- · · · ' ., Sal 100 (4) (5:10

10

.

99200028 2256

ANNUAL FINANCIAL REPORT OF THE TOWN OF GRAND COTEAU, LOUISIANA FOR THE YEAR ENDED JUNE 30, 1998

.

•

• .

TABLE OF CONTENTS

.

	PAGE
INDEPENDENT AUDITOR'S REPORT	1-2 -
GENERAL PURPOSE FINANCIAL STATEMENTS	
Combined Balance Sheet - All Fund Types and Account Groups	3-4
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - All Governmental Fund Types	5-6
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual - General and Special Revenue Funds	7
Combined Statement of Revenues, Expenses, and Changes in Retained Earnings - All Proprietary Fund Types	8
Combined Statement of Cash Flows - All Proprietary Fund Types	9
Notes to Financial Statements	10-22
FINANCIAL STATEMENTS OF INDIVIDUAL FUNDS	
General Fund - Balance Sheet Statement of Revenues, Expenditures, and Changes in	23 24
Fund Balance - Budget and Actual Detailed Schedule of Revenues - Budget and Actual Detailed Schedule of Expenditures - Budget and Actual	25 26 27-29
Special Revenue Funds - Combining Balance Sheet	30 31
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances Sales Tax Fund -	32
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual	33
Debt Service Fund - Balance Sheet Statement of Revenues Evnenditures and Changes	34 35
Statement of Revenues, Expenditures, and Changes in Fund Balance	36

•

•

.

... . -___

TABLE OF CONTENTS (CONTINUED)

Capital Projects Fund - Balance Sheet Statement of Revenues, Expenditures, and	37 38
Changes in Fund Balance	. 39
Enterprise Funds -	40
Combining Balance Sheet	41-43
Combining Statement of Revenues, Expenses, and	
Changes in Retained Earnings	44
Combining Statement of Cash Flows	45-46
Schedule of Operating Expenses	47-48
Fiduciary Fund Type	49
Balance Sheet	50

FINANCIAL STATEMENTS OF ACCOUNT GROUPS

_____ _____

.

.

٠

•

General Fixed Assets Account Group	51				
Schedule of General Fixed Assets	52				
General Long-term Debt Account Group	53				
Schedule of General Long-term Debt	54				
<u>RELATED REPORTS</u>					
Report on Compliance and on Internal Control					
Over Financial Reporting Based on an Audit of Financial Statements Performed in					
Accordance with <u>Government Auditing Standards</u>	55-56				
Schedule of Findings and Questioned Costs					
OTHER SUPPLEMENTARY DATA					
Schedule of Prior Year Findings	61				
Combined Schedule of Bonds Payable	62				
Combined Schedule of Investments - All Funds	63				
Schedule of Insurance in Force (Unaudited)	64				
Schedule of Compensation Paid to Mayor and Council	65				

<u>PAGE</u>

•

.

John Newton Stout, CPA Joel Lanclos, Jr., CPA Russell J. Stelly, CPA Dwight Ledoux, CPA Chizal S. Fontenot, CPA James L. Nicholson, Jr., CPA G. Kenneth Pavy, II, CPA Darren J. Cart, CPA

. -



JOHN S. DOWLING & COMPANY A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS John S. Dowling, CPA (1904 - 1984)

Harold Dupre, CPA Retired

INDEPENDENT AUDITOR'S REPORT

The Honorable Mary Murray, Mayor and Members of the Board of Aldermen Town of Grand Coteau, Louisiana

We have audited the accompanying general purpose financial statements of the Town of Grand Coteau, Louisiana, as of and for the year ended June 30, 1998, as listed in the table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

Except as discussed in the following paragraph, 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 financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Because of the inadequacy of accounting records on general fixed assets, we were unable to form an opinion regarding the amounts at which the General Fixed Assets Account Group are recorded in the accompanying balance sheet at June 30, 1998 (stated at _ \$650,034). The general fixed assets records are not complete as to the cost or estimated cost for individual fixed assets, and this precluded the application of sufficient audit tests necessary for us to satisfy ourselves as to the valuation of general fixed assets. Also, Governmental Accounting Standards Board Technical Bulletin 98-1, Disclosures About Year 2000 Issues, requires disclosure of certain matters regarding the year 2000 issue. The Town of Grand Coteau, Louisiana has included such disclosures in Note 22. Because of the unprecedented nature of the year 2000 issue, its effects and the success of related remediation efforts will not be fully determinable until the year 2000 and thereafter. Accordingly, insufficient audit evidence exists to support the Town of Grand Coteau's disclosures with respect to the year 2000 issue made in Note 21. Further, we do not provide assurance that the Town of Grand Coteau is or will be year 2000 ready, that the Town of Grand Coteau's year 2000 remediation efforts will be successful in whole or in part, or that parties with

which the Town of Grand Coteau does business will be year 2000 ready.

Telefax 318-948-6109 Telephone 318-948-4848 Opelousas, Louisiana 70571-0433 4766 I-49 North Service Road P. O. Box 433

2

The Honorable Mary Murray, Mayor and Members of the Board of Aldermen Page 2

. . .

In our opinion, except for the effects of such adjustments, if any, as might have been determined to be necessary had the accounting records of the General Fixed Assets Account Group been adequate, or had we been able to examine evidence regarding year 2000 disclosures, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Grand Coteau, Louisiana, as of June 30, 1998, and the results of its operations and the cash flows of its proprietary fund types for the year ended in conformity with generally accepted accounting principles.

In accordance with <u>Government Auditing Standards</u>, we have also issued a report dated November 30, 1998, on our consideration of the Town of Grand Coteau's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements of the Town of Grand Coteau, Louisiana, taken as a whole. The combining and individual fund and account group financial statements and schedules for the years ended June 30, 1998 and 1997, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Grand Coteau, Louisiana. Such information, except for the Schedule of Insurance in Force marked "unaudited," and the financial statements presented in the General Fixed Assets Account Group, on which we express no opinion, has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

John S. Joulins & Company

Opelousas, Louisiana November 30, 1998

GENERAL PURPOSE FINANCIAL STATEMENTS

_ _ _

_ _ _

- · ·

. ...

- · _**_**._

•

	ACCOUNT GROUPS GENERAL GENERAL PIXED LONG-TERM (MEMORANDUM ONLY) ASSETS DEBT 1998 1997	\$198,130 \$206,071 819 779	676 410 52,287 41,227 39,561 112,103 180 1,238 180 1,238 9,555 8,673 9,555 8,673 43,807 38,905	82,811 75,452 82,811 75,452 48,407 46,061 5650,034 3,468,300 3,537,830 \$41,511 41,511 47,261	650,034 41,511 3,986,145 4,116,108
NT GROUPS	FIDUCIARY GE FUND TYPE F	\$4,796	12,517	\$ \$ }	17,313
COTEAU, LOUISIANA L FUND TYPES AND ACCOUNT 30, 1998	PROPRIBTARY FUND TYPE ENTERPRISE	\$95,380 819	43,536 43,536 9,5555 5,825	82,811 48,407 2,818,266	3,104,700
OF GRAND JUNE	UND TYPES DEBT CAPITAL SERVICE PROJECTS	\$184	4	ļ	-0- 278
TOWN INED BALANCE S	GOVERNMENTAL FUND SPECIAL DEF L REVENUE SERV	\$55, 621	375		55,996
COMBINED	GENERAL	\$42,149	676 8,751 39,561 25,090	, ,	116,313
		ASSETS stments ivables, net of allowances	xes counts tergovernmental her crued interest aid insurance from other funds ricted assets	bh vestments erty, plant, and equipment, of accumulated depreciation nt to be provided for retirement general long-term debt	Total assets

 \mathfrak{S}

continued on next page. statement

This

· · ·

Cash Investmer Receivabl for unco for unco for unco Account Account Proparid Reatricte Reatricte Property, net of s anount to

· – –

•

· · _

COMBINED BALANCE

<u>LIABILITIES</u> Accounts payable

Accrued expenses Payable from restricted assets

.

.

.

•	ıtateı	313	<u>476</u> 476				837		2 5 6	584	GOV1	A D B	
	statements.	55,996	<u> 366'55</u>				-0-				GOVERNMENTAL SPECIAL REVENUE	BALANCE SHE	1
		ė	þ								FUND TYPE DEBT SERVICE	SHEET - ALL) រ
		278	178	178			100		\$100		PUND TYPES DEBT CAPITAL SERVICE PROJECTS	<u>GRAND</u> COTEAU, <u>L</u> FUND TYPES J JUNE 30, 199	
		3,104,700	2,484,024		77,181 (231,036)	2,637,879	620,676	\$30,379	9,151 6,074 38,812 31,475	\$4,78 5	PROPRIETARY PUND TYPE ENTERPRISE	LOUISIANA AND ACCOUNT	
		17,313	-0-				17, 313		1,979	\$15,334	FIDUCIARY FUND TYPE AGENCY	GROUPS (CONTINUED)	
		650,034	650,034			\$650,034	- 0 -				ACCOUNT GENERAL FIXED ASSETS	Ð	
		41,511	-0-	-			\$33,702 7,809 <u>41,511</u>	,			r groups general Long-Term Debt		
		3,98,	15 3,28		7 (23	2,63 65	70	52	μi - Lui	1 1	L (M		

FUND

OND BOUITY Contributed

Investment in general Retained earnings

5

fixed assets

capital

Fund Balance

Reserved

Unreserved

Undesignated

Total

fund equity

95,476 95,476

Total liabilities fund equity

and

116,313

Unreserved

Reserved

Long-term debt Revenue bond payable Notes payable Capital leases payable <u>Total liabilities</u>

20,837

Due to

Customers' deposits e to other funds

10,253

Revenue bonds

Accrued

interest

٠

GENERAL

\$10,584

.

.

The

accompanying notes are

an integral part

of these

statements.

,986,145	<u>151,472</u> ,285,708	178	77,181 (231,036)	,637,879 650,034	700,437	530,379 33,702 7,80 <u>9</u>	9,151 6,074 38,812 43,807	\$15,369 15,334	TOTALS (MEMORANDUM 1998	
4,116,108	137,383 3,338,196	τe	69,597 (127,002)	2,637,879 620,248		536,829 46,161 1,100	8,761 6,063 37,092 38,905	\$98,611 4,390	TOTALS RANDUM ONLY) 1997	

4

.

. .

- - - -...- -

-

on next page. contínued statement

This

.

.

•

•

..

.

REVENUE Taxes Licen Inter Fines Misce EXPENDI Curre Curre Exe Pol Par Par Pri Capit Capit Capit Cap <u>CHER F</u> Opera Opera OTHER

COMBINED STATEMENT OF ALL		TOWN OF GRAND COTEAU, LOUISIANA REVENUES, EXPENDITURES, AND CHA GOVERNMENTAL FUND TYPES (CONTIN YEAR ENDED JUNE 30, 1998	EAU, LOUISIA TURES, AND TYPES (CON VE 30, 1998	UISIANA AND CHANGES IN FUND (CONTINUED) 998	ND BALANCES	
	GENERAL	GOVERNMENTAL SPECIAL REVENUE	AL FUND TYPES DEBT SERVICE	IS CAPITAL PROJECTS	TOTALS (MEMORANDUM 1998	LS 1997 1997
OF REVENUES AND OTHER SES OVER (UNDER) EXPENDITURES OTHER (USES)	\$2,078	\$13,102		\$87	\$15,267	\$46,307
<u>ALANCE</u> , beginning of year	93,398	42,894		16	136,383	89,722
r period adjustment				ł		354
ALANCE, end of year	95,476	55,996	Ċ	178	<u>151,650</u>	<u>136,383</u>
companying notes are an integral	part of	these statements	aents.			

•

• • ·

•

•

9

.

EXCESS C SOURCES AND OTH FUND BAI Prior FUND BAI acc The

--<u>-</u>-- ·

LOUISIANA S, AND CHANGES IN FUND BALANCES COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHAN BUDGET AND ACTUAL GENERAL AND SPECIAL REVENUE FUNDS YEAR ENDED JUNE 30, 1998

•

	•		YEAR ENDED JUNE	30, 1998				
		GENERAL P	PUND	SPEC	SPECIAL REVENUE FUNDS	FUNDS	Ĭ	TOT A L
			VARIANCE- FAVORABLE			VARIANCE-	18	idum Only)
	BUDGET	ACTUAL	(UNFAVORABLE)	BUDGET	ACTUAL	(UNFAVORABLE)	ACTUAL	ACTUAL
nd permits	\$46, 666 26. 386	\$50,392 26,567	\$3,726 101	\$47,123	\$58,603	\$11,480	\$108,995	\$95,706
nmental forfeits		173,346 53,821	101 (7,116) 7,477				26,567 173,346	• •
ous <u>tal revenues</u>	14,944	• • •	<u>17,816</u> <u>17,034</u>	25 47,148	28 58,631	311,483	53,821 <u>32,788</u> 395,517	29,008 22,696 368,398
e and administrative	99,341	127.093	(27,752)	474	202	~~~~~		
	66,435	75,538	(6,103)	7/2	000	(511)	· 127,679	•
epartment	•		(4,639)				1976, CV	165 391
artment	20,084	19,054	1,030				19,054	
E	v	1,07	(390)			i	1,076	•
cal expenditures	373, 831	<u>414,685</u>	(40, 854)	471	586	(115)	4 - 4	342,108
E L								
tranofero in tranafera out	79,040	100,147	21,107				100,147	67,843
	17567071	10177075	1545151	(<u>48,346</u>)	(44,943)	3,403	<u>(65,213</u>)	<u>(47,816</u>)
ources (uses)	<u>62,113</u>	79,877	17,764	(<u>48,346</u>)	(<u>44, 943</u>)	3,403	34,934	20,027
VENUES AND OTHER R (UNDER) EXPENDITURES								
	8,134	2,078	(6,056)	(1,669)	13,102	14,771	15,180	46,317
, beginning of year		93,398			42,894		136,292	89,621
od adjustment								354
, end of year		95,476			55,996		151,472	136.292

~

•

.

.

.

•

- .-

statements. these οĮ an integral part are ng notes

٠ : .

.

. ·

•

	Prior period	FUND BALANCE,	ассотралуі
--	--------------	---------------	------------

- -- -

TOWN OF GRAND COTEAU, LOUISIANA COMBINED STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN RETAINED EARNINGS ALL PROPRIETARY FUND TYPES YEAR ENDED JUNE 30, 1998

	1998	(MEMORANDUM ONLY)
OPERATING REVENUES		
Charges for services	\$ <u>382,919</u>	\$ <u>383,049</u>
<u>Net charges for services</u>	382,919	383,049
Intergovernmental		4,857
Miscellaneous income	1,258	2,048
<u>Total operating revenues</u>	<u>384,177</u>	<u>389,954</u>
<u>OPERATING EXPENSES</u>		
Personal services	63,430	58,362
Contractual services	97,544	95,056
Materials and supplies	17,654	13,710
Other expenses	95,210	95,047
Depreciation	<u>113,108</u>	<u>111,201</u>
 <u>Total operating expenses</u> 	<u>386,946</u>	<u>373,376</u>
OPERATING INCOME	<u>(2,769</u>)	<u>16,578</u>
NONOPERATING REVENUES (EXPENSES)		
Interest income	3,772	3,546
Interest expense	<u>(45,102</u>)	<u>(49,126</u>)
<u>Total nonoperating (expenses)</u>	<u>(41,330</u>)	<u>(45,580</u>)
INCOME BEFORE OPERATING TRANSFERS	<u>(44,099</u>)	<u>(29,002</u>)
OPERATING TRANSFERS IN (OUT)		
Operating transfers in	3,660	5,000
Operating transfers out	<u>(56,010</u>)	(43,043)
<u>Total operating transfers (out)</u>	<u>(52,350</u>)	(38,043)
<u>NET (LOSS)</u>	(96,449)	(67,045)
<u>RETAINED EARNINGS</u> , beginning of year	(57,406)	15,536
Prior period adjustment	<u> </u>	<u>(5,897</u>)
<u>RETAINED EARNINGS</u> , end of year	(<u>153,855</u>)	<u>(57,406</u>)

The accompanying notes are an integral part of these statements.

.

.

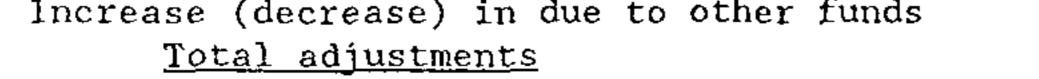
•

TOWN OF GRAND COTEAU, LOUISIANA COMBINED STATEMENT OF CASH FLOWS ALL PROPRIETARY FUND TYPES YEAR ENDED JUNE 30, 1998

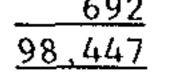
	<u> 1998 </u>	(MEMORANDUM ONLY)
CASH FLOWS FROM OPERATING ACTIVITIES		r.
Cash received from customers	\$375,625	\$389,438
Cash received from grantor	• • •	4,857
Cash payments to suppliers for goods and services	(221,828)	(200,056)
Cash payments to employees for services	<u>(58,121</u>)	(55,008)
Net cash provided by operating activities	95,676	<u>139,231</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Operating transfers in from other funds	3,660	6,760
Operating transfers out to other funds	<u>(56,010</u>)	(27,784)
Net cash used for noncapital		
<u>financing activities</u>	<u>(52,350</u>)	(21,024)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Acquisition and construction of capital assets	(13,793)	(16,297)

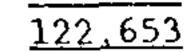
Principal paid on revenue bonds and notes (6,439) (4,146)Interact paid on revenue bonds and notes (44,712) (49,233)

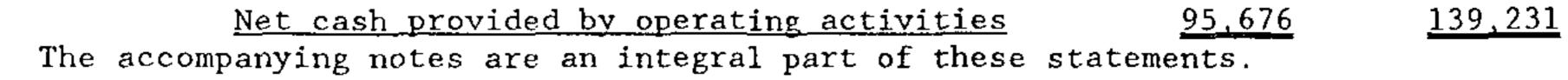
Interest paid on revenue bonds and notes Construction in progress	(44,712)	(49,233) <u>1,129,399</u>
,		<u> </u>
Net cash used for capital and related		
<u>financing activities</u>	<u>(64,944</u>)	<u>(69,676</u>)
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of investments	335	(2,271)
Interest earned on investments	1,048	3,547
Net cash provided by investing activities	1,383	1,276
<u>NET INCREASE (DECREASE) IN CASH</u>	(20,235)	49,807
CARL AND CARL FOUTUATENTE TATA 1 1007	108 426	148,619
<u>CASH AND CASH EQUIVALENTS</u> , July 1, 1997	<u>198,426</u>	140,019
CASH AND CASH EQUIVALENTS, June 30, 1998	<u>178,191</u>	<u>198,426</u>
RECONCILIATION OF OPERATING INCOME TO NET CASH		
PROVIDED BY OPERATING ACTIVITIES	A/0 771\	617 579
Operating income	\$ <u>(2,771</u>)	<u>\$16,578</u>
Adjustments to reconcile operating income		
to net cash provided by operating activities:	112 100	111,201
Depreciation	113,109	•
(Increase) decrease in accounts receivable	(10,273)	2,506
(Increase) decrease in prepaid insurance	(882)	(1,445)
(Increase) decrease in due from other funds	285	
Increase (decrease) in accounts payable	(6,205)	8,656
Net increase (decrease) in customers' deposits	1,721	1,735
Increase (decrease) in due to other funds	692	



.







_ _

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies and reporting practices of the Town of Grand Coteau conform to generally accepted accounting principles as applicable to governments.

The following is a summary of certain significant accounting policies and practices of the Town of Grand Coteau.

<u>Reporting Entity</u>

•

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the Town of Grand Coteau 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 Town to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Town.
- 2. Organizations for which the Town is not appoint a voting majority but are fiscally dependent on the Town.
- 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.

The Town of Grand Coteau is a primary government and the accompanying general purpose financial statements present information only on the funds maintained by the Town and do not present information on any other governmental unit.

<u>Fund accounting</u>. The accounts of the Town 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 five generic fund types and three broad fund categories as follows:

11

(1) <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

<u>Governmental Funds</u>

<u>General Fund</u>. The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

<u>Special Revenue Funds</u>. Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

<u>Debt Service Funds</u>. Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

Proprietary Fund

<u>Enterprise Fund</u>. The Enterprise Fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Fiduciary Fund

<u>Agency Funds</u>. Agency Funds are used to account for assets held by the Town in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

<u>Basis of accounting</u>. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types 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.

All proprietary fund types are accounted for on a flow of economic resources

measurement focus. With this measurement focus, all assets and liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net total assets.

(1) <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

The modified accrual basis of accounting is used by all governmental fund types and agency funds. 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 that the amount of the transaction can be determined and "available" means that the amount is collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Taxpayer-assessed income, gross receipts, and sales taxes are considered "measurable" when in the hands of intermediary collecting governments and are recognized as revenue at that time. Anticipated refunds of such taxes are recorded as liabilities and reductions of revenue when they are measurable and their validity seems certain.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is for principal and interest on general long-term debt which is recognized when due. Expenditures for insurance and similar services which extend over more than one accounting period are accounted for as expenditures of the period of acquisition.

The proprietary fund type is accounted for using the accrual basis of accounting. Its revenues are recognized when they are earned, and its expenses are recognized when they are incurred. Revenues earned and expenses incurred are recognized in a government's proprietary funds in essentially the same manner as in commercial accounting. However, where the GASB has issued pronouncements applicable to entities and activities recognized in a government's proprietary funds, those entities and activities should be guided by the GASB pronouncements. Only minor adaptations are involved in applying the revenue realization and expense recognition principles in the governmental environment.

<u>Cash and investments</u>. Louisiana statutes authorize the Town to invest in United States Treasury obligations, bonds, debentures, notes, or other evidence of indebtedness issued or guaranteed by federal agencies and backed by the United States; bonds, debentures, notes, or other evidence of indebtedness issued or guaranteed by United States government instrumentalities, which are federally sponsored; and certificates of deposit.

Bank deposits must be secured by federal depository insurance or the pledge of securities owned by the bank. The market value of the pledged securities must at all times equal or exceed 100 percent of the uninsured amount on deposit with the bank.

At June 30, 1998, the carrying amount of the Town's deposits was \$330,167. The bank balance of cash was \$280,801 and of investments was \$49,226. Investments are stated at cost or amortized cost, which approximates market. These investments consist of certificates of deposit. Of the bank balance, approximately \$200,000 is covered by federal deposit insurance, and approximately \$130,027 is covered by securities held

by the bank in the Town's name.

<u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued) (1)

Fixed assets and long-term liabilities. All items of property, plant, and equipment (including infrastructure general fixed assets) which do not constitute assets of the Enterprise Fund are recorded in the General Fixed Assets Account Group. Such assets are maintained on the basis of original cost (cash paid plus trade-in allowance, if applicable) and no depreciation is computed or recorded thereon.

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 two account groups are not "funds." They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude 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.

13

Property, plant, and equipment which constitute assets of the Enterprise Fund are recorded at cost and depreciation is computed thereon under the straight-line method of depreciation based on estimated useful lives of the individual assets.

Interest costs during construction, where applicable, are capitalized.

<u>Bad debts</u>. Uncollectible amounts due for ad valorem taxes, miscellaneous liens, and sundry claims are recorded as bad debts through the establishment of an allowance account at the time information available indicates the uncollectibility of the particular receivable.

Allowance for uncollectible accounts receivable in the Enterprise Fund at June 30, 1998, is \$2,119.

Budgets and budgetary accounting. The Town follows these procedures in establishing the budgetary data reflected in these financial statements:

- At least 30 days prior to the beginning of the fiscal year the 1. Mayor submits to the Town Council an operating and capital budget for the succeeding year.
- A public meeting is scheduled by the Town Council after allowing 2. for at least 10 days notice to the public at the time the budget is initially submitted to the Town Council.

The budget must be finally adopted by the Council no later than 3. the last day of the preceding fiscal year.

The Mayor and Town Council may authorize transfers of budgetary 4. amounts within departments and revisions requiring alteration of levels of expenditures or transfers between departments.

(1) <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

- 5. Operating appropriations, to the extent not expended or encumbered, lapse at year-end. Capital appropriations continue in force until the project is completed or deemed abandoned.
- 6. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

The budgeted accounts shown in these financial statements as of June 30, 1998, were properly amended during a public meeting held on June 22, 1998.

Encumbrances. The Town does not employ the encumbrance system of accounting.

<u>Inventory</u>. The Town practices the policy of recording materials and supplies as expenditures or expenses when acquired. The Town does not record any of these items as inventory because the amount of the items in stock is insignificant.

<u>Compensated absences</u>. The Town's policy is that employees earn and must use

their vacation and sick leave as of the end of each fiscal year. Therefore, there is no provision for compensated absences at year-end.

<u>Cash and cash equivalents</u>. For purposes of the statement of cash flows, the Town considers all highly liquid debt instruments purchased with a maturity of three months or less that is considered available funds to be cash equivalents.

<u>Total columns</u>. Total columns on the general purpose financial 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 cash flows 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. The prior year expenditures have been restated to reflect changes made in the course of the audit.

(2) <u>INTERFUND RECEIVABLES</u>, PAYABLES

	Interfund <u>Receivables</u>	Interfund <u>Payables</u>
General Fund	\$25,090	\$10,253
Special Revenue Funds Sales Tax	375	
Capital Projects Fund		100
Enterprise Funds	5,825	31,475
Agency Fund		
Payroll Account	<u>12,517</u>	<u>1,979</u>





<u>DEFICITS - IN INDIVIDUAL FUNDS</u> (3)

The Enterprise Fund consists of the Gas, Water and Sewer Funds. The Enterprise Fund has a deficit retained earnings at June 30, 1998 as follows:

Enterprise Fund		
Gas Fund	•	\$92,459
Water Fund		79,485
Sewer Fund		(<u>325,799</u>)

Total retained earnings

(<u>153,855</u>)

RETIREMENT (4)

_ _ _ <u>_ _ _ _ _</u> _ _ _ _ _ _ _ _ _

The employees of the Town are covered by social security only. The Town does not have any other retirement plan for its employees.

(5) CASH AND CASH EQUIVALENTS

Cash and cash equivalents for the purposes of the statement of cash flows consist of the following:

e de la constante de	
Unrestricted assets	
Cash	\$95,380
Restricted assets	
Cash	<u>82,811</u>
	- · · · · · · · · · · · · · · · · · · ·

Total cash and cash equivalents <u>178,191</u>

(6) ACCOUNTS RECEIVABLE - ENTERPRISE FUND

The accounts receivable consist of gas, water and sewer billings uncollected as of June 30, 1998. An accounts receivable aging schedule is as follows:

<u>Days</u>	<u>June 30, 1998</u>
0 - 30 31 - 60 61 - 90 91 and older	\$32,730 7,869 2,346 <u>561</u>
<u>Total accounts receivable</u>	43,506
Plus: sales tax receivable Less: allowance for uncollectible accounts	2,149 <u>(2,119</u>)
<u>Net accounts receivable</u>	<u>43,536</u>

The amount of unbilled receivables as of June 30, 1998 was immaterial to the financial statements and is not included in accounts receivable.

(6) <u>ACCOUNTS RECEIVABLE - ENTERPRISE FUND</u> (Continued)

The number of residential and commercial customers as of June 30, 1998 are as follows:

	<u>Residential</u>	<u>Commercial</u>	<u>Total</u>
Gas	369	19	388
Water	400	40	440
Sewer	372	34	406

(7) <u>AD VALOREM TAXES</u>

For the year ended June 30, 1998, the Town of Grand Coteau levied a general tax of 6.0 mills on property with assessed valuation totaling \$2,120,160. Total tax levied was \$12,467. Taxes receivable at June 30, 1998 total \$676.

The Town's ad valorem tax, levied for the calendar year, is due on or before December 31, and becomes delinquent on January 1.

(8) <u>RESERVES OF FUND EQUITY</u>

The Town records reserves to indicate that a portion of the fund equity is legally segregated for a specific future use. The following details the description and amount of all reserves used by the Town.

		Balance at June 30, <u>1998</u>	
Enterprise 1	Funds		
Reserved :	for customers' deposits	\$24,670	
	for bond retirement	<u>52,511</u>	
		<u>77,181</u>	•
_			

(9) <u>DEDICATION OF SALES TAX PROCEEDS</u>

Proceeds of the 1 percent sales and use tax are dedicated to the following purposes:

Constructing and purchasing fire department stations and equipment; constructing and purchasing police department stations and equipment; opening, constructing, paving, resurfacing and improving streets, sidewalks, and bridges; constructing and improving drains, drainage canals and subsurface drainage; constructing, acquiring or improving any work of public permanent improvements; and purchasing and acquiring all equipment and furnishings for the public works, buildings, improvements and facilities of the Town of Grand Coteau, title to which shall be in the public.

(10) PROPRIETARY FUNDS - RESTRICTED ASSETS

Certain assets of the Enterprise Funds have been restricted for debt service and customers' deposits. These assets consist of cash and short-term investments restricted for the following:

Customers' deposits	\$63,482	
Bond retirement - Reserve	12,493	
Bond retirement - Sinking Fund	43,114	•
Bond retirement - Depreciation and Contingency	<u>12,130</u>	

<u>131,219</u>

(11) <u>CONTRIBUTED CAPITAL</u>

Contributed capital on June 30, 1998 consists of:

<u>Gas</u> Fund

Contributions from federal agencies

\$89,745

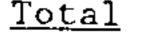
17

Contributions from Town of Grand Coteau Special Revenue Funds	<u>951</u>	\$90,696
<u>Water Fund</u> Contributions from federal agencies		278,400
<u>Sewer Fund</u> Contributions from federal and state agencies Contributions from Town of Grand Coteau Special Revenue Funds	2,261,404 <u>7,379</u>	<u>2,268,783</u>
		<u>2,637,879</u>

(12) PROPERTY, PLANT, AND EQUIPMENT - ENTERPRISE FUNDS

A summary of property, plant, and equipment of the Enterprise Funds at June 30, 1998 is as follows:

Description	Life in <u>Years</u>		Accumulated <u>Depreciation</u>	<u>Net</u>	Depreciation <u>This Year *</u>
Land		\$24,000		\$24,000	
Waterworks and gas system	30	1,167,751	\$666,312	501,439	\$37,385
Sewer plant and line					
extensions	40	2,878,644	624,914	2,253,730	71,967
Equipment	3-5	39,400	24,774	14,626	1,862
Sewer building	15	28,418	3.947	24,471	1,894





* All assets are depreciated under the straight-line method.

(12) <u>PROPERTY, PLANT, AND EOUIPMENT - ENTERPRISE FUNDS</u> (Continued)

_ _ _ _ _ _ _ _

<u>Changes During the Year</u>

12

Balance, beginning of year	\$4,124,420	\$1,206,839
Additions: Equipment	13,793	
Depreciation		<u> 113,108</u>
Balance, end of year	4,138,213	<u>1,319,947</u>

(13) PROPRIETARY FUND CHANGES IN DEBT

The following is a summary of changes in Proprietary Fund debt for the year ended June 30, 1998:

Balance at

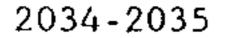
Balance at

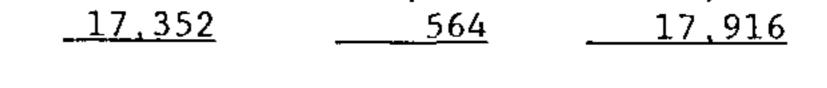
· ·

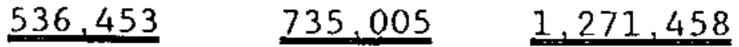
	Description of Debt	<u>July 1, 1997</u>	<u>Issued</u>	<u>Retired</u>	June 30, 1998
R	38,666 of Utilities Revenue efunding Bonds dated pril 1, 1989	\$318,591		\$3,713	\$314,878
-	25,000 of Sewer Revenue onds dated February 17, 1997	<u>224,301</u>		<u>2,726</u>	<u>221,575</u>
		<u>542,892</u>	- 0 -	<u>6,439</u>	536,453

The annual requirements to retire debt as of June 30, 1998, are as follows:

Year Ending			• •
June 30	Principal	<u>Interest</u>	<u>Total</u>
1999	\$6,217	\$44,572	\$50,789
2000	7,441	44,045	51,486
2001	8,746	43,391	52,137
2002	9,062	42,601	51,663
2003	9,405	41,785	51,190
2004-2008	62,367	194,454	256,821
2009-2013	96,973	159,149	256,122
2014-2018	157,407	101,024	258,431
2019-2023	68,226	32,747	100,973
2024-2028	41,414	20,551	61,965
2029-2033	51,843	10,122	61,965
		,	,







(14) PROPRIETARY FUND TYPE - FLOW OF FUNDS - RESTRICTION ON USE

Under the terms of the bond indentures on outstanding Utility Revenue Refunding Bonds dated April 1, 1989, all income and revenues of the Utility System are pledged and dedicated to the retirement of said bonds, and are to be set aside into the following special funds:

All revenues shall be deposited into a "Utilities Revenue Fund" to provide for the payment of the reasonable and necessary expenses of operating and maintaining the system and for the following purposes:

(a) Each month, there will be set aside into a fund called the "Utilities Revenue Bond and Interest Sinking Fund" an amount constituting 1/12 of the next maturing installment of principal and 1/6 of the next maturing installment of interest on the outstanding bonds. Such transfers shall be fully sufficient to assure the prompt payment of principal and interest installments as they become due, and may be used only for such payments. This deposit must be made on or before the 20th of each month.

(b) There shall also be set aside into a "Utilities Revenue Bond Reserve Fund" an

amount equal to 5 percent of the amount to be paid into the Sinking Fund until there shall have been accumulated in the Reserve Account an amount equal to the maximum principal and interest requirements in any one maturity year. Such amounts may be used only for the payment of maturing bonds and interest coupons for which sufficient funds are not on deposit in the Utility Revenue Bond Sinking Fund and as to which there would otherwise be default.

(c) Funds will also be set aside into a "Utilities Depreciation and Contingency Fund" an amount equal to 5 percent of the amount to be paid into the Sinking Fund. Money in this fund may be used for the making of extraordinary repairs or replacements to the system which are necessary to keep the system in operating condition and for which money is not available as a maintenance and operation expense. Money in this fund may also be used to pay principal or interest on the bonds falling due at any time there is not sufficient money for payment in the other bond funds.

(d) All of the revenues received in any fiscal year and not required to be paid in such fiscal year into any of the above noted funds shall be regarded as surplus and may be used for any lawful corporate purposes.

(15) <u>CHANGES IN GENERAL FIXED ASSETS</u>

The following is a summary of changes in general fixed assets for the year ended June 30, 1998:

•	Balance, July 1, ` <u>1997</u>	<u>Additions</u>	<u>Retirements</u>	Balance, June 30, <u>1998</u>
Land	\$75,171	¢1 225	•	\$75,171
Buildings Improvements other than buildings	198,619 31,744	\$1,235 7,618		199,854 39,362
Equipment	195,183	20,933		216,116
Other structures and improvements	<u>119,531</u>	<u> </u>		<u>119,531</u>
<u>Total</u>	<u>620,248</u>	<u>29,786</u>	<u>-0-</u>	<u>650,034</u>

(16) <u>GENERAL FIXED ASSETS</u>

•

The Town of Grand Coteau does not have adequate accounting records on general fixed assets.

(17) <u>GENERAL LONG-TERM DEBT - NOTES PAYABLE</u>

The Town of Grand Coteau has outstanding a note payable to the Bank of Sunset and Trust Company for the purchase of a fire truck dated January 23, 1991. The note has an interest rate of 11 percent and its first annual payment was due on January 23, 1993 with the final payment due on January 23, 2001.

The Town of Grand Coteau has outstanding a note payable to the Bank of Sunset and Trust Company for the purchase of a 1995 Ford Crown Victoria. The note has an interest rate of 6.5 percent and its first monthly payment was due on March 27, 1995 with the final payment due on March 15, 2000. Effective February 9, 1997, the interest rate was reduced from 6.5 percent to 6.0 percent.

Future maturities of the notes payable are as follows:

Year Ending June_30,	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1999 2000 2001	\$12,685 12,217 <u>8,800</u>	\$2,586 1,591 <u>748</u>	\$15,271 13,808 <u>9,548</u>
	<u>33,702</u>	4,925	<u>38,627</u>

GENERAL LONG TERM DEBT - LEASES PAYABLE (18)

The Town of Grand Coteau, Louisiana entered into a non-cancellable capital lease with Applied Concepts Incorporated for a radar on October 14, 1995. The agreement requires monthly payments of \$76.52 for thirty-six months. The cost of the radar of \$2,755 has been recorded in the General Fixed Assets Account Group and the lease payable is set up in the General Long-term Debt Account Group.

The Town of Grand Coteau, Louisiana also entered into a non-cancellable capital lease with Northeastern Leasing and Finance Corp. for a copier on June 5, 1998. The agreement requires monthly payments of \$185,00 for sixty months. The cost of the copier, of \$11,140.50, has been recorded in the General Fixed Assets Account Group and the lease payable is set up in the General Long-term Debt Account Group.

At June 30, 1998, future minimum rental payments required are as follows:

<u>Principal</u> Interest <u>Total</u>

1999		\$1,608	\$846	\$2,454
2000		1,560	660	2,220
2001		1,758	462	2,220
2002		1,981	239	2,220
2003		<u> 902</u>	26	<u> </u>
<u>To</u>	<u>tal minimum lease</u>			
p	ayments	<u>7,809</u>	<u>2,233</u>	<u>10,042</u>

The Town of Grand Coteau, Louisiana also entered into an operating lease with Xerox Corporation for a copier on August 16, 1997. The agreement requires monthly payments of \$80.15 for twelve months. The payments are recorded as equipment lease in the General Fund.

(19) <u>SEWER REVENUE BOND - FEBRUARY 17, 1995</u>

A bond of \$225,000 was issued on February 17, 1995 for improvements on the Town's sewer system. The bond has a stated interest of 4 1/2 percent and is payable over a forty year period. The first two payments consist of interest only and were due on February 17, 1997 and February 17, 1998. Commencing March 17, 1998 and on the 17th day of each month thereafter through February 17, 2035, monthly payments will be due which will consist of fully amortized payments of principal and interest. Each payment shall be applied, first, to the payment of accrued interest; and second, to the payment of principal.

(19) <u>SEWER REVENUE BOND - FEBRUARY 17, 1995</u> (Continued)

Actual monthly payments into the Sinking Fund during the interest only period depend on the schedule of advances of principal made to the Town during construction. However, monthly debt service payments into the Sinking Fund will not exceed \$1,021.50. The Town will also have to make monthly payments of \$52 into a Reserve Fund and \$52 into a Contingency Fund. The payments into the Reserve Fund will continue until an amount equal to one year's debt service on the bond is accumulated therein, and the payments into the Contingency Fund will be made over the life of the bond.

(20) <u>SEWER CHARGES</u>

The Town's sewer rate schedule is as follows:

	Monthly <u>Charge</u>
Base rate - 4,000 gallons	\$10.00
Each additional 1,000 gallons	2.00

•

22

(21) <u>YEAR 2000 ISSUES (UNAUDITED)</u>

The Town of Grand Coteau currently uses two computer software packages in their operations which could be affected by the year 2000 issue. One of the software packages is the accounting and payroll software which is manufactured by CPA Software. As of the end of 1998, the Town is to receive the annual update which should make this software year 2000 compliant. The other software used is the Utility Billing System software which is manufactured by Utility Data Systems, Inc. During the beginning of 1999, the Town is to receive an update which should make this software year 2000 compliant.

. _

.

-

•

FINANCIAL STATEMENTS OF INDIVIDUAL FUNDS

.

.

GENERAL FUND

The General Fund is used to account for resources traditionally associated with governments which are not required to be accounted for in another fund. The General Fund has a greater number and variety of revenue sources than any other fund, and its resources normally finance a wider range of activities. The resources of the General Fund are ordinarily largely expended and replenished on an annual basis.

•

·

TOWN OF GRAND COTEAU, LOUISIANA GENERAL FUND BALANCE SHEET JUNE 30, 1998 AND 1997

-

.

•

•

.

•

	<u>1998</u>	<u>1997</u>
ASSETS		
Cash . Receivebles met of allowerser for	\$42,149	\$32,717
Receivables, net of allowances for uncollectibles		
Property taxes	676	410
Franchise	8,751	7,964
Intergovernmental	39,561	34,755
Other	86	52
Due from other funds	25,090	28,357
<u>Total assets</u>	<u>116,313</u>	<u>104,255</u>

•

LIABILITIES AND FUND EQUITY

.

.

•

<u>LIABILITIES</u> Accounts payable Due to other funds <u>Total liabilities</u>	\$10,584 <u>10,253</u> <u>20,837</u>	\$9,722 <u>44</u> 9,766
<u>FUND_BALANCE</u> Unreserved	<u>95,476</u>	<u>94,489</u>
Total liabilities and fund equity	<u>116,313</u>	104,255

· · · ·

TOWN OF GRAND COTEAU, LOUISIANA <u>GENERAL FUND</u> <u>STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE</u> <u>BUDGET AND ACTUAL</u> <u>FOR THE YEARS ENDED JUNE 30, 1998 AND 1997</u>

		*		
	<u>BUDGET</u>	<u>ACTUAL</u>	VARIANCE - FAVORABLE (UNFAVORABLE)	1997 <u>ACTUAL</u>
REVENUES				
Taxes	\$46,666	\$50,392	\$3,726	\$47,225
Licenses and permits	26,386	26,567	181	36,458
Intergovernmental	180,462	173,346	(7,116)	184,530
Fines and forfeits	51,394	53,821	2,427	29,008
Miscellaneous	<u>14,944</u>	<u>32,760</u>	<u>17,816</u>	22,669
<u>Total revenues</u>	<u>319,852</u>	<u>336,886</u>	<u>17,034</u>	<u>319,890</u>

EXPENDITURES

Current operating

25

Executive and				
administrative	99,341	127,093	(27,752)	89,624
Street department	66,435	75,538	(9,103)	69,786
Police department	187,285	191,924	(4,639)	165,391
Fire department	20,084	19,054	1,030	16,003
Park department	686	<u>1,076</u>	(390)	816
<u>Total expenditures</u>	<u>373,831</u>	<u>414,685</u>	(40,854)	341,620
EXCESS OF REVENUES OVER				
(UNDER) EXPENDITURES	<u>(53,979</u>)	<u>(77,799</u>)	(<u>23,820</u>)	<u>(21,730</u>)
OTHER FINANCING SOURCES (USES)				
Operating transfers in	79,040	100,147	21 107	(7 0/2
Operating transfers out	(16, 927)	<u>(20,270</u>)	21,107 <u>(3,343</u>)	67,843
<u>Total other</u>	<u>, 10, 727</u>)	<u>, zo, z/o</u>)	<u>(), 545</u>)	<u>(18,016</u>)
financing sources	62,113	<u> 79, 877</u>	<u>17,764</u>	49,827
EVCESS OF DEVENUES AND SEVEN				<u> </u>
EXCESS OF REVENUES AND OTHER				
<u>SOURCES OVER (UNDER)</u> EXPENDITURES AND OTHER (USES)	0 1 2 /	0 0 7 0		
DATENDITORES AND UTHER (USES)	8,134	2,078	<u>(6,056</u>)	28,097
<u>FUND BALANCE</u> , beginning of year		93,398		64,947
Prior period adjustment -				
Capital lease payments - radar				354
		·		

FUND BALANCE, end of year

<u>95,476</u>

93,398

.

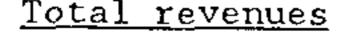
TOWN OF GRAND COTEAU, LOUISIANA <u>GENERAL FUND</u> DETAILED SCHEDULE OF REVENUES BUDGET AND ACTUAL FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

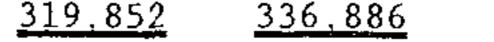
_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ .

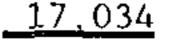
	1998				
	<u>BUDGET</u>	ACTUAL	VARIANCE - FAVORABLE (UNFAVORABLE)	1997 <u>ACTUAL</u>	
<u>XES</u> Property taxes	\$10,080	\$11,014	\$934	\$10,475	
Franchise - cable	1-0,000	,	¥ 2 2 4	¥10,473	
television	733	733		702	
Franchise - telephone	2,328	2,417	89	2,235	
Franchise - electric	<u>33,525</u>	<u>36,228</u>	2,703	<u>33,813</u>	
<u>Total taxes</u>	<u>46,666</u>	<u>50,392</u>	3,726	47,225	

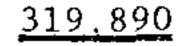
LICENSES AND PERMITS

Occupational licenses	24,942	25,142	200	36,151
Building permits	1,362	1,357	(5)	59
Moving permits	72	60	(12)	240
Plumbing permits	10	8	(12)	2.40
<u>Total licenses and</u>	<u></u>	<u>-</u>	<u>-</u>	<u> </u>
<u>permits</u>	<u>26,386</u>	26,567	<u> 181</u>	<u>36,458</u>
INTERGOVERNMENTAL				
State beer tax	1,705	1,581	· (124)	1,706
State tobacco tax	4,362	5,816	1,454	5,816
Housing Authority	4,109	4,191	82	4,109
Fire insurance rebate	3,071	2,559	(512)	2,558
Federal grants	3,067	••• • • • • •	(3,067)	28,559
State grants	,		(-,-,-,,	1,533
Food stamp reimbursement	44	(37)	(81)	(143)
Video poker revenue	<u>164,104</u>	159,236	<u>(4,868</u>)	140,392
<u>Total intergovernmental</u>	180,462	173,346	(7,116)	184,530
<u>FINES</u>				
Court fines	<u>51,394</u>	<u>53,821</u>	2,427	29,008
MISCELLANEOUS				
Interest income	580	666	86	565
Sundry	775	3,864	3,089	4,646
Water meter fees	13,589	17,089	3,500	17,458
Inception of capital lease		11,141	11,141	
<u>Total miscellaneous</u>	14,944	32,760	17,816	22,669
Total revenues	310 852	336 886	17 034	210 000









٠

.

- - - -

TOWN OF GRAND COTEAU, LOUISIANA GENERAL FUND DETAILED SCHEDULE OF EXPENDITURES BUDGET AND ACTUAL FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

	BUDGET	<u>ACTUAL</u>	VARIANCE - FAVORABLE (UNFAVORABLE)	1997 <u>ACTUAL</u>
EXECUTIVE AND ADMINISTRATIVE				
<u>Personal services</u> Salaries - Clerical Salaries - Mayor and Council Payroll taxes	\$28,898 12,436 1,583	\$37,209 11,813 5,065	\$(8,311) 623 (3,482)	\$27,700 8,663 2,039
<u>Supplies</u> Office supplies and postage	11,541	11,787	(246)	11,991

.

Other				
 Conventions and conferences 	2,280	4,792	(2,512)	5,853
Advertising	1,384	2,114	(730)	867
Dues and subscriptions	1,394	1,566	(172)	2,044
Engineering fees	1,576	2,013	(437)	1,438
Equipment rental	1,151	959	192	401
Equipment lease		316	(316)	
Insurance	11,669	12,936	(1,267)	10,299
Legal and accounting	11,135	10,434	701	5,015
Miscellaneous	2,724	3,619	(895)	2,210
Notices and publications	236	257	(21)	718
Pest control	896	811	85	384
Repairs and maintenance	· 962	1,318	(356)	1,411
· Planning committee	190	220	(30)	160
Telephone	2,122	2,200	(78)	3,502
Utilities	7,164	6,523	641	4,929
Capital outlay		<u>11,141</u>	(<u>11,141</u>)	
<u>Total executive and</u>				
administrative	<u>99,341</u>	<u>127,093</u>	(<u>27,752</u>)	<u>89,624</u>
STREET DEPARTMENT				
<u>Personal services</u>				
Salaries	13,546	23,148	(9,602)	22,284
Payroll taxes	1,040	2,014	(974)	857
Supplies			-	
Materials and supplies	8,819	6,501	2,318	4,518

Materials and supplies	8,819	6,501	2,318	4,518
Uniforms	686	572	114	118

This schedule continued on next page.

•

.

TOWN OF GRAND COTEAU, LOUISIANA GENERAL FUND DETAILED SCHEDULE OF EXPENDITURES BUDGET AND ACTUAL (CONTINUED) FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

	199	8	
		VARIANCE -	•
		FAVORABLE	1997
<u>BUDGET</u>	ACTUAL	(UNFAVORABLE)	<u>ACTUAL</u>

STREET DEPARTMENT (Continued)

•

<u>Other</u>

<u>oenor</u>	40.000	A	A 43 4 A 63	
Auto and truck expense	\$9,881	\$11,300	\$(1,419)	\$7,389
Repairs and maintenance	846	914	(68)	8,987
Insurance	6,864	7,959	(1,095)	6,394
Utilities	14,472	14,962	(490)	14,599
Tractor expense	1,277	1,424	(147)	1,253
Capital outlay	8,709	6,498	2,211	1,695
Equipment rental	295	246	<u> </u>	<u>1,692</u>
. <u>Total street department</u>	<u>_66,435</u>	75,538	(<u>9,103</u>)	<u>69,786</u>
POLICE DEPARTMENT				
<u>Personal services</u>				
Salaries and wages	120,857	121,178	(321)	105,410
Payroll taxes	8,879	10,917	(2,038)	7,033
<u>Supplies</u>				
Materials and supplies	7,700	9,166	(1,466)	5,218
Uniforms	1,600	1,670	(70)	1,780
<u>Other</u>			• •	-
Insurance	25,397	26,258	(861)	24,264
Auto expense	9,475	8,511	964	8,856
Telephone	5,118	5,067	51	5,091
Repairs	2,441	945	1,496	1,609
Miscellaneous	1,153	1,893	(740)	3,496
Prisoner meals		180	(180)	30
Capital outlay	4,665	6,139	(1, 474)	2,604
Total police department	187,285	<u>191,924</u>	(4,639)	165,391
<u>FIRE DEPARTMENT</u>				
<u>Personal services</u>				
Salaries and wages	2,330	2,368	(38)	5,069
		-		

Payroll taxes 172 380 214 (42) Supplies 1,320 8,255 Materials and supplies 6,935 1,277

This schedule continued on next page.

TOWN OF GRAND COTEAU, LOUISIANA GENERAL FUND DETAILED SCHEDULE OF EXPENDITURES BUDGET AND ACTUAL (CONTINUED) FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

٠

	1998				
	<u>BUDGET</u>	<u>ACTUAL</u>	VARIANCE - FAVORABLE (UNFAVORABLE)	1997 <u>ACTUAL</u>	
FIRE DEPARTMENT (Continued)					
<u>Other</u>					
Telephone	\$4,045	\$4,076	\$(31)	\$4,79	
Utilities	709	819	(110)	1,25	
Insurance	2,746	2,647	99	2,81	
Truck expense	60	109	(49)	9	
Miscellaneous	1,082	920	162	16	
Repairs and maintenance	685	571	114	10	
•Capital outlay	<u>.</u>	<u>6,010</u>	<u>(6,010</u>)	5	
<u>Total fire department</u>	20,084	<u>19,054</u>	1,030	16,00	
PARK DEPARTMENT					
<u>Other</u>					
Repairs					
Insurance	<u> </u>	1,076	<u>(390</u>)	81	
<u>Total park department</u>	686	<u>1,076</u>	(390)	81	
<u>Total expenditures</u>	<u>373,831</u>	<u>414,685</u>	(<u>40,854</u>)	<u>341,62</u>	
· ·	•			-	
				· · · · · · · · · · · · · · · · · · ·	

29

٠

5

. .

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for resources legally restricted to expenditures for specified current operating purposes or the acquisition of furniture, fixtures, machinery, equipment, or other relatively minor or comparatively short-lived assets.

The Sales Tax Fund is used to account for the collection and expenditure of the Town's 1 percent sales tax.

. .

TOWN OF GRAND COTEAU, LOUISIANA SPECIAL REVENUE FUNDS COMBINING BALANCE SHEET JUNE 30, 1998 AND 1997

<u>____</u>_ _ _ _ _ _ _ _ _ _

.

.

•

	SUMMER FOOD SALES SERVICETO			TALS	
	TAX FUND	PROGRAM FUND	<u>1998</u>	<u>1997</u>	
ASSETS		-			
Cash	\$55,621	4	\$55,621	\$43,069	
Due from other funds	<u> </u>	<u> </u>	<u> </u>	<u>375</u>	
<u>Total assets</u>	<u>55,996</u>	<u>-0-</u>	<u>55,996</u>	<u>43,444</u>	
LIABILITIES AND FUND EQUITY					
<u>LIABILITIES</u>					
Accounts payable	<u> </u>			\$550	
<u>Total liabilities</u>	-0-	<u>-0-</u>	-0-	<u> </u>	

<u>FUND BALANCE</u> Unreserved	\$ <u>55,996</u>	_	\$ <u>55,996</u>	<u>42,894</u>
<u>Total liabilities and</u> <u>fund equity</u>	<u>55,996</u>	<u>-0-</u>	<u>55,996</u>	<u>43,444</u>

.

._ _ _._.

.

TOWN OF GRAND COTEAU, LOUISIANA

SPECIAL REVENUE FUNDS

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

	SALES	SUMMER FOOD SERVICE	тот	ALS .	
	TAX FUND	PROGRAM FUND	<u>1998</u>	1997	
<u>REVENUES</u> Taxes Miscellaneous <u>Total revenues</u>	\$58,603 <u>28</u> <u>58,631</u>	<u>-0-</u>	\$58,603 <u>28</u> <u>58,631</u>	\$48,481 <u>27</u> 	
<u>EXPENDITURES</u> Executive and administrative	<u> 586</u>		<u> </u>	<u> 488</u>	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>58,045</u>	—	<u>58,045</u>	<u>48,020</u>	
OTHER FINANCING SOURCES (USES)					

32

Operating transfers out <u>Total other financing (uses)</u>	(<u>44,943</u>) (<u>44,943</u>)	-0-	(<u>44,943</u>) (<u>44,943</u>)	(<u>29,800</u>) (<u>29,800</u>)
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER				
(USES)	13,102		13,102	18,220
FUND BALANCE, beginning of year	42,894		<u>42,894</u>	24,674
FUND BALANCE, end of year	<u>55,996</u>	<u>-0-</u>	<u>55,996</u>	42,894

TOWN OF GRAND COTEAU, LOUISIANA SALES TAX FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

		1998		
	<u>BUDGET</u>	<u>ACTUAL</u>	VARIANCE - FAVORABLE (UNFAVORABLE)	1997 <u>ACTUAL</u>
<u>REVENUES</u> Taxes Sales tax collections Miscellaneous	\$47,123	\$58,603	\$11,480	\$48,481
Interest income <u>Total revenues</u>	$\frac{25}{47,148}$	<u>28</u> 58,631	$\frac{3}{11,483}$	<u>27</u> <u>48,508</u>

-

_ _ _ _ _ _ _ _ _

<u>EXPENDITURES</u> Executive and administrative				
Miscellaneous	471	586	<u>(115</u>)	488
<u>Total expenditures</u>	<u> </u>	<u> </u>	<u>(115</u>)	488
EXCESS OF REVENUES OVER				10 000
(UNDER) EXPENDITURES	46,677	58,045	11,368	48,020
OTHER FINANCING SOURCES (USES)	(1.0. 31.6)	(14 0/2)	2 402	(20 800)
Operating transfers out	(<u>48,346</u>)	(<u>44,943</u>)	3,403	(<u>29,800</u>)
EXCESS OF REVENUES AND OTHER				
<u>SOURCES OVER (UNDER)</u> EXPENDITURES AND OTHER (USES)	<u>(1,669</u>)	13,102	<u>14,771</u>	18,220
FUND RALANCE beginning of your	•	42,894		24,674
<u>FUND BALANCE</u> , beginning of year		42,094		24,074
<u>FUND BALANCE</u> , end of year		<u>55,996</u>		<u>42,894</u>

_ _ _

1.0

•

._____

_ -- - - ·

· ·

DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

TOWN OF GRAND COTEAU, LOUISIANA DEBT SERVICE FUND BALANCE SHEET JUNE 30, 1998 AND 1997

<u>ASSETS</u>

Total assets

_ _ _ _ _ _ _ _ _ _ _

LIABILITIES AND FUND EQUITY

Total liabilities and fund equity

<u> 1997</u>

-0-

-0-

<u>1998</u>

-0-

-0-

_ _ _ _

<u>TOWN OF GRAND COTEAU, LOUISIANA</u> <u>DEBT SERVICE FUND</u> <u>STATEMENT OF REVENUES, EXPENDITURES,</u> <u>AND CHANGES IN FUND BALANCE</u> FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

•		•
	<u>1998</u>	<u>1997</u>
<u>REVENUES</u>	<u>-0-</u>	<u> - 0 -</u>
<u>EXPENDITURES</u> Debt service		
Notes paid Interest paid Capital loaco paumonto	\$12,459 3,552	\$12,034 4,710
Capital lease payments <u>Total expenditures</u>	$\frac{1,404}{17,415}$	$\frac{1.272}{18.016}$

EXCESS OF REVENUES OVER

(UNDER) EXPENDITURES

--

OTHER FINANCING SOURCES Operating transfers in

EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)

FUND BALANCE, beginning of year

.

.

FUND BALANCE, end of year

(17,415) (18,016)

<u>17,415</u> <u>18,016</u>



•

CAPITAL PROJECTS FUND

Capital Projects Funds are used to account for the purchase or construction of major capital facilities which are not financed by proprietary funds.

The Capital Projects Fund was used to account for the Sewer Construction Project in the last fiscal year and is now being used to account for the Street Improvement Project. The Street Improvement Project is still under construction as of June 30, 1998.

· ---- - --- - ---

--- ---

. ..

•

· · ·

.

----. ·-- · . -

TOWN OF GRAND COTEAU, LOUISIANA CAPITAL PROJECTS FUND BALANCE SHEET JUNE 30, 1998 AND 1997

	<u>1998</u>	<u>1997</u>
<u>ASSETS</u>		
. Cash Grant receivable	\$184	\$97 77,348
Other receivable	<u>_94</u>	94
<u>Total assets</u>	<u>278</u>	<u>77,539</u>

•

LIABILITIES AND FUND BALANCE

<u>LIABILITIES</u> Accounts payable Due to other funds <u>Total liabilities</u>	\$ <u>100</u> <u>100</u>	\$77,348 <u>100</u> <u>77,448</u>	
<u>FUND BALANCE</u> Reserved for construction <u>Total fund balance</u>	<u>178</u> <u>178</u>	<u>91</u> <u>91</u>	
Total liabilities and fund balance	<u>278</u>	<u>77,539</u>	
		• ·	•

٠

. ._

.

· _--

· —

.

TOWN OF GRAND COTEAU, LOUISIANA CAPITAL PROJECTS FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

	1998	<u> 1997 </u>
<u>REVENUES</u>		
Intergovernmental		
Grants - LCDBG	\$46,481	\$240,173
Miscellaneous	134	
<u>Total revenues</u>	<u>46,615</u>	<u>240,173</u>
<u>EXPENDITURES</u>		
Capital projects		
Construction costs	33,222	198,442
Engineering fees	1,159	33,712
Testing and inspection		520
Office supplies	47	9
Architect	<u>12,100</u>	7,500
<u>Total expenditures</u>	<u>46,528</u>	<u>240,183</u>
EXCESS OF REVENUES OVER (UNDER)		
EXPENDITURES	<u> </u>	(10)
OTHER FINANCING SOURCES		
Utility bond proceeds		
Total other financing sources	- 0 -	- 0 -
EXCESS OF REVENUES AND OTHER SOURCES		
OVER (UNDER) EXPENDITURES AND OTHER USES		(10)
FUND BALANCE, beginning of year	91	101
, , , , , , , , , , , , , , , , ,	<u> </u>	
FUND BALANCE, end of year	<u> </u>	91

.

.

.

.

-

•

ENTERPRISE FUNDS

The Enterprise Funds are used to account for operations that are financed and operated in a manner where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

•

· · · · · -

· · · · · ·

TOWN OF GRAND COTEAU, LOUISIANA ENTERPRISE FUNDS COMBINING BALANCE SHEET JUNE 30, 1998 AND 1997

				<u>T01</u>	ALS
	GAS FUND	WATER FUND	SEWER FUND	1998	1997
<u>ASSETS</u>					
CURRENT ASSETS					•
Cash	\$48,941	\$35,959	\$10,480	\$95,380	\$122,974
Investments	819			819	779
Accounts receivable, net	18,137	11,762	13,637	43,536	33,263
Accrued interest receivable	38		63	101	98
Prepaid insurance	4,051	2,318	3,186	9,555	8,673
Due from other funds	2,826	<u>1,978</u>	1,021	<u>5,825</u>	6,109
<u>Total current assets</u>	74,812	52,017	28,387	155,216	<u>171,896</u>
<u>RESTRICTED ASSETS</u>			~	00.000	

Cash 18,921 32,713 31,177 82,811 75,452

- -----

Investments	28,377		20,030	48,407	46,061
<u>Total restricted</u> <u>assets</u>	47,298	32,713	51,207	<u> 131,218</u>	<u> 121,513</u>
<u>FIXED ASSETS</u> Utility plant and depreciable assets, net of accumulated depreciation <u>Total fixed assets</u>	<u>103,598</u> 103,59 <u>8</u>	<u>411,415</u> 411,415	<u>2,303,253</u> 2,3 <u>03,253</u>	<u>2,818,266</u> 2,818,266	<u>2,917,583</u> 2,917,583
<u>Total assets</u>	<u>225,708</u>	<u>496,145</u>	<u>2,382,847</u>	<u>3,104,700</u>	<u>3,210,992</u>

•

This schedule continued on next page.

•

- - - - - . <u>- - -</u> -

.

TOWN OF GRAND COTEAU, LOUISIANA ENTERPRISE FUNDS COMBINING BALANCE SHEET (CONTINUED) JUNE 30, 1998 AND 1997

	<u>GAS_FUND</u>	<u>WATER_FUND</u>	<u>SEWER FUND</u>	<u> </u>	<u>ALS /</u> <u>1997</u>
LIABILITIES AND FUND EQUITY					_
<u>CURRENT LIABILITIES</u> (from current assets) Accounts payable Due to other funds <u>Total</u>	\$855 <u>13,818</u> <u>14,673</u>	\$2,105 <u>14,203</u> <u>16,308</u>	\$1,825 <u>3,454</u> <u>5,279</u>	\$4,785 <u>31,475</u> <u>36,260</u>	\$10,991 <u>30,782</u> <u>41,773</u>
<u>CURRENT LIABILITIES</u> (from restricted assets) Revenue bonds payable Interest payable Customers' deposits <u>Total</u>	<u>27,881</u> 27,881	1,290 2,971 <u>10,931</u> <u>15,192</u>	4,784 6,180 <u>10,964</u>	6,074 9,151 <u>38,812</u> <u>54,037</u>	6,063 8,761 <u>37,092</u> 51,916
<u>Total current</u> <u>liabilities</u>	<u>42,554</u>	<u> 31,500</u>	<u>16,243</u>	<u>90,297</u>	<u>93,689</u>
<u>LONG-TERM LIABILITIES</u> Revenue bonds payable <u>Total long-term</u> <u>liabilities</u>	- <u>0-</u>	<u>106,759</u> <u>106,759</u>	<u>423,620</u> 423,620	<u>530,379</u> <u>530,379</u>	<u>536,829</u> <u>536,829</u>
<u>Total liabilities</u>	<u>42,554</u>	<u>138,259</u>	<u>439,863</u>	<u>620,676</u>	<u>630,518</u>

.

42

This schedule continued on next page.

_ _ _ _ _

• •

.

-

TOWN OF GRAND COTEAU, LOUISIANA ENTERPRISE FUNDS COMBINING BALANCE SHEET (CONTINUED) JUNE 30, 1998 AND 1997

				<u> </u>	ALS
	<u>GAS FUND</u>	<u>WATER FUND</u>	SEWER FUND	<u>1998</u>	<u>1997</u>
FUND EQUITY				· .	· .
Contributed capital					-
Contribution from					
municipality	\$951		\$7,379	\$8,330	\$8,330
Contribution from federal					
and state grants	<u>89,745</u>	\$ <u>278,400</u>	<u>2,261,404</u>	<u>2,629,549</u>	<u>2,629,549</u>
<u>Total contributed</u>					
<u>capital</u>	<u>90,696</u>	<u>278,400</u>	<u>2,268,783</u>	<u>2,637,879</u>	<u>2.637.879</u>
Retained earnings					
Reserved for customers'					
deposits	19,417	5,253		24,670	21,645
Reserved for bond retirement		12,268	40,243	52,511	47,952
Unreserved retained earnings	<u>73,041</u>	<u>61,965</u>	(366,042)	<u>(231,036</u>)	<u>(127,002</u>)
<u>Total retained</u>					
<u>earnings</u>	<u>92,458</u>	<u>79,486</u>	<u>(325,799</u>)	<u>(153,855</u>)	<u>(57,405</u>)
<u>Total fund equity</u>	<u>183,154</u>	<u>357,886</u>	<u>1,942,984</u>	<u>2,484,024</u>	<u>2,580,474</u>

-

.

<u>Total liabilities and</u> <u>fund equity</u>	<u>225,708</u>	<u>496,145</u>	<u>2,382,847</u>	<u>3,104,700</u> <u>3,2</u>	<u>10,992</u>
· ·	•			•	· · ·

.

.

.

<u>TOWN OF GRAND COTEAU, LOUISIANA</u> <u>ENTERPRISE FUNDS</u> <u>COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS</u> <u>FOR THE YEARS ENDED JUNE 30, 1998 AND 1997</u>

_ _

.

٠

•

				TOT	ALS
	GAS FUND	WATER FUND	SEWER FUND	1998	1997
ODEDATING DEVENHES				• •	
<u>OPERATING REVENUES</u> Charges for services	\$ <u>206,838</u>	\$ <u>89,850</u>	<u>\$86,231</u>	\$ <u>382,919</u>	\$ <u>383,049</u>
<u>Net charges for</u>	, <u> </u>	•••••••	<u></u>		1
services	206,838	89,850	86,231	382,919	383,049
Intergovernmental					4,857
Miscellaneous income	<u>331</u>	<u> </u>	141	1,258	2,048
<u>Total operating</u>	207 160	00 626	06 373	20/ 177	200 054
revenues	<u>207.169</u>	<u>90,636</u>	<u> 86,372</u>	<u>384,177</u>	<u>389,954</u>
OPERATING EXPENSES					
Personal services	31,754	18,832	12,844	63,430	58,362
Contractual services	93,453	0.070	4,091	97,544	95,056
Supplies	9,953	2,368	5,333	17,654	13,710
Other expenses	26,455	31,745	37,010	95,210	95,047
Depreciation	10,964	<u>27,843</u>	<u>74,301</u>	<u>113,108</u>	<u>111,201</u>
<u>Total operating</u> <u>expenses</u>	<u>172,579</u>	<u>80,788</u>	<u>133,579</u>	386,946	373,376
<u>9119011000</u>	<u></u>		<u>,</u>		<u> </u>
OPERATING INCOME	34,590	<u>9,848</u>	<u>(47,207</u>)	<u>(2,769</u>)	<u>16,578</u>
NONOPERATING REVENUES (EXPENSES)					
Interest income	1,484	53.5	1,753	3,772	3,546
Interest expense	·	(<u>11,990</u>)	<u>(33,112</u>)	<u>(45,102</u>)	<u>(49,126</u>)
<u>Total nonoperating</u>					
<u>revenues (expenses)</u>	1,484	(<u>11,455</u>)	<u>(31,359</u>)	(41,330)	<u>(45,580</u>)
INCOME BEFORE OPERATING TRANSFERS	36,074	<u>(1,607</u>)	(78,566)	<u>(44,099</u>)	(29,002)
OPERATING TRANSFERS IN (OUT)			600		
Operating transfers in	1,203	1,868	589	3,660	5,000
Operating transfers out	<u>(56,010</u>)			<u>(56,010</u>)	<u>(43,043</u>)
<u>Total operating</u> <u>transfers in (out)</u>	<u>(54,807</u>)	<u>1,868</u>	589	(52,350)	(38,043)
<u>eranorers in jouer</u>	104100//	<u> </u>		<u>x 52 (550</u>)	<u>Y JO (OHJ</u>)
NET INCOME (LOSS)	(18,733)	261	(77,977)	(96,449)	(67,045)
<u>RETAINED EARNINGS</u> , beginning of					
year	111,191	79,225	(247,822)	(57,406)	15,536
Prior period adjustment					(5,897)
read portou aujustment					<u></u> /

<u>RETAINED EARNINGS</u>, end of year <u>92,458</u> <u>79,486</u> (<u>325,799</u>) (<u>153,855</u>) <u>(57,406</u>)

TOWN OF GRAND COTEAU, LOUISIANA <u>ENTERPRISE FUNDS</u> <u>COMBINING STATEMENT OF CASH FLOWS</u> FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

GAS FUND WATER FUND SEWER FUND 1998 1997CASH FLOWS FROM OPERATING ACTIVITIES Cash received from customers Cash received from grantor Cash payments to suppliers for goods and services\$202,127\$90,224\$83,274\$375,625\$389,438Cash received from grantor Cash payments to suppliers for goods and services\$(134,261)(39,064)(48,503)(221,828)(200,056)Cash payments to employees for services(134,261)(39,064)(48,503)(221,828)(200,056)Net cash provided by operating activities38,81133,88622,97995,676139,231CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from other funds1,2031,8685893,6606,760
ACTIVITIES Cash received from customers \$202,127 \$90,224 \$83,274 \$375,625 \$389,438 Cash received from grantor (ash received from grantor 4,857 Cash payments to suppliers (134,261) (39,064) (48,503) (221,828) (200,056) Cash payments to employees (134,261) (39,064) (11,792) (58,121) (55,008) Cash payments to employees (29,055) (17,274) (11,792) (58,121) (55,008) Net cash provided by operating activities 38,811 33,886 22,979 95,676 139,231 CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from 1,203 1,868 589 3,660 6,760
ACTIVITIES Cash received from customers \$202,127 \$90,224 \$83,274 \$375,625 \$389,438 Cash received from grantor (ash received from grantor 4,857 Cash payments to suppliers (134,261) (39,064) (48,503) (221,828) (200,056) Cash payments to employees (134,261) (39,064) (11,792) (58,121) (55,008) Cash payments to employees (29,055) (17,274) (11,792) (58,121) (55,008) Net cash provided by operating activities 38,811 33,886 22,979 95,676 139,231 CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from 1,203 1,868 589 3,660 6,760
Cash received from customers \$202,127 \$90,224 \$83,274 \$375,625 \$389,438 Cash received from grantor Cash payments to suppliers 4,857 for goods and services (134,261) (39,064) (48,503) (221,828) (200,056) Cash payments to employees (134,261) (39,064) (11,792) (58,121) (55,008) Cash payments to employees (29,055) (17,274) (11,792) (58,121) (55,008) Net cash provided by operating activities 38,811 33,886 22,979 95,676 139,231 CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from 1,203 1,868 589 3,660 6,760
Cash received from grantor 4,857 Cash payments to suppliers for goods and services (134,261) (39,064) (48,503) (221,828) (200,056) Cash payments to employees for services (29,055) (17,274) (11.792) (58,121) (55,008) Net cash provided by operating activities 38,811 33,886 22,979 95,676 139,231 CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from 1,203 1,868 589 3,660 6,760
Cash payments to suppliers (134,261) (39,064) (48,503) (221,828) (200,056) Cash payments to employees (29,055) (17,274) (11,792) (58,121) (55,008) Net cash provided by operating activities 38,811 33,886 22,979 95,676 139,231 CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from 1,203 1,868 589 3,660 6,760
for goods and services (134,261) (39,064) (48,503) (221,828) (200,056) Cash payments to employees for services (29,055) (17,274) (11,792) (58,121) (55,008) Net cash provided by operating activities 38,811 33,886 22,979 95,676 139,231 CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from 1,203 1,868 589 3,660 6,760
for services (29,055) (17,274) (11,792) (58,121) (55,008) Net cash provided by operating activities 38,811 33,886 22,979 95,676 139,231 CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from 1,203 1,868 589 3,660 6,760
Net cash provided by operating activities38,81133,88622,97995,676139,231CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from other funds1,2031,8685893,6606,760
operating activities38,81133,88622,97995,676139,231CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from other funds1,2031,8685893,6606,760
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Operating transfers in from other funds 1,203 1,868 589 3,660 6,760
FINANCING ACTIVITIES Operating transfers in from other funds 1,203 1,868 589 3,660 6,760
FINANCING ACTIVITIES Operating transfers in from other funds 1,203 1,868 589 3,660 6,760
Operating transfers in from other funds 1,203 1,868 589 3,660 6,760
other funds 1,203 1,868 589 3,660 6,760
Operating transfers out to
other funds <u>(56,010</u>) <u>(27,784</u>)
<u>Net cash provided</u> (word) for second tol
<u>(used) for noncapital</u> financing activities (54,807) <u>1,868</u> <u>589</u> (52,350) (21,024)
<u>Infiniting accivities (34,007) 1,000</u> <u>$(32,350)$ (21,024</u>)
CASH FLOWS FROM CAPITAL AND
RELATED FINANCING ACTIVITIES
Acquisition and construction of
capital assets (13,793) (1,145,696)
Principal paid on revenue bonds and notes (6,439) (4,146)
and notes (1,274) (5,165) (6,439) (4,146) Interest paid on revenue bonds
and notes (12,025) (32,687) (44,712) (49,233)
Construction in progress <u>1,129,399</u>
<u>Net cash (used) for</u>
capital and related
<u>financing activities</u> <u>-0-</u> (<u>27.092</u>) <u>(37,852</u>) <u>(64,944</u>) <u>(69,676</u>)
CASH FLOWS FROM INVESTING ACTIVITIES
Purchase of investments (1,415) 1,750 335 (2,271)
Interest on investments <u>1,485</u> <u>534</u> <u>(971)</u> <u>1,048</u> <u>3,547</u>
<u>Net cash provided by</u>
<u>investing activities 70 534 779 1,383 1,276</u>
Net increase (decrease)
<u>Net increase (decrease)</u> <u>in cash</u> (15,926) 9,196 (13,505) (20,235) 49,807

•

CASH AND CASH EQUIVALENTS,

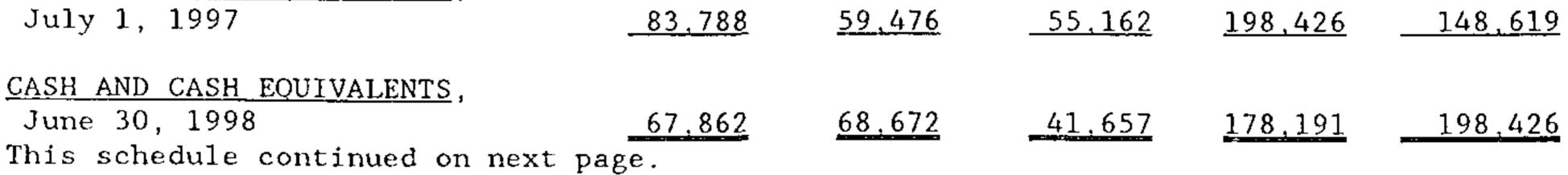
-

.

.

•

• •



TOWN OF GRAND COTEAU, LOUISIANA ENTERPRISE FUNDS COMBINING STATEMENT OF CASH FLOWS (CONTINUED) FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

.

. . _

	<u>GAS FUND</u>	WATER FUND	<u>SEWER FUND</u>		LS 1997
RECONCILIATION OF OPERATING			.•	· •	•
<u>INCOME TO NET CASH PROVIDED</u> (USED) BY OPERATING ACTIVITIES					
Operating income	\$ <u>34,590</u>	<u>\$9,848</u>	\$(<u>47,207</u>)	<u>\$(2,769</u>)	<u>\$16,578</u>
Adjustments to reconcile					
operating income to net cash					
provided by operating activities		07 0/2	7/ 201	112 100	113 001
Depreciation	10,965	27,843	74,301	113,109	111,201
(Increase) decrease in accounts receivable	(6,134)	(1,042)	(3,099)	(10, 275)	2,506
(Increase) decrease in prepaid	(0,134)	(1,042)	(3,0))	(10,275)	2,500
insurance	(618)	174	(438)	(882)	(1,445)
(Increase) decrease in due from	. ,			(/	(_,,
other funds		285		285	
Increase (decrease) in accounts					
payable	(1,571)	(3,852)	(782)	(6,205)	8,656
Net increase (decrease) in					
customers' deposits	1,091	630		1,721	1,735
Increase (decrease) in due to			0.07	<i></i>	
other funds	488	24 038	$\frac{204}{70,186}$	<u>692</u>	100 (52
<u>Total adjustments</u>	<u>4,221</u>	<u>24,038</u>	<u>70,186</u>	<u>98,445</u>	<u>122,653</u>
<u>Net cash provided by</u>					
<u>operating activities</u>	<u>38,811</u>	<u>33,886</u>	22,979	<u>95,676</u>	<u>139,231</u>

•

-

TOWN OF GRAND COTEAU, LOUISIANA ENTERPRISE FUNDS SCHEDULE OF OPERATING EXPENSES FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

·	<u>1998</u>	<u>1997</u> .
<u>GAS FUND EXPENSES</u>		
<u>Personal services</u>		
Salaries and wages	\$29,055	\$24,588
Payroll taxes	2,699	1,830
<u>Contractual services</u>		
Gas purchases	88,233	89,074
Survey expense	5,220	1,655
Supplies		
Materials and supplies	9,010	10,190
Office supplies	943	91
Other		
Bad debts	46	19
Engineering	323	663
Legal and accounting	6,824	10,750
Insurance	10,585	8,845
Repairs and maintenance	465	4,485
Seminar expense	220	
Utilities	2,782	2,299
Telephone	758	1,024
Miscellaneous	4,452	1,003
Depreciation	10,964	10,483
<u>Total gas fund expenses</u>	<u>172,579</u>	<u>166,999</u>
WATER FUND EXPENSES		
<u>Personal services</u>		
Salaries and wages	17,274	20,425
Payroll taxes	1,558	1,524
<u>Supplies</u>		
Materials and supplies	2,215	1,452
Office supplies	153	36

.

This schedule continued on next page.

TOWN OF GRAND COTEAU, LOUISIANA <u>ENTERPRISE FUNDS</u> <u>SCHEDULE OF OPERATING EXPENSES (CONTINUED)</u> FOR THE YEARS ENDED JUNE 30, 1998 AND 1997

<u>WATER FUND EXPENSES</u> (Continued)

<u>Other</u> Legal and accounting \$6,824 \$10,750 8,468 Insurance 9,567 Utilities 8,614 6,574 Repairs and maintenance 4,689 6,329 Bad debt expense 56 211 Telephone 1,537 1,381 Miscellaneous 1,332 761 Seminar expense 225 260 Engineering 1,195

.

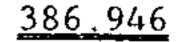
.

<u>1997</u>

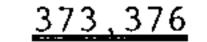
<u>Depreciation</u>	27,843	26,419
<u>Total water fund expenses</u>	80,788	<u> 86,884</u>
<u>SEWER FUND EXPENSES</u>		
<u>Personal services</u> Salaries and wages Payroll taxes	11,792 1,052	9,302 693
<u>Contractual services</u> Analysis expense	4,091	4,327
<u>Supplies</u> Materials and supplies Office supplies	5,333	1,639 302
Other Bad debt expense Engineering Legal and accounting Repairs and maintenance Utilities Insurance Miscellaneous	698 2,830 5,884 18,058 6,862 2,320 358	1,759 4,720 4,100 7,255 6,593 2,683 1,821
<u>Depreciation</u>	74,301	<u>74,299</u>

Total sewer fund expenses

<u>133,579</u> <u>119,493</u>



<u>1998</u>



Total operating expenses

FIDUCIARY FUND TYPE

Fiduciary Fund Types include Trust and Agency Funds which are used to account for the assets held by a government in a trustee capacity or as an Agent for individuals, private organizations, other governments, and/or other funds.

The payroll account is used to account for the Town's payroll and related expenses.

•

TOWN OF GRAND COTEAU, LOUISIANA FIDUCIARY FUND TYPE BALANCE SHEET JUNE 30, 1998 AND 1997

.

.

AGENCY	FUND -
PAYROLL	ACCOUNT
1998	1997

<u>ASSETS</u>

-

- ... - - -

.

··· - ---- -----

-

· · · · · · - · —

Cash	\$4,796	\$7,213
Other receivable		1,092
Due from other funds	<u>12,517</u>	4,064
<u>Total assets</u>	<u>17,313</u>	<u>12,369</u>

50

	x /	 <u>, , , , , , , , , , , , , , , , , , , </u>	کار ا	 ~	v
-		-		 	•

.

•

.

<u>LIABILITIES</u>

.

Payroll taxes payable	\$7,021	\$4,240
Retirement payable	257	150
Other payable	8,057	
Due to other funds	<u>1,978</u>	<u>7,979</u>
<u>Total liabilities</u>	<u>17,313</u>	<u>12,369</u>

•

.

FINANCIAL STATEMENTS OF ACCOUNT GROUPS

.

. .

GENERAL FIXED ASSETS ACCOUNT GROUP

The General Fixed Assets Account Group accounts for fixed assets not used in proprietary fund operations or accounted for in trust funds.

•

TOWN OF GRAND COTEAU, LOUISIANA SCHEDULE OF GENERAL FIXED ASSETS JUNE 30, 1998 AND 1997

	<u>1998</u>	<u>1997</u>
GENERAL FIXED ASSETS AT COST		•
Land	\$75,171	\$75,171
Buildings	199,854	198,619
Improvements other than buildings	39,362	31,744
Equipment	216,116	195,183
Other structures	<u>119,531</u>	<u>119,531</u>
<u>Total general fixed assets</u>	<u>650,034</u>	<u>620,248</u>

INVESTMENTS IN GENERAL FIXED ASSETS FROM

•

.

-

· -<u>-</u> ·

General Fund	\$251,250	\$227,962
Enterprise Funds	30,818	30,818
Sales Tax Fund	7,737	7,737
Federal Revenue Sharing Fund	26,615	26,615
Federal grants	327,614	321,116
State grants	6,000	6,000
<u>Total investments in general fixed assets</u>	<u>650,034</u>	<u>620,248</u>

.

GENERAL LONG-TERM DEBT ACCOUNT GROUP

The General Long-term Debt Account Group accounts for long-term debt intended to be financed from governmental funds.

TOWN OF GRAND COTEAU, LOUISIANA SCHEDULE OF GENERAL LONG-TERM DEBT JUNE 30, 1998 AND 1997

AMOUNT TO BE PROVIDED FOR THE PAYMENT OF GENERAL LONG-TERM DEBT

Amount to be provided for retirement of general long-term debt obligations

Total to be provided

GENERAL LONG-TERM DEBT

.

.

.... . .

\$<u>41,511</u> \$47,261 \$<u>41,511</u> \$47,261

<u>1997</u>

. .

. .

<u>1998</u>

Note payable - fire truck	\$26,400	\$35,200
Note payable - police car	7,302	10,961
Capital lease payable - police radar Capital lease payable - copier	224	1,100
Capical lease payable - copiel	<u>_7,585</u>	
<u>Total general long-term debt</u>	<u>41,511</u>	47,261

•

.

- ---- --- ---- ----· -

RELATED REPORTS

· . .•

.

-. - - - - - - - - - - - -

- .-

•

John Newton Stout, CPA Joel Lanclos, Jr., CPA Russell J. Stelly, CPA Dwight Ledoux, CPA Chizal S. Fontenot, CPA James L. Nicholson, Jr., CPA G. Kenneth Pavy, II, CPA Darren J. Cart, CPA



JOHN S. DOWLING & COMPANY A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS John S. Dowling, CPA (1904-1984)

Harold Dupre, CPA Retired

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

The Honorable Mary Murray, Mayor and Members of the Board of Aldermen Town of Grand Coteau, Louisiana

We have audited the general purpose financial statements of the Town of Grand Coteau, Louisiana, as of and for the year ended June 30, 1998, and have issued our report thereon dated November 30, 1998. In our report, our opinion on the financial statements was qualified because of the inadequacy of accounting records on general fixed assets and because insufficient audit evidence exists to support the Town of Grand Coteau's disclosures with respect to the year 2000 issue. Except as discussed in the preceding sentence, we conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

<u>Compliance</u>

As part of obtaining reasonable assurance about whether the Town of Grand Coteau's 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 instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u> which are described in the accompanying schedule of findings and questioned costs as findings numbers one, two and three.

Internal Control Over Financial Reporting

In planning and performing our audit we considered the Town of Grand Coteau's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Town of Grand Coteau's ability to record, process, summarize and report financial data consistent with the assertions of management in the general purpose financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs as findings numbers four and five.

P. O. Box 433 4766 I-49 North Service Road Opelousas, Louisiana 70571-0433 Telephone 318-948-4848 Telefax 318-948-6109

The Honorable Mary Murray, Mayor and Members of the Board of Alderman 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 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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, of the reportable conditions described above, we consider finding number four to be a material weakness.

This report is intended for the information of the Town of Grand Coteau, Louisiana, its Board of Alderman, the appropriate regulatory or legislative body and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

John S. Douling Company

· · · ·

Opelousas, Louisiana

November 30, 1998

TOWN OF GRAND COTEAU, LOUISIANA SCHEDULE OF FINDINGS AND QUESTIONED COSTS YEAR ENDED JUNE 30, 1998

A. <u>SUMMARY OF AUDIT RESULTS</u>

- 1. The auditor's report expresses a qualified opinion on the general purpose financial statements of the Town of Grand Coteau, Louisiana.
- 2. Three instances of noncompliance material to the financial statements of the Town of Grand Coteau, Louisiana were disclosed during the audit.
- 3. One material weakness and one reportable condition relating to the audit of the financial statements are reported in the Report on Compliance and on Internal Control over Financial Statements Performed in Accordance with <u>Government Auditing Standards.</u>
- 4. There was no single audit required under OMB Circular A-133.
- B. <u>1998 FINDINGS FINANCIAL STATEMENT AUDIT</u>

<u>Compliance</u>

REPEAT COMMENT

1. Inadequate Records for Fixed Assets

Condition:

The Town of Grand Coteau, Louisiana does not have adequate inventory records for general fixed assets. Annual physical inventories are not conducted.

Criteria:

Adequate records for general fixed assets are essential to prepare reliable financial statements. Annual physical inventories of property are required by LSA-RS 39:24.

Effect:

The amounts reported as general fixed assets may not be accurate for financial statement purposes and requires the independent auditor to qualify his opinion.

Recommendation:

A physical inventory should be taken annually for all movable property owned by the Town. We recommend that the Town place a value on all of the assets inventoried in order to obtain reasonable assurance that the amounts reported as general fixed assets are accurate for financial statement purposes.

<u>TOWN OF GRAND COTEAU, LOUISIANA</u> <u>SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)</u> <u>YEAR ENDED JUNE 30, 1998</u>

REPEAT COMMENT

2. Bond Resolution and Council Policies

Condition:

The Town did not fully comply with the collection procedures for utility accounts receivable described in the Bond Resolution dated April 1, 1989, with the collection procedures passed by the Council in a meeting held on May 14, 1990, nor with the formal adoption made in a meeting held on September 22, 1995. This formal adoption stated that the Town would follow the collection procedures listed in the Bond Resolution.

Criteria:

The State Bond Commission requires that any town that has bonded debt be in full compliance with the Bond Resolution. The council approved procedures must be followed to ensure that accounts receivable remain current.

Effect:

Noncompliance with proper collection procedures resulted in some accounts becoming past due.

Recommendation:

The Town should fully comply with the collection procedures for utility accounts receivable described in the Bond Resolution.

3. <u>Budget Amendment</u>

Condition:

As of June 30, 1998, General Fund actual expenditures exceeded budgeted expenditures by 11 percent. Also, Special Revenue Fund actual expenditures exceeded budgeted expenditures by 25 percent.

Cause:

The allocation of expenditures was not done properly throughout the year to allow the budgeted expenditures to be allocated in the same manner.

Criteria:

State law requires that the budget be amended when actual expenditures exceed

budgeted expenditures by more than 5 percent.

Effect:

The budget should properly be used as a tool to ensure that actual expenditures do not materially differ from budgeted expenditures.

TOWN OF GRAND COTEAU, LOUISIANA SCHEDULE OF FINDINGS AND OUESTIONED COSTS (CONTINUED) YEAR ENDED JUNE 30, 1998

Recommendation:

The allocation of expenditures should be done properly throughout the year which would allow the budget to be utilized by the governing body of the Town in making financial decisions.

Internal Control

REPEAT COMMENT

4. Lack of Segregation of Duties

Condition:

During much of the fiscal year, the Town Clerk was required to work alone in the office which left the Town with a lack of segregation of duties. Often the Town Clerk is required to collect payments on account, make deposits and post the same deposit into the general ledger.

Criteria:

There should be a proper segregation of duties in performing the tasks mentioned above.

Effect:

Errors or fraud could occur during the year and go unnoticed.

Recommendation:

There can only be a proper segregation of duties when both the Town Clerk and the Assistant Clerk are working. However, if this is not the case, every attempt should be made to keep the general ledgers current which will allow the Mayor and Council to keep abreast of the Town's financial condition.

.

4

.

TOWN OF GRAND COTEAU, LOUISIANA SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED) YEAR ENDED JUNE 30, 1998

REPEAT COMMENT

_

> 5. <u>Accounts Receivable</u>

> > Condition:

> > The accounts receivable balance per the general ledger is not being compared to the accounts receivable balance per the billing system.

Criteria:

Proper control over accounts receivable should be maintained.

Effect:

Errors or irregularities could be made in the recording of deposits, billings or adjustments without being noticed.

Recommendation:

•

The accounts receivable balance per the general ledger should be compared to the accounts receivable balance per the billing system at the end of each month. General ledgers should be kept current during the year to allow this procedure to be done.

• • •

- - - ----

•

.

OTHER SUPPLEMENTARY DATA

• . · ·

F

•

. . .

· · · ·

TOWN OF GRAND COTEAU, LOUISIANA SCHEDULE OF PRIOR YEAR FINDINGS FOR THE YEAR ENDED JUNE 30, 1998

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

- 1997-1 Inadequate Records for Fixed Assets Unresolved - REPEAT COMMENT
- 1997-2 Bond Resolution and Council Policies Unresolved - REPEAT COMMENT
- 1997-3 Payment Made in Lieu of Vacation Corrective action taken
- 1997-4 Lack of Segregation of Duties Unresolved - REPEAT COMMENT
- 1997-5 Billing Adjustments Corrective action taken

1997-6 Accounts Receivable Unresolved - REPEAT COMMENT

SECTION II - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

.

.

No findings.

SECTION III - MANAGEMENT LETTER

. .

No findings.

. .

. _ . . _

JISIANA PAYA

.

	OUTSTANDING	\$206,829	108,049	221,575	536,453
BONDS	RETIRED	\$15,625	8,163	3,425	27,213
BO	ISSUED	\$222,454	116,212	225,000	563, 666
	AUTHORIZED	\$222,454	116,212	225,000	563,666
	ttor				

.

62

•

÷

CRAND COTEAU, LOU SCHEDULE OF BONDS JUNE 30, 1998 TOWN OF

٠ • .

•

ANNUAL SERIAL PAYMENTS Varies 4/01/2019 FINAL MATURITY DATE 4/01/89 ISSUE DATE • INTEREST PAYMENT ES DATE 10/01 04/01 11.00\$ RATES

Varies Varies 2/17/2035 4/01/2019 2/11/95 4/01/89 17th of 2 each month 10/01 04/01 100.11 4.50% <u>REVENUE BONDS</u> Sewerage utility Sewerage utility Water utility

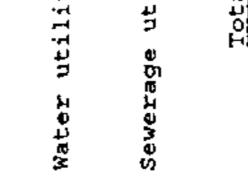
• .

•

. .

.

<u>Total revenue bonda</u>



. .

TOWN OF GRAND COTEAU, LOUISIANA COMBINED SCHEDULE OF INVESTMENTS - ALL FUNDS <u>JUNE 30, 1998</u>

	INTEREST <u>RÁTES</u>	MATURITY DATE	TOTAL BOOK
ENTERPRISE FUNDS			
Certificate of Deposit			
Bank of Sunset and Trust Co.	5.00%	9/19/98	\$28,377
Certificate of Deposit		, ,	• •
Bank of Sunset and Trust Co.	5.00%	12/7/98	20,030
· Certificate of Deposit			,
Bank of Sunset and Trust Co.	5.00%	9/19/98	819
		-/ -// -0	

<u>Total</u>

49,226

,

-

- ----

- -

	BFFECTIVE DATES <u>FROM</u> IO	1/1/98 12/31/98	5/1/98 5/1/99	5/1/98 5/1/99	9/15/97 9/15/98	12/4/97 12/4/98	8/15/97 8/15/98	5/1/98 5/1/99	7/25/97 7/25/98	12/4/97 12/4/98	5/1/98 5/1/99		
	LIMITS OF COVERAGE	Statutory	\$500,000	\$500,000	\$52,000 \$71,000 \$5,000	\$961,984 \$5,000 deductible	\$64,712 \$100 deductible	\$500,000 \$2,500 each claimant \$1,000 each claimant	IOF LAW ENFORCEMENT	\$8,000 \$2,500 deductible \$500 deductible	Actual cash value or cost of repair		
TOWN OP GRAND COTRAU, LOUISIANA SCHEDULE OP INSURANCE IN FORCE JUNE 30, 1998 (UNAUDITED)	TYPE OF COVERAGE	Workmen's Compensation	Bodily injury Property damage	Bodily injury Property damage	Bond Bond Blanket Bond	Fire, extended coverage and vandalism	Property damage	Personal injury Property damage Errors and omissions	Health and accident	Property damage Replacement Mechanical and electrical breakdown of equipment	Property damage		
TOW OF SCHEDUL	ASSETS COVERED	Workmen's Compensation	<pre>1979 Ford truck 1961 GMC fire truck 1984 Chevrolet truck 1991 GMC truck 1983 Chevy dumptruck 1991 Chevrolet 1993 Chevrolet 1993 Chevrolet Caprice 1993 Chevrolet Caprice</pre>	Comprehensive and liability on premises and operations	Clerk and Assistant Clerk Mayor and Mayor Pro-Tem Town employees	Blanket on all properties and buildings of insured	1983 International tractor 1984 Ford backhoe 1996 Ford mower	Law enforcement officers and public officials	Volunteer firemen	Mechanical and breakdown of equipment	Physical damages on 1991 GMC truck 1995 Ford 1997 Ford F150		-
	۲IJ	ipal Risk ncy	Company		Bond	urance Company		Company	rance Company	urance Company	Сощрапу		

· -·

-

Titan Indemnity Co Nationwide Insuran The Hanover Insura Western Surety Bon The Hanover Insura Titan Indemnity Co

<u>INSURBR</u> Louisiana Municipa Management Agency Titan Indemnity Co

TOWN OF GRAND COTEAU, LOUISIANA SCHEDULE OF COMPENSATION PAID TO MAYOR AND COUNCIL FOR THE YEAR ENDED JUNE 30, 1998

.

.

GENERAL

COMPENSATION PAID TO MAYOR AND COUNCIL

The compensation of the Town of Grand Coteau board members is included in the general administrative expenditures of the General Fund. On March 1, 1998, the board members pay increased from \$75 to \$150 per month and the mayor's compensation increased from \$300 to \$600 per month. Also, the board members pay for special meetings increased from \$37.50 to \$75.00.

COMPENSATION

Mary Murray, Mayor P.O. Box 76

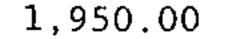
- - - - - -

\$6,000.00

•

Grand Coteau, LA 70541	
(318) 662-5471	
Term expires December 31, 1998	
Jean C. Coco, Alderwoman	1,950.00
P.O. Box 312	-,
Grand Coteau, LA 70541	
(318) 662-3838	
Term expires December 31, 1998	
John Howard Broussard, Alderman	1,912.50
P.O. Box 127	• · · ·
Grand Coteau, LA 70541	
(318) 662-5436	•
Term expires December 31, 1998	
Louis Gradney, Alderman	1,912.50
P.O. Box 51	
Grand Coteau, LA 70541	
(318) 662-5730	
Term expires December 31, 1998	
Theogene Lavergne, Alderman	1,912.50
P.O. Box 173	
Grand Coteau, LA 70541	
(318) 662-3738	
Term expires December 31, 1998	

Russell Richard, Jr., Alderman P.O. Box 117 Grand Coteau, LA 70541 (318) 662-3603 Term expires December 31, 1998



Sown of Grand Coteau

"THE TOWN WITH A BRIGHT FUTURE"

P.O. Drawer G Grand Coteau, Louisiana 70541 (318) 662-5246

OFFICIALS MARY V. MURRAY, Mayor CLIFFORD MOORE, SR., Chief DENISE MOORE, CMC LORRAINE MARKS, Asst. Clerk JOHN LEWIS, Supervisor

ALDERMEN JOHN HOWARD BROUSSARD LOUIS GRADNEY JEAN COCO THEOGNE LAVERGNE RUSSELL ARNOLD RICHARD

• •

.

DECEMBER 18, 1998

LEGISLATIVE AUDIT ADVISORY COUNCIL STATE OF LOUISIANA PO BOX 94397 BATON ROUGE, LOUISIANA 70804-9397

ATTN: DANIEL G. KYLE, SECRETARY RE: MANAGEMENT CORRECTIVE PLAN

DEAR DR. KYLE:

THE TOWN OF GRAND COTEAU'S MAYOR AND TOWN COUNCIL RESPECTIVELY SUBMIT THE FOLLOWING CORRECTIVE ACTION PLAN IN REFERENCE TO MANAGEMENT CONTROL FINDINGS BY JOHN S. DOWLING & COMPANY, ACCOUNTING FIRM, IN THE TOWN'S AUDIT REPORT FOR THE YEAR ENDING JUNE 30, 1998:

BID AMENDMENT:

1. WE PLAN TO ALLOCATE EXPENDITURES PROPERLY THROUGH OUT THE YEAR TO BE WITHIN THE 5% VARIANCES.

SEGREGATION OF DUTIES:

2. WE PLAN TO SET UP PROPER SEGREGATION OF DUTIES SINCE BOTH THE TOWN CLERK AND THE ASSISTANT CLERK ARE BOTH WORKING.

FIXED ASSETS:

3. PLAN TO PURCHASE LABELS TO TAG ALL OF THE PROPERTIES SO THAT ADEQUATE RECORDS CAN BE KEPT. WE PLAN TO SECURE LABELS BY JANUARY 29, 1999. WE PLAN TO DO A PHYSICAL INVENTORY COUNT BY JUNE 30, 1999. INVENTORY LISTS WOULD THEN BE UPDATED AS NEEDED.

ACCOUNTS RECEIVABLE:

- 4 WE PLAN TO COMPARE THE ACCOUNT RECEIVABLE BALANCE PER THE GENERAL LEDGER TO THE ACCOUNT PAYABLE BALANCE PER THE BILLING REGISTER AT THE END OF EACH MONTH.
- 5. WE PLAN TO KEEP THE GENERAL LEDGER CURRENT.

THANK YOU FOR CONSIDERATION IN OUR PLAN OF ACTION ADDRESSING THE DEFICIENCIES IN THE TOWN'S AUDIT REPORT.

SINCERELY,

V. Murray

MARY V. MURRAY, MAYOR TOWN OF GRAND COTEAU