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DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION  
OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
ANNUAL FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 1998

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 AUG 18 1999

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**JOHN S. DOWLING & COMPANY**  
A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS  
INDEPENDENT AUDITOR'S REPORT

1

John S. Dowling, CPA  
1904-1984

Retired

Harold Dupre, CPA  
1996  
John Newton Stout, CPA  
1998  
Dwight Ledoux, CPA  
1998

To the Board of Commissioners  
District Five Road and Public Works  
Commission of St. Landry Parish  
Lebeau, Louisiana

We have audited the accompanying general purpose financial statements of District Five Road and Public Works Commission of St. Landry Parish, a component unit of the St. Landry Parish Police Jury, as of and for the year ended December 31, 1998. These general purpose financial statements are the responsibility of District Five Road and Public Works Commission's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of District Five Road and Public Works Commission of St. Landry Parish, as of December 31, 1998 and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The Schedule of Prior Year Findings is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of the District Five Road and Public Works Commission of St. Landry Parish. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

In accordance with Government Auditing Standards, we have also issued our report dated June 23, 1999 on our consideration of District Five Road and Public Works Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

*John S. Dowling & Company*  
Opelousas, Louisiana  
June 23, 1999

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
DECEMBER 31, 1998

	GOVERNMENTAL FUND TYPE	ACCOUNT GROUPS		TOTALS (MEMORANDUM ONLY)	
		GENERAL	DEBT	1998	1997
<u>ASSETS</u>					
Cash on hand and in bank	\$82,880			\$82,880	\$109,794
Ad valorem taxes receivable, net of allowance for uncollectibles	742,836			742,836	640,703
Revenue sharing receivable	24,531			24,531	17,368
Property and equipment		\$206,549		206,549	176,887
Amount to be provided for retirement of general long-term debt			\$37,400	37,400	42,364
<u>Total assets</u>	<u>850,247</u>	<u>206,549</u>	<u>37,400</u>	<u>1,094,196</u>	<u>987,116</u>
<u>LIABILITIES AND FUND EQUITY</u>					
<u>LIABILITIES</u>					
Accounts payable	\$23,430			\$23,430	\$18,170
Payroll taxes payable	3,653			3,653	4,851
Accrued expenditures	6,751			6,751	5,846
Revenue anticipation notes payable	260,000			260,000	260,000
Compensated absences payable			\$18,064	18,064	10,326
General obligation notes payable			19,336	19,336	32,038
<u>Total liabilities</u>	<u>293,834</u>	<u>-0-</u>	<u>37,400</u>	<u>331,234</u>	<u>331,231</u>
<u>FUND EQUITY</u>					
Investment in general fixed assets		\$206,549		206,549	176,887
Fund balance					
Reserved, for grants	2,163			2,163	
Unreserved, undesignated	554,250			554,250	478,998
<u>Total fund equity</u>	<u>556,413</u>	<u>206,549</u>	<u>-0-</u>	<u>762,962</u>	<u>655,885</u>
<u>Total liabilities and fund equity</u>	<u>850,247</u>	<u>206,549</u>	<u>37,400</u>	<u>1,094,196</u>	<u>987,116</u>

The accompanying notes are an integral part of this statement.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -  
ALL GOVERNMENTAL FUND TYPES - GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 1998

	<u>1998</u>	<u>TOTAL</u> <u>(Memorandum</u> <u>Only)</u> <u>1997</u>
<u>REVENUES</u>		
Taxes		
Property taxes	\$745,031	\$668,529
Intergovernmental		
State revenue sharing	24,147	26,051
Grants	25,680	
Interest		
On property taxes	194	160
On investments	1,089	920
Miscellaneous		
Sale of assets	<u>3,200</u>	
<u>Total revenues</u>	<u>799,341</u>	<u>695,660</u>
<u>EXPENDITURES</u>		
Current operating		
Labor cost		
Direct to roads	210,671	155,712
Office	28,074	31,531
Summer temps	10,840	6,382
Payroll taxes	21,708	15,088
Road supplies		
Aggregate	18,611	36,465
Culverts	26,906	17,817
Pothole repair	65,187	10,686
Herbicides	1,462	1,116
Dirt	980	420
Beaver control	46,214	33,437
Insurance	53,514	40,713
Property and equipment		
Rental	48,574	50,114
Repairs and maintenance	62,934	59,947
Tires/tubes	5,507	10,603
Diesel	13,728	18,327
Gasoline	13,403	14,061
Oil and filters	6,707	6,847
Office and supplies	30,688	41,375
Contracted services		34,088
Capital outlay	32,863	32,427
Debt service		
Principal retirement	12,702	12,559
Interest	<u>10,653</u>	<u>8,868</u>
<u>Total expenditures</u>	<u>721,926</u>	<u>638,583</u>
<u>EXCESS (DEFICIENCY) OF REVENUES</u> <u>OVER (UNDER) EXPENDITURES</u>	77,415	57,077
<u>FUND BALANCE, beginning of year</u>	<u>478,998</u>	<u>421,921</u>
<u>FUND BALANCE, end of year</u>	<u>556,413</u>	<u>478,998</u>

The accompanying notes are an integral part of this statement.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -  
BUDGET (CASH BASIS) AND ACTUAL -  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 1998

	1998		VARIANCE FAVORABLE (UNFAVORABLE)
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>(UNFAVORABLE)</u>
<u>REVENUES</u>			
Taxes			
Property taxes	\$667,963	\$642,898	\$(25,065)
Intergovernmental			
State revenue sharing	25,667	16,984	(8,683)
Grants		25,680	25,680
Interest			
On property taxes		194	194
On investments		1,089	1,089
Miscellaneous			
Sale of assets		3,200	3,200
<u>Total revenues</u>	<u>693,630</u>	<u>690,045</u>	<u>(3,585)</u>
<u>EXPENDITURES</u>			
Current operating			
Office and supplies	62,279	62,268	11
Labor	243,574	241,250	2,324
Fuel	37,910	33,662	4,248
Insurance	70,289	53,514	16,775
Beaver control	43,416	42,443	973
Repairs	66,135	58,069	8,066
Road supplies	84,083	118,385	(34,302)
Equipment rental	48,000	44,563	3,437
Tires and tubes	6,914	6,407	507
Capital outlay		33,283	(33,283)
Debt service			
Principal retirement	272,702	272,702	
Interest	9,723	9,748	(25)
<u>Total expenditures</u>	<u>945,025</u>	<u>976,294</u>	<u>(31,269)</u>
<u>EXCESS (DEFICIENCY) OF REVENUES</u>			
<u>OVER (UNDER) EXPENDITURES</u>	(251,395)	(286,249)	(34,854)
<u>OTHER FINANCING SOURCES</u>			
Note proceeds	260,000	260,000	-0-
<u>EXCESS (DEFICIENCY) OF REVENUES AND</u>			
<u>OTHER SOURCES OVER (UNDER) EXPENDITURES</u>	<u>8,605</u>	<u>(26,249)</u>	<u>(34,854)</u>
<u>FUND BALANCE, beginning of year</u>		<u>106,938</u>	
<u>FUND BALANCE, end of year</u>		<u>80,689</u>	

The accompanying notes are an integral part of this statement.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

District Five Road and Public Works Commission of St. Landry Parish (the Commission), is a political subdivision of the State of Louisiana and possesses all the powers necessary to construct, acquire, operate, and maintain roads, bridges, and road drainage facilities as well as the rights, powers, and authority enumerated for road districts in Part II of Chapter 2 of Title 48. The Commission was created by Louisiana Revised Statute 48:600.1.

The Commission is governed by 13 commissioners appointed by the St. Landry Parish Police Jury. Presently, the commissioners receive no compensation for their service.

A. BASIS OF PRESENTATION

The accompanying financial statements of District Five Road and Public Works Commission of St. Landry Parish 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 standards-setting body for establishing governmental accounting and financial reporting principles.

B. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the St. Landry Parish Police Jury is the financial reporting entity for St. Landry 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 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 Statement No. 14 established criteria for determining which component units should be considered part of the St. Landry Parish Police Jury 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:

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
  - 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.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

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 appoints the commissioners of District Five Road and Public Works Commission and the function of the Commission serves as a substantial contribution to similar services provided by the police jury, the Commission was determined to be a component unit of the St. Landry Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Commission 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.

C. FUND ACCOUNTING

The Commission 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 relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designated 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.

Funds of the Commission are classified as governmental funds. Governmental funds account for the Commission's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. The Commission uses one governmental fund as follows:

General Fund - the general operating fund of the Commission which accounts for all financial resources.

The Commission uses two account groups as follows:

General Fixed Assets Account Group - established to account for all fixed assets used in governmental fund type operations.

General Long-term Debt Account Group - established to account for all long-term obligations.



DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The 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 of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

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

All governmental fund types are accounted for using the modified accrual basis of accounting. The revenues are recognized when they become measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, if measurable.

Revenues from local sources consist primarily of property taxes. Property tax revenues and revenue sharing revenues received from the State of Louisiana are recognized when susceptible to accrual. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

Purchase of various operating supplies are regarded as expenditures at the time purchased. The costs of governmental fund type inventories are recorded as expenditures when purchased and items on hand at year-end, if material, are recorded as assets. Expenditures for insurance and similar services which extend over more than one accounting period are accounted for as expenditures of the period of acquisition.

E. BUDGETS

The Commission legally adopted a budget for the General Fund for the year ended December 31, 1998. The budget for the General Fund is prepared on a cash basis. At year-end all appropriations lapse. The budget amounts shown in the financial statements are the final authorized amounts as revised for the year. The level of budgetary control is by total appropriations; however, for report purposes, the budgetary information has been expanded.

F. ENCUMBRANCES

The Commission does not employ the encumbrance system of accounting.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

G. INVESTMENTS IN CASH

Investments are stated at cost or amortized cost, which approximates market.

Louisiana statutes authorize the District to invest in United States bonds, treasury notes or certificates, time certificates of deposit in state and national banks, or any other federally insured investment.

H. FIXED ASSETS AND LONG-TERM DEBT

Fixed assets of governmental funds are recorded as expenditures at the time they are purchased or constructed, and the related assets are capitalized (reported) in the General Fixed Assets Account Group.

The Commission has elected not to capitalize public domain (infrastructure) fixed assets consisting of certain improvements other than buildings, including roads, bridges, and drainage systems. No depreciation has been provided on general fixed assets. Interest costs during construction are not capitalized. All fixed assets are valued at historical cost.

Long-term liabilities expected to be financed from governmental fund types are accounted for in the General Long-term Debt Account Group, not in the governmental funds.

The account group is not a "fund." It is concerned only with the measurement of financial position. It is not involved with measurement of results of operations.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-term Debt Account Group.

I. REVENUE ANTICIPATION NOTES PAYABLE

Revenue anticipation notes payable are shown in the General Fund's balance sheet because they are short-term liabilities. The due dates of these notes are March 1 of the following year and are repaid when property tax revenues are received.

J. COMPENSATED ABSENCES

Annual leave is accrued based on years of service to the Commission and can only be used in the calendar year earned or in the first quarter of the following year. Any annual leave not taken at this time is put into a reserve for use as sick leave due to a long-term illness when the employee will recover and return to work. Upon termination, accrued annual leave accumulated in the previous year only will be paid to the employee.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Sick leave is accrued at the rate of 1 ½ hours biweekly. Upon termination, accrued sick leave will be paid to the employee.

Employees also accumulate compensatory time which is to be used for doctor's appointments, funerals, etc. Hours accumulated in 12 months may stay on books for 6 months after the end of the year and alternatively will be put in reserve to be used as sick leave on the 31st of December of each year.

K. RECLASSIFIED ITEMS

Certain items of the prior years have been reclassified in order to conform to the current period's presentation.

L. TOTAL COLUMNS ON COMBINED STATEMENTS

Total columns on the combined statements are captioned "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in 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. CASH

At December 31, 1998 the bank and book balances of cash in interest-bearing and noninterest-bearing checking accounts were as follows:

	<u>Bank</u> <u>Balance</u>	<u>Book</u> <u>Balance</u>
Interest-bearing	\$40,365	\$40,365
Noninterest-bearing	<u>47,226</u>	<u>42,515</u>
<u>Total</u>	<u>87,591</u>	<u>82,880</u>

Cash is fully secured by federal deposit insurance.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 1998

3. AD VALOREM TAXES

District Five Road and Public Works Commission of St. Landry Parish, Louisiana levies a special tax of fifteen (15) mills on all taxable property. This tax, which was approved at a special election held on October 16, 1993, will be assessed for a period of 10 years, beginning with the year 1994 and ending with the year 2003, for the purpose of constructing, acquiring, operating and maintaining the roads, bridges and road drainage facilities of the Commission and acquiring the necessary equipment therefor.

The Commission's ad valorem property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the District. Property taxes are due on October 1 and become delinquent by January 1 of the following year. The St. Landry Parish Sheriff bills, collects, and distributes the property taxes for the District using the assessed values determined by the Tax Assessor of St. Landry Parish.

The Commission is required to remit a percentage of the total ad valorem taxes per the tax roll to a State Pension Fund. This amount is determined by the legislative auditor each year. Since the Sheriff collects all taxes for the parish, the tax collected in the first month is reduced by the Sheriff for the pension fund amount owed and the remainder is remitted to the taxing district. Therefore, the ad valorem tax receivable and revenue are shown net of Pension Fund distributions. A breakdown of tax receivable is as follows:

	<u>Total Per</u> <u>Tax Roll</u>	<u>Pension Fund</u> <u>Requirements</u>	<u>Allowance for</u> <u>Uncollectible</u> <u>Taxes</u>	<u>Tax</u> <u>Receivable</u>
1998	\$766,245	\$22,637	\$772	\$742,836

4. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in General Fixed Assets for the year 1998 are as follows:

	<u>Balance</u> <u>Beginning</u> <u>of Year</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>End</u> <u>of Year</u>
Furniture and fixtures	\$10,401	\$592		\$10,993
Equipment	122,306	15,270		137,576
Autos	24,634	7,000	\$3,200	28,434
Building	2,060	7,000		9,060
Land	<u>17,486</u>	<u>3,000</u>		<u>20,486</u>
<u>Total</u>	<u>176,887</u>	<u>32,862</u>	<u>3,200</u>	<u>206,549</u>

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
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5. REVENUE ANTICIPATION NOTES

On June 24, 1998, the Commission issued Revenue Anticipation Notes in the amount of \$260,000, bearing interest at the rate of 6.5 percent and having a maturity date of March 1, 1999. The notes were secured by a pledge and dedication of the Commission's 15 mill property tax.

6. LONG-TERM DEBT

The Commission issued \$40,000 of Certificates of Indebtedness, Series 1994 bearing interest at the rate of 5 percent and having a final maturity of March 1, 1999. The certificates are secured by a pledge and dedication of the Commission's 15 mill property tax. These certificates were issued for the purpose of purchasing equipment.

On February 29, 1996, the Commission issued \$25,000 of Certificates of Indebtedness, Series 1995 bearing interest at the rate of 7.75 percent and having a final maturity of March 1, 2000. The certificates are secured by a pledge and dedication of the Commission's 15 mill property tax and were issued for the purpose of purchasing and improving property.

Changes in long-term liabilities during the year ended December 31, 1998 are as follows:

	<u>Compensated</u> <u>Absences</u>	<u>Certificates of Indebtedness</u>		<u>Total</u>
		<u>Series 1994</u>	<u>Series 1995</u>	
Balance - 1/1/98	\$10,326	\$17,000	\$15,038	\$42,364
Payments in 1998		(8,000)	(4,702)	(12,702)
Increases in 1998	<u>7,738</u>	—	—	<u>7,738</u>
Balance - 12/31/98	<u>18,064</u>	<u>9,000</u>	<u>10,336</u>	<u>37,400</u>

Annual debt service requirements to maturity on the Certificates of Indebtedness are as follows:

For the year ended December 31,	<u>Interest</u>	<u>Principal</u>	<u>Total</u>
1999	\$1,048	\$14,069	\$15,117
2000	<u>427</u>	<u>5,267</u>	<u>5,694</u>
	<u>1,475</u>	<u>19,336</u>	<u>20,811</u>

7. GRANTS

During the year ended December 31, 1998, District Five Road and Public Works Commission of St. Landry Parish was awarded two grants for the purpose of purchasing and upgrading the Morrow Community Center. The grants awarded were the Rural Development Grant in the amount of \$15,680 and a grant from the Governor's Office of Urban Affairs and Development for \$10,000. The Commission expended \$23,517 of the total grants received during the year ended December 31, 1998. Fund balance has been reserved for \$2,163, which is the unexpended portion of the grants received in 1998.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 1998

8. OPERATING LEASE

On September 30, 1998, District Five Road and Public Works Commission entered into an operating lease for a Kobelco tractor. The lease is for a period of five years and requires monthly payments of \$1,511. Rental expenditures for 1998 were \$4,533. The payment schedule is as follows:

1999	\$18,132
2000	18,132
2001	18,132
2002	18,132
2003	13,599

9. FUND BALANCE

The General Fund does not have a deficit fund balance for the year ended December 31, 1998.

10. BOARD MEMBERS

Board members do not get paid for serving on the board. A list of board members follows:

Leonard Tanner	Marvin Dumes
Lester Cormier	Caroline Johnson
Randall S. Rowe	Brian Ortego
Anthony G. Whaley	Thomas A. Pickett
Cornelius Firmin	Brian Cannatella
Brett A. Clark	Joseph Lane Campbell
	Paul Dupont

11. BUDGET RECONCILEMENT

A reconciliation of the figures shown on page 3 to the cash basis figures shown on page 4 follows:

	<u>1998</u>
<u>Revenues</u>	
Revenues - page 3	\$799,341
Add: Prior year property tax	640,703
Prior year state revenue sharing	17,368
Less: Current year property tax	(742,836)
Current year state revenue sharing	<u>(24,531)</u>
Revenues - page 4	<u>690,045</u>

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 1998

11. BUDGET RECONCILEMENT (Continued)

	<u>1998</u>
<u>Expenditures</u>	
Expenditures - page 3	\$721,926
Add: Prior year accounts payable	18,170
Prior year payroll taxes accrued	1,995
Prior year accrued expenditures	5,846
Prior year notes payable	260,000
Less: Current year accounts payable	(23,430)
Current year payroll taxes accrued	(1,462)
Current year accrued expenditures	<u>(6,751)</u>
Expenditures - page 4	<u>976,294</u>
<u>Fund Balance</u>	
Fund balance - page 3	\$556,413
Add: Current year payables	291,643
Less: Current year receivable	<u>(767,367)</u>
Fund balance - page 4	<u>80,689</u>

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**JOHN S. DOWLING & COMPANY**  
 A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS

John S. Dowling, CPA  
 1904-1984

Retired

Harold Dupre, CPA  
 1996  
 John Newton Stout, CPA  
 1998  
 Dwight Ledoux, CPA  
 1998

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL  
 REPORTING BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL  
 STATEMENTS PERFORMED IN ACCORDANCE  
 WITH GOVERNMENT AUDITING STANDARDS

To the Board of Commissioners  
 District Five Road and Public Works  
 Commission of St. Landry Parish  
 Lebeau, Louisiana

We have audited the general purpose financial statements of District Five Road and Public Works Commission of St. Landry Parish, as of and for the year ended December 31, 1998, and have issued our report thereon dated June 23, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether District Five Road and Public Works Commission of St. Landry Parish's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered District Five Road and Public Works Commission of St. Landry Parish's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses.



To the District Five Road and Public Works  
Commission of St. Landry Parish  
Page 2

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to management of District Five Road and Public Works Commission of St. Landry Parish, in a separate letter dated June 23, 1999.

This report is intended for the information of District Five Road and Public Works Commission of St. Landry Parish, its Commissioners and the appropriate regulatory agency and is not intended to be and should not be used by anyone other than these specified parties.

*John S. Dowling & Company*

Opelousas, Louisiana  
June 23, 1999

SUPPLEMENTARY INFORMATION

Joel Lanclos, Jr., CPA  
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INDEPENDENT AUDITOR'S REPORT ON SUPPLEMENTARY INFORMATION

To the Board of Commissioners of the  
 District Five Road and Public Works  
 Commission of St. Landry Parish  
 Lebeau, Louisiana

We have audited the general purpose financial statements of the District Five Road and Public Works Commission of St. Landry Parish as of and for the year ended December 31, 1998, and have issued our report thereon dated June 23, 1999. Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole.

The year 2000 supplementary information on page 17 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and do not express an opinion on it. In addition, we do not provide assurance that the District Five Road and Public Works Commission of St. Landry Parish is or will become year 2000 compliant, that the District Five Road and Public Works Commission of St. Landry Parish remediation efforts will be successful in whole or in part, or that parties with which the District Five Road and Public Works Commission of St. Landry Parish does business are or will become year 2000 compliant.

*John S. Dowling & Company*  
 Opelousas, Louisiana  
 June 23, 1999

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
YEAR 2000 REQUIRED SUPPLEMENTARY INFORMATION  
DECEMBER 31, 1998

The District Five Road and Public Works Commission of St. Landry Parish has only one computer software package in their operations which could be affected by the year 2000 issue. The District will update the accounting software, which is Quikbooks, to be year 2000 compliant. If failure of the software would occur, the Commission's personnel are familiar with maintaining a manual accounting system. The Commission has inquired of their financial institutions about their systems also being year 2000 compliant. The financial institutions have communicated to the Commission that extensive testing under state and federal guidelines is currently being performed.

DISTRICT FIVE ROAD AND PUBLIC WORKS COMMISSION OF ST. LANDRY PARISH  
LEBEAU, LOUISIANA  
SCHEDULE OF PRIOR YEAR FINDINGS  
DECEMBER 31, 1998

SECTION I - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS

1997-1. Budget was not amended properly.  
Resolved.

SECTION II - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

N/A

SECTION III - MANAGEMENT LETTER

1997-2. Transactions not recorded in proper general ledger accounts.  
Unresolved - REPEAT COMMENT

1997-3. Accounting adjustments made to months already finalized and  
printed out.  
Unresolved - REPEAT COMMENT

1997-4. Supplies and materials relating to outside workers and work  
performed by the Commission being recorded to office supplies.  
Resolved

Suggestion 1997-5 Revenue Anticipation Loans

Unresolved - REPEAT COMMENT

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To the Board of Commissioners  
District Five Road and Public Works  
Commission of St. Landry Parish  
Lebeau, Louisiana

We have audited the financial statements of District Five Road and Public Works Commission of St. Landry Parish as of and for the year ended December 31, 1998, and have issued our report thereon dated June 23, 1999. We conducted our audit in accordance with generally accepted auditing standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

As part of our examination, we have issued our report on the financial statements dated June 23, 1999, and our report on internal control and compliance with laws, regulations, and contracts, dated June 23, 1999.

During the course of our examination, we became aware of the following matters which represent immaterial deviations of compliance or suggestions for improved internal controls.

1998-1. Transactions Not Recorded in Proper General Ledger Accounts

Condition: Transactions reviewed during the course of the audit were not recorded in the proper general ledger accounts. Some of the items noted were the Commissions portion of payroll taxes not being recorded as a liability and revenue and loan proceeds not being recorded properly.

Criteria: The bookkeeper should review the general ledger and trial balance on a monthly basis to determine if transactions are being recorded properly.

Effect: The result of the misclassifications was employee and auditor spending nonproductive time adjusting general ledger accounts to enable the financial statements to be audited.

Cause: The bookkeeper is still learning the software program that is being used for financial purposes.

REPEAT COMMENT

1998-2. Accounting Adjustments Made to Months Already Finalized and Printed Out

Condition: Accounting adjustments were made to months already finalized.

Criteria: Any adjustments relating to prior months should be made in the current working month by the use of general journal entries.

Effect: Reports that have been previously approved by the Board have been changed by adjustments being made in the closed months.

Suggestion 1998-3. Revenue Anticipation Loans

Condition: The District should reduce its dependance on the use of revenue anticipation loans.

Criteria: The District should employ better cash management procedures to reduce the amount of revenue anticipation loans made each year.

Effect: The uncertainty surrounding property tax collections could prevent the District from being able to meet the demand of the anticipation loan.

REPEAT COMMENT

We recommend management address the foregoing issues as an improvement to operations and administration of public programs. We are available to further explain the suggestions or help implement the recommendations.

*John S. Dowling & Company*  
Opelousas, Louisiana  
June 23, 1999

District Five Road and Public Works  
Commission of St. Landry Parish

P.O. Box 86  
Lebeau, LA 71345-0086



(318) 585-6637  
(800) 260-0667  
(318) 585-6228 FAX

June 28, 1999

CORRECTIVE ACTION PLAN

Louisiana Legislative Auditor  
Baton Rouge, Louisiana 70804

*District Five Road and Public Works Commission of St. Landry Parish* respectfully submits the following "corrective plan" for the year ending December 31, 1998.

Name and address of independent public accounting firm: John S. Dowling & Company, P.O. Box 433, Opelousas, Louisiana 70571-0433.

Audit Period: Year ending December 31, 1998.

The findings from the 1998 schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the schedule.

FINDINGS-FINANCIAL STATEMENT AUDIT

Noncompliance

N/A

FINDINGS-FEDERAL AWARD PROGRAMS AUDIT

N/A

FINDINGS-MANAGEMENT LETTER

1998-1 Transactions Not Recorded In Proper General Ledger Accounts

*Action Taken:* auditor will work with office manager on "chart of accounts", and office manager will attend workshop on QuickBooks Pro

1998-2 Accounting Adjustments Made To Months Already Finalized and Printed Out

*Action Taken:* journal entries will be made in the future

*Better Roads Through Citizen Participation!!!*



CORRECTIVE ACTION PLAN

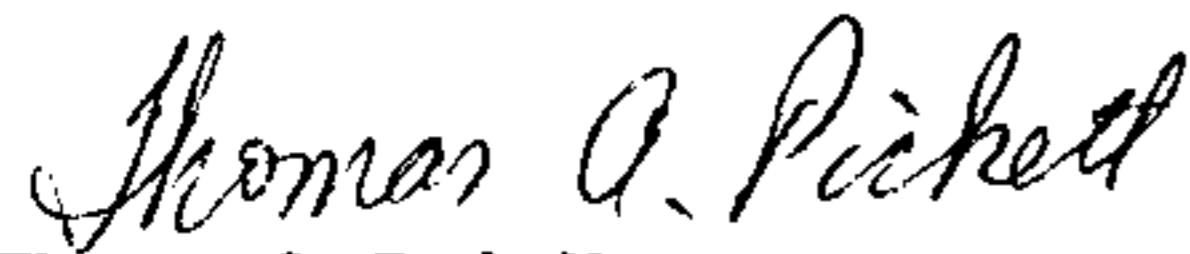
Page #2

1998-3 Revenue Anticipation Loans

*Action Taken:* The Board of Commissioners are debating to go back to the public and ask for extention on present millage, no increase, but this would give an amount of money that could be bonded and used for permanent hard-surfacing, which would cut maintenance cost. All revenues (at the present time) are used for upgrading roads with no reduction planned until needed roads can be hard-surfaced.

We have actually been building roads, that were in deplorable shape with maintenance revenues. The Board felt that this practice was acceptable. R.S.48:600.1, Paragraph #D1C; 2; and 4.

Sincerely,



Thomas A. Pickett  
Chairman

TAP/jas