

# Durnin & James

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CERTIFIED PUBLIC ACCOUNTANTS

John S. Davis, CPA  
Ernest P. Jones, CPA

Member  
Firm

Member  
American Institute of  
Certified Public Accountants

Member  
Society of Accountants  
Certified Public Accountants

May 4, 1987

Mr. Jim Filardi, Chairman  
Members of the Board of Directors  
Tangipahoa Parish Tourist and Film Commission  
Bossier, Louisiana

We have audited the general purpose financial statements of the Tangipahoa Parish Tourist and Film Commission for the two years ended December 31, 1986, and have issued our report thereon dated April 22, 1987. Professional standards require that we provide you with the following information related to our audit.

#### **Our Responsibility under Generally Accepted Auditing Standards and Government Auditing Standards**

As stated in our engagement letter dated December 20, 1986, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance about whether the general purpose financial statements are free of material misstatement. Because of the concept of reasonable assurance and because we did not perform a detailed examination of all transactions, there is a risk that material errors, irregularities, or illegal acts, including fraud and defalcations, may exist and not be detected by us.

As part of our audit, we considered the internal control structure of the Tangipahoa Parish Tourist and Film Commission. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control structure.

In part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Tangipahoa Parish Tourist and Film Commission's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our tests was not to provide an opinion on compliance with such provisions.

#### **Significant Accounting Policies**

Management has the responsibility for selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Tangipahoa Parish Tourist and Film Commission are described in Note 1 to the general purpose financial statements. We saw accounting policies were adopted and the application of existing policies was not changed during 1986 or 1985. We noted no transactions entered into by the Tangipahoa Parish Tourist and Film Commission during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

# Darrin & James

REGISTERED PUBLIC ACCOUNTANTS

600 N. Grant, 11th  
Baton Rouge, LA 70802

State of  
Louisiana License #  
Certified Public Accountant

Member  
American Institute of Certified Public Accountants

Member  
State of Louisiana  
Certified Public Accountant

April 22, 1997

## INDEPENDENT AUDITOR'S REPORT

Mr. Joe Fittner, Chairman  
Members of the Board of Directors  
Tangipahoa Parish Tourist and Film Commission  
Bossieret, Louisiana

We have audited the accompanying general purpose financial statements of the Tangipahoa Parish Tourist and Film Commission, a component unit of the Tangipahoa Parish Council, as of December 31, 1996, and for the two years then ended, as listed in the table of contents. These general purpose financial statements are the responsibility of the management of Tangipahoa Parish Tourist and Film Commission. 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 Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Tangipahoa Parish Tourist and Film Commission as of December 31, 1996, and the results of operations for the two years then ended, in conformity with generally accepted accounting principles.

Respectfully submitted,

*Darrin & James*  
DARRIN & JAMES, CPAs

#### **Accounting Estimates**

Accounting estimates are an integral part of the general purpose financial statements prepared by management and are based on management's current judgments. Certain accounting estimates are particularly sensitive because of their significance to the general purpose financial statements and because of the possibility that future events affecting them may differ significantly from management's current judgments.

No significant accounting estimates were required as December 31, 1996.

#### **Significant Audit Adjustments**

For purposes of this letter, professional standards define a significant audit adjustment as a proposed correction of the general purpose financial statements that, in our judgment, may not have been detected except through our auditing procedures. These adjustments may include those proposed by us but not recorded by the Terzipolow Parish Tourist and Film Commission that could potentially cause future financial statements to be materially misstated, even though we have concluded that such adjustments are not material to the current financial statements.

We proposed several audit adjustments related to accounts receivable and revenue. Our corrections were not considered material in relation to the general purpose financial statements of the Terzipolow Parish Tourist and Film Commission. The Tourist Commission has agreed to the proposed audit adjustments and will record the adjustments in the accounting records of the Terzipolow Parish Tourist and Film Commission for the year ended December 31, 1996.

#### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the general purpose financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### **Consultations with Other Independent Accountants**

To the best of our knowledge, management has not consulted with or obtained opinions from other independent accountants during the past year that are subject to the requirements of Statement on Auditing Standards No. 58, "Reports on the Application of Accounting Principles."

#### **Difficulties Encountered in Performing the Audit**

We encountered no difficulties in dealing with management in performing our audit.

Teragnianna Parish Tourist and Film Commission  
 A Component Unit of the Teragnianna Parish Council  
 Hammond, Louisiana

**ITEMS TO FINANCIAL STATEMENTS - CONTINUED**

As of and For the Two Years Ended December 31, 1994

The bank deposits are stated at cost, which approximates market. Under state law, these deposits for the remaining bank balances must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with fiscal agent. These securities are held in the name of the pledgee fiscal agent bank in the holding or custodial bank that is mutually acceptable to both parties. As December 31, 1994, the Tourist Commission had \$112,812 in bank deposits (collected bank balances).

These deposits are detailed from FMR as follows:

Bank balances	\$112,812
Federal deposit insurance	\$100,000
Uncollateralized Treasury & Pledged securities	100,000
<b>Total</b>	<b>\$312,812</b>

**4. CHANGES IN GENERAL FIXED ASSETS**

A summary of the changes in general fixed assets follows:

	<u>Buildings</u>	<u>Furniture &amp; Equipment</u>	<u>Total</u>
Balance, January 1, 1993	\$ 92,194	\$ 21,608	\$113,802
<b>Additions For the Year Ended:</b>			
December 31, 1993	-	6,097	6,097
December 31, 1994	-	4,775	4,775
<b>Retirements For the Year Ended:</b>			
December 31, 1993	-	(100,000)	(100,000)
December 31, 1994	-	-	-
Balance, December 31, 1994	<u>\$ 92,194</u>	<u>\$ 26,403</u>	<u>\$118,597</u>

**5. PENSION PLAN**

Substantially all employees of the Teragnianna Parish Tourist and Film Commission are members of the Parochial Employees Retirement System of Louisiana (PERSOL), a cost sharing multiple-employer (defined benefit), public employee retirement system (PERS), controlled and administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the Tourist Commission are members of Plan A.

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**TANLIERON BAGGAGE TRUNKS AND FILM COMMISSION  
A COMPONENT UNIT OF THE TANLIERON PARISH COUNCIL  
BAMMON, LOUISIANA**

**GENERAL PURPOSE FINANCIAL STATEMENTS**

AS OF AND FOR THE TWO YEARS ENDED DECEMBER 31, 1966

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, 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.

Released Date: JAN 11 1967

GENERAL PURPOSE FINANCIAL STATEMENTS  
COMBINED STATEMENTS - OVERVIEW

Tangipahoa Parish Council and Fire Commission  
 is Component Unit of the Tangipahoa Parish Council  
 Hammond, Louisiana

EXHIBIT A

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

December 31, 1990

ASSETS	Governmental <u>Fund Types</u>	ACCOUNT <u>GROUPS</u>	TOTALS (Memorandum Only)
	General <u>Fund</u>	General Fixed Assets	
Cash	\$107,829	\$ -	\$107,829
Taxes Receivable	12,394	-	12,394
Other Receivables	580	-	580
Furniture, Fixtures & Equipment	-	13,000	13,000
Leasehold Improvements	-	72,184	72,184
Security Deposit	580	-	580
TOTAL ASSETS	<u>\$120,383</u>	<u>\$125,184</u>	<u>\$245,567</u>
<b>LIABILITIES</b>			
Accounts Payable	\$ 4,328	\$ -	\$ 4,328
Deferred Revenue	549	-	549
Payroll Taxes Payable	390	-	390
Accrued Liabilities	1,243	-	1,243
TOTAL LIABILITIES	<u>\$ 6,509</u>	<u>\$ -</u>	<u>\$ 6,509</u>
<b>FUND EQUITY</b>			
Investments in General Fixed Assets	\$ -	\$125,184	\$125,184
Fund Balances:			
Unreserved-undesignated	113,874	-	113,874
TOTAL FUND EQUITY	<u>\$113,874</u>	<u>\$125,184</u>	<u>\$239,058</u>
TOTAL LIABILITIES and Fund Equity	<u>\$120,383</u>	<u>\$125,184</u>	<u>\$245,567</u>

The accompanying notes are an integral part of this statement.

Touristaparc Parish Tourist and Film Commission  
 (A Component Unit of the Touristaparc Parish Council)  
 Hammond, Louisiana

EXHIBIT 3

**STATEMENT OF REVENUES, EXPENDITURES, AND  
 CHANGE IN FUND BALANCE - GENERAL FUND**

FOR THE TWO YEARS ENDED DECEMBER 31, 1976

	General Fund	
	1976	1975
<b>Revenues:</b>		
<b>Taxes:</b>		
License Collection Fee	\$154,000	\$145,000
Intergovernmental	( 7,880)	(12,500)
Interest	148,000	60,500
Magazine Income	4,300	3,700
Other	-	3,400
<b>Total Revenues</b>	<b>\$298,420</b>	<b>\$299,100</b>
<b>Expenditures:</b>		
<b>CURRENT:</b>		
Salaries and Related Benefits	\$ 50,000	\$ 48,000
Payroll Taxes	1,200	1,200
Insurance	4,000	1,500
Advertising & Promotion	60,000	55,000
Commodities Related	1,500	1,000
Maps/Subscription	2,000	2,000
Office Supplies	3,000	3,000
Professional Fees	300	1,000
Repairs & Maintenance	3,000	1,500
Travel (Local)	1,000	2,000
Telephone	4,500	5,000
Utilities	1,000	-
Printing	3,000	3,000
Operations Lease	3,000	1,700
Tourism Partnership	1,000	6,000
Interest	700	-
Automobile	100	-
Capital Exley	4,000	4,000
Bond Service	10,000	6,000
<b>Total Expenditures</b>	<b>\$120,000</b>	<b>\$121,000</b>
<b>Excess of Revenues over Expenditures</b>	<b>\$178,420</b>	<b>\$178,100</b>
<b>Fund Balance, Beginning</b>	<b>108,200</b>	<b>108,000</b>
<b>Fund Balance, Ending</b>	<b>\$286,620</b>	<b>\$286,100</b>

The accompanying notes are an integral part of this statement.



MEMORIAL

Receipts From Various Sources and Film Contributions  
(A Component Part of the Supporting Materials Account)

STATEMENT OF RECEIPTS, CONTRIBUTIONS AND GIFTS IN FUND BALANCE -  
REVENUE FROM RECEIPTS AND GIFTS - FUND BALANCE -  
REVENUE, CONTINUED

For the Two Years Ended December 31, 1974

RECEIPTS -	1974			1973			TOTAL		
	AMOUNT	PERCENTAGE	PERCENTAGE	AMOUNT	PERCENTAGE	PERCENTAGE	AMOUNT	PERCENTAGE	PERCENTAGE
<b>REVENUE:</b>									
Book and Pamphlet Sale	775.00	8.66	8.13	835.00	9.53	9.13	1,610.00	18.19	19.26
Book and Pamphlet Sale	17,899	200.00	184.87	15,850	180.56	170.69	33,749	380.56	381.85
Subscription Income	45,800	512.39	483.00	49,900	567.95	541.16	95,700	1,080.35	1,196.01
Negative Issues	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>48,674</b>	<b>551.05</b>	<b>501.20</b>	<b>47,585</b>	<b>541.04</b>	<b>511.98</b>	<b>96,260</b>	<b>1,092.23</b>	<b>1,191.12</b>
<b>Contributions:</b>									
College and Industrial Institute	77,000	866.33	820.57	85,250	969.69	931.73	162,250	1,836.02	2,052.30
General	2,000	22.62	23.37	2,500	28.57	29.32	4,500	51.19	54.69
State	15,200	170.35	158.93	15,000	172.53	158.93	30,200	344.06	347.86
Gifts (Funds)	8,000	90.22	84.59	10,000	115.39	106.60	18,000	205.61	215.49
Gifts (Individual)	2,000	22.62	23.37	2,000	23.08	24.59	4,000	45.70	48.96
Gifts (Corporate)	3,000	33.93	35.40	4,000	46.35	49.56	7,000	79.28	84.06
Gifts (Governmental)	3,000	33.93	35.40	3,000	34.47	36.97	6,000	68.40	73.46
Gifts (Religious)	3,000	33.93	35.40	3,000	34.47	36.97	6,000	68.40	73.46
Gifts (Non-Profit)	3,000	33.93	35.40	3,000	34.47	36.97	6,000	68.40	73.46
Gifts (Educational)	3,000	33.93	35.40	3,000	34.47	36.97	6,000	68.40	73.46
Gifts (Professional)	3,000	33.93	35.40	3,000	34.47	36.97	6,000	68.40	73.46
Gifts (Private)	3,000	33.93	35.40	3,000	34.47	36.97	6,000	68.40	73.46
Gifts (Other)	3,000	33.93	35.40	3,000	34.47	36.97	6,000	68.40	73.46
<b>TOTAL CONTRIBUTIONS</b>	<b>123,000</b>	<b>1,391.08</b>	<b>1,339.52</b>	<b>120,250</b>	<b>1,373.42</b>	<b>1,311.59</b>	<b>243,250</b>	<b>2,764.50</b>	<b>2,950.91</b>
<b>TOTAL RECEIPTS</b>	<b>171,674</b>	<b>1,942.13</b>	<b>1,840.72</b>	<b>167,835</b>	<b>1,914.46</b>	<b>1,823.57</b>	<b>349,510</b>	<b>3,856.73</b>	<b>4,142.03</b>

**State Contributions of Receipts for**

State	1974	1973	Total
Alabama	15,200	15,000	30,200
Arkansas	3,000	3,000	6,000
California	3,000	3,000	6,000
Florida	3,000	3,000	6,000
Georgia	3,000	3,000	6,000
Illinois	3,000	3,000	6,000
Indiana	3,000	3,000	6,000
Iowa	3,000	3,000	6,000
Kansas	3,000	3,000	6,000
Maryland	3,000	3,000	6,000
Massachusetts	3,000	3,000	6,000
Michigan	3,000	3,000	6,000
Minnesota	3,000	3,000	6,000
Mississippi	3,000	3,000	6,000
Missouri	3,000	3,000	6,000
Montana	3,000	3,000	6,000
Nebraska	3,000	3,000	6,000
Nevada	3,000	3,000	6,000
New Hampshire	3,000	3,000	6,000
New Jersey	3,000	3,000	6,000
New Mexico	3,000	3,000	6,000
New York	3,000	3,000	6,000
North Carolina	3,000	3,000	6,000
North Dakota	3,000	3,000	6,000
Ohio	3,000	3,000	6,000
Oklahoma	3,000	3,000	6,000
Oregon	3,000	3,000	6,000
Pennsylvania	3,000	3,000	6,000
Rhode Island	3,000	3,000	6,000
South Carolina	3,000	3,000	6,000
South Dakota	3,000	3,000	6,000
Tennessee	3,000	3,000	6,000
Texas	3,000	3,000	6,000
Utah	3,000	3,000	6,000
Vermont	3,000	3,000	6,000
Virginia	3,000	3,000	6,000
Washington	3,000	3,000	6,000
West Virginia	3,000	3,000	6,000
Wisconsin	3,000	3,000	6,000
Wyoming	3,000	3,000	6,000
<b>TOTAL</b>	<b>15,200</b>	<b>15,000</b>	<b>30,200</b>

This accompanying notes are an integral part of this statement.

UNIVERSITY GRANTS BOARD AND FIRM COMMISSION  
 A Corporate Unit of the Tangipahoa Parish Council  
 Hammond, Louisiana

INDEX TO FINANCIAL STATEMENTS

As Of and For the Two Years Ended December 31, 1990

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Tangipahoa Parish Tourist and Film Commission  
A Component Unit of the Tangipahoa Parish Council  
Bossier, Louisiana

NOTE TO FINANCIAL STATEMENTS

As Of and For the Two Years Ended December 31, 1996

**INTRODUCTION**

The Tangipahoa Parish Tourist and Film Commission (hereafter referred to as "Tourist Commission") was created by Ordinance No. 29-12-1 of the Tangipahoa Parish Council (hereafter referred to as "Parish Council") as provided by Louisiana Revised Statutes 28:2718-2874.3. The purpose and duties of the Tourist Commission are to promote tourism within Tangipahoa Parish. The Tourist Commission is governed by a board of eight directors appointed by the Parish Council for three year terms.

To fund the operations of the Tourist Commission, the Tourist Commission under the authority provided by Act No. 47 of the 1984 Session of the Louisiana Legislature, adopted Ordinance No. 95-81 levying a tax of two percent upon the rental or fee charged for the occupancy of hotel rooms, motel rooms, and overnight campsite facilities within the Parish of Tangipahoa. The Sheriff of Tangipahoa Parish acts as collecting agent for the tax for a fee of five percent of the taxes collected. The Tourist Commission presently has two full-time employees and two part-time which staff a full-time tourist information center in Bossier, Louisiana.

The accounting and reporting policies of the Tourist Commission conform to generally accepted accounting principles as applicable to governments. Such accounting and procedures also conform to the requirements of Louisiana Revised Statutes 28:2717 and to the industry audit guide, Audits of State and Local Governmental Units.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. BASIS OF PRESENTATION**

The accompanying general purpose financial statements of the Tangipahoa Parish Tourist and Film Commission 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. FINANCIAL REPORTING ENTITY**

As the governing authority of the parish, for reporting purposes, the Tangipahoa Parish Council is the financial reporting entity for Tangipahoa Parish. The financial reporting entity consists of (a) primary government (parish council), (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

Tangipahoa Parish Tourist and Film Commission  
A Component Unit of the Tangipahoa Parish Council  
Bossier, Louisiana

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

As of and For the Two Years Ended December 31, 1988

Tangipahoa Parish Council for financial reporting purposes. The basic criterion for including a potential component unit with the reporting entity is financial accountability. The OMB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
  - a. The ability of the council 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 council.
2. Organizations for which the council does not appoint a voting majority but are financially dependent on the council.
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 council appoints the board members, the Tourist Commission was determined to be a component unit of the Tangipahoa Parish Council, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Commission and do not present information on the parish council, the general government services provided by the governmental unit, or the other governmental units that comprise the financial reporting entity.

**c. FUND ACCOUNTING**

The Tourist Commission uses funds 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 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 various funds are grouped, in the financial statements in this report, into one generic fund type and one fund category as follows:

Terrebonne Parish Tourist and Film Commission  
A COMPONENT UNIT OF THE TERREBONNE PARISH COUNCIL  
Houma, Louisiana

NOTE TO FINANCIAL STATEMENTS CONTINUED

As of and For the Ten Years Ended December 31, 1998

**GOVERNMENTAL FUND TYPES**

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

**D. BASIS OF ACCOUNTING**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are 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. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by the governmental funds. The governmental funds use the following practices in recording revenues and expenditures:

**Revenues**

Uncollected taxes are considered "receivable" when in the hands of the collecting agency and are recorded as revenue at that time.

Interest income represents amounts earned on checking accounts with financial institutions. Interest earned on checking accounts is recorded when received.

**Expenditures**

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for principal and interest on general long-term debt, which are not recognized until due.

**E. BUDGETARY PRACTICES**

In accordance with provisions of Louisiana R.S. 21:457A.2, the Commission prepared and submitted its annual budget to the Parish Council for approval. The Parish Council approves the annual budget submitted by the Tourist Commission through the adoption of a parish ordinance. Amendments to the adopted budget require approval of the Parish Council in the same manner as the adoption of the original budget. The Tourist Commission prepares its budget on the modified accrual basis of accounting. The budgets presented in these financial statements are as originally adopted or amended, if applicable.

# Durnin & James

CERTIFIED PUBLIC ACCOUNTANTS

John S. Durnin, CPA  
Doris E. James, CPA

Member  
American Institute of  
Certified Public Accountants

14 Professional  
Opinion

Member  
Society of Certified  
Public Accountants

April 22, 1997

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

My. Joe Filice, Chairman  
Members of the Board of Directors  
Tangipahoa Parish Tourist and Film Commission  
Bossier, Louisiana

We have audited the general purpose financial statements of the Tangipahoa Parish Tourist and Film Commission, Bossier, Louisiana, a component unit of the Tangipahoa Parish Council, for the two years ended December 31, 1996, and have issued our report thereon dated April 22, 1997.

We conducted our audit in accordance with generally accepted auditing standards, and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that we 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 the Tangipahoa Parish Tourist and Film Commission is the responsibility of the Tangipahoa Parish Tourist and Film Commission's management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, we performed tests of the Tangipahoa Parish Tourist and Film Commission's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. 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.

This report is intended solely for the use of management and the Louisiana legislative auditor. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

  
DURNIN & JAMES, CPAs

Thurgipahoa Parish Tourist and Film Commission  
[A Component Unit of the Thurgipahoa Parish Council]  
Bossier, Louisiana

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

As of and For the Two Years Ended December 31, 1994

vacation pay may be accumulated but is not paid upon separation of service.

Sick leave is cumulative at the rate of one day of sick leave per month worked. Only ten unused sick leave days per year may be accumulated with a total accumulation limited to thirty days. Upon resumption of service, no more than ten days of accumulated sick pay will be compensated.

Compensatory time (Comp-Time) is earned at the rate of one hour for every hour worked in excess of forty hours per week. Unused comp-time may be accumulated to a maximum of forty hours and is paid upon discontinuation from service. The committee director is not eligible for comp-time.

Total unused benefit time was considered immaterial at December 31, 1994 and has not been reflected in these financial statements.

L. LONG-TERM OBLIGATIONS

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due.

M. TOTAL CHANGE IN STATEMENTS

The total columns on the statements are captioned Memorandum Only, to indicate that they are presented only to facilitate financial analysis. Data in these columns does not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

2. TAXES RECEIVABLE

Taxes receivable at December 31, 1994, consisted of the following:

	DOLLARS
Of Total, Hotel and Compromised Taxes	
due from Thurgipahoa Parish Elector	\$12,388
Less allowance for uncollectible accounts	<u>          </u>
Accounts Due	<u>\$12,388</u>

3. CASH

As December 31, 1994, the Tourist Commission had cash (bank balances) totaling \$207,588, as follows:

Interest bearing demand deposits	<u>\$207,588</u>
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Tangipahoa Parish Tourist and Film Commission  
14 Compoment Hall of the Tangipahoa Parish Council  
Bossier, Louisiana

INDEX TO FINANCIAL STATEMENTS (CONTINUED)

As of and for the Two Years Ended December 31, 1988

All permanent employees working at least 38 hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 50 with at least 10 years of creditable service, or at or after age 55 with at least 20 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 5 percent of their final-average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only prior to January 1, 1984, the benefit is equal to one percent of final average salary plus two for each year of supplemental plan-only service earned prior to January 1, 1984. Final-average salary is the employee's average salary over the 30 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefit accrued to their date of termination. 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. This report may be obtained by writing to the Parochial Employees' Retirement System of Louisiana, P. O. Box 10418, Baton Rouge, Louisiana 70804-0418, or by calling (504)388-2462.

**Random Policy:** Plan members are required by state statute to contribute 5.0 percent of their annual covered salary and the Tangipahoa Parish Tourist and Film Commission is required to contribute at an actuarially determined rate. The current rate is 7.38 percent of annual covered payroll. Contributions to the System include one-fourth of one per cent of the taxes shown to be collectible by the tax rolls of each parish, except Orleans and East Baton Rouge Parishes. These two dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. State statute requires covered employees to contribute a percentage of their salaries to the System. As provided by Louisiana Revised Statute 11:109, the employer contributions are determined by an actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Tangipahoa Parish Tourist and Film Commission's contributions to the System for the years ending December 31, 1986, 1987, and 1988 were \$5,413, \$5,726, and \$4,828, respectively, equal to the required contributions for each year.

**4. OTHER EMPLOYMENT BENEFITS**

The Tourist Commission has no other post-employment benefits.

**7. LEASES**

On June 28, 1983, the Tourist Commission entered into an agreement with the Parish



Tourist Information and Film Commission  
A Component Unit of the Tourist Parish Council  
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS - CONTINUED

As of and For the Two Years Ended December 31, 1998

Council to lease a parcel of land located in Monroe, Louisiana, for a period of twenty years for the purpose of erecting a building to be used as an office for the Tourist Commission and a Tourist Information Center. The only consideration for this lease is the benefit to the public and citizens of Tourist Parish to be derived from the use of the premises. The lease is renewable for an additional term of twenty years upon written request by the Commission. A construction project for the erection of the building was begun in 1982 but was subsequently abandoned in 1984 at which time the startup costs of the project were written off. In 1988, the Commission erected a new building on this site and relocated its office in June 1989.

In addition, the Tourist Commission is leasing a copier under a four-year operating lease, expiring in December 1998, subject to a purchase option in the amount of \$875.

Also the Tourist Commission is leasing an automobile under a two-year operating lease, expiring in October 1999, subject to a purchase option in the amount of \$29,875.

The following is a schedule of future minimum rental payments required under the above operating leases as of December 31, 1998:

Year Ending	<u>Amount</u>
December 31,	
1997	\$ 3,480
1998	<u>5,580</u>
	<u>\$ 9,060</u>

Rental expense amounted to \$2,679 and \$2,721 in 1998 and 1997, respectively.

**B. CHANGES IN LONG-TERM DEBT**

A summary of changes in long-term debt at December 31, 1998 and 1997 follows:

Debtless Note

Balance at January 1, 1998	\$ 45,480
Reductions for the Year Ended:	
12/31/98	6 2,480
12/31/99	<u>53,000</u>
Balance at December 31, 1998	<u>\$ 0</u>

**C. PER DIEM PAID BOARD MEMBERS**

For the years ended December 31, 1998, and 1997, no per diem or other compensation was paid to the Board members of the Tourist Commission.

**OTHER REPORTS REQUIRED BY  
GOVERNMENT ACQUISITION STANDARDS**

Tangipahoa Parish Treasurer and Film Commission  
May 4, 1997  
Page Three

This report is for the information of management and the Louisiana Legislative Auditor. This restriction is not intended to limit the distribution of this report which, upon acceptance by the Board of Directors of the Tangipahoa Parish Treasurer and Film Commission, is a matter of public record.

Respectfully submitted,

*Derrin S. Jones*  
DERRIN S. JONES, CPA/CFE

DEJ/ldm

CC: JERRY BROWN, CPA

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
STRUCTURE BASED ON AN AUDIT OF  
GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

# Durnin & James

REGISTERED PUBLIC ACCOUNTANTS

One St. Louis, Office  
Baton Rouge, Office

Mark A.  
Assistant Chief of  
Certified Public Accountant

By Pauline  
Carpenter

Mark A.  
Chief of Account  
Certified Public Accountant

April 22, 1987

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
EVIDENCES BASED ON AN AUDIT OF  
GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

Mr. Joe Pinner, Chairman  
Members of the Board of Directors  
Tangipahoa Parish Tourist and Film Commission  
Bossier, Louisiana

We have audited the general purpose financial statements of the Tangipahoa Parish Tourist and Film Commission, Bossier, Louisiana, a composite unit of the Tangipahoa Parish Council, for the two years ended December 31, 1986, and have issued our report thereon dated April 22, 1987.

We conducted our audit in accordance with generally accepted auditing standards and 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 general purpose financial statements are free of material misstatements.

The management of the Tangipahoa Parish Tourist and Film Commission is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, evaluation and judgments by management are required to assess 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 recorded 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. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projections of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Tangipahoa Parish Tourist and Film Commission, for the two years ended December 31, 1986, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing

SACRAMENTO PUBLIC TOURIST AND FILM COMMISSION  
 A COMPONENT UNIT OF THE SACRAMENTO PUBLIC COUNCIL  
 SACRAMENTO, CALIFORNIA

GENERAL PURPOSE FINANCIAL STATEMENTS

As of and for the Two Years Ended December 31, 1998

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TARZIFAMEA HAZIERE TOURIST AND FILM COMMISSION

our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily identify 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 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 and irregularities in amounts that would be material in relation to the component unit general purpose 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 structure and its operation that we consider to be material weaknesses as defined above.

This report is intended solely for the use of management and the Louisiana Legislative Auditor. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

*Devin S. Adams*  
DEVIN S. ADAMS, CPA

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH LAWS AND REGULATIONS BASED ON AN AUDIT OF  
GENERAL PURPOSE FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPLES



Tourist Commission Parish Touring and Film Commission  
is Component Unit of the Tourist Commission Parish Council  
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS CONTINUED

As Of and For the Two Years Ended December 31, 1996

**F. ACCRUALS**

The tourist commission does not utilize accruals accounting.

**G. CASH**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Tourist Commission may deposit funds in demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Under state law, the Tourist Commission may invest in United States bonds, Treasury bills, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments are valued at original cost.

**H. INVENTORIES**

The Tourist Commission uses the purchase method for accounting for expendable supplies whereby expenditures are recognized when the items are purchased. The Tourist Commission did not record any inventory at December 31, 1996.

**I. PREPAID ITEMS**

The Tourist Commission did not record any prepaid items at December 31, 1996.

**J. FIXED ASSETS**

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized in the general fixed assets account group.

Public domain or infrastructure 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.

**K. COMPENSATED ABSENCE**

The Tourist Commission's policy is to allow employees vacation pay based on length of service. All full-time employees are entitled to one week vacation after one full year of service, two weeks after two full years of service and three weeks after five full years of service. A maximum of one week accrued