

STATE OF LOUISIANA
OFFICE OF THE COMPTROLLER
1245 BROADWAY
NEW ORLEANS, LOUISIANA
70112-1001
504-386-3000

LAFOURCHE PARISH RECREATION DISTRICT NO. 1
LACROIX, LOUISIANA
FINANCIAL REPORT
December 31, 1988

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or reviewed, only and other appropriate parish officials. The report is available for public inspection at the Parish Board office 19142 Legislative Boulevard, where appropriate, at the office of the parish clerk of court.

Release Date 2/10/89

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Ann T. Hebert

Certified Public Accountant
601 Ridgeland Road
Tribolago, Louisiana

(504) 448-0184

To the Board
Lafourche Parish Recreation District No. 1
Lopport, Louisiana

I have compiled the accompanying component unit financial statements of Lafourche Parish Recreation District No. 1 (the District), a component unit of the Lafourche Parish Council, as of December 31, 1998, and for the year then ended, in accordance with 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 the Board. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

In accordance with the Louisiana Audit Guide and the provisions of state law, I have issued a report dated March 29, 1999, on the results of our agreed-upon procedures.

Respectfully submitted,

Ann T. Hebert

Ann T. Hebert
Certified Public Accountant

March 29, 1999

LAFOURCHE PARISH RECREATION DISTRICT NO. 1
 COMBINED BALANCE SHEET -
 GOVERNMENTAL FUND TYPE AND ACCOUNT GROUP
 December 31, 1998

	Governmental Fund Type General	Account Group General Fixed Assets	Total Governmental Fund December 31, 1998
ASSETS			
Cash	\$ 89,892	\$ -	\$ 89,892
Receivables -			
Ad valorem taxes	5,000	-	5,000
Due from other governmental units	84,238	-	84,238
General fixed assets	<u>-</u>	<u>643,877</u>	<u>643,877</u>
Total assets	<u>\$ 184,808</u>	<u>\$ 643,877</u>	<u>\$ 828,685</u>
 LIABILITIES AND FUND EQUITY			
Accounts Payable	\$ 513	\$ -	\$ 513
Investment in general fixed assets	-	643,877	643,877
Fund balance - unreserved	<u>184,295</u>	<u>-</u>	<u>184,295</u>
Total liabilities and fund equity	<u>\$ 184,808</u>	<u>\$ 643,877</u>	<u>\$ 828,685</u>

The accompanying notes are an integral part of this statement.

LAFAYETTE PARISH RECREATION DISTRICT NO. 1

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - GOVERNMENTAL FUND TYPE - GENERAL FUND
For the twelve month period ended December 31, 1999

Revenues:	
Taxes - ad valorem	\$ 48,577
Intergovernmental - State of Louisiana	15,828
Use of money and property Interest earned	3,280
Fuel revenue	10,040
Other income	<u>180</u>
Total revenues	<u>78,885</u>
Expenditures:	
General government - Intergovernmental - Ad valorem tax relief	1,734
Culture and recreation - General and administrative	14,808
Personnel services	24,888
Materials and supplies	<u>20,882</u>
Total expenditures	<u>70,572</u>
Excess (deficiency) of revenues over expenditures	8,313
Fund balance, beginning	<u>190,800</u>
Fund balance, ending	<u>\$ 199,113</u>

The accompanying notes are an integral part of this statement.

LAFOLGHE PARISH RECREATION DISTRICT NO. 1

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND
 For the twelve month period ended December 31, 1988

	Budget	Actual	Variance- (excess/ deficiency)
Revenues:			
Taxes - ad valorem	\$ 61,360	\$ 48,571	\$ (11,600)
Intergovernmental:			
State of Louisiana	10,000	10,000	0
Use of money and property			
Interest earned	3,150	3,280	130
Pool revenues	9,000	10,040	1,040
Other Revenues	-	180	180
Total revenues	<u>84,790</u>	<u>78,680</u>	<u>(5,910)</u>
Expenditures:			
General government -			
Intergovernmental -			
Ad valorem tax			
deductions	1,754	1,734	20
Culture and recreation -			
General and administrative	14,820	14,000	470
Personnel services	25,701	24,858	1,408
Materials and supplies	20,853	20,890	63
Total expenditures	<u>69,628</u>	<u>70,472</u>	<u>(840)</u>
Excess (deficiency) of revenues	15,179	8,218	(5,807)
Fund balance, beginning	<u>150,000</u>	<u>150,000</u>	<u>-</u>
Fund balance, ending	<u>\$ 171,202</u>	<u>\$ 168,208</u>	<u>\$ (2,994)</u>

The accompanying notes are an integral part of this statement.

LAFORCHE PARISH RECREATION DISTRICT NO. 1

NOTES TO FINANCIAL STATEMENTS
December 31, 1998

NOTE 1 - SUMMARY OF (BENEFICENT) ACCOUNTING POLICIES

The accounting and reporting policies of the Lafourche Parish Recreation District No. 1 (the District) conform to generally accepted accounting principles as applicable to governments.

The following is a summary of certain significant accounting policies:

a. Reporting Entity:

The District is a component unit of the Lafourche Parish Council.

The District has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

b. Fund Accounting:

The government 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 related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, 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.

Governmental Funds

Governmental funds are those through which most governmental functions of the District are financed. The acquisition, use and balances of the District's expendable financial resources and the related liabilities are accounted for through Governmental funds. The measurement focus is upon determination of changes in financial position, rather than net income determination. The following is the Governmental fund of the District.

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

c. Basis of Accounting:

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

LAFORCHÉ PARISH RECREATION DISTRICT NO. 1

NOTES TO FINANCIAL STATEMENTS
December 31, 1998

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

c. Basis of Accounting - Continued

All Governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. All valorem taxes and the insurance estate are considered "measurable" at the time of availability since the timing of their collection coincides with the timing of the expenditures to be paid. Interest income on investments is recorded as revenue when the investments have matured and the income is available. Miscellaneous revenues are recorded as revenues when received in cash by the District because they are generally not measurable until actually received.

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

d. Operating Budgetary Data

As required by the Louisiana Revised Statutes 58:1303, the Board of Commissioners (the Board) is required to adopt a budget for the Commission's General fund. The Board, as allowed by state law, does not obtain public participation in the budgetary process. Any amendment involving the transfer of monies from one function to another or increases in expenditures must be approved by the Board. All budgeted amounts which are not expended, or obligated through contracts, lapse at year-end.

The General fund is adopted on a basis materially consistent with generally accepted accounting principles.

e. Bad Debts

The financial statements for the District contain no allowance for bad debts. Uncollectible amounts due for ad valorem taxes and other receivables are recognized as bad debts at the first information becomes available which would indicate the probability of the particular receivable.

f. General Fixed Assets

Fixed assets used in governmental fund-type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. The Account Group is not a fund. It is concerned only with the measurement of financial position. It is not involved with the measurement of results of operations. Public domain (infrastructure) general fixed assets consisting of certain improvements other than buildings, including roads, bridges and cults, gates, streets and sidewalks,

LAFOURCHE PARISH RECREATION DISTRICT NO. 1

NOTES TO FINANCIAL STATEMENTS

December 31, 1999

NOTE 1 - SUMMARY OF DISMPCIGANT ACCOUNTING POLICIES - *Continued*

f. General Fixed Assets - *Continued*

drainage systems, and lighting systems, are not capitalized by the District. No depreciation has been provided on general fixed assets.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. *Completed* fixed assets are valued at their estimated fair value on the date donated.

g. Vacation and Sick Leave:

The District has no full-time employees. There is no accumulated unpaid vacation at December 31, 1999.

The District does not have a sick leave policy.

h. Encumbrances:

Encumbrance accounting, under which purchase orders, contracts and other commitments are recorded in the fund general ledgers, is not utilized by the District.

i. Total Column on Combined Statements - *Overview:*

The total column on the combined statements - overview is prepared retrospectively only to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position or results of operations, 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.

NOTE 2 - CASH AND INVESTMENTS

Louisiana state law allows all political subdivisions to invest excess funds in the following:

Direct U. S. Treasury obligations.

Bonds, debentures, notes or other evidence of indebtedness issued or guaranteed by federal agencies and provided such obligations are backed by the full faith and credit of the U. S.

Bonds, debentures, notes or other evidence of indebtedness issued or guaranteed by U. S. government instrumentalities, which are federally sponsored.

LAFOURCHE PARISH RECREATION DISTRICT NO. 1

NOTES TO FINANCIAL STATEMENTS

December 31, 1998

NOTE 2 - CASH AND INVESTMENTS - Continued

Direct security repurchase agreements of any federal bank entry only securities enumerated in above paragraphs.

Time certificates of deposit of state banks organized under the laws of Louisiana, or national banks having their principal offices in the state of Louisiana.

Mutual or trust fund institutions which are registered with the Securities and Exchange Commission under the Securities Act of 1933 and the Investment Act of 1940, and which have underlying investments consisting solely of and limited to securities of the U. S. Government or its agencies.

State law also requires that deposits of all political subdivisions be fully collateralized at all times. Acceptable collateralization includes the FDIC/FSLIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the accounts of the political subdivision.

During the year the District's investments consisted solely of cash held in banks. The District's cash at December 31, 1998, is not in excess of the FDIC insurance.

NOTE 3 - PROPERTY TAXES

Property taxes are levied each December 1 on the assessed value listed as of the prior January 1 for all real property, includable and non-includable property located in the Parish. Assessed values are established by the Lafourche Parish Assessor's Office and the State Tax Commission at percentages of actual values as specified by Louisiana law. A reappraisal of all property is required to be completed no less than every four years. Taxes are due and payable December 31 with interest being charged on payments after January 1. Taxes can be paid through the tax sale date, which is the last Wednesday in June. Properties for which the taxes have not been paid are sold for the amount of the taxes. The tax rate for the year ended December 31, 1998 was 2.40 mills per \$1,000 of assessed valuation on property within Recreation District No. 1 for the purpose of constructing, maintaining and operating recreational facilities and programs within the District.

LAFOURCHE PARISH RECREATION DISTRICT NO. 1

NOTES TO FINANCIAL STATEMENTS
December 31, 1998

NOTE 4 - DUE FROM OTHER GOVERNMENTAL UNITS

Assets due from other governmental units at December 31, 1998, consisted of the following:

State of Louisiana State tourism sharing	\$ 15,800
Lafourche Parish Tax Collector - December, 1998 collections remitted to the District in January, 1999	<u>48,407</u>
Total	<u>\$ 64,207</u>

NOTE 5 - GENERAL FIXED ASSETS

A summary of general fixed assets follows:

	Balance January 1, 1998	Additions	Balance December 31, 1998
Land	\$ 43,680	\$ -	\$ 43,680
Building and Pool Office furniture, fixtures and equipment	549,071	-	549,071
	<u>59,141</u>	<u>-</u>	<u>59,141</u>
Total	<u>\$ 643,892</u>	<u>\$ -</u>	<u>\$ 643,892</u>

NOTE 6 - COMPENSATION OF BOARD MEMBERS

The District did not pay per diem to any of its Board Members during the year ended December 31, 1998.

Ann J. Hubert

Certified Public Accountant

801 Ridgewood Road
Thibodaux, Louisiana

(504) 488-6684

**INDEPENDENT ACCOUNTANT'S REPORT
ON APPLICABLE AGREED-UPON PROCEDURES**

To the Board
Lafourche Parish Recreation District No. 1
P. O. Box 280
Lockport, LA 70314

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of the Lafourche Parish Recreation District No. 1 and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating the management's assertions about the Lafourche Parish Recreation District No. 1's compliance with certain laws and regulations during the twelve months ended December 31, 1998 included in the accompanying Louisiana Affidation Comptable. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these 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 purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$15,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with RSA-Title 38:271-276 (the public bid law).

No expenditures were made during the year for materials and supplies exceeding \$15,000 or for public works exceeding \$100,000.

Code of Ethics for Public Officials and Public Employees

The Board members are appointed, not elected as Public Officials.

Budgeting

2. Obtained a copy of the legally adopted budget and all amendments.
Management provided me with a copy of the original budget and its amendment.
3. Trace the budget adoption and amendments to the minute book.

I traced the adoption of the original budget to the minutes of a meeting held on November 20, 1997 which indicated that the budget had been adopted by the Board of the Lafayette Parish Recreation District No. 1. I also traced the adoption of the amended budget to the minutes of September 24, 1998.

4. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

I compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues for the year were 6.57% under budget in the general fund. Expenditures for the year did not exceed budgeted amounts by more than 5%.

Accounting and Paying

5. Randomly select 6 disbursements made during the period under examination and:

- (a) trace payments to supporting documentation as to proper amount and payee.

I examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

- (b) determine if payments were properly coded in the correct fund and general ledger account, and

The payments were properly coded to the correct fund and general ledger account.

- (c) determine whether payments received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated proper approval.

Meetings

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

Management asserts that notices of each meeting and the agenda is posted on the bulletin board of the meeting place and sent to the local newspaper. I have no evidence of such assertion other than an unmarked copy of the notices and agendas.

Debt

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

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

Advances and Bonuses

5. 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 district for the year indicated no approval for the payments noted. I also inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

My prior year report, dated March 27, 1986, did not include any comments or unresolved matters.

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 the Board of the Lafourche Parish Recreation District No. 1 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.



Ann T. Hebert
Certified Public Accountant

March 28, 1989

Lafourche Parish Recreation District No. 1
Lockport, Louisiana
LOUISIANA ATTESTATION QUESTIONNAIRE

March 31, 1999 date

Ann. T. 101001
Certified Public Accountant
501 Bridgefield Road
Metairie, LA 70001 (Auditor)

In connection with your compilation of our financial statements as of December 31, 1998 and for the period then ended, and as required by Louisiana Revised Statute 24:512 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of December 31, 1998 (date).

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2012, and, where applicable, the regulations of the Division of Administration, State Purchasing Office.

Yes No

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1181-1189.

Yes No

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 5, 1998, under circumstances that would constitute a violation of LSA-RS 42:1176.

Yes No

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 38:1201-14) or the budget requirements of LSA-RS 38:43.

Yes No

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:51, and 44:58.

Yes No

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:483, and/or 38:102, as applicable.

Yes No

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes No

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes No

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VI, Section 8 of the 1874 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 47:1418.08.

Yes No

Advances and Expenses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VI, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:126, and AG opinion 79-326.

Yes No

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any consultations in the foregoing representatives. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the prior audit examination and the issuance of this report. We will also disclose to you, the Legislative Auditor, and the applicable state quarter agency/agencies any known noncompliance which may occur up to the date of your report.

Edward A. Gagnard Secretary *March 25, 1999* date
Alfred P. Gagnard Treasurer *March 25, 1999* date
Johnny P. Gagnard President *March 25, 1999* date

Lafourche Parish Recreation District No. 1

Resolution

BE IT RESOLVED, by the Board of Commissioners of Lafourche Parish Recreation District No. 1, in accordance with the Louisiana Revised Statute 26:513 (1) (1) (C) (D), the Louisiana Adulation Questionnaire as a required part of the compilation and attestation engagement for the year ending December 31, 1998, be adopted as presented to the Board of Commissioners.

This resolution having been put to a vote, the vote thereon was as follows:

YEAS: Emile J. Gros, Sr., Drisney J. Champagne, Brett A. Griffin
NAYS: none
ABSTAINED: none
ABSENT: Al Rudy Tauschle

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of a resolution adopted at a regular board meeting held on March 25, 1999, at which time a quorum was present and voting.

Lafourche, Louisiana, this 25th day of March, 1999.


Gerald C. Leonard, Secretary


Rodney B. Hartman, Chairman

Lafourche Parish Recreation District # 1

Management's Current Year Concise Plan
December 31, 1999

Condition

Budgeting

Actual revenues were 0.87% under budget in the general fund.

Management's Response

We will more closely monitor revenues and amend the budget when necessary.