

**TOWN OF EROS**  
**Eros, Louisiana**  
**GOVERNMENTAL FUND TYPE**

Combined Statement of Revenues, Expenditures, and  
 Changes in Fund Balance  
 For the Year Ended December 31, 1995

	GENERAL FUND	EROS VOLUNTEER FIRE DEPARTMENT SPECIAL REVENUE FUND	TOTAL (MEMORANDUM ONLY)
<b>REVENUES</b>			
Taxes:			
Sales	\$6,895		\$6,895
Franchise	3,410		3,410
Occupational licenses	10,541		10,541
Intergovernmental - state funds:			
Tobacco tax	958		958
Beer tax	776		776
Fees, charges and commissions for services	530		530
Traffic fines	30,750		30,750
Use of money and property:			
Interest	682	\$486	1,168
Rent	1,210		1,210
Other revenues	906	1,588	2,494
Total revenues	<u>55,861</u>	<u>2,074</u>	<u>57,935</u>
<b>EXPENDITURES</b>			
General government:			
Current:			
Personal services and related benefits	10,757		10,757
Operating services	11,638		11,638
Materials and supplies	2,532		2,532
Taxes and other	789		789
Total general government	<u>25,716</u>	<u>None</u>	<u>25,716</u>
Public safety:			
Current:			
Personal services and related benefits	11,493		11,493

(Continued)

See accompanying notes and accountant's compilation report.

**TOWN OF IRIS**

**Eros, Louisiana**

**Notes to the Financial Statements (Continued)**

**Revenues**

Sales taxes are recognized when they are in the hands of the collecting agency.

Franchise taxes and intergovernmental revenues are recorded when the town is entitled to the funds.

Interest income on bank deposits, is recorded when the interest has been earned and the amount is determinable.

Substantially all other revenues are recorded when they become available to the town.

Based on the above criteria, taxes and intergovernmental revenues are treated as receivable to accrual.

**Expenditures**

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

The Utilities Enterprise Fund is accounted for on a flow of economic resources measurement focus and a determination of net income and capital maintenance. With this measurement focus, all assets and liabilities associated with the operation of this fund are included on the balance sheet. The Utilities Enterprise Fund uses the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized at the time liabilities are incurred. Water sales and sewer charges are recognized in the period the service is provided to the customer. Salaries and other expenses are recognized when incurred.

**F. BUDGET PRACTICES**

See accountant's compilation report

**TOWN OF EROS**

Eros, Louisiana

## Notes to the Financial Statements (Continued)

The town did not adopt a budget for the General Fund or the Eros Volunteer Fire Department Special Revenue Fund for the year ended December 31, 1996, as is required by the Local Government Budget Act.

**G. CASH**

Cash includes amounts in interest-bearing demand deposits and petty cash. Under state law, the town may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with banks organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States.

At December 31, 1996, the district has cash (bank balances) totaling \$77,619, as follows:

Interest bearing demand deposits	\$77,545
Petty cash	<u>74</u>
Total	<u>\$77,619</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. Cash (bank balances) at December 31, 1996, are \$77,619, and are fully secured from risk by federal deposit insurance.

**H. RESTRICTED ASSETS**

Certain resources of the Utilities Enterprise Fund set aside for the refunding of customer deposits are classified as restricted assets on the balance sheet because their use is limited.

**I. CONTRIBUTED CAPITAL**

See accountant's compilation report.

**TOWN OF EROS**

Eros, Louisiana

**Notes to the Financial Statements (Continued)**

Grants, entitlements, or shared revenues that are restricted for the acquisition or construction of capital assets are recorded as contributed capital. Contributed capital is not amortized based on the depreciation recognized on that portion of the assets acquired from such contributions.

**J. TOTAL COLUMN ON THE COMBINED STATEMENTS**

The total columns on the combined statements are captioned Memorandum Only (overview) to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

**2. RECEIVABLES**

The following is a summary of receivables at December 31, 1998:

	<u>General Fund</u>	<u>Utilities Enterprise Fund</u>	<u>Total</u>
Taxes:			
Sales	\$451		\$451
Franchise	\$896		\$896
Intergovernmental revenue - state funds-			
Inheritance tax	260		260
Accounts		<u>\$2,763</u>	<u>2,763</u>
Total	<u>\$1,587</u>	<u>\$2,763</u>	<u>\$4,350</u>

**3. CHANGES IN GENERAL FIXED ASSETS**

See accountant's compilation report

**TOWN OF BR08**

Erie, Louisiana

Notes to the Financial Statements (Continued)

The following presents the changes in general fixed assets for the year ended December 31, 1996:

	Balance at January 1, 1996			Balance at December 31, 1996	
		<u>Additions</u>	<u>Deletions</u>		
Land	\$6,896				\$6,896
Buildings	47,270				47,270
Equipment	84,575				84,575
Total	<u>\$138,741</u>	<u>NONE</u>	<u>NONE</u>		<u>\$138,741</u>

A summary of proprietary fund type property, plant, and equipment at December 31, 1996, follows:

	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
Land	\$121	NONE	\$121
Waterworks distribution system	131,329	(75,535)	47,796
Sewer system	749,451	(181,885)	567,566
Equipment	26,300	(26,300)	NONE
Total	<u>\$897,401</u>	<u>(\$281,718)</u>	<u>\$615,683</u>

**4. PENSION PLAN**

The employees of the town are members of the Social Security System. In addition to the employee contributions withheld at 7.65 per cent of gross salary, the town contributes an equal amount to the Social Security System. The town does not guarantee the benefits granted by the Social Security System.

**5. SALES TAX**

See accountant's compilation report

## TOWN OF IROS

Iros, Louisiana

Notes to the Financial Statements (Continued)

On April 29, 1988, the voters of the Town of Iros approved a one cent sales tax for a period of ten years beginning on July 1, 1988, for the purpose of the General Fund.

### 6. LITIGATION AND CLAIMS

The town is involved in a lawsuit at December 31, 1990. However, the town's attorney is of the opinion that the town's exposure to risk of loss resulting from this litigation, is minimal, if any. No provision for any liability resulting from this lawsuit has been made in the accompanying financial statements. The town maintains insurance coverage to reduce the risk of loss resulting from property damage or liability claims.

TOWN OF EROS  
Eros, Louisiana  
PROPRIETARY FUND TYPE -  
UTILITIES ENTERPRISE FUND

Statement of Cash Flows  
For the Year Ended December 31, 1996

<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Operating Loss	<u>(836,343)</u>
Adjustments to Reconcile Operating Loss to Net Cash Provided (Used) by Operating Activities:	
Depreciation	26,387
Increase in accounts receivable	(485)
Increase in customer deposits	181
Increase in accounts and withholdings payable	75
Increase in due from other funds	(3,145)
Increase in due to other funds	228
Total adjustments	<u>25,280</u>
Net cash used by operating activities	<u>(811,063)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Interest earnings	<u>187</u>
<b>NET DECREASE IN CASH</b>	<u>(810,876)</u>
<b>CASH AT BEGINNING OF PERIOD</b>	<u>38,388</u>
<b>CASH AT END OF PERIOD</b>	<u>\$27,512</u>

See accompanying notes and accountant's compilation report.

## TOWN OF EROS

Eros, Louisiana

## GOVERNMENTAL FUND TYPE

Combined Statement of Revenues, Expenditures, and  
Changes in Fund Balance, etc.

	GENERAL FUND	EROS VOLUNTEER FIRE DEPARTMENT SPECIAL REVENUE FUND	TOTAL (MEMORANDUM ONLY)
Public safety (cont'd.):			
Current fund(s):			
Operating services	\$4,160	\$327	\$4,487
Materials and supplies	170	1,784	1,954
Travel and other		570	570
Total public safety	<u>15,826</u>	<u>2,681</u>	<u>18,507</u>
Total expenditures	<u>41,532</u>	<u>2,681</u>	<u>44,213</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	14,129	689	15,220
FUND BALANCE AT BEGINNING OF YEAR	<u>14,918</u>	<u>20,000</u>	<u>34,925</u>
FUND BALANCE AT END OF YEAR	<u>\$29,047</u>	<u>\$19,389</u>	<u>\$48,445</u>

(Continued)

See accompanying notes and accountant's compilation report.



**TOWN OF IRIS**

**Independent Accountant's Report on  
Applying Approval-Upon Procedures  
December 31, 1988**

**Accounting and Reporting**

8. Randomly select 6 disbursements made during the period under examination and:
  - (a) trace payments to supporting documentation as to correct amount and payee;
  - (b) determine if payments were properly coded to the correct fund and general ledger account;
  - (c) determine whether payments received approval from proper authorities.

An examination of six randomly selected disbursements disclosed the following:

- (a) Three of the six selected disbursements did not have adequate supporting documentation. One of these three disbursements was payment to an hourly employee without a time sheet to support the hours worked. The other two were for services and supplies.
- (b) One of the six payments examined was not coded to the correct general ledger account. The payment was for services rendered by a non-employee coded as salary expense.
- (c) The minutes of the board of selectmen meetings reflected that all six disbursements were approved by the mayor and board of selectmen.

**Meetings**

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by RSA-RS 42:1-12 (the opening meetings law).

No agendas for the meetings were published or posted as required by RSA-RS 42:7.

**Debt**

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or the indebtedness.

Current liabilities (payable from restricted assets) -

customer deposits					
Total liabilities	<u>3,987</u>	<u>NONE</u>	<u>3,908</u>	<u>NONE</u>	<u>3,990</u>
Fund Equity:					
Investment in general fixed assets					
Contributed capital	<u>NONE</u>	<u>NONE</u>	<u>NONE</u>	<u>\$138,701</u>	<u>138,701</u>
Retained earnings:					
Reserved for customer deposits			<u>928</u>		<u>928</u>
Unreserved - undesignated			<u>(108,563)</u>		<u>(108,563)</u>
Total retained earnings			<u>(108,543)</u>		<u>(108,543)</u>
Fund balance - unassigned	<u>39,067</u>	<u>\$18,708</u>	<u>NONE</u>	<u>NONE</u>	<u>48,445</u>
Total Fund Equity	<u>39,067</u>	<u>18,708</u>	<u>643,968</u>	<u>138,701</u>	<u>828,034</u>
<b>TOTAL LIABILITIES</b>					
<b>AND FUND EQUITY</b>	<u>\$12,614</u>	<u>\$18,708</u>	<u>\$647,031</u>	<u>\$138,701</u>	<u>\$828,734</u>

See accompanying notes and accountant's compilation report.

TOWN OF ERDS  
Erd, Louisiana  
ALL FUND TYPES AND ACCOUNT GROUPS

Combined Balance Sheet, December 31, 1996

	GOVERNORIAL FUND TYPE				TOTAL AMOUNTS
	GENERAL FUND	REVENUE FUND	PROFESSIONAL FUND	ACCOUNT GROUP	
<b>ASSETS</b>					
Current assets:					
Cash	\$20,769	\$19,348	\$21,090	\$138,781	\$79,277
Accounts receivable	1,367		2,700		4,350
Due from other funds	218		1,341		1,881
Total current assets	<u>22,354</u>	<u>19,348</u>	<u>25,096</u>	<u>80,582</u>	<u>76,008</u>
Restricted assets - cash			4,342		4,342
Property, plant and equipment (net of accumulated depreciation)			613,603		754,364
<b>TOTAL ASSETS</b>	<u>\$22,654</u>	<u>\$19,348</u>	<u>\$647,021</u>	<u>\$138,781</u>	<u>\$837,734</u>
<b>LIABILITIES AND FUND EQUITY</b>					
Liabilities:					
Current liabilities (payable from current assets):					
Accounts payable	\$1,702		\$190		\$1,895
Payroll deductions payable	731		389		1,126
Due to other funds	1,142		228		1,381
Total current liabilities (payable from current assets)	<u>3,575</u>	<u>605</u>	<u>807</u>	<u>605</u>	<u>4,390</u>

**GENERAL PURPOSE FINANCIAL STATEMENTS  
(OVERVIEW)**

*M. Carlton Dumas*  
CERTIFIED PUBLIC ACCOUNTANT

349 Demarest Road, Slidell, CALIBORN, LOUISIANA 71229 • Telephone: 214-864-8328

**Accountant's Compliance Report**

MAYOR AND BOARD OF ALDERMEN  
TOWN OF IROS  
Iros, Louisiana

I have compiled the accompanying general purpose financial statements and supplemental information schedule, as listed in the foregoing table of contents, of the Town of Iros as of December 31, 1996, and for the year then ended, in accordance with standards established by *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any form of assurance on them. However, I did become aware of a departure from generally accepted accounting principles that is described in the following paragraph.

A statement of revenues, expenditures, and changes in fund balances - budget and actual for the year ended December 31, 1996, for the General Fund and the Iros Volunteer Fire Department Special Revenue Fund has not been presented. Generally accepted accounting principles require that such a statement be presented. As discussed in Note F, the Town of Iros did not adopt a budget for the General Fund or the Iros Volunteer Fire Department Special Revenue Fund for the year ended December 31, 1996, as is required by state law.



Caliborn, Louisiana  
February 8, 1997

TOWN OF EBOE  
Eboe, Louisiana

General Purpose Financial Statements  
With Accountant's Compilation Report  
and Agreed-Upon Procedures Report  
As of and for the Year Ended December 31, 1996

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**TERRY O. EROS**  
Eros, Louisiana

**General Purpose Financial Statements  
With Accountant's Compilation Report  
and Agree-Upon Procedures Report  
As of and for the Year Ended  
December 31, 1986**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or reviewer, county and other appropriate public officials. The report is available for public inspection at the Eros Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date APR 02 1987

**TOWN OF IROS**  
Iros, Louisiana

**Notes to the Financial Statements**  
**As of and for the Year Ended December 31, 1996**

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Town of Iros was incorporated under the provisions of the Louisiana Act. The town is governed by the mayor-board of aldermen form of government. The mayor and aldermen serve four-year terms that expire on December 31, 1996. The town provides public safety, public works and general government services to its residents.

**A. BASIS OF PRESENTATION**

The accompanying general purpose financial statements of the Town of Iros 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 established governmental accounting and financial reporting principles.

**B. REPORTING ENTITY**

As the governing authority of the town, for reporting purposes, the Town of Iros is considered a separate financial reporting entity. The financial reporting entity consists of (a) the primary government (the town), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the 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 (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Town of Iros 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. This criteria includes:



TOWN OF IRIDIS  
Iris, Louisiana  
PROPRIETARY FUND TYPE -  
UTILITIES ENTERPRISE FUND

Statement of Revenue, Expenses, and  
Changes in Retained Earnings  
For the Year Ended December 31, 1998

<b>OPERATING REVENUES</b>	
Water sales	\$16,641
Street charges	8,134
Other operating revenues	1,447
Total operating revenues	<u>26,222</u>
<b>OPERATING EXPENSES</b>	
Salaries and related benefits	15,303
Utilities	3,816
Materials and supplies	4,655
Labor	681
Insurance	6,336
Sales taxes	787
Water testing fees	1,029
Maintenance and repairs	2,694
Depreciation	26,387
Other operating expenses	1,157
Total operating expenses	<u>62,955</u>
<b>OPERATING INCOME (Loss)</b>	<b>(36,733)</b>
<b>NON-OPERATING REVENUES</b>	
Earnings on bank deposits	<u>187</u>
<b>NET INCOME (Loss)</b>	<b>(36,546)</b>
<b>RETAINED EARNINGS (Deficit) AT BEGINNING OF YEAR</b>	
	<u>(72,907)</u>
<b>RETAINED EARNINGS (Deficit) AT END OF YEAR</b>	
	<u><b>(109,453)</b></u>

See accompanying notes and accountant's compilation report.

## TOWN OF EROS

### Independent Accountant's Report on Applying Agreed-Upon Procedures December 31, 1996

I inspected copies of all deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like instruments.

#### Advances and Bonuses

11. Examining payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advances, or gifts.

A reading of the minutes of the board for the year indicated no approval for the payments noted. However, I noted certain instances which may constitute bonuses to employees.

- a. During the year an individual was paid for approximately 131 hours as a part-time clerk in the absence of the full-time clerk. However, only 26 hours were deducted from the full-time clerk's hourly wages. In addition, the full-time clerk was paid for 133 unused vacation hours upon termination of her employment.
- b. A review of the payroll records indicated that on numerous occasions less than seven days lapsed between weekly payroll checks, indicating that wages were advanced to employees.
- c. The former clerk was paid \$800 as back pay for attending board meetings. To be legal, bonus payments to employees must be in the form of salary increases for the future, not extra compensation for past services rendered.

#### General

12. A review of cash disbursements for the year revealed that the town incurred expenses related to a Halloween carnival, flowers for a funeral and a donation to a private citizen. These types of payments are in violation of Article 7 Section 14 of the Louisiana Constitution.
13. The town has not maintained adequate records of all fiscal assets as is required by LSA-RS 24:213 (B)(1).

TOWN OF EROS

Independent Accountant's Report on  
Applying Agreed-Upon Procedures  
December 31, 1996

I was not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the use of management of the Town of Eros and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.



Catherine P. Roman  
Caton, Louisiana  
February 8, 1997

## TOWN OF EROS

Eros, Louisiana

### Notes to the Financial Statements (Continued)

Funds are classified into three categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types." Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The town's current operations require the use of governmental fund types described as follows:

#### **Governmental Fund Type - General Fund**

The General fund is the general operating fund of the town. It accounts for all financial resources, except those required to be accounted for in the Eros Volunteer Fire Department Special Revenue Fund or the Utilities Enterprise Fund.

#### **Special Revenue - Eros Volunteer Fire Department Fund**

The Eros Volunteer Fire Department Fund is used to account for financial resources to be used in providing fire protection to the residents of the town.

#### **Proprietary Fund Type - Utilities Enterprise Fund**

The Utilities Enterprise fund is used to account for operation of the town's water and sewer systems. The use of enterprise funds is appropriate when activities are financed and operated in a manner similar to a private business enterprise, where the intent of the governing body is that the cost (expenses, including depreciation) of providing services to customers in the town on a continuing basis be financed or recovered primarily through user charges.

## **D. FIXED ASSETS AND LONG-TERM DEBT**

Fixed assets used in governmental fund type operations (general fund assets) are accounted for in the general fixed assets account group, rather than in

See accountant's compilation report

TOWN OF IRON

Iron, Louisiana

Notes to the Financial Statements (Continued)

1. Appointing a voting majority of an organization's governing body, and:
  - a. The ability of the town 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 town.
2. Organizations for which the town does not appoint a voting majority but are fiscally dependent on the town.
3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based on the previous criteria, the town has determined that there are no component units that are part of the reporting entity.

**C. FUND ACCOUNTING**

The town uses fund and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities (general fixed assets and general long-term debt) that are not recorded in the "funds" because they do not directly affect net expendable available financial resources. They are concerned only with the measurement of financial position, not with the measurement of results of operations.

See accountant's compilation report

## TOWN OF EROS

Eros, Louisiana

### Notes to the Financial Statements (Continued)

the governmental funds. All fixed assets are valued at estimated cost based on the actual costs of like items. Public domain (infrastructure) general fixed assets consisting of roads, bridges, drainage, parking lots, etc. are not capitalized, as these assets are inseparable and of value only to the town. No depreciation has been provided on general fixed assets. There are no general long-term obligations at December 31, 1996.

Fixed assets of the Utilities Enterprise Fund are included on the balance sheet of the fund. Fixed assets reported on the balance sheet are net of accumulated depreciation. Depreciation of all exhaustible fixed assets is charged as an expense against operations. Depreciation is computed using the straight-line method over estimated useful lives of 20 years for the water and sewer systems and from 2 to 10 years for equipment.

## R. BASIS OF ACCOUNTING

The financial and reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used for reporting all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The town uses the following practices in recognizing and reporting revenues and expenditures:

SUPPLEMENTAL INFORMATION

TOWN OF EROS  
Eros, Louisiana  
SUPPLEMENTAL INFORMATION SCHEDULE  
As of and for the Year Ended December 31, 1986

**COMPENSATION PAID ALDERMEN**

The schedule of compensation paid to aldermen is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the aldermen is included in the legislative expenditures of the General Fund. Aldermen receive a per diem \$50 for attending each regular and special meeting.



TOWN OF IRON  
Econ. Louisiana  
SUPPLEMENTAL INFORMATION SCHEDULE  
As of and For the Year Ended December 31, 1996

COMPENSATION PAID ALDERMEN  
Schedule of Per Diem Paid Aldermen

Jerry Caste	500
Bill Powers	500
Carolyn Myers	400
Glenda Tulin	500
Total	<u>\$1,850</u>

**Independent Accountant's Report on Applying  
Agreed-Upon Procedures**

The following independent accountant's report on applying agreed upon procedures is presented in compliance with the requirements of the *Louisiana Governmental Audit Guide* and the *Louisiana Attention Questionnaire*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

## TOWN OFFICERS

Independent Accountant's Report on  
Applying Agreed-Upon Procedures  
December 31, 1996

### Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided me with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided me with the required list.

4. Determine whether any of the employees included in the listing obtained from management in procedure number 3 above were also included in the listing obtained from management in procedure number 2 above as immediate family members.

Included with the listing of employees was a listing of individuals who were hired as part-time contract laborers. An aide's daughter was paid a total of \$1,055 for services rendered to the town.

### Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

The town did not adopt a budget for the General Fund or the Eric Valentine Piro Department Special Revenue Fund for the year ended December 31, 1996.

6. Trace the budget adoption and amendments to the minute book.

See results of procedures listed under question number 5.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues or expenditures varied budgeted amounts by 5% or more.

See results of procedures listed under question number 3.

*M. Carlean Dumas*  
CERTIFIED PUBLIC ACCOUNTANT

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**Independent Accountant's Report  
On Applying Agreed-Upon Procedures**

**MAYOR AND BOARD OF ALDERMEN  
TOWN OF ECHO  
ECHO, Louisiana**

I have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed upon by the management of the Town of Echo and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Town of Echo's compliance with certain laws and regulations during the year ended December 31, 1996 included in the accompanying *Louisiana Alternative Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the specified users of the report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purposes for which this report has been prepared or for any other purpose.

**Public Bid Law**

1. Select all expenditures made during the year for materials and supplies exceeding \$5,000, or public works exceeding \$50,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

A review was made of all disbursement journals for the year. There were no disbursements exceeding \$5,000 made during the year.