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LASALLE COMMUNICATIONS
DISTRICT
LASALLE PARISH POLICE JURY
JENA, LOUISIANA
FINANCIAL STATEMENTS
6-30-97 and 6-30-98

OFFICIAL FILE COPY

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

Pelease Date -DEC-0-9-1998

FOR THE TWO YEARS ENDED JUNE 30, 1998 AND 1997

CONTENTS

	Exhibit	Page No.
Accountant's Compilation Report on Component Unit Financial Statements	-	1
Independent Accountant's Report on Applying Agreed-Upon Procedures		
Balance Sheet - All Fund Types and Account Group: June 30, 1998 June 30, 1997	A-1 A-2	5 6
Governmental Fund Type - General Fund:		
Statement of Revenues, Expenditures and Changes in Fund Balance, For the Year Ended June 30, 1998	B-1	7
Statement of Revenues, Expenditures and Changes in Fund Balance, For the Year Ended June 30, 1997	B-2	8
Notes to Financial Statements		10-13
Management Letter Comments		14
Graphs		15

JOHN R. VERCHER PC

ACCOUNTANT'S COMPILATION REPORT ON COMPONENT UNIT FINANCIAL STATEMENTS

Members of the Board LaSalle Parish Communications District PO Box 57 Jena, Louisiana 71342

I have compiled the component unit financial statements and graphs of the LaSalle Parish Communications District, as of and for the two years ended June 30, 1998 and June 30, 1997, as listed in the table of contents, in accordance with Statements of Standards for Accounting and Review Services issued by the American Institute of certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

In accordance with the <u>Louisiana Governmental Audit Guide</u> and the provisions of state law, I have issued a report, dated August 7, 1998, on the results of our agreed-upon procedures.

August 7, 1998 Jena, Louisiana

John R. Vercher

JOHN R. VERCHER PC

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Members of the Board LaSalle Parish Communications District PO Box 57 Jena, Louisiana 71342

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of LaSalle Parish Communication District and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about LaSalle Parish Communication District's compliance with certain laws and regulations during the two years ended June 30, 1998 and June 30, 1997 included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

- 1. Select all expenditures made during the year for material and supplies exceeding \$5,000, or public works exceeding \$50,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).
 - * I found no such expenditures.
- 2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.
 - * Management provided me with the required list including the noted information.
- 3. Obtain from management a listing of all employees paid during the period under examination.
 - * Management provided me with the required list.
- 4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.
 - * None of the employees included on the list of employees provided by management [agreed-upon procedure (3)] appeared on the list provided by management in agreed-upon procedure (2).

Budgeting

- 5. Obtained a copy of the legally adopted budget and all amendments.
 - * The District had no budget.
- 6. Trace the budget adoption and amendments to the minute book.
 - * The District had no budget.
- 7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues or expenditures exceed budgeted amounts by more than 5%.
 - * The District had no budget to compare the actual revenues and expenditures to.

Accounting and Reporting

- 8. Randomly select 6 disbursements made during the period under examination and:
 (a) trace payments to supporting documentation as to proper amount and payee;
 - * I examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payce.
 - (b) determine if payments were properly coded to the correct fund and general ledger account; and
 - * All of the payments were properly coded to the correct fund and general ledger account.
 - (c) determine whether payments received approval from proper authorities.
 - * Inspection of documentation supporting each of the six selected disbursements indicated approvals from the executive director and the chairman of the Board of Commissioners.

Meetings

- 9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by ISA-RS 42:1 through 42:12 (the open meetings law).
 - * The District holds its regularly scheduled meeting on the third Thursday of each month pursuant to the provision of a written notice given to each and every member, thereof, and duly posted in the manner required by law.

Debt

- 10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of banks loans, bonds, or like indebtedness.
 - * I inspected all bank deposit entries in the books for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

- 11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advance, or gifts.
 - * A reading of the minutes of the District for the year indicated no approval for the payments noted. I also inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

I was not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, I did not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the use of management of the LaSalle Parish Communication District and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

John R. Vercher

Jena, Louisiana August 7, 1998

LASALLE PARISH COMMUNICATIONS DISTRICT LASALLE PARISH POLICE JURY JENA, LOUISJANA ALL FUND TYPES AND ACCOUNT GROUP

BALANCE SHEET, JUNE 30, 1998

ASSETS	GOVERNMENTAL FUND TYPE GENERAL FUND		ACCOUNT GROUP GENERAL FIXED ASSETS		TOTAL (MEMORANDUM ONLY)	
Applito						
Cash	\$	50,549	\$	- 0 -	\$	50,549
Receivables (Note 4)		5,935		- O -		5,935
Vehicles & Fixtures		~ 0 -		5,816		5,816
TOTAL ASSETS	\$	56,484	\$	5,816	\$	62,300
	≈	=======	=	======	= :	=======
EQUITY						
Fund Equity:						
Investment in General Fixed						
Assets	\$	-0-	\$	5,816	\$	5,816
Fund Balances:						
Unreserved - Undesignated		56,484		- 0 -		56,484
TOTAL FUND EQUITY	\$	56,484	\$	5,816	\$	62,300
		=======	==	======	= :	======

See Accountant's Compilation Report

LASALLE PARISH COMMUNICATIONS DISTRICT LASALLE PARISH POLICE JURY JENA, LOUISIANA ALL FUND TYPES AND ACCOUNT GROUP

BALANCE SHEET, JUNE 30, 1997

		RNMENTAL FUND TYPE ENERAL FUND	G :	CCOUNT GROUP ENERAL FIXED ASSETS	TOTAL (MEMORANDUM ONLY)	
ASSETS	<u> </u>			···		
Cash	\$	22,377	\$	- 0 -	\$	22,377
Receivables (Note 4)		5,784		-0-		5,784
Vehicles & Fixtures		- O -		5,816		5,816
TOTAL ASSETS	\$	28,161	\$	5,816	\$	33,977
	≈=		=:		= :	
EQUITY						
Fund Equity:						
Investment in General Fixed						
Assets	\$	- 0 -	\$	5,816	\$	5,816
Fund Balances:						
Unreserved - Undesignated		28,161	_	- 0 -		28,161
TOTAL FUND EQUITY	\$	28,161	\$	5,816	\$	28,161
	≈=	======	= :	======	=:	

See Accountant's Compilation Report

LASALLE PARISH COMMUNICATIONS DISTRICT LASALLE PARISH POLICE JURY JENA, LOUISIANA GOVERNMENTAL FUND TYPE-GENERAL FUND

Statement of Revenues, Expenditures and Changes in Fund Balance For the Year Ended June 30, 1998

REVENUES

Surcharge Fees Use of Money and Property, Etc Miscellaneous	\$	64,599 1,013 50
Total Revenues	\$	65,662
EXPENDITURES		
Salaries & Related Expense Repairs and Maintenance Dues & Subscriptions Supplies Insurance Advertising Administrative Expense	\$	20,321 46 150 13,863 830 325 1,804
Total Expenditures	\$	37,339
EXCESS OF REVENUES OVER EXPENDITURES	\$	28,323
FUND BALANCE AT BEGINNING OF YEAR		28,161
FUND BALANCE AT END OF YEAR	\$ ===	56,484

See Accountant's Compilation Report

LASALLE PARISH COMMUNICATIONS DISTRICT LASALLE PARISH POLICE JURY JENA, LOUISIANA GOVERNMENTAL FUND TYPE-GENERAL FUND

Statement of Revenues, Expenditures and Changes in Fund Balance For the Year Ended June 30, 1997

REVENUES

Surcharge Fees	\$	34,566
Intergovernmental Revenues:		
Police Jury		8,000
Total Revenues	\$ 	42,566
EXPENDITURES		
Salaries & Related Expense	\$	5,156
Administrative Expense		992
Supplies		870
Insurance		420
Advertising		1,151
Capital Purchases		5,816
Total Expenditures	\$	14,405
DVCDCC ON DESTRING OSTOD	- -	
EXCESS OF REVENUES OVER EXPENDITURES	\$	28,161
FUND BALANCE AT BEGINNING		
OF YEAR		-0-
	- -	
FUND BALANCE AT END OF YEAR	\$	28,161
	==	=======

See Accountant's Compilation Report

NOTES TO THE FINANCIAL STATEMENTS

Notes to the Financial Statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

LaSalle Parish Communications District was created by the LaSalle Parish Police Jury, as authorized by Louisiana Revised Statute 33:4562. The Communications District is administered by a board of six commissioners and are collectively referred to as the board of commissioners and are appointed by the LaSalle Parish Police Jury. The board is governed by Chapter 31 Title 33 of the Louisiana Revised Statutes of 1950, as amended (R.S. 33:9101-9106) and other constitutional or statutory authority as provided by the legislature. The District was formed to plan, develop, test and implement "E-911" (Enhanced) communications system.

In April of 1984, the Financial Accounting Foundation established the Governmental Accounting Standards Board (GASB) to promulgate generally accepted accounting principles and reporting standards with respect to activities and transactions of state and local governmental entities. In June of 1987, the GASB issued a codification of governmental accounting and financial reporting standards. This codification and subsequent GASB pronouncements are recognized as generally accepted accounting principles for state and local government.

In conformance with GASB Codification Section 2100, the LaSalle Parish Communication District is a component unit of the LaSalle Parish Police Jury, the governing body of the parish and the governmental body with oversight responsibility. The accompanying financial statements present information only on the funds maintained by the LaSalle Communication District and do not present information on the LaSalle Parish Police Jury, the general government services provided by that governmental unit, or the other governmental units that comprise the governmental reporting entity.

A. FUND ACCOUNTING

LaSalle Parish Communications District is organized and operated on a fund and account group basis whereby a separate set of self-balancing accounts (General Fund) is maintained that comprises its assets, liabilities, fund equity, revenues and expenditures. The General Fund is the operating fund of the district, accounting for all sources of revenues and all expenditures.

B. FIXED ASSETS AND LONG TERM LIABILITIES

Fixed assets are accounted for in the general fixed assets account group, rather than in the General Fund. No depreciation has been provided on general fixed assets. Fixed assets are valued at actual historical cost. The account group is not a fund. It is concerned only with the measurement of financial position, not with measurements of results of operations.

There are no long-term liabilities at June 30, 1998.

Notes to the Financial Statements

C. BASIS OF ACCOUNTING

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting related to the timing of the measurements made, regardless of the measurement focus applied. The district's accounts are reported on the modified accrual basis of accounting using the following practices in recording revenues and expenditures:

Revenues

A special emergency telephone surcharge not to exceed 5% of the tariff rate for local telephone service supplied within the district is levied for the purpose of establishing, maintaining and operating the 911 emergency telephone system; provided that the surcharge shall be imposed only upon the amount of the tariff rate for exchanges access lines or their equivalent, that charges for telephone equipment and long distance services shall be exempt from the 5% surcharge imposed herein, that no such service shall be imposed upon more than 100 exchange access facilities per person per location; said 5% surcharge to the be levied from January 1, 1997 until such time as the surcharge is reduced or suspended by the board of commissioners or an increase is authorized by the electorate of the District. Revenues are recognized when collected by the telephone company.

Interest income is recorded when deposits have matured and the interest is available.

Expenditures

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

D. BUDGETARY PRACTICES

The District had no budget.

E. INVESTMENTS AND CASH

Cash and cash equivalents include cash, demand deposits and certificates of deposit. Under state law, the district may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States that is located within the parish or congressional district. Further, the district may invest in time deposits or certificated of deposit of state banks organized under Louisiana law and national banks having principal offices in Louisiana.

Notes to the Financial Statements

As reflected on page 5, LaSalle Parish Communication District has cash and cash equivalents totaling \$50,549 at June 30, 1998. Cash and cash equivalents are stated at cost which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the bank. At June 30, 1998 all deposits are fully secured by federal deposit insurance.

F. VACATION, SICK LEAVE AND COMPENSATED ABSENCES

The Communication District has no leave policies.

G. TOTAL COLUMN ON BALANCE SHEET OVERVIEW

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

2. CHANGES IN GENERAL FIXED ASSETS

A summary of change in general fixed assets follows:

	_	inning		1997 ditions		-30-97 salance		1998 ditions		-30-98 alance
Vehicles Equipment	\$ *	- 0 - - 0 -	\$	3,270 2,546	\$	3,270 2,546	\$	- 0 - - 0 -	\$	3,270 2,546
TOTAL	\$ ==	-0-	 \$ ==	5,816	- \$ =	5,816 =====	- ~ · \$ = ≈ :	-0- -0-	- \$ =	5,816 ======

3. LEASES

The district has no capital or operating leases at June 30, 1998.

4. RECEIVABLES

The receivables at June 30, 1998 and 1997 are detailed below:

			1998		1997
Surcharge	Fees	Ś	5.935	Ś	5.784

Notes to the Financial Statements

5. PENSION PLAN

Employees of the district are covered by the social security program. In addition to employee payroll deductions, the district is required to contribute an equal amount to the social security system. The district does not guarantee the benefits provided by the system.

6. BOARD MEMBER NAMES - (BOARD MEMBERS RECEIVE NO PAY FOR THEIR SERVICES)

Dennis Warwick - Chairman HC 60 Box 511 Jena, Louisiana 71342

E. J. Lassiter - Secretary 205 Shady Lane Jena, Louisiana 71342

Don Smith - Vice-chairman Jena, Louisiana

Paul Cornwell Olla, Louisiana

Bobby Joe Ganey Rt. 1, Box 293 Trout, Louisiana 71371

George King Jena, Louisiana

Benard Miller Olla, Louisiana

7. LITIGATION AND CLAIMS

At June 30, 1998 the district is not involved in any litigation.

LASALLE PARISH COMMUNICATIONS DISTRICT LASALLE PARISH POLICE JURY MANAGEMENT LETTER COMMENTS JUNE 30, 1998

During the course of the my compilation I observed conditions and circumstances that may be improved. Below are situations that may be improved (if any), recommendation for improvement and the District's response. I have also included prior year management letter comments (if any) and the District's action taken on those comments.

A) Prior Year Management Letter Comments

1) There were no prior year management letter comments.

B) Current Year Management Letter Comments

1998 - 1) Budgets

Situation: The District has not prepared budgets for its general fund operation in any year since existence. The local government budget law (LSA-RS 39:1301-14) requires all government units to prepare budgets for all government funds operated during the year.

<u>RECOMMENDATION</u>: The District should prepare an annual budget for its general fund and have said budget amended when revenues fail to meet budgeted revenues and expenditures exceed budgeted expenditures by more than 5%.

<u>DISTRICTS RESPONSE</u>: The District will begin preparing budgets for its general fund.

1998 - 2) Annual Financial Statements

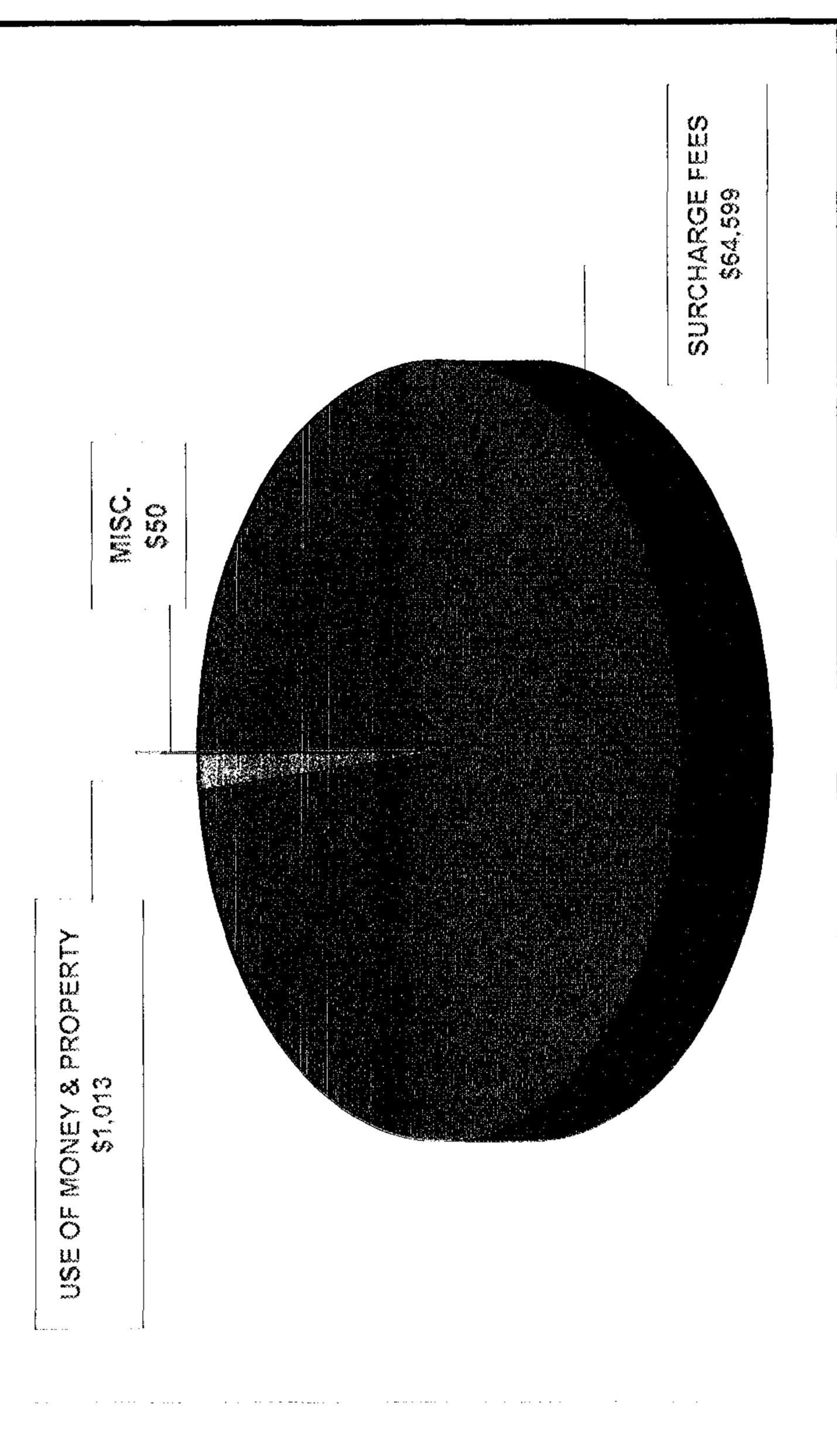
Situation: The District has not filed annual financial statements with he Legislative Auditors Office in accordance with LSA-RS 24:514, 33:463, and/or 39:32.

<u>RECOMMENDATION</u>: The District should have its CPA prepare an annual Compilation/Attestation Report of its financial statements and file them with the Legislative Auditor's Office.

<u>DISTRICT'S RESPONSE</u>: The District will have its CPA prepare an annual Compilation/Attestation Report of its financial statements and file them with the Legislative Auditors Office.

GRAPHS

REVENTES FOR VEAR ENDED 6-39-98



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LOUISIANA ATTESTATION QUESTIONNAIRE

 3-7-	98	Date
 		

John R. Vercher PC 210 N. 2nd St. PO Box 1608 Jena, La. 71342

These representations are based on the information available to us as of 8-27-98 (date).

Public Bld Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office.

Yes [No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42.1101-1124.

Yes [No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes [No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-Rs 39:43.

Yes [] No K

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes [] No []

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and or 39:92, as applicable.

Yes [] No [(

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

Yes [] No []

Meetings

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

Yes [No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 47:1410.60.

Yes [No []

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes No []

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

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent tot he issuance of your report.

	Secretary	•
L'arm,	Treasurer	
	President	

	LEGISLATIVE AUDITOR
DATA 001	BATON ROUGE LA 70804
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D Annual D Biennial	☐ Program Audit ☐ Other
□ Other to	·
4. AUDITEE INFORMATION	5. AUDITOR INFORMATION
Auditee Name	Firm Name
LA SICLE COMMUNICATIONS DET	JOHN R. VERCHER PC
Street Address (Number and Street)	b. Street Address (Number and Street) 210 NONTIA 2 200
Mailing Address (PO No.)	Mailing Address (PO No.)
70 57	101608
JSNA State Zip Zip Zip Zip	State Zip Jews Zip Zip Zip
Auditee Contact	c. Auditor Contact
Name BRELAND CODIZINATOR	JOHN R USZCUER Title TOSS.
	(
3/8-792-7306 Fax	Telephone Fax 313-992-434/9
Émail (Optional)	Email (Optional)
Component Units Included Within the Report and for Which No	Separate Report Will Be Issued:
	_
If there are no modifications to the auditor's financial enjoine an	reportable conditions, no material weaknesses, no reported instances
of noncompliance, and no management letter, check this box; d	
6. FINANCIAL STATEMENTS	
· · · · · · · · · · · · · · · · · · ·	Applicable
☐ Unqualified Opinion ☐ Qualified Opinion ☐ Adverse b. Is a 'going concern' explanatory paragraph included in the au	· ·
c. Do any of the funds have deficit fund balances?	kdit report? [] Yes [55] No
d. is there a related party footnote?	☐ Yes 🔯 No
7. INTERNAL CONTROL	
Do the comments on internal control include: D material v	weaknesses reportable conditions not applicable
8. COMPLIANCE Do the comments on compliance include: Di illegal ac	to Diferentianiani anto Dinatanuliantia
Do the comments on compliance include: Di illegal action and No.)	ts fraud/criminal acts not applicable
1993-1 13006273	Resolved 🖾 Yes 🗆 No 🗀 No Longer Applicable
1998 - 2 FINANCIAL STATEMENTS	Resolved La Yes No No Longer Applicable
10. SCHEDULE OF CURRENT YEAR FINDINGS/QUESTION	Resolved D Yes D No D No Longer Applicable NED COSTS (Finding Caption and No.)
10. CONEDULE OF CONNENT TENNY INDINGONGOECTIO	Resolved D Yes D No D No Longer Applicable
<u> </u>	
<u> </u>	Resolved D Yes D No D No Longer Applicable
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\$	Resolved Yes No No Longer Applicable Resolved Yes No No Longer Applicable Resolved Yes No No Longer Applicable
	Resolved Yes No No Longer Applicable
Do any findings address nepotism, ethics violations or related pa	Resolved Yes No No Longer Applicable
Do any findings address nepotism, ethics violations or related particles and findings address violation of bond indenture covenants?	Resolved Pes No No Longer Applicable arty transactions? Pes No
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Do any findings address violation of bond indenture covenants?	Resolved Pes No No Longer Applicable Resolved No No Longer Applicable Resolved No No No Longer Applicable Resolved No No No Longer Applicable
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<u> </u>	AUDITEE SIGNATURE	Date 7.4-	25
FOR USE BY LEGISLATIVE AUDITOR		THE REPORT OF THE PROPERTY OF THE PARTY OF T	SCHOOL STATE
Agency No	Proj. No.	Firm No	
FOR USE BY LEGISLA	ATIVE AUDITO	R	
Date Report Received:		Date Processed:	
Legislative Audit Advisory Council:		findings listed below?	Yes or N
District Attorney:	Are there findings of	•	Yes or N
Board of Ethics: State Bond Commission (SBC):	_	ethics, nepctism, or related parties? s relating to violations of bond indentures?	Yes or N Yes or N
State Bord Commission (SBC).		ess going-concern reservations?	Yes or N
	• •	a deficit greater than 5% of revenue? If so, identify the	Yes or N
High Profile:	page(s) No(s) Are there any signific		Yes or N
Report: Approved for Release _		Date: Rank A B	C D
•	•	ontrol/Compliance Report(s) Comments; D=Criminal/Fra terial findings are treated as a management letter	aud Acts)
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PAGE 110

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