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### Financial Report

### Terrebonne Parish Recreation District No. 2/3

Houma, Louisiana

December 31, 1999

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and cliner appropriate public efficials. The report is available for public into ection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date Of-Of-Q)

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December 31, 1999

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### FINANCIAL SECTION

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### INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners, Terrebonne Parish Recreation District No. 2/3, Houma, Louisiana.

We have audited the accompanying general-purpose financial statements of Terrebonne Parish Recreation District No. 2/3 (the District), a component unit of the Terrebonne Parish Consoliated Government, State of Louisiana, as of and for the year ended December 31, 1999, as listed in the table of contents. These general-purpose financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, 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 financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the 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.

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the Terrebonne Parish Recreation District No. 2/3 as of December 31, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued our report dated April 25, 2000 on our consideration of Terrebonne Parish Recreation District No. 2/3's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Bruces Bennett, LLC.

Certified Public Accountants.

Houma, La., April 25, 2000.

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### COMBINED BALANCE SHEET GOVERNMENTAL FUND TYPE AND ACCOUNT GROUP

### Terrebonne Parish Recreation District No. 2/3

December 31, 1999

	Governmental Fund Type General	Account Group General Fixed Assets	Total (Memorandum Only)
Assets			
Cash	\$ 52,799	\$ -	\$ 52,799
Receivable - taxes	273,295		273,295
Due from other governmental units	71,186	-	71,186
Other	4,735	<b>-</b>	4,735
Fixed assets	<del>-</del>	1,431,185	1,431,185
Totals assets	\$ 402,015	\$ 1,431,185	\$ 1,833,200
Liabilities  Accounts payable and accrued expenditures  Deferred revenue	\$ 18,486 304,332		\$ 18,486 304,332
Due to Terrebonne Parish Consolidated	,		•
Government	2,730		2,730
Total liabilities	325,548		325,548
Equity and Other Credits			
Investment in general fixed assets	-	\$ 1,431,185	1,431,185
Fund balance - unreserved	76,467	<del></del>	76,467
Total equity and other credits	76,467	1,431,185	1,507,652
Total liabilities, equity and other credits	\$ 402,015	\$ 1,431,185	\$ 1,833,200

### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL GOVERNMENTAL FUND TYPE - GENERAL FUND

### Terrebonne Parish Recreation District No. 2/3

For the year ended December 31, 1999

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues			
Taxes	\$ 249,600	\$ 249,618	\$ 18
Intergovernmental:			
State of Louisiana: State revenue sharing	19,750	19,759	9
Office of Rural Development	107,000	107,676	676
Miscellaneous:		,	
Interest	5,650	5,657	7
Other	850	895	45
Total revenues	382,850	383,605	755
Expenditures			
Current:			
General Government:	10.500	10.005	215
Ad valorem tax adjustment Ad valorem tax deductions	10,500	10,285	215 131
Au valorem tax deductions	7,500	7,369	151
Total general government	18,000	17,654	346
Culture and Recreation:			
Personal services	76,800	76,406	394
Supplies and materials	28,000	26,000	2,000
Other services and charges	27,000	24,714	2,286
Repairs and maintenance	16,000	16,323	(323)
Capital expenditures	258,000	254,866	3,134
Total culture and recreation	405,800	398,309	7,491
Debt Service:			
Principal retirement	25,000	25,000	
Total expenditures	448,800	440,963	7,837
Deficiency of Revenues Over Expenditures	(65,950)	(57,358)	8,592
Fund Balance			
Beginning of year	133,825	133,825	-
End of year	\$ 67,875	\$ 76,467	\$ 8,592
Lina or your	Ψ 01,013	ψ /0,70/	<del>Ψ 0,572</del>

See notes to financial statements.

### NOTES TO FINANCIAL STATEMENTS

### Terrebonne Parish Recreation District No. 2/3

December 31, 1999

### Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Terrebonne Parish Recreation District No. 2/3 (the District) conform to generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard - setting body for establishing governmental accounting and financial reporting principles. The following is a summary of significant accounting policies:

### a) Reporting Entity

The District is a component unit of the Terrebonne Parish Consolidated Government (the Parish) and as such, these financial statements will be included in the comprehensive annual financial report (CAFR) of the Parish for the year ended December 31, 1999.

The District has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

### b) Fund Accounting

The District uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

### Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### b) Fund Accounting (Continued)

### **Governmental Funds**

Governmental Funds are those through which the governmental functions of the District are financed. The acquisition, use and balances of the District's expendable financial resources and the related liabilities are accounted for through Governmental Funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The following is the Governmental Fund of the District:

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

### Account Group

An account group is used to establish accounting control and accountability. The District's Account Group is as follows:

General Fixed Assets Account Group - This account group is used to account for fixed assets not accounted for in proprietary or trust funds.

### 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 relates to the timing of the measurements made, regardless of the measurement focus applied.

All Governmental Funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Ad valorem taxes and the related state revenue sharing (Intergovernmental revenues) are recorded as revenue in the period for which levied, thus the 1999 property taxes which are being levied to finance the 2000 budget will be recognized as revenue in 2000. The 1999 tax levy is recorded as deferred revenue in the District's 1999 financial statements. Intergovernmental revenue (state grant) is recorded as revenue when the District is entitled to the funds. Miscellaneous revenues are recorded as revenues when received in cash by the District because they are generally not measurable until actually received.

### Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### c) Basis of Accounting (Continued)

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

### d) Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

### e) Operating Budgetary Data

As required by the Louisiana Revised Statutes 39:1303, the Board of Commissioners (the Board) adopted a budget for the District's General Fund. The Board, as allowed by state law, does not obtain public participation in the budget process. Any amendment involving the transfer of monies from one function to another or increases in expenditures must be approved by the Board. The District amended its budget twice during 1999. All budgeted amounts which are not expended, or obligated through contracts, lapse at year end.

The General Fund budget is adopted on a basis materially consistent with generally accepted accounting principles.

### f) Accounts Receivable

The financial statements of the District contain no allowance for uncollectible accounts. Uncollectible amounts due for ad valorem taxes and other receivables are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operation of the General Fund.

### g) Investments

The District had no investments at December 31, 1999. Investments during the year consisted of certificates of deposit.

### Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### h) Fixed Assets

Fixed assets used in governmental fund type operations (fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. The Account Group is not a fund. It is concerned only with the measurement of financial position.

It is not involved with the measurement of results of operations. Public domain ("infrastructure") fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems, are not capitalized along with other fixed assets. No depreciation has been provided on fixed assets.

All fixed assets are valued at historical cost.

Certain fixed assets (land and building) are recorded in the General Fixed Assets Account Group of the Terrebonne Parish Consolidated Government.

### i) Vacation and Sick Leave

The District's employees earn vacation and sick leave on the same basis as the Parish. However, vacation and sick leave cannot be carried forward. There is no material unpaid vacation and sick leave at December 31, 1999.

### j) Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments are recorded in the fund general ledgers, is not utilized by the District.

### k) Memorandum Only - Total Column

The total column on the general-purpose financial statement is captioned "Memorandum Only" because it does not represent consolidated financial information and is presented only to facilitate financial analysis. The column does not present information that reflects financial position or results of operations in accordance with generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data.

### Note 2 - DEPOSITS

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States, certificates of deposit of state or national banks having their principal office in Louisiana or any other federally insured investment.

State law requires deposits (cash) of all political subdivisions to be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision. In accordance with state law all deposits were collateralized.

Cash and deposits are categorized into three categories of credit risk.

Category 1 includes deposits covered by federal depository insurance or by collateral held by the District or its agent in the District's name.

Category 2 includes deposits covered by collateral held by the pledging financial institution's trust department or its agent in the District's name.

Category 3 includes deposits covered by collateral held by the pledging financial institution or its trust department or agent but not in the District's name

The year end bank balances of deposits and the carrying amounts as shown on the combined balance sheet are as follows:

	Ba	nk Balanc	ces	
		Category		
	<u>1</u>	2	3	Balance
Cash	<u>\$54,039</u>	<u>\$ -</u>	<u>\$ -</u>	\$ 52,799

At December 31, 1999, cash was not in excess of FDIC insurance.

### **Note 3 - PROPERTY TAXES**

Property taxes are levied each November 1 on the assessed value listed as of the prior January 1 for all real property, merchandise and movable property located in the Parish. Assessed values are established by the Terrebonne Parish Assessor's Office and the State Tax Commission at percentages of actual value as specified by Louisiana law. A reevaluation of all property is required to be completed no less than every four years. The last reevaluation was completed for the list of January 1, 1996. Taxes are due and payable December 31 with interest being charged on payments after January 1. Taxes can be paid through the tax sale date, which is the last Wednesday in June. Properties for which the taxes have not been paid are sold for the amount of the taxes. The tax rate for the year ended December 31, 1999 was \$4.89 per \$1,000 of assessed valuation on property within Recreation District No. 2/3 for the purpose of maintaining, constructing and operating recreational facilities within the District. As indicated in Note 1c, taxes levied November 1, 1999 are for budgeted expenditures in 2000 and will be recognized as revenue in 2000.

### Note 4 - DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units at December 31, 1999 consisted of the following:

State of Louisiana –	
State revenue sharing	\$13,510
Terrebonne Parish Consolidated Government	<u>57,676</u>
Total	\$71.186

### Note 5 - LONG-TERM OBLIGATIONS

On March 8, 1995, the District purchased land to be used as a playground and ballpark for \$150,000. Under the terms of the purchase the District paid a \$50,000 down payment and will finance the remaining \$100,000 in a noninterest bearing note over four years. The note was paid out during 1999.

### Note 5 - LONG-TERM OBLIGATIONS

The following is a summary of changes in the long-term obligations of the District for the year end December 31, 1999:

Notes payable at January 1, 1999	\$25,000
Principal retirement	25,000
Notes payable at December 31, 1999	\$

### Note 6 - CHANGES IN FIXED ASSETS

A summary of changes in fixed assets follows:

	Jan	lance luary 1999	<u>Addi</u>	<u>tions</u>	Đ	Balance ecember 1, 1999
Buildings	\$ 13	6,938	\$	₽-	\$	136,938
Land	28	5,555		-		285,555
Improvements other than buildings	47	8,330	5	,893		484,223
Equipment and furniture	16	9,869		737		170,606
Construction in progress	10	5,627	_248	,236		353,863
Totals	<u>\$1,17</u>	6,319	<u>\$254</u>	<u>,866</u>	<u>\$1</u>	,431,185

Construction in progress is composed of costs associated with the construction of softball fields and related facilities.

### Note 7 - RISK MANAGEMENT

The District is exposed to various risks of loss related to workers' compensation; torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; and group health benefits for which the District carries commercial insurance and also participates in the Parish's risk management program for general liability, workers' compensation, group insurance, property and auto liability. No settlements were made during the year that exceeded the District's insurance coverage. The District's premiums for general liability are based on various factors such as its operations and maintenance budget, exposure and claims experience. The premiums for workers' compensation are

### Note 7 - RISK MANAGEMENT (Continued)

based on a fixed percentage of payroll. The premiums for group insurance are based on a fixed rate per employee. The premiums for auto liability are based on claims experience, vehicle type and mileage. The premiums for property are based on the District's percentage of property value to the total of all the Parish's property value covered. The Parish handles all claims filed against the District. The District could have additional exposure for claims in excess of the Parish's insurance contracts as described below:

Policy	Coverage <u>Limits</u>
General Liability	\$6,500,000
Workers' Compensation	Statutory
Group Insurance	\$1,125,000
Property	\$100,000,000
Auto Liability	\$6,250,000

Coverage for claims in excess of the above stated limits are to be funded first by assets of the Parish's risk management internal service fund, \$122,294 for general liability, workers' compensation, property and auto liability and \$3,069,030 for group insurance at December 31, 1998, then secondly by the District. At December 31, 1999, the District had no claims in excess of the above coverage limits.

### Note 8 - COMPENSATION OF BOARD MEMBERS

The District did not pay per diem to any of its Board members.

# SUPPLEMENTARY INFORMATION SECTION



### INDEPENDENT AUDITOR'S REPORT ON ADDITIONAL INFORMATION

To the Board of Commissioners, Terrebonne Parish Recreation District No. 2/3, Houma, Louisiana.

Our report on our audit of the general-purpose financial statements of Terrebonne Parish Recreation District No. 2/3 (the District) for the year ended December 31, 1999, appears on page 1. That audit was conducted for the purpose of forming an opinion on such financial statements taken as a whole. The information contained in the schedule of revenues and expenditures and graphs of revenues and expenditures for the year ended December 31, 1999 is presented for purposes of additional analysis and is not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general-purpose financial statements for the year ended December 31, 1999, taken as a whole.

We also have previously audited, 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, the balance sheets of Terrebonne Parish Recreation District No. 2/3 as of December 31, 1998 and 1997, and the related statements of revenues, expenditures and changes in fund balance for each of the two years in the period ended December 31, 1998 (none of which is presented herein), and we expressed unqualified opinions on those financial statements. In our opinion, the information presented in the schedule of revenues and expenditures and graphs of revenues and expenditures for the years ended December 31, 1998 and 1997 is fairly stated in all material respects in relation to the general-purpose financial statements from which it has been derived.

Bourgeois Bennett, L.L.C.

Certified Public Accountants.

Houma, La., April 25, 2000.

### SCHEDULE OF REVENUES AND EXPENDITURES

### Terrebonne Parish Recreation District No. 2/3

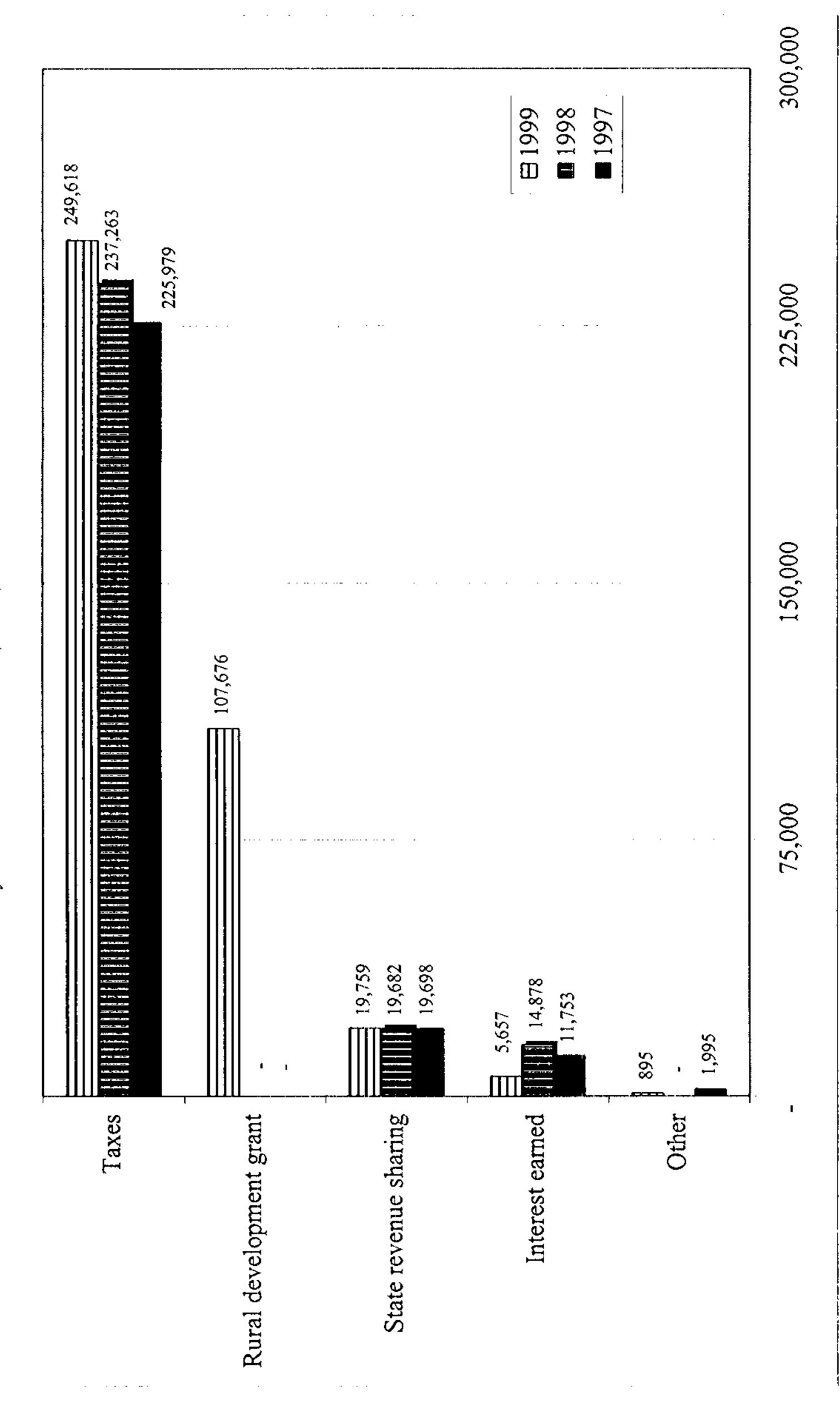
For the years ended December 31, 1999, 1998 and 1997

	<del></del>	1999 19		1998		1997
Revenues						
Taxes	\$	249,618	\$	237,263	\$	225,979
Rural development grant		107,676		-		-
State revenue sharing		19,759		19,682		19,698
Interest earned		5,657		14,878		11,753
Other		895		<del></del>		1,995
Total revenues	\$	383,605	\$	271,823	\$	259,425
Expenditures						
General government	\$	17,654	\$	13,100	\$	12,162
Personal services		76,406		64,456		61,539
Supplies and materials		26,000		20,201		19,638
Other services and charges		24,714		24,847		27,132
Repairs and maintenance		16,323		20,937		13,554
Captial expenditures		254,866		159,346		25,227
Debt service		25,000		25,000		25,000
Total expenditures	\$	440,963	\$	327,887	<u>\$</u>	184,252

### REVENUES

# Terrebonne Parish Recreation District No. 2/3

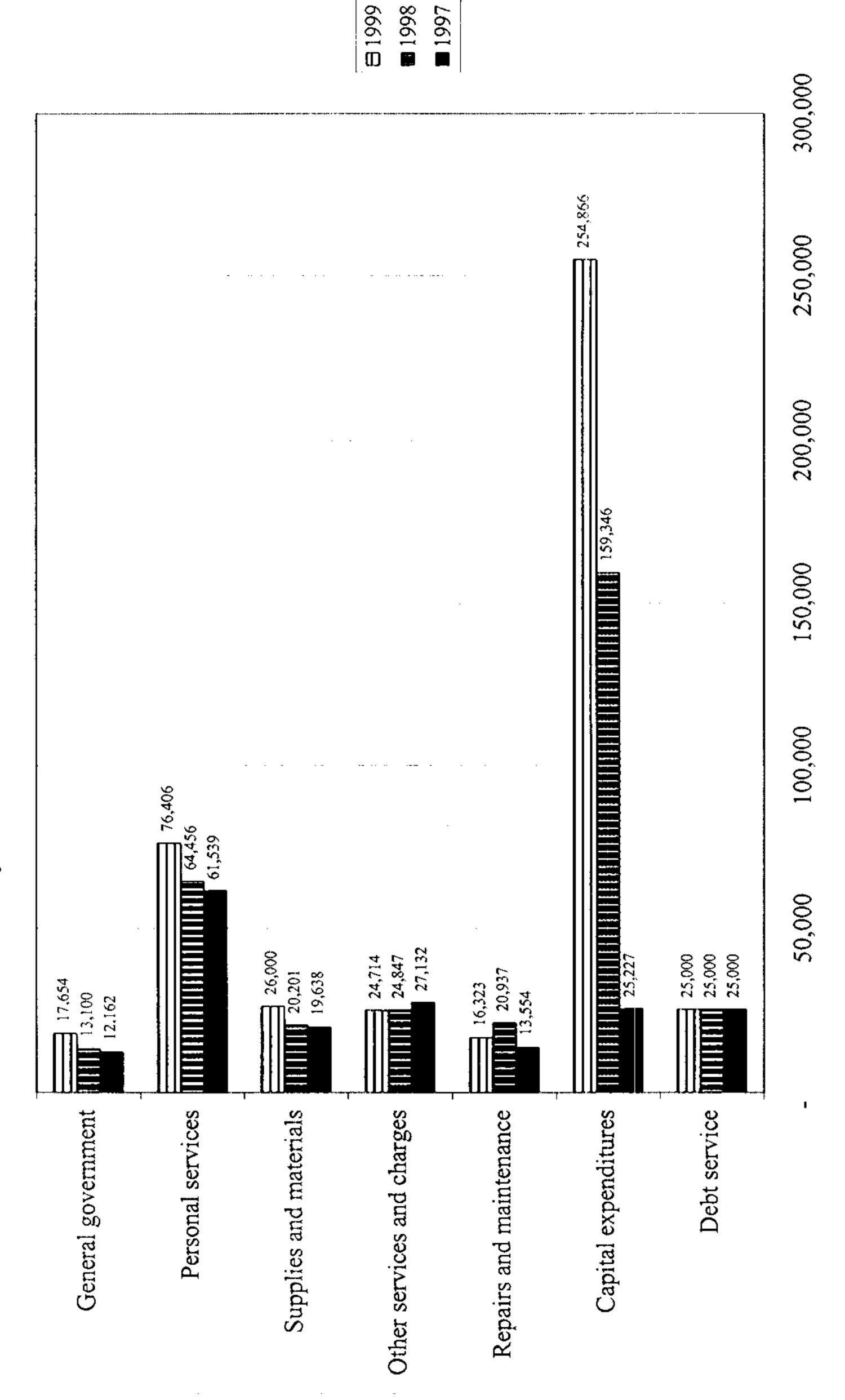
For the years ended December 31, 1999, 1998 and 1997



## EXPENDITURES

# Terrebonne Parish Recreation District No. 2/3

For the year ended December 31, 1999, 1998 and 1997



SPECIAL R	EPORTS OF C	ERTIFIED P	UBLIC ACC	COUNTANT	<u>'S</u>



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

To the Board of Commissioners,

Terrebonne Parish Recreation District No. 2/3,

Houma, Louisiana.

We have audited the general-purpose financial statements of the Terrebonne Parish Recreation District No. 2/3 (the District), a component unit of the Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 1999, and have issued our report thereon dated April 25, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

### Compliance

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

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District'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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being

audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operations that we consider to be material weaknesses.

This report is intended for the information of the Board of Commissioners, management, the State of Louisiana and the Legislative Auditor for the State of Louisiana and is not intended to be and should not be used by anyone other than these specified parties.

Bourgeoir Bennett, L.L.C.

Certified Public Accountants.

Houma, La., April 25, 2000.

### SCHEDULE OF FINDINGS

### Terrebonne Parish Recreation District No. 2/3

For the year ended December 31, 1999

Sectio	tion I Summary of Auditor's Results			
a)	) Financial Statements			
	Type of auditor's report issued: unqualified			
	Internal control over financial reporting:			
	<ul> <li>Material weakness(es) identified?</li> <li>Reportable condition(s) identified that are not</li> </ul>	yes	X_no	
		yes	X none repor	ted
	Noncompliance material to financial statements noted?	yes	X_ no	
b)	) Federal Awards			
	Terrebonne Parish Recreation District No. 2/3 did not receive feended December 31, 1999.	ederal a	wards during the	year
Sectio	tion II Financial Statement Findings			
	No financial statement findings were noted during the audit for the 999.	he year	ended December	31,
Sectio	tion III Federal Award Findings and Questioned Costs			
No	Not applicable.			

### REPORTS BY MANAGEMENT

### SCHEDULE OF PRIOR YEAR FINDINGS

### Terrebonne Parish Recreation District No. 2/3

For the year ended December 31, 1999

### Section I Internal Control and Compliance Material to the General-Purpose Financial Statements

### Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 1998. No reportable conditions were reported during the audit for the year ended December 31, 1998.

### Compliance

No compliance findings material to the general-purpose financial statements were noted during the audit for the year ended December 31, 1998.

### Section II Internal Control and Compliance Material to Federal Awards

Terrebonne Parish Recreation District No. 2/3 did not receive federal awards during the year ended December 31, 1998.

### Section III Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 1998.

### MANAGEMENT'S CORRECTIVE ACTION PLAN

### Terrebonne Parish Recreation District No. 2/3

For the year ended December 31, 1999

### Section I Internal Control and Compliance Material to the General-Purpose Financial Statements

### Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 1999. No reportable conditions were reported during the audit for the year ended December 31, 1999.

### Compliance

No compliance findings material to the general-purpose financial statements were noted during the audit for the year ended December 31, 1999.

### Section II Internal Control and Compliance Material to Federal Awards

Terrebonne Parish Recreation District No. 2/3 did not receive federal awards during the year ended December 31, 1999.

### Section III Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 1999.