Reserve Funds (Debt Service and Sinking: Note #91-03)

  The minimum amount to be transferred to this fund each month from the Waterworks Revenue Fund shall be not less than one-twelfth the amount of principal and interest coming due on the next succeeding bond payment date. An additional amount of 5% of the required minimum monthly amount is to be transferred from the Waterworks Revenue Fund to the Note Reserve Fund until \$49,500 has been accumulated.
- (4) Waterworks Depreciation Fund
  An amount equal to \$165 per month for Note #90-01 plus
  \$184 per month for Note #91-03 is to be transferred to
  this fund on the first day of each month from the
  Waterworks Revenue Fund. Monies in this fund shall be
  used solely for the purpose of paying the cost for major
  repairs of damages caused by unforeseen catastrophe and
  for the replacements made necessary by the depreciation
  of the system.

The District is in compliance with all of this covenants.

### NOTE 8 - CHANGES IN LONG-TERM DEBT (CONTINUED)

The annual requirements to retire general long-term debt as of June 30, 1995 are as follows:

Year Ending June 30,	Principal	Interest	Totals
1997	\$ 32,236	\$ 39,283	\$ 71,519
1998	33,553	37,216	70,769
1999	34,248	35,771	70,019
2000	34,970	34,299	69,269
2001	35,692	32,827	68,519
Thereafter	650,014	318,960	968,974
<del>_</del>	\$820,713	\$498,356	\$1,319,069
		*	

### NOTE 9 - BAD DEBTS EXPENSE

The District uses the direct write-off method to account for bad debts.

### NOTE 10 - EMPLOYEE BENEFITS

The District does not have a retirement plan other than those benefits provided by Social Security. The accrual of sick leave and vacation benefits are estimated to be of an immaterial amount.

### NOTE 11 - LITIGATION

The District is not involved in any litigation at June 30, 1996.

# SECTION II REPORT ON INTERNAL CONTROL

### **JERI SUE TOSSPON**

Certified Public Accountant
P. O. Box 445
Ferriday, Louisiana 71334-0445
(318) 757-9393

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

The Board of Commissioners Concordia Waterworks District #1

I have audited the component unit financial statements of Concordia Waterworks District #1, a component unit of the Concordia Parish Police Jury, State of Louisiana, for the year ended June 30, 1996, and have issued my report thereon dated August 8, 1996.

I have 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 component unit financial statements are free of materials misstatement.

The management of Concordia Waterworks District #1 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 component financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any control structure, errors or irregularities 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 component unit financial statements of Concordia Waterworks District #1, for the year ended June 30, 1996, I obtained an understanding of the internal control structure. With

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The Board of Commissioners Concordia Waterworks District #1 Page Two

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 in order to determine my auditing procedures for the purpose of expressing my opinion on the component unit financial statements and not to provide an opinion on the internal control structure. 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 reportable conditions accordingly, would not necessarily disclose all reportable conditions that are also considered to be weaknesses as defined as follows. 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 component unit 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 management, and the Legislative Auditor of the State of Louisiana. However, this report is a matter of public record, and its distribution is not limited.

Jen Sue Josepon

Ferriday, Louisiana

August 8, 1996

# SECTION III REPORT ON COMPLIANCE WITH LAWS AND REGULATIONS

### **JERI SUE TOSSPON**

Certified Public Accountant
P. O. Box 445
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(318) 757-9393

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 Board of Commissioners Concordia Waterworks District #1

I have audited the accompanying component unit financial statements of Concordia Waterworks District #1, a component unit of the Concordia Parish Police Jury, State of Louisiana, as of and for the year ended June 30, 1996, and issued my report thereon dated August 8, 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 financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to Concordia Waterworks District #1, is the responsibility of the Waterworks District's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of the Waterworks District'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 management, and the Legislative Auditor of the State of Louisiana. However, this report is a matter of public record and its distribution is not limited.

Jeri Du Josspon

Ferriday, Louisiana August 8, 1996

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# SECTION IV SUPPLEMENTAL INFORMATION

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### CONCORDIA WATERWORKS DISTRICT #1 SCHEDULE OF COMMISSIONERS COMPENSATION YEAR ENDED JUNE 30, 1996

Mr. Edgar W. Jones, President	\$	975
Mrs. Jean Fairbanks	1	,030
Mrs. Helen Lyles		975
Mr. John Morgan		975
Mr. Wilson Palmer		975
	<u>\$4</u>	,930