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**CLARIBONE PARISH FIRE
PROTECTION DISTRICT NO. 2
Bossier, Louisiana**

**General Purpose Financial Statements
With Accountant's Compilation Report
and Agreed-Upon Procedures Report
As of and for the Year Ended
December 31, 1968**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or reviewed, audit and other appropriate public officials. This report is available for public inspection at the State Encyclopedic and Legislative Auditor's office, whose address is at the office of the parish clerk of court.

Release Date MAY 26 1968

**VERNON R
COON**
REGISTERED ACCOUNTANT

CLAIBORNE PARISH FIRE
PROTECTION DISTRICT NO. 4
Homer, Louisiana

General Purpose Financial Statements
With Accountant's Compilation Report
and Agreed-Upon Procedures Report
As of and for the Year Ended
December 31, 1998

C O N T E N T S

	Statement	Page No.
Accountant's Compilation Report		2
General Purpose Financial Statements:		
Combined Balance Sheet - All Fund Types and Account Groups -	A	4
Governmental Fund Type - General Fund:		
Statement of Revenues, Expenditures, and Changes in Fund Balance	B	5
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget (Cash Basis) and Actual	C	6
Notes to the Financial Statements		7
Accountant's Report on Applying Agreed-Upon Procedures		15
Louisiana Attestation Questionnaire		20



Accountant's Compilation Report

**BOARD OF COMMISSIONERS
CLAIBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4
Houma, Louisiana**

I have compiled the accompanying general purpose financial statements, as listed in the foregoing table of contents, of the Claiborne Parish Fire Protection District No. 4, a component unit of the Claiborne Parish Police Jury, as of December 31, 1998, 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.

West Monroe, Louisiana
May 13, 1999

THE PROFESSIONAL BODY
West Monroe,
Louisiana 70592
Phone 225.835.4140
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**GENERAL PURPOSE FINANCIAL STATEMENTS
(OVERVIEW)**

CLAIBORNE PARISH FIRE PROTECTION DISTRICT NO. 4
Homer, Louisiana
ALL FUND TYPES AND ACCOUNT GROUPS

Combined Balance Sheet, December 31, 1998

	GOVERNMENTAL FUND TYPE - GENERAL FUND	ACCOUNT GROUP - GENERAL FUND ASSETS	TOTAL (MEMORANDUM ONLY)
ASSETS			
Cash and cash equivalents	\$143,713		\$143,713
Receivables - ad valorem taxes	104,084		104,084
Fire fighting equipment		\$45,660	45,660
TOTAL ASSETS	<u>\$247,777</u>	<u>\$45,660</u>	<u>\$293,437</u>
LIABILITIES AND FUND EQUITY			
Liabilities - accounts payable	\$3,834		\$3,834
Fund Equity:			
Investment in general fixed assets		\$45,660	45,660
Fund balance - unreserved - undesignated	243,943		243,943
Total Fund Equity	<u>243,943</u>	<u>45,660</u>	<u>289,603</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$247,777</u>	<u>\$45,660</u>	<u>\$293,437</u>

See accompanying notes and accountant's compilation report.

CLAIBORNE PARISH FIRE PROTECTION DISTRICT NO. 4
Homer, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL FUND

Statement B

Statement of Revenues, Expenditures, and
Changes in Fund Balance

REVENUES

Ad valorem taxes	\$116,311
Use of money and property	4,340
Total revenues	<u>120,651</u>

EXPENDITURES

Current - public safety:	
Operating services	24,738
Material and supplies	527
Capital outlay	18,996
Intergovernmental	<u>33,592</u>
Total expenditures	<u>88,183</u>

EXCESS OF REVENUES OVER EXPENDITURES 32,468

FUND BALANCE AT BEGINNING OF YEAR 211,475

FUND BALANCE AT END OF YEAR \$243,943

See accompanying notes and accountant's compilation report.

CLAIBORNE PARISH FIRE PROTECTION DISTRICT NO. 4
Bossier, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL FUND

Statement of Revenues, Expenditures, and
Changes in Fund Balance -
Budget (Cash Basis) and Actual
For the Year Ended December 31, 1998

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES			
Ad valorem taxes	\$89,000	\$108,450	\$7,450
Use of money and property	4,000	4,240	240
Total revenues	<u>100,000</u>	<u>110,790</u>	<u>7,790</u>
EXPENDITURES			
Current - public safety:			
Operating services	108,000	14,775	73,227
Materials and supplies	4,000	704	3,296
Capital outlay	88,000	18,996	69,004
Intergovernmental	<u>15,000</u>	<u>13,627</u>	<u>(1,373)</u>
Total expenditures	<u>215,000</u>	<u>88,102</u>	<u>127,501</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	(112,000)	22,688	145,293
FUND BALANCE AT BEGINNING OF YEAR	<u>172,000</u>	<u>171,023</u>	<u>(1,577)</u>
FUND BALANCE AT END OF YEAR	<u>\$60,000</u>	<u>\$193,711</u>	<u>\$143,711</u>

See accompanying notes and accountant's compilation report.

CLAIBORNE PARISH FIRE PROTECTION DISTRICT NO. 4
Homer, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 1988

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Claiborne Parish Fire Protection District No. 4 was created by the Claiborne Parish Police Jury, as authorized by Louisiana Revised Statute 40:1492, on March 9, 1989. The district is governed by a five member board appointed by the Claiborne Parish Police Jury, the Town of Homer, and by the board. Board members serve without benefit of compensation. The district is responsible for collecting an ad valorem tax within the boundaries of the district and for maintaining and operating fire stations and equipment and providing fire protection within the boundaries of the district. As discussed in note 4, the district rents a portion of its funds to the Town of Homer which is responsible for fire protection within the boundaries of the town.

A. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the Claiborne Parish Police Jury is the financial reporting entity for Claiborne Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which 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 Claiborne Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial responsibility. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the police jury to impose its will on that organization and/or

See accountant's compilation report.

CLABORNE PARISH FIRE PROTECTION
DISTRICT NO. 4
Homer, Louisiana
Notes to the Financial Statements (Continued)

- b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury created the district, appoints certain commissioners of the district, and has the responsibility of obtaining federal grants on behalf of the district, the district was determined to be a component unit of the Claborn Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the district and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. FUND ACCOUNTING

The district 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 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 fund assets and general long-term debt) that are not recorded in the "funds" because they do not directly affect net-asset-like available financial resources. They are concerned only with the measurement of financial position, not with the measurement of results of operations.

Funds are classified into three categories: governmental, proprietary, and fiduciary.

See accountant's compilation report.

**CLAIBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4
Homer, Louisiana
Notes to the Financial Statements (Continued)**

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 district's current operations require the use of only governmental funds (General Fund). The district's sources of revenue consist of an ad valorem tax and interest on demand deposits. General operating expenditures are paid from this fund.

C. FIXED ASSETS AND LONG-TERM DEBT

General fixed assets are not capitalized in the fund used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures (capital outlay) in the governmental fund and the related assets are reported in the general fixed assets account group. The cost of normal maintenance and repairs that do not add to the value of fixed assets or materially extend their useful lives are not capitalized. All general fixed assets are valued at historical cost. No depreciation has been provided on general fixed assets. The district has no long-term debt as of December 31, 1998.

D. BASIS OF ACCOUNTING

The financial 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 district uses the following practices in recognizing and reporting revenues and expenditures:

See accountant's compilation report.

CLAIBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4
Home, Louisiana
Notes to the Financial Statements (Continued)

Revenues

Ad valorem taxes are recorded in the year the taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis and attach as an enforceable lien and become due and payable on the date the tax rolls are filed with the recorder of mortgages. Louisiana Revised Statute 47:183 requires that the tax roll be filed on or before November 15 of each year. Ad valorem taxes become delinquent if not paid by December 31. The taxes are normally collected in December of the current year, and January and February of the crossing year.

Interest income on demand deposits is recorded in the month the interest is earned and credited to the bank account.

Based on the above criteria, ad valorem taxes have been treated as receivable to account.

Expenditures

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

K. BUDGET PRACTICES

The proposed budgets, prepared on the cash basis of accounting, were prepared and adopted by the board of commissioners in December, 1997. The budget is established and controlled by the board of commissioners at the object level of expenditure. Encumbrance accounting is not utilized in the district's records. Appropriations lapse at year-end and must be reappropriated for the following year to be expended. All changes in the budget must be approved by the board of commissioners.

Formal budgetary integration is not employed as a management control device during the year. Budgeted amounts included in the accompanying financial statements include the original adopted budgets and all subsequent amendments. The following reconciles the excess of revenues over expenditures as shown on the budget comparison Statement C (budget basis) to the same amounts shown on Statement B (GAAP basis):

See accountant's compilation report.

CLARIBOND PARISH FIRE PROTECTION
DISTRICT NO. 4
Houma, Louisiana
Notes to the Financial Statements (Continued)

Excess of revenues over expenditures (budgetary basis)	\$22,000
Adjustments:	
Receivables	9,862
Payables	<u>(84)</u>
Excess of revenues and other source over expenditures (GAAP basis)	<u>\$31,858</u>

F. CASH AND CASH EQUIVALENTS

Under state law, the district may deposit funds within a fiscal agent bank 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. The district may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 1998, the district has cash and cash equivalents (bank balances) totaling \$143,713 as follows:

Demand deposits	\$12,283
Time deposits	<u>131,900</u>
Total	<u>\$143,713</u>

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. Deposit balances (bank balances) at December 31, 1998, total \$143,700, and are fully secured by federal deposit insurance.

**G. TOTAL COLUMN ON COMBINED
BALANCE SHEET**

The total column in the combined balance sheet is captioned Memorandum Only (Overview) to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

See accountant's compilation report.

CLAIBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4
Bossier, Louisiana
Notes to the Financial Statements (Continued)

II. RISK MANAGEMENT

The fire district is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; and injuries to employees. To handle such risk of loss, the police jury maintains coverage on the fire district. The policy covers general liability, property, employee liability, and public officials liability. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended December 31, 1998.

2. LEVIED TAXES

The district is authorized to levy a maximum tax of 10.8 mills annually on property within the boundaries of the district for maintenance and operation of the district. The district levied 11.1 mills for 1998. The tax will expire with the 2005 tax roll.

The difference between authorized and levied millage is the result of reassessment of taxable property in the parish, as required by Article VII, Section 18 of the Louisiana Constitution of 1974. The following are the principal taxpayers for the parish and their 1998 assessed valuation.

	1998 Assessed Valuation	Percent of Total Assessed Valuation
Texas Gas Transmission Corporation	\$3,918,350	5.19%
Ladire Corporation	3,584,730	4.75%
Marathon Oil Company	3,590,670	4.76%
Duke Energy Field Services, Inc.	1,946,600	2.58%
Energy Corporation	1,606,560	2.13%
BellSouth Telecommunications	1,538,820	2.04%
Claborn Electric Co-op., Inc.	1,269,590	1.68%
Hunt Oil Company	1,250,870	1.66%
Norfolk Gas Transmission Company	926,480	1.23%
Herd Producing Company, Inc.	771,320	1.03%
Total	<u>\$20,404,310</u>	<u>27.04%</u>

See accountant's compilation report.

CLAIBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4
Houma, Louisiana
Notes to the Financial Statements (Continued)

3. CHANGES IN GENERAL, FIXED ASSETS

The following presents the changes in firefighting equipment for the year ended December 31, 1998:

Balance, January 1, 1998	\$26,664
Additions	18,996
Deletions	<u>30,056</u>
Balance, December 31, 1998	<u>\$15,604</u>

4. LITIGATION AND CLAIMS

The district is not involved in any litigation at December 31, 1998, nor is it aware of any unasserted claims.

5. INTERGOVERNMENTAL AGREEMENT

On July 29, 1994, the district entered into an intergovernmental agreement with the Town of Houma whereby the district is responsible for collecting the ad valorem tax within the boundaries of the district and for making annual payments of \$25,000 to the town through 2000. The town is responsible for providing equipment, personnel and water for fire protection purposes for the town. Payments under this agreement totaled \$25,000 for 1998.

6. SERVICES AGREEMENTS

On December 30, 1996, the district entered into a contract with Dennis Blatcher whereby the district agreed to pay Mr. Blatcher \$750 per month (\$9,000 per year) for training services, consultation and other technological functions pertaining to the district. Payments under this agreement totaled \$9,000 for 1998 and are included in operating services expenditures. In addition, on December 23, 1997, the district entered into a contract with Martha Rodgers whereby the district agreed to pay Ms. Rodgers \$200 per month (\$2,400 per year) for accounting/bookkeeping functions pertaining to the district.

See accountant's compilation report.

**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 Governmental Questionnaire*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.



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

**BOARD OF COMMISSIONERS
CLAIBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4
Houma, 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 Claiborne Parish Fire Protection District No. 4 and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Claiborne Parish Fire Protection District No. 4's compliance with certain laws and regulations during the year ended December 31, 1998 included in the accompanying Louisiana Association Quarterly. 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 purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during each year for materials and supplies exceeding \$25,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2231 (the public bid law).

A review was made of all disbursements for the year. That review disclosed one expenditure made during the period under examination for materials and supplies exceeding \$15,000. The expenditure was for the purchase of communications equipment. I examined the bids and determined that the low bid was accepted. No expenditures were disclosed for public works exceeding \$100,000.

VERNON R. COON
Chartered Accountant
Louisiana Association
Quarterly

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**CLAIBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4**

*Independent Accountant's Report on
Applying Agreed Upon Procedures,
December 31, 1998*

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.

The district has no employees. Consulting and bookkeeping services are provided on a contractual basis.

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.

As stated above, the district has no employees. However, I determined that neither of the contractors appeared on the list provided by management in number 2 above.

Budgeting

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

Management provided me with a copy of the original budget.

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

I traced the adoption of the original budget to the minutes of meetings held on December 23, 1997, which indicated that the budget had been adopted by the Board of Commissioners of the Claiborne Parish Fire Protection District No. 4 by votes of all in favor and none opposed. No amendments were made to the budget for the year ending December 31, 1998.

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

**CLAYBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4**

**Independent Accountant's Report on
Applying Agreed Upon Procedures,
December 31, 1998**

I compared the revenues and expenditures of the final budgets to actual revenues and expenditures. Actual revenues did not fail to meet budgeted amounts by 5% or more, nor did actual expenditures exceed budgeted amounts by 5% or more.

Accounting and Reporting

8. Randomly select 6 disbursements made during each 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) The six selected disbursements were for the proper amount as reflected on supporting documentation and were made to the correct payee.
- (b) All six payments were coded to the correct fund and general ledger account.
- (c) Inspection of documentation supporting each of the six disbursements indicated approvals from one board member. Further, the types of disbursements made were included in the district's approved budgets.

Meetings

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

I inquired of management whether agendas for meetings were posted at the meeting place at least twenty-four hours prior to the meeting. Management stated that agendas were posted and a copy is retained by the bookkeeper.

CLAIBORNE PARISH FIRE PROTECTION
DISTRICT NO. 4

Independent Accountant's Report on
Applying Agreed Upon Procedures,
December 31, 1998

10.

- Examine bank deposits for each period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like instruments.

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

Advances and Bonuses

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

As stated in number 3 above, the district has no paid employees. A reading of the minutes of the board for the two years indicated no approval for the payments noted. I also inspected disbursement journals for the year and noted no instances which would indicate payments to employees or the individuals under contract which would constitute bonuses, advances, or gifts.

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 Claiborne Parish Fire Protection District No. 4 and the Legislative Council, State of Louisiana, and should not be used by those who have not agreed to the procedures and take 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.



West Monroe, Louisiana
May 13, 1999

Leakdown Attestation Questionnaire

The accompanying *Leakdown Attestation Questionnaire* has been completed by management and is included in this report as required by the questionnaire.

Yveson R. Coon
Certified Public Accountant
136 Professional Drive
West Monroe, La 71291

Mr. Coon,

In connection with your compilation of our financial statements of the Claiborne Parish Fire Protection District No. 4 as of December 31, 1998 and the year then ended, and as required by Louisiana Revised Statutes 24:513 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 information available to us as of September 8, 1999.

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 39:2212, 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 42:1101-1124.

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 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes No

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes No

Accounting and Reporting

All non-current 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, 44:31, and 44:35.

Yes No

We have filed our annual financial statements in accordance with LSA-RS 24:514, 24:483, and/or 24:50, 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 VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 38:1410.90-1410.95.

Yes No

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-726.

Yes No

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. 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 period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

 Secretary 25 Sept 99 Date

Treasurer _____ Date

 President 2-Sept-98 Date