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LOUISIANA ASSOCIATION OF PLANNING  
AND DEVELOPMENT DISTRICTS  
ANNUAL REPORT  
DECEMBER 31, 1987

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

Release Date 6/24/98

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# Pat Baham Dought

A Professional Accounting Corporation

P. O. Box 51188

111 Rex Jean Latta Suite 108

Lafayette, Louisiana 70508-1188

Telephone  
(504) 281-0888

Facsimile  
(504) 281-0888

## INDEPENDENT AUDITORS REPORT

March 16, 1999

Board of Directors  
Louisiana Association of Planning and  
Development Districts

I have audited the accompanying general purpose financial statements of the Louisiana Association of Planning and Development Districts (LAPDD), as of December 31, 1997 and for the year then ended, as listed in the table of contents. These general purpose financial statements are the responsibility of LAPDD's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that I 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. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of LAPDD, as of December 31, 1997, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.



PAT BAHAM DOUGHT  
A PROFESSIONAL ACCOUNTING CORPORATION

Receipt Acknowledged  
Legislative Auditor

By P. M. ...

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LOUISIANA ASSOCIATION OF PLANNING  
AND DEVELOPMENT DISTRICTS  
BALANCE SHEET  
DECEMBER 31, 1991

|                                    | GOVERNMENTAL FUND TYPES |                    |
|------------------------------------|-------------------------|--------------------|
|                                    | GENERAL                 | SPECIAL<br>REVENUE |
| ASSETS                             |                         |                    |
| CASH IN BANK                       | \$17,336.08             | \$ -               |
| ACCOUNTS RECEIVABLE-ODD            | -                       | 28,081.00          |
| TOTAL ASSETS                       | \$17,336.08             | \$28,081.00        |
| LIABILITIES                        |                         |                    |
| ACCOUNTS PAYABLE                   | \$ 1,398.92             | \$26,801.08        |
| FUND BALANCE                       | 35,937.08               | -                  |
| TOTAL LIABILITIES AND FUND BALANCE | \$17,336.08             | \$26,801.08        |

LOUISIANA ASSOCIATION OF PLANNING  
AND DEVELOPMENT DISTRICTS  
ALL GOVERNMENTAL FUND TYPES  
COMBINED STATEMENT OF REVENUE, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED DECEMBER 31, 1997

|  | <u>GENERAL</u>     | <u>SPECIAL<br/>REVENUE</u> |
|--|--------------------|----------------------------|
| <b>REVENUES</b>  |                    |                            |
| ENTERPRISE ZONE  | \$ -               | \$ 80,000.00               |
| LOCAL FUNDS  | <u>4,000.00</u>    | <u>-</u>                   |
| TOTAL REVENUES   | <u>4,000.00</u>    | <u>80,000.00</u>           |
| <b>EXPENDITURES</b>                                    |                    |                            |
| GENERAL GOVERNMENT                                     | 2,754.14           | -                          |
| ENTERPRISE ZONE  | <u>-</u>           | <u>80,000.00</u>           |
| TOTAL EXPENDITURES                                     | <u>2,754.14</u>    | <u>80,000.00</u>           |
| EXCESS REVENUES (EXPENDITURES)                         | 1,245.86           | -                          |
| OTHER SOURCES  |                    |                            |
| INTEREST INCOME  | <u>859.69</u>      | <u>-</u>                   |
| EXCESS EXPENDITURES OVER<br>REVENUES AND OTHER SOURCES | 2,086.75           | -                          |
| FUND BALANCE-BEGINNING OF YEAR                         | <u>13,862.21</u>   | <u>-</u>                   |
| FUND BALANCE-END OF YEAR                               | <u>\$15,635.36</u> | <u>\$ -</u>                |

LOUISIANA ASSOCIATION OF PLANNING  
AND DEVELOPMENT DISTRICTS  
ALL GOVERNMENTAL FUND TYPES  
COMBINED STATEMENT OF REVENUE, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
BUDGET (GAAP BASIS) AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 1997

|  | GENERAL FUND       |                    |  |
|--|--------------------|--------------------|--|
|  | BUDGET             | ACTUAL             | VARIANCE<br>FAVORABLE<br>(UNFAVORABLE) |
| REVENUES   |                    |                    |  |
| ENTERPRISE ZONE  | \$ -               | \$ -               | \$ -                                   |
| LOCAL FUNDS  | <u>4,800.00</u>    | <u>4,800.00</u>    | -                                      |
| TOTAL REVENUES   | <u>4,800.00</u>    | <u>4,800.00</u>    | -                                      |
| EXPENDITURES   |                    |                    |  |
| GENERAL GOVERNMENT                                     | 4,090.00           | 2,734.14           | 1,285.89                               |
| ENTERPRISE ZONE PROGRAM                                | -                  | -                  | -                                      |
| TOTAL EXPENDITURES                                     | <u>4,090.00</u>    | <u>2,734.14</u>    | <u>1,285.89</u>                        |
| EXCESS REVENUES (EXPENDITURES)                         | 0.00               | 1,285.89           | 1,285.89                               |
| OTHER SOURCES  |                    |                    |  |
| INTEREST INCOME  | <u>1,800.00</u>    | <u>828.89</u>      | <u>178.11</u>                          |
| EXCESS REVENUES AND OTHER SOURCES<br>OVER EXPENDITURES | <u>\$ 1,800.00</u> | <u>2,085.78</u>    | <u>\$ 1,805.78</u>                     |
| <br>   |                    |                    |  |
| FUND BALANCE-BEGINNING OF YEAR                         |                    | <u>33,840.21</u>   |  |
| FUND BALANCE END OF YEAR                               |                    | <u>\$35,927.99</u> |  |

SEE NOTES TO FINANCIAL STATEMENTS

SPECIAL REVENUE FUND

| <u>BUDGET</u>      | <u>ACTUAL</u>      | <u>VARIANCE<br/>FAVORABLE<br/>(UNFAVORABLE)</u> |
|--------------------|--------------------|---|
| \$ 80,800.00       | \$ 80,800.00       | \$ 0.00   |
| <u>          -</u> | <u>          -</u> | <u>          -</u>                              |
| 80,800.00          | 80,800.00          | 0.00  |
| <br>               |                    |   |
| 80,080.00          | 80,080.00          | 0.00  |
| <u>          -</u> | <u>          -</u> | <u>          -</u>                              |
| 80,080.00          | 80,080.00          | 0.00  |
| <br>               |                    |   |
| <u>0.00</u>        | <u>0.00</u>        | <u>0.00</u>                                     |

0.00

0.00

LOUISIANA ASSOCIATION OF PLANNING & DEVELOPMENT DISTRICTS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1987

NOTE A - Summary of Significant Accounting Policies

The accounting and reporting policies of the Louisiana Association of Planning & Development Districts conform to generally accepted accounting principles as applicable to governments. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:517 and to the guides set forth in the Louisiana Municipal Audit and Accounting Guide, and to the industry audit guide, *Audit of State and Local Governmental Units*.

The following is a summary of certain significant accounting policies:

Financial Reporting Entity - LAFDD is considered a legally separate stand-alone government as defined by Statement No. 14 of the Governmental Accounting Standards Board. The reporting entity is composed of the funds and account groups that are under the direct control of the Board of Directors. LAFDD is not financially responsible for any organizations that maintain separate legal standing; therefore, it has no component units.

Fund Accounting - The accounts of the Louisiana Association of Planning & Development Districts are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into one generic fund type and one broad fund category as follows:

Governmental Funds

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

Special Revenue Funds - Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

Fixed Assets - The accounting and reporting treatment applied to the fixed assets associated with a fund are determined by its measurement focus.



Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, and recorded as expenditures in the governmental fund types when purchased. No depreciation has been provided on general fixed assets. Fixed Assets are valued at historical cost. Donated assets, if applicable, are valued at their estimated fair value on the date donated.

At December 31, 2007, the Association had no fixed assets.

**Basis of Accounting** - 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. Revenues under cost reimbursement grants are recognized when the related costs are expended. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred except that accumulated unpaid vacation and sick pay are not accrued and principal and interest on general long-term debt (if applicable) is recognized when due. Purchase of various operating supplies are reported as expenditures at the time purchased.

**Budgets and Budgetary Accounting** - Budgets for the various programs are prepared according to source and subject by the program consultant and the Executive Director. All budgets are submitted to the Board of Directors for final approval. Once Board approval and adoption is complete, the budget is then entered into the financial statements and monthly comparisons are made. Six months into the year a budget revision is completed if necessary and the same procedures are followed as with the original budget. The budgets are prepared on a basis consistent with generally accepted accounting principles (GAAP).

Revenues (if any) from intergovernmental grants which are received before costs are incurred are deferred until such costs are expended.

Revenues from intergovernmental grants which are on a cost reimbursement basis are recognized as such costs are obligated and the resultant receivable accrued.

**NOTE B - Cash and Investments**

Cash and investments consisted of the following:

|                         |           |
|-------------------------|-----------|
| Cash                    | \$ 6,287  |
| Money Market Investment | 31,083    |
|                         | \$ 37,370 |

All cash and money market investments are insured by the Federal Deposit Insurance Corporation (FDIC). These accounts did not exceed FDIC limits during the year.

**NOTE C - Interfund Receivables, Payables**

There were no interfund receivables or payables for the year.

**NOTE D - Board of Directors**

All services provided by board members of the Association are on a voluntary basis and they receive no compensation for serving as a director or officer nor do they receive any per diem or travel allowances.

**NOTE E - Economic Dependency**

The association receives a substantial portion of its revenues from grants and local dues payments from its member districts. Any substantial change in any of these components could have adverse effects on the association's financial condition.

**NOTE F - USED OF ESTIMATES**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the following:

1. Reported amounts of assets and liabilities
2. Disclosure of contingent assets and liabilities at the financial statements date
3. Reported amounts of revenues and expenses during that period

Actual amounts could differ from estimates.

# Pat Baham Dought

A Professional Accounting Corporation

P. O. Box 57100

111 Poydras Street Suite 1000

Lafayette, Louisiana 70502-1100

Telephone  
(504) 281-0888

Facsimile  
(504) 281-0888

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

March 18, 1993

Board of Directors  
Louisiana Association of Planning and  
Development Districts

I have audited the general purpose financial statements of the Louisiana Association of Planning and Development Districts (LAPDD) for the year ended December 31, 1992, and have issued my report thereon dated March 18, 1993.

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

The results of my tests indicate that, with respect to the items tested, LAPDD complied, in all material respects, with the provisions referred to in the preceding paragraph. With respect to items not tested, nothing came to my attention that caused me to believe that LAPDD had not complied, in all material respects, with those provisions.

This report is intended for the information of the board of directors and the legislative bodies. However, this report is a matter of public record and its distribution is not limited.



PAT BAHAM DOUGHT

A PROFESSIONAL ACCOUNTING CORPORATION

*Pat Baham Dought*

A Professional Accounting Corporation

P. O. Box 81108

111 First John Laffite State 108

Lafayette, Louisiana 70508-1108

Telephone  
(714) 261-0288

Facsimile  
(714) 261-0288

**INDEPENDENT AUDITOR'S REPORT ON THE INTERNAL CONTROL STRUCTURE  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

March 18, 1989

**Board of Directors  
Louisiana Association of Planning and  
Development Districts**

I have audited the general purpose financial statements of the Louisiana Association of Planning and Development Districts (LAPDD), as of and for the year ended December 31, 1987 and have issued my report thereon dated March 18, 1989.

I conducted my audit in accordance with generally accepted auditing standards and **Government Auditing Standards**, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of LAPDD is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are 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 executed 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 structure to future periods is subject to the risk that conditions 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 my audit of the financial statements of LAPDD for the ended December 31, 1987, I obtained an understanding of the internal control structure. With respect to the internal control structure, I obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and I assessed control risk in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide an opinion on the internal control structure. Accordingly, I do not express such an opinion.

My consideration 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 specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in accounts 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. I noted no matters involving the internal control structure and its operation that I consider to be material weaknesses as defined above.

Board of Directors  
Louisiana Association of Planning and  
Development Districts

This report is intended for the information of the board of directors and the legislative auditor. However, this report is a matter of public record and its distribution is not limited.



PAT BAHAM DOUGHT  
A PROFESSIONAL ACCOUNTING CORPORATION

#### OTHER SUPPLEMENTARY INFORMATION

LOUISIANA ASSOCIATION OF PLANNING  
AND DEVELOPMENT DISTRICTS  
SCHEDULE OF STATE FINANCIAL ASSISTANCE  
DECEMBER 31, 1987

|   | <u>PROGRAM OR<br/>AWARDMENT</u> | <u>FUNDS<br/>RECEIVED</u> | <u>EXPENDITURES</u> |
|---|---------------------------------|---------------------------|---------------------|
| STATE OF LOUISIANA<br>DEPARTMENT OF ECONOMIC DEVELOPMENT<br>ENTERPRISE ZONE PROGRAM<br>CONTRACT 400-8701 CRMS 11504 | 58,000.00                       | 58,000.00                 | 58,000.00           |