

## Investments

The Foundation's year-end retirement fund assets per the unadjusted general ledger balance were approximately \$90,000 higher than the portfolio value per the Prudential Securities (Prudential) statement. The Institute referred this difference to Prudential for explanation. When Prudential could not reasonably explain this difference, the Institute assumed the Prudential statement was correct and adjusted its general ledger to reflect the balance per the Prudential statement. In comparing the detailed Prudential statement to the year-end Lazard Freres statement, we discovered that the majority of this difference was due to Prudential's failure to price certain securities purchased close to year-end; therefore, the value of these securities was excluded from its year-end statement. We recommended that the Institute revise its reconciliation procedures to include a detailed review of the Prudential statement each month and comparison of the Prudential statement to the Lazard Freres statement for comparableness.

### *Management's Response*

The reconciliation of the December Prudential custodian statement to Anashkin's records was incomplete at the time the audit commenced. While both management and its Prudential consultants had looked at this problem, the unpriced securities positions were not specifically identified as the source of the difference being investigated. Accordingly, management adjusted its accounting of endowment investments to reflect the Prudential statement balance. The audit team identified the unpriced securities as the problem and the reconciliation was completed. An adjustment was recorded.

## Expense Reimbursements

We noted that in at least one instance, the Institute paid "late charges" for a corporate credit card account because the Institute failed to pay the bill by the due date. We recommended that management consider discontinuing credit cards in the name of and paid directly by the Institute. This policy would further enhance internal controls in that the Institute would not be committed to pay for potential unauthorized purchases. The Institute would simply reimburse employees after they have provided adequate supporting documentation. If this policy is not modified, we recommend that the Institute implement procedures to ensure that late charges are not required to be paid on credit cards.

### *Management's Response*

Management implemented procedures in 1996 to ensure that the card statements are routed directly to the Finance Office by the mailroom. Finance is then able to ensure that the payment is processed on a timely basis. Finance Office personnel carefully review credit card statement activity and the adequacy of supporting documentation turned in by the cardholders. Procedures include referring copies of the statements to

**COMBINED INDIVIDUAL FUND  
FINANCIAL STATEMENTS AND SCHEDULES**

ALUMNI DIRECTORY

GRADUATES OF THE COLLEGE OF BUSINESS

COMMERCIAL COLLEGE

1902-1920

Alumni List	Alumni List	Alumni List	Alumni List	Alumni List	Alumni List	Alumni List
1902-1910	1911-1915	1916-1920	1921-1925	1926-1930	1931-1935	1936-1940

1941-1945	1946-1950	1951-1955	1956-1960	1961-1965	1966-1970	1971-1975
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1976-1980	1981-1985	1986-1990	1991-1995	1996-2000	2001-2005	2006-2010
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2011-2015	2016-2020	2021-2025	2026-2030	2031-2035	2036-2040	2041-2045
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2046-2050	2051-2055	2056-2060	2061-2065	2066-2070	2071-2075	2076-2080
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2081-2085	2086-2090	2091-2095	2096-2100	2101-2105	2106-2110	2111-2115
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2116-2120	2121-2125	2126-2130	2131-2135	2136-2140	2141-2145	2146-2150
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2151-2155	2156-2160	2161-2165	2166-2170	2171-2175	2176-2180	2181-2185
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2186-2190	2191-2195	2196-2200	2201-2205	2206-2210	2211-2215	2216-2220
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2221-2225	2226-2230	2231-2235	2236-2240	2241-2245	2246-2250	2251-2255
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2256-2260	2261-2265	2266-2270	2271-2275	2276-2280	2281-2285	2286-2290
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2291-2295	2296-2300	2301-2305	2306-2310	2311-2315	2316-2320	2321-2325
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The accompanying pages are designed for other alumni classes

## ALL SUBSIDIARIES

### DEPARTMENT OF BUSINESS DEVELOPMENT

#### MANAGEMENT INFORMATION SYSTEMS

#### REAL ESTATE MANAGEMENT SYSTEMS

QUESTIONS REGARDING THIS INFORMATION	1. PROPOSAL	2. PROPOSALS	3. COST	4. PAYMENT	5. CONTRACT	6. PAYMENT	7. CONTRACT
For general information, please contact the appropriate department or person:	1888.375	1888.375	4027	294.59	184.09	4889.39	3,809.92
For more information, please contact the appropriate department or person:	241.89	187.18	1	1.00	41.78	60.58	60.58
Address: 10000 10th Street, NE	79.44	83.68	1	1.00	21.08	141.08	47.78
Business Product and other contact information:	8,108.50	7,958.96	1	48.00	8,103.03	8,103.03	7,958.96
Category/line/line description:	588.88	4,183.89	2,713	3,453	1,984.13	1,984.13	3,805.28

### QUESTIONS REGARDING THIS INFORMATION

For more information, please contact the appropriate department or person:

Business Product and other contact information:	48.83	4,514.13	2,713	3,453	1,984.13	1,984.13	3,805.28
Category/line/line description:	188.90	1,312.03	2,713	3,453	1,984.13	1,984.13	3,805.28
Business Product and other contact information:	188.90	1,312.03	2,713	3,453	1,984.13	1,984.13	3,805.28
Category/line/line description:	188.90	1,312.03	2,713	3,453	1,984.13	1,984.13	3,805.28
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Category/line/line description:	188.90	1,312.03	2,713	3,453	1,984.13	1,984.13	3,805.28

The accompanying pages are an integral part of this contract agreement.

**STATEMENT ADDRESS RESPECT TO INTERNAL CONTROLS  
OF THE AUDITOR COMMISSION AS AN ENTITY**

To the Auditors Commission:

We have audited the general purpose financial statements of Auditors Commission (the Commission), a component unit of the City of New Orleans, as of and for the year ended December 31, 1996, and have issued our report thereon dated April 2, 1997.

We conducted our audit in accordance with generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* (1994 Revision), 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 misstatement.

Management of the Commission is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management also 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 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, projection of any evaluation of the internal structure in 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 Commission for the year ended December 31, 1996, we obtained an understanding of the Commission's 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 an opinion on the financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our considerations of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk of errors or irregularities in amounts that would be material in relation to the 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. We did, however, note certain matters involving the internal control structure and its operation that we have communicated to the management of the Comptroller in a separate letter dated April 2, 1997.

This report is intended for the information of the audit committee, management, and the City of New Orleans. However, this report is a matter of public record and its distribution is not limited.

*Arthur Andersen LLP*

New Orleans, Louisiana  
April 2, 1997

**INDEPENDENT AUDITOR REPORT ON COMPLIANCE  
OF THE AUDITOR COMMISSION AS AN ENTITY**

To the Auditor Commission:

We have audited the general purpose financial statements of Auditor Commission (the Commission), a component unit of the City of New Orleans, as of and for the year ended December 31, 1990, and have issued our report thereon dated April 2, 1991.

We conducted our audit in accordance with generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* (1990 Revision), 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 misstatement.

Compliance with laws, regulations, contracts and grants applicable to the Commission is the responsibility of the 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 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 and, accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of non-compliance that are required to be reported herein under *Government Auditing Standards*.

This report is intended for the information of the City of New Orleans and the Commission's management. However, this report is a matter of public record and its distribution is not limited.

*Arthur Anderson LLP*

New Orleans, Louisiana,  
April 2, 1991

ARTHUR ANDERSEN LLP

THE ALDUBON INSTITUTE, INC.

MEMORANDUM ON ACCOUNTING PROCEDURES AND  
INTERNAL ACCOUNTING CONTROLS  
DECEMBER 31, 1999



THE AUDUBON INSTITUTE  
MEMORANDUM ON ACCOUNTING PROCEDURES  
AND INTERNAL ACCOUNTING CONTROLS

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Executive Vice Presidents if necessary to clear up questions. There are only five cards outstanding at this time. Management believes that it has appropriately limited the number of company credit cards in use given current business conditions.

#### Payroll

In our testing of a sample of payroll disbursements, we noted that not all employee time cards (all departments but Zooc) and departmental time summaries (Zooc) forwarded to Human Resources for payroll processing were signed by department supervisors evidencing their review/approval. We recommended that management reinforce to department supervisors the importance of reviewing support for employee time and evidencing their review by signing/initiating applicable documentation.

We also noted that HR independently verifies the accuracy of time reported by individual departments in addition to their duties of physically processing the payroll; however, department supervisors are primarily responsible for ensuring that all and only bona fide employees are paid for the hours they actually work. This payroll processing procedure and management control create duplicative work performed by the HR department. We recommended that Management evaluate the procedures currently used in processing payroll, as well as other areas, to ensure that the Institute's time and resources are being used to their fullest potential.

#### Management's Response

Management will reinforce with its supervisors the requirement that employee time documentation be reviewed and that evidence of that review be documented.

Management will evaluate the cost effectiveness of the quality control procedures being performed in the Human Resources department to ensure that payrolls are processed timely, efficiently and accurately.

ALBUQUERQUE INSTITUTE  
STATUS OF FISCAL YEAR SUGGESTIONS

DECEMBER 31, 1986

	Implemented	Partially Implemented	Not Implemented
Information Systems Planning	X		
Golf Course	X		
Purchasing	X		
Gift Shop	X		
Temporarily Restricted Investments	X		



#### 6. RELATED PARTY TRANSACTIONS

The Commission and the Institute are related through the interaction of their Boards of Directors and the mutual operation of the facilities by the same management team. To assure efficiencies through economies of scale, these entities, often and in the ordinary course of business, engage in operations through one organization that benefits the other organization. One example of this is the use of common or shared bank and investment accounts. As of December 31, 1996, the Commission had a payable to the Institute of \$964,310 and a receivable from the Institute of \$629,243.

The Commission also received additional financial support from the Institute in the form of specific gifts and grants totaling approximately \$1,073,000 and 40th birthday from the Institute's Endowment Fund amounting to approximately \$704,000, (included in interest income) during 1996.

As of December 31, 1996, the Commission had capitalized development project design costs of \$648,800. This investment was transferred to Archelon Institute, Inc. in 1996 in partial settlement of cash advances made by the Institute to the Commission.

#### 7. COMMITMENTS AND CONTINGENCIES

##### A. Litigation

Certain claims and suits have been filed against the Commission. The majority of these claims are covered by insurance and, in the opinion of management and legal counsel, the ultimate resolution of these cases will not result in a significant liability to the Commission.

##### B. Self-Insurance Risk Management

The Commission is self-insured for worker's compensation, short-term disability and health insurance benefits. The Commission has purchased commercial insurance to cover catastrophic claims on the hospitalization benefits and claims with an aggregate maximum cap of \$50,000 per claim and a \$1,000,000 employee lifetime limit. Worker's compensation expense provision for 1996 amounted to \$129,000. The Commission's hospitalization self-insurance provision in excess of the employee contributions for 1996 amounted to approximately \$645,000 and is included in payroll related expenses. The Institute maintains a \$120,000 letter of credit with a financial institution to support its participation in the program.



April 2, 1997

Arthur Andersen LLP

Suite 2700  
700 N. Capital Avenue  
New Orleans, LA 70108-3900  
504 588-1300

To the Board of Directors  
of the Audubon Institute, Inc.:

As part of our audit of the financial statements of the Audubon Institute (the Institute) for the year ended December 31, 1996, we considered the Institute's internal control structure in determining the scope of our audit procedures for the purpose of rendering an opinion on the financial statements. While our primary purpose in this engagement was not to provide assurance on the internal control structure, we noted certain matters that we want to bring to your attention. These matters are described in the accompanying memorandum.

This letter and the accompanying memorandum are intended solely for the use of management and the Board of Directors and is not intended for any other purpose.

We appreciate the courtesy and cooperation extended to our representatives during the course of their work. We would be pleased to discuss the recommendations in greater detail or otherwise assist in their implementation at your convenience.

Very truly yours,

*Arthur Andersen LLP*

ALLEGISYS CORPORATION

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Debt service applicable to the limited tax bonds is held by the Board of Liquidation, City Debt. No bonds may be sold without approval of the Board of Liquidation. Property taxes levied by the City of New Orleans and dedicated to the payment of these limited tax bonds are collected by the City of New Orleans and, as required by law, paid to the Board of Liquidation as collected. The outlays for these limited tax bonds were established at the time the bonds were issued, based upon the approval of the voters. The property taxes are recorded as non-operating revenue for the appropriate fund.

Debt service for the revenue bonds is funded by the revenues generated by the Aquatics and Equestrian Club, enterprise fund.

The various bond indentures contain significant limitations and restrictions on annual debt service requirements, maintenance of and flow of monies through various restricted accounts, minimum amounts to be maintained in various sinking funds, and minimum revenue bond coverages. The Commission is in compliance with all such significant limitations and restrictions as of December 31, 1996.

Debt service requirements on all bonds outstanding as of December 31, 1996, including interest payments of approximately \$28,098,000, are as follows:

Year(s) Ending December 31,	Limited Tax Bonds	Revenue Bonds	Total
1997	\$ 4,228,252	\$ 1,664,790	\$ 5,893,042
1998	4,242,415	1,679,750	5,922,175
1999	4,244,745	1,695,800	5,940,545
2000	4,247,225	1,711,850	5,959,075
2001	4,249,675	1,727,890	5,977,565
2002 - 2006	21,180,658	8,704,000	29,884,658
2007 - 2011	21,180,658	8,728,000	29,908,658
2012 - 2016	21,224,798	1,628,000	22,852,798
2017	3,863,798	-	3,863,798
	<u>\$ 88,468,758</u>	<u>\$26,462,590</u>	<u>\$114,931,348</u>

A certain Indemnity Income Trust Fund loaned the Commission \$275,000 in 1979 and \$600,000 in 1982 for capital improvements within the Audubon Park and Zoo. The loans are structured similarly and include interest at 7%. Each loan is to be repaid annually (from 50% of any operating surplus, excluding any intergovernmental revenues). Amounts not repaid after 25 years are to be forgiven by the lender. The 1982 agreement also requires a minimum annual payment of \$25,000 commencing January 1, 1990. Accordingly, the Commission has recorded a repayment liability of \$675,000 at December 31, 1996 which includes accrued interest. No repayment liability has been recorded under the 1979 loan agreement due to the contingent nature of the agreement.

#### b. RETIREMENT SYSTEM

Employees of The Audubon Institute, Inc. providing services for the Commission in accordance with the terms of the management agreements may participate on an optional basis in a (tax-deferred) annuity plan established by the Institute for the benefit of all full-time employees. The plan provides for the purchase of annuities which qualify for tax deferral. Participating employees contribute between 7% and 11% of their salary, not to exceed \$6,500, and the Commission, through the management agreement with the Institute, matches employee contributions at a rate of 50%, up to 4% of base salary. The retirement expense provision for 1996 amounted to approximately \$250,000.





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LEGISLATIVE AUDITOR

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AUTUMN COMMISSION  
FINANCIAL STATEMENTS AND AUDITORS' REPORT  
YEAR ENDED DECEMBER 31, 1966

under provisions of state law, this report is a public document. A copy of the report has been distributed to the Auditor, or reviewed, only and other appropriate public officials. This 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.

MAY 2 1 1967

Release Date \_\_\_\_\_

## INDEPENDENT AUDITORS' REPORT

To the Auditors Commission  
New Orleans, Louisiana

We have audited the accompanying general purpose financial statements of Auditors Commission (the Commission), a component unit of the City of New Orleans, as of and for the year ended December 31, 1996, as listed in the table of contents. These general purpose financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit. We have previously audited and reported on the financial statements for its preceding year (see Note 1).

We conducted our audit in accordance with generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* (1994 Revision) 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 Commission as of December 31, 1996, and the results of its operations, and cash flows of its proprietary fund types for the year then ended in accordance with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued a report on our consideration of the Commission's internal control structure and a report on its compliance with laws and regulations, both dated April 2, 1997.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining individual fund statements listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Commission, a component unit of the City of New Orleans. Such information has been subjected to the auditing 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.

*Arthur Andersen LLP*

New Orleans, Louisiana,  
April 2, 1997

AARIBRON CORPORATION

COVERED BALANCE SHEET

AS OF DECEMBER 31, 1996 AND 1995

	Microdollars Only	
	1996	1995
	(Note 3)	
<b>CURRENT ASSETS:</b>		
Cash and temporary investments (Notes 1 and 2)	\$ 389,256	\$ 495,511
Accounts receivable, net of allowance for uncollectible accounts of \$95,800 and \$187,000 in 1996 and 1995, respectively	1,081,083	1,155,550
Account interest receivable	65,833	86,754
Due from other funds	867,056	1,679,983
Inventory (Note 1)	300,128	300,074
Prepaid expenses	234,836	760,689
Total current assets	<u>3,462,132</u>	<u>4,458,559</u>
<b>RESTRICTED ASSETS (Notes 1 and 2):</b>		
Due from Aaribron Institute for capital improvements (Note 4)	839,241	1,433,633
Debt service accounts	4,938,716	4,495,267
Operation and maintenance reserve accounts	2,389,510	2,385,380
Accounts receivable for capital improvements	2,600,859	504,360
Capital improvements accounts	-	37,529
Total restricted assets	<u>18,368,317</u>	<u>18,811,872</u>
<b>PROPERTY AND EQUIPMENT (Note 5):</b>		
Land	958,000	958,000
Buildings and fixed exhibitary	117,508,718	108,562,641
Construction in progress	2,140,238	14,111,235
Equipment	9,628,839	7,570,235
Less: accumulated depreciation	<u>(22,283,598)</u>	<u>(18,415,474)</u>
Net property and equipment	<u>108,952,257</u>	<u>102,776,637</u>
<b>OTHER ASSETS (Note 3):</b>		
Prepaid rent - Dunk Plaza	18,421,020	18,576,829
Investment - Riverfront Economic Development Agreement	5,778,141	5,855,425
Unamortized bond issue cost	668,689	616,279
Total other assets	<u>24,867,850</u>	<u>25,048,533</u>
Total assets	<u>\$ 54,497,969</u>	<u>\$ 53,145,421</u>

The accompanying notes are an integral part of this financial statement.

**AIRBORN COMMISSION**

**COMBINED BALANCE SHEET**

**AS OF DECEMBER 31, 1998 AND 1997**

	<u>Measurement Date</u>	
	1998	1997
	(Note 1)	
<b>CURRENT LIABILITIES:</b>		
Due to The Jackson Institute (Note 4)	\$ 504,360	\$ 790,556
Accounts payable and other accrued liabilities	3,495,893	4,526,089
Due to other funds (Note 4)	807,056	1,189,418
Total	4,807,309	6,506,063
<b>CURRENT LIABILITIES OF AVAILABLE FROM RESTRICTED ASSETS:</b>		
Accrued interest	383,060	296,000
Bonds payable (Note 4)	1,648,000	2,775,800
Construction payables	799,647	2,210,000
Due to other funds	—	319,533
Total (payable from restricted assets)	2,830,707	5,601,333
Total current liabilities	7,638,016	12,107,396
<b>LONG-TERM LIABILITIES:</b>		
Bonds payable (Note 4)	67,099,531	60,721,501
Lease obligations (Note 4)	1,952,354	1,861,570
Other (Note 4)	856,836	879,877
Total long-term liabilities	70,008,721	63,462,948
Total liabilities	146,446,737	184,570,344
<b>RETAINED EARNINGS:</b>		
Reserved	2,789,598	2,181,369
Unreserved	83,228,329	86,777,180
Total retained earnings	86,017,927	88,958,549
Total liabilities and retained earnings	\$ 132,464,864	\$ 173,528,893

The accompanying notes are an integral part of this financial statement.

ATLANTIC COMMERCIAL

CONDENSED STATEMENT OF CASH FLOWS

FOR THE YEARS ENDED IN CEMBER 31, 1996 AND 1995

	Monetary Only	
	1996	1995
	(In \$)	
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Net (loss) from operations	\$ (1,089,098)	\$ (1,507,814)
Adjustments to reconcile to cash provided (used) by operations:		
Depreciation and amortization	4,088,282	3,088,050
Accounts receivable and other current assets	80,138	(86,148)
Advances (pay) from other funds, net	1,432,882	827,893
Accounts payable and other current liabilities	(855,548)	(13,556)
Cash provided by operations	____(463,524)	____(671,575)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>		
<b>ACTIVITIES:</b>		
Cashs from Auditors Institute for capital projects and education	8,072,712	8,779,327
Payments for project design, construction and purchase of equipment	(8,657,697)	(8,778,029)
(Increase) decrease in restricted assets	(1,058,000)	18,000,000
Dedicated tax revenues	3,860,358	3,679,270
Interest paid	(4,027,989)	(4,179,807)
Payment of bond principal	(1,086,000)	(1,665,000)
Interest income	1,072,414	1,289,398
Intergovernmental and other grants	1,623,596	264,367
Grant expenses	(286,000)	(178,678)
Bond issue proceeds	4,486,176	-
Debtors and bonds	(1,243,504)	-
Other	25,882	52,534
Cash provided by capital and related financing activities	____(25,886)	____(25,886)
Net (decrease) in cash and cash equivalents	(113,854)	(796,711)
<b>CASH AND TEMPORARY INVESTMENTS, beginning of year</b>	<b>____813,311</b>	<b>____813,847</b>
<b>CASH AND TEMPORARY INVESTMENTS, end of year</b>	<b>\$ ____ 699,457</b>	<b>\$ ____ 17,136</b>

The accompanying notes are an integral part of this financial statement.

## AUDITORIUM COMMISSION

### NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

DECEMBER 31, 1996

#### I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

##### General Information

Audubon Park is located on a 400-acre tract within the City of New Orleans (the City) that includes the Audubon Zoo, trails for jogging, hiking and horseback riding, an 18-hole golf course and numerous athletic fields. Act 85, passed by the Louisiana Legislature in 1971 authorized the Board of Park Commissioners to acquire the land which is now known as Audubon Park. In 1974, the Legislature passed Act 291 which created a Commission to be entrusted with the management and control of Audubon Park. Act 196, as amended, is the current authority for the present Audubon Park Commission (the Commission) which is composed of 20 members who are appointed by the Mayor with the approval of the City Council. Each member serves a six-year term, with four members' terms expiring each year. The Commission is considered a component unit of the City of New Orleans (the City) and is included in the City's annual financial statements. On January 1, 1986, the Commission's name was changed from Audubon Park Commission to Audubon Commission effective with the City's adoption of amendments to its Home Rule Charter.

On November 4, 1986, City voters approved the levy of a three and four-fifths (3-4/5) mill property tax to finance the construction and certain operating expenses of the Aquarium of the Americas. The vote was taken pursuant to Act No. 308, passed by the Louisiana Legislature earlier in 1986, which provided that the Commission could develop, construct and operate the Aquarium and authorized the City to levy and collect the aforementioned ad valorem tax, subject to voter approval, on behalf of the Commission. The City acts through the Commission in the measure of the funds authorized by Act 308, and through the Board of Liquidation, City Debt, in the sale of its bonds. Construction of the Aquarium of the Americas and Biomedical Park was begun in 1987 and the Biomedical (Audubon Park Commission Aquarium Biomedical Services 1988, 820,000,000) were issued in 1988. Construction was completed and the Aquarium was opened to the public in September, 1990. Phase II of the Aquarium was completed in 1995.

On June 1, 1990, the Commission and the City entered into an agreement for the construction and operation of a Wilderness Park and Species Survival Center on approximately 60 acres of property owned by the City. The agreement requires an annual payment to the City's General Fund of one dollar (\$1,000) per year for a period of fifty (50) years, commencing on May 1, 1990 and terminating on February 28, 2040. The Audubon Center for Research of Endangered Species is located adjacent to the Species Survival Center on 986 acres of U.S. Grand Canal property. The Grand Canal has granted the Commission a 75-year land use license which includes a 25-year renewal term. Improvements completed on this site by the Commission and the land date include a 26,800 square-foot research laboratory.

Effective October 1, 1990 the Audubon Park Commission accepted assignment of a facility lease by the Society for Environmental Education (as lessee) with the City of New Orleans (as lessor). The Society does business as the Louisiana Nature Center.

The Commission has contractual management agreements with The Audubon Institute, Inc. (the "Institute"), a non-profit organization, under which the Institute manages and operates the Commission facilities located at the Audubon Park and Zoo, the Aquarium, the Species Survival Center and the Louisiana Nature Center. The Institute employs individuals to operate and maintain the Commission's facilities; however, all payroll, revenues and expenses, including salary expense, related to these facilities are recorded in the records of the related facility. The Institute also supports the Commission financially through specific donations received and grants obtained by the Institute for operations or capital improvements of Commission facilities.

The accounting and reporting policies of the Commission conform to generally accepted accounting principles applicable to governmental units. Significant accounting policies are summarized below.

#### A. Basin of Presentation - Fund Accounting

The proprietary fund is used to account for the Commission's ongoing operations and activities which are similar to those often found in the private sector. Proprietary funds are accounted for using a flow of economic resource measurement focus under which all assets and all liabilities associated with the operation of those funds are included in the balance sheet. The operating statements present increases (revenues) and decreases (expenses) in net total assets. The Commission maintains one proprietary fund type - the water utility fund.

Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public are a continuing basis for financing or accounted primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance. Five individual enterprise funds are used to account for the operations of the "Aquarium and Landward Park," the "Audubon Golf Course," the "Audubon Zoo and Park," the "Species Survival Center" and the "Louisiana Nature Center." The operations of the Audubon Center for Research of Endangered Species are included with the accounts of the Species Survival Center.

#### B. Basin of Accounting

The Commission prepares financial statements in accordance with generally accepted accounting principles. Such principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

Enterprise funds prepare financial statements on the accrual basis of accounting. Property taxes are recorded as non-operating revenue as collected by the Commission's agent.

#### C. Restricted Assets

Restricted assets are maintained in the applicable enterprise fund in accordance with board instructions. This category is also used to report amounts receivable from public agencies in connection with the funding of capital projects.

#### D. Investments

Investments are stated at cost or amortized cost.



#### **I. Inventory**

Supplies inventory is stated at the lower of cost, determined by the first-in, first-out method, or market.

#### **F. Property and Equipment**

Property and equipment are recorded at estimated historical cost, net of accumulated depreciation. Depreciation is computed using the straight-line method over the estimated useful lives (ranging from 10- to 25 years for buildings and fixed utility and 5 years for equipment) of the assets. When assets are retired or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts and any resulting gain or loss is recognized in revenue for the period. The cost of maintenance and repairs is charged to operations as incurred and significant renewals and betterments are capitalized. In 1996, the Commission re-evaluated the realizability of its capitalized project expenditures related to a proposed inscription and decided to write off approximately \$388,000 of these expenditures. In addition, the Commission transferred its investment in this project, approximately \$450,000, to the Institute in partial settlement of its intercompany payable to the Institute.

#### **G. Vacation and Sick Leave**

Annual leave and sick leave liabilities are accrued when earned in the enterprise funds (\$670,000 at December 31, 1996) and are reported in accounts payable and accrued liabilities in the combined balance sheet.

#### **H. Reserves**

Reserves are reported in the various funds to indicate that a portion of the retained earnings is not appropriate for expenditures or is legally segregated for a specific future use.

#### **I. Total Column on Combined Statements**

The total column on the Combined Statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. This column does not present financial position, results of operations, or cash flows, in conformity with generally accepted accounting principles. Such data is not comparable to a consolidation since interfund eliminations have not been made. Reconciliations of certain 1995 amounts have been made to conform with 1996 report captions.

#### **J. Statement of Cash Flows**

In preparation of the Statement of Cash Flows, the enterprise funds consider all investments with an original maturity of ninety days or less to be cash equivalents. Cash and cash equivalents at December 31, 1996, consisted of unrestricted cash and investments of \$383,200.

#### **K. Budgeting**

Operating and capital expenditures budgets are adopted by the Commission as a basis consistent with generally accepted accounting principles. This budgetary information is employed as a management control device during the year.

ALBANY CLERKSHIP

COMBINED STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND BALANCES

FOR THE 12-MONTH PERIODS ENDED DECEMBER 31, 1996 AND 1995

	Monmouth County	
	1996	1995
	(In \$'s)	
<b>OPERATING REVENUES:</b>		
Charges for services	\$ 21,558,380	\$ 20,780,109
Miscellaneous	388,282	355,993
Total operating revenues	<u>21,946,662</u>	<u>21,136,102</u>
<b>OPERATING EXPENSES:</b>		
Salaries and benefits	17,436,170	17,265,159
Contracted services	7,424,888	6,737,768
Materials and supplies	5,877,273	5,488,963
Depreciation and amortization	4,888,292	5,488,651
Other	380,886	337,449
Total operating expenses	<u>36,017,619</u>	<u>35,358,990</u>
<b>OPERATING LOSS:</b>	<u>(14,070,957)</u>	<u>(14,222,888)</u>
<b>NON-OPERATING REVENUES-(EXPENSES):</b>		
Audubon Institute grants for capital projects and education (Note 4)	4,072,742	8,773,738
Dedicated tax revenues	5,865,058	5,625,723
Interest expense	(4,184,144)	(4,276,754)
Inter-governmental grants for capital projects	1,423,376	364,567
Grant expenses	(784,000)	(1,751,678)
Interest income	1,054,993	1,256,758
Amortization - debt costs	(1,621,483)	(1,621,483)
Other (Note 1F)	(376,237)	-
Total non-operating revenues	<u>5,744,315</u>	<u>7,370,971</u>
<b>INCOME BEFORE OPERATING TRANSFERS:</b>	<u>(8,326,642)</u>	<u>(6,851,917)</u>
<b>OPERATING TRANSFERS (GRANT):</b>		
Operating transfers in	2,265,880	1,890,880
Operating transfers out	(2,265,880)	(1,890,880)
Total operating transfers	<u>-----</u>	<u>-----</u>
<b>NET INCOME:</b>	<u>439,243</u>	<u>439,054</u>
<b>RETAINED EARNINGS, beginning of year</b>	<u>68,888,455</u>	<u>52,819,816</u>
<b>RETAINED EARNINGS, end of year</b>	<u>\$ 69,327,698</u>	<u>\$ 63,258,870</u>

The accompanying notes are an integral part of this financial statement.

#### 4. BONDS AND NOTES PAYABLE

Bonds payable at December 31, 1996 are comprised of the following:

Description	
Limited tax bonds:	
4.17% to 6.50% Anahulu Park Commission Aquarium Bonds, Series 1995, due in annual installments of \$1,275,000 to \$5,645,000 through October, 2007	5,405,000
5.00% to 6.50% Anahulu Commission Improvement and Refunding Bonds, Series 1995, due in annual installments of \$425,000 to \$265,000 through December, 2016	4,500,000
Revenue bonds:	
7.00% to 8.00% 1990 Anahulu Park Commission Aquarium Revenue Bonds, Series 1990A, due in annual installments of \$500,000 to \$1,500,000 through April, 2002	31,700,000
Deferred issue on refinancing, being amortized	(1,580,000)
	63,025,000
Less: Current maturities	(1,800,000)
	\$61,225,000

On January 1, 1995, the Commission issued \$50,000,000 Anahulu Park Commission for the City of New Britain Aquarium Bonds, Series 1995 with an average interest rate of 4.25%, to (i) advance refund \$23,455,000 principal amount of outstanding Aquarium Bonds, Series 1988 maturing October 1, 1995 to October 1, 2008 with an average interest rate of 9.17%; (ii) finance further construction, extension and improvement of the Aquarium and related facilities; (iii) fund certain reserves; and (iv) pay costs of issuance of the Bonds. The Bonds are special and limited obligations of the City payable from and secured solely by the proceeds of a special ad valorem tax. The tax is being levied at the rate of five and eleven hundredths (4 11/100) mills. \$26,800,004 of the proceeds from the 1995-Series bonds were used to purchase U.S. government securities which were deposited in an irrevocable trust to provide for all future debt service payments on the 1988 Series bonds. As a result, the 1988 Series bonds are considered to be defeased and the liability for these bonds has been removed from the balance sheet. The reacquisition price of the 1988 Series bonds exceeded its carrying amount by \$2.1 million. This difference, reported in the accompanying financial statements as a deduction from bonds payable, is being charged to operations through the year 2008 using the straight-line method. Series 1988 Bonds remaining outstanding at December 31, 1996 total \$19,745,000.

In December 1996 the Commission received a commitment to purchase its \$4,500,000 Improvement and Refunding Bonds, Series 1995. These bonds were delivered in 1997. The proceeds of the issue were used to advance refund \$1,895,000 maturing 1979 and 1988 Improvement Bonds, and provide \$2.5 million for capital improvements at Anahulu Zoo. The advance refunding included recognizing \$1,045,000 into irrevocable trust to provide for future debt service on the defeased bonds. The refunding resulted in a loss of approximately \$45,000 which was recorded as an other expense item in the nonoperating section of the Zoo's income statement. Series 1979 and 1988 bonds outstanding at December 31, 1996 were \$1,895,000 and \$566,000, respectively.

## 2. CASH ON HAND AND TEMPORARY INVESTMENTS

### A. Cash On Deposit and Time Certificates of Deposit

The carrying amount of the Commission's deposits at banks at December 31, 1996 was \$188,500 (including \$77,800 of cash on hand), and the bank balance was \$621,873. The Commission's bank balance is categorized below to give an indication of the level of risk assumed by the Commission at year-end.

Category 1 includes insured or collateralized cash with securities held by its agent in the Commission's name. Category 2 includes pollution-liability cash with securities held by the pledging financial institution's trust department or its agent in the Commission's name. Category 3 includes noncollateralized cash, including any bank balance that is collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the Commission's name. At December 31, 1996, \$436,672 and \$85,208 of the Commission's cash was Category 1 and Category 2 level of risk, respectively.

### B. Investments

The Commission's investments are restricted in accordance with the revenue bond indenture. The carrying value and market value of the Commission's investments as of December 31, 1996 were approximately \$6,835,700 and \$6,899,400, respectively. At December 31, 1996, all the Commission's investments are at a grade 2 level of risk which includes unsecured and unregistered investments for which the securities are held by the financial institution's trust department or agent in the Commission's name.

## 3. OTHER ASSETS

On April 30, 1992, the Commission, the City and the Board of Commissioners of the Port of New Orleans (the "Port") entered into an agreement titled "Riverport Economic Development Agreement" (the "Agreement") under which the Commission paid \$15,000,000 (\$11,000,000 from the sale of the Commission's Aquatic Revenue Bonds, Series 1992A, and \$4,000,000 from self-generated funds of the Commission) to the Port. In consideration for the \$15,000,000 payment, the Commission was relieved of all rents or fees due for occupancy pursuant to an agreement with the Port dated October 23, 1987 that provided for the development and occupancy of an aquatics and related facilities by the Commission over the 99-year term of the agreement. The \$15,000,000 payment has been set up in prepaid rent and is being amortized over the remaining term of the agreement.

In consideration for the \$15,000,000, the City, which became the sole owner of the Rivergate Facility under the agreement, agreed to transfer and assign the second \$100,000 of annual net income from the parking facilities at the Rivergate to the Commission for twenty years beginning with the 1992 calendar year. In the event parking operations are discontinued at the Rivergate, the agreement provides for the City to make a lump sum payment to the Commission for the remaining payments discounted at seven percent, or to continue to pay the \$200,000 annually in net monthly installments of \$16,666. All payments are received from the City, the amounts earned in Other Assets, will be reduced the third parties of the payment representing return of principal, with the balance credited to interest income.

Unamortized bond issue costs agreement costs incurred in the issuance of the revenue bonds and the bonded tax bonds (Note 4). These costs are being amortized over the life of the bonds.