

09 07 1 41:49

**ENTERPRISE RECREATIONAL DISTRICT  
CATAHOULA PARISH POLICE JURY  
COMPONENT UNIT FINANCIAL STATEMENTS  
INDIVIDUAL FUNDS  
DECEMBER 31, 1998**

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

Release Date SEP 01 1999

SEP 01 1999 11:52

**ENTERPRISE RECREATIONAL DISTRICT  
CATAHOULA PARISH POLICE JURY  
ENTERPRISE, LA**

**CONTENTS**

---

	<u>EXHIBIT</u>	<u>PAGE NO.</u>
Accountant's Report on Component Unit Financial Statements		1
Independent Accountant's Report on Agreed-Upon Procedures		2-4
Combined Balance Sheet December 31, 1998/1997		5
Comparative Statement of Revenues, Expenses and Changes in Retained Earnings - System Revenue for the year ended December 31, 1998 and December 31, 1997		6
Notes to Financial Statements		7-10
Management Letter Comments		11

# **Grant L. Wilbanks**

*Certified Public Accountant*

102 East Oak Street • P. O. Box 96  
Jena, Louisiana 71342

*Member:  
American Institute  
Louisiana Society of  
Certified Public Accountants*



*Telephone*  
318-992-2895 (O)  
318-992-2896 (F)  
318-992-2563 (H)

## **ACCOUNTANT'S COMPILATION REPORT ON COMPONENT UNIT FINANCIAL STATEMENTS**

### Board of Commissioners

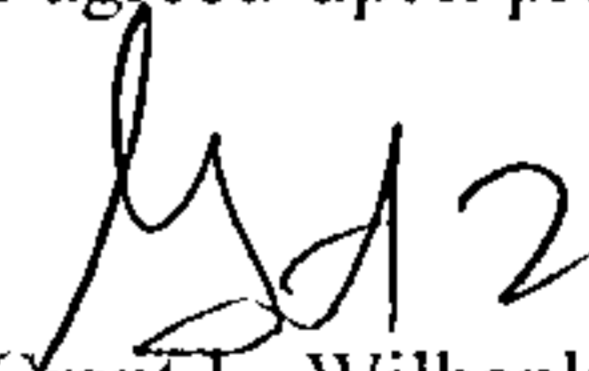
Enterprise Recreational District  
Catahoula Parish Police Jury  
Enterprise, LA

I have compiled the component unit financial statements, and supplemental information of the Enterprise Recreational District, as of and for the year ended December 31, 1998 and December 31, 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 Louisiana Governmental Audit Guide and the provision of state law, I have issued a report, dated June 15, 1999, on the results of our agreed-upon procedures.

June 15, 1999  
Jena, Louisiana

  
Grant L. Wilbanks, CPA

# **Grant L. Wilbanks**

*Certified Public Accountant*  
102 East Oak Street • P. O. Box 96  
Jena, Louisiana 71342

*Member:*  
*American Institute*  
*Louisiana Society of*  
*Certified Public Accountants*



*Telephone*  
318-992-2895 (O)  
318-992-2896 (F)  
318-992-2563 (H)

## **INDEPENDENT ACCOUNTANT'S REPORT** **ON APPLYING AGREED-UPON PROCEDURES**

To the Management of  
Enterprise Recreational District  
Catahoula Parish Police Jury  
Enterprise, LA

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of Enterprise Recreational District and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Enterprise Recreational District compliance with certain laws and regulations during the year ended December 31, 1998 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 has no general funds to budget.

6. Trace the budget adoption and amendments to the minute book.

\* Not applicable

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%.

\* Not applicable

### **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 payee.

(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 **DID NOT** indicate approvals from the accountant 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 LSA-RS 42:1 through 42:12 (the open meetings law).

**\* The District has not met during 1998.**

### **Debt**

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

\* I inspected copies of all bank deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

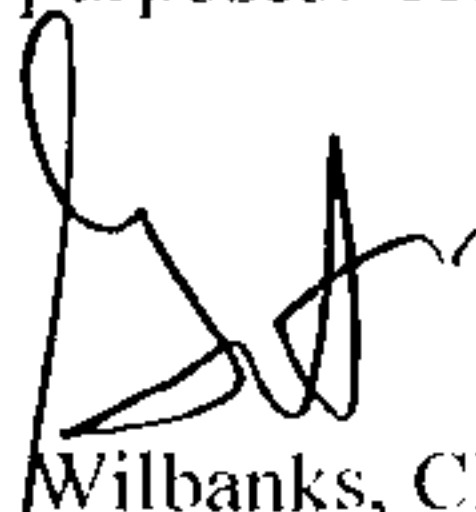
### **Advances and Bonuses**

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.

\* No minutes of the district for the year. I did inspect payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts. Contract labor was paid and 1099's were issued.

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 Enterprise Recreational 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.



Grant L. Wilbanks, CPA  
Jena, Louisiana  
June 15, 1999



**ENTERPRISE RECREATION DISTRICT**  
**CATAHOULA PARISH POLICE JURY**  
**COMBINED BALANCE SHEET**  
**ALL FUND TYPES AND ACCOUNT GROUPS**  
**DECEMBER 31, 1998**

<u>ASSETS</u>	<u>SYSTEM REVENUE</u>	<u>GENERAL FIXED ASSETS</u>	<u>1998 TOTAL MEMO ONLY</u>	<u>1997 TOTAL MEMO ONLY</u>
Cash:				
Operating	\$24,556		\$24,556	\$17,644
Total Cash	<u>\$24,556</u>	<u>\$0</u>	\$24,556	<u>\$17,644</u>
Current Receivables:	\$26,616		\$26,616	\$24,828
Fixed Assets (Note 4)		\$297	\$297	\$397
<b>TOTAL ASSETS</b>	<b><u>\$51,172</u></b>	<b><u>\$297</u></b>	<b><u>\$51,469</u></b>	<b><u>\$42,869</u></b>
 <b><u>LIABILITIES</u></b>				
Accounts Payable	\$0		\$0	\$0
Deductions Payable from Taxes	\$298		\$298	\$298
<b>TOTAL LIABILITIES</b>	<b><u>\$298</u></b>	<b><u>\$0</u></b>	<b><u>\$298</u></b>	<b><u>\$298</u></b>
 <b><u>RETAINED EARNINGS</u></b>				
Investment in Fixed Assets		\$297	\$297	\$397
Retained Earnings Unreserved	<u>\$50,874</u>	<u>\$0</u>	<u>\$50,874</u>	<u>\$42,174</u>
<b>Total Fund Equity</b>	<b><u>\$50,874</u></b>	<b><u>\$297</u></b>	<b><u>\$51,171</u></b>	<b><u>\$42,571</u></b>
 Total Liability and Equity	 <u>\$51,172</u>	 <u>\$297</u>	 <u>\$51,469</u>	 <u>\$42,869</u>

SEE ACCOUNTANT'S COMPILATION REPORT

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT

**ENTERPRISE RECREATION DISTRICT  
CATAHOULA PARISH POLICE JURY**

**Comparative Statement of Revenues, Expenses and Changes in Retained Earnings  
For the Year ended December 31, 1998 and December 31, 1997**

	<u>1998</u>	<u>1997</u>
<b><u>REVENUE</u></b>		
AD VALOREM TAX	\$26,616	\$24,698
MEAT PLANT	\$3,123	\$3,090
TOTAL REVENUE	<u>\$29,739</u>	<u>\$27,788</u>
<b><u>EXPENSES</u></b>		
SALARIES	\$5,906	\$6,107
OFFICE SUPPLIES /EXPENSES	\$1,246	\$1,368
PEST CONTROL	\$600	\$600
INSURANCE	\$2,573	\$2,573
PAYROLL TAX	\$2,007	\$2,373
UTILITIES	\$5,998	\$5,423
FUTA	\$471	\$489
CONTRACT LABOR	\$2,235	\$2,086
MISCELLANEOUS	\$536	\$3,203
TOTAL OPERATING EXPENSES	<u>\$21,572</u>	<u>\$24,222</u>
OPERATING INCOME (LOSS)	<u>\$8,167</u>	<u>\$3,566</u>
<b>NON-OPERATING REVENUE</b>		
INTEREST INCOME	\$533	\$652
TOTAL NON-OPERATING REVENUE	<u>\$533</u>	<u>\$652</u>
<b><u>NET INCOME</u></b>	<u>\$8,700</u>	<u>\$4,218</u>
RETAINED EARNINGS BEG OF YEAR	\$42,174	\$37,956
RETAINED EARNINGS END OF YEAR	<u>\$50,874</u>	<u>\$42,174</u>

SEE ACCOUNTANT'S COMPILATION REPORT  
THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT



**NOTES TO  
FINANCIAL STATEMENTS**

**ENTERPRISE RECREATIONAL DISTRICT  
CATAHOULA PARISH POLICE JURY**

**Notes to Financial Statements**

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Enterprise Recreational District was created by incorporating under the provisions of Louisiana R.S. 1950, Title 12, Chapter 2, as amended, on January 01, 1996, for the purpose of providing recreational opportunity to the members of Enterprise Recreational District of Catahoula Parish. Therefore, Enterprise Recreational District organized as an independent non-profit corporation, is the reporting entity.

Enterprise Recreational District is a component unit of the Catahoula Parish Police Jury. Applicable funds flow from the Catahoula Parish Police Jury directly to Enterprise Recreational District, accounts for these funds in their records according to the required procedures that would be employed by the District.

**Fund Accounting-**

The accounts of the District are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund is 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 purpose for which they are to be spent and the means by which spending activities are controlled.

**Governmental Funds-**

**General (Maintenance) Fund**

The General (Maintenance) Fund is the general operating fund of the recreational district. It is used to account for all financial resources except those required to be accounted for in another fund.

Fixed Assets- General fixed assets have been acquired for general operational purposes. Assets purchased are recorded as expenditures in the governmental funds and capitalized at cost in the General Fixed Assets Account Group. Donated fixed assets are recorded as general fixed assets at estimated fair market value at the time received.

No property owned by the Recreational District except one copier.

**Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses 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.

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.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liabilities are incurred, except that principal and interest on general long-term debt is recognized as an expenditure when due.

**Total Columns on Combined Statements-**

The columns on the Combined Statement are captioned “memorandum only” to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

**2. AD VALOREM TAXES**

Ad Valorem Taxes are levied on July 20, become due when billed by the Parish Tax Collector and become delinquent January 1, of the following year.

For the year ended December 31, 1998 taxes were levied, and dedicated as follows:

	<u>TAX ASSESSED</u>	<u>MILLS</u>
General (Maintenance) Fund	\$26,616	15.00

Income is recognized when levied in the revenue fund.

**3. ACCOUNTS RECEIVABLE**

Ad Valorem Tax Receivable                      \$26,616

**4. CHANGES IN LONG-TERM DEBT-**

No debt, long-term or short-term.

**5. GENERAL FIXED ASSETS**

A summary of General Fixed Assets/property, plant and equipment at December 31,

1998:	12/31/97			
	<u>Balance</u>	<u>Addition</u>	<u>Depreciation</u>	<u>Balance</u>
Copier	\$397	0	\$100	\$297

## **6. BOARD MEMBER FEES**

No Board Fees were paid for the year then ended December 31, 1998.

## **7. ACCUMULATED SICK LEAVE AND VACATION**

The District does not accumulate sick leave or vacation for employees.

## **8. LITIGATION**

The District had no outstanding judgements or pending litigation as of December 31, 1998.

## **9. RETIREMENT PLANS**

The system does not offer its employees a retirement plan. All employees are in the social security system.

**ENTERPRISE RECREATIONAL DISTRICT  
CATAHOULA PARISH POLICE JURY**

**Management Letter Comment**

**December 31, 1998**

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

A) Prior Year Management Letter Comments and Management's Response

None, as no report was required.

B) Current Year Management Letter Comments

- 1) As observed, no board meetings were held in 1998.
- 2) No budget was adopted for 1998.
- 3) Disbursements weren't approved.

Response: See Attached Sheet (Page 12)

**ENTERPRISE RECREATIONAL DISTRICT  
CATAHOULA PARISH POLICE JURY  
ENTERPRISE, LA**

TO: DANIEL G. KYLE  
LEGISLATIVE AUDITOR


FROM: H.L. POOLE, SR.  
ENTERPRISE RECREATIONAL DISTRICT

DATE: 8/24/99

As noted in the attestation report of Grant L. Wilbanks, CPA we acknowledge that no board meetings were held, budget adopted or the disbursements were approved.

In the future, we will meet on a quarterly basis, adopt a budget for the remainder of 1999 and all future years. As to approval of disbursements we will start that process immediately via paying bills once a month after approval of the board chairman. If you have any further questions, please feel free to give me a call.

Sincerely,

  
H.L. Poole, Board President



**LOUISIANA ATTESTATION QUESTIONNAIRE**  
**(For Attestation Engagements of Enterprise Recreational District)**

6/15/99

Grant L. Wilbanks, CPA

P.O. Box 96

Jena, LA 71342

In connection with your compilation of our financial statements as of 12/31/98 and for the period then ended, and as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of 6/15/99.

**Federal, State, and Local Awards**

We have detailed for you the amount of Federal, state and local award expenditures for the fiscal year, any grant and grant year.

NONE

Yes[x] No[ ]

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and grantor officials.

Yes [ ] No[ ] N/A[x]

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes [x] No[ ]

We have compiled with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes [x] No[ ]

**Open Meetings**

Our meetings, as they relate to public funds, have been posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

Yes [ ] No[x]

**Budget**

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state

grants included specific goals and objectives and measures of performance  
Yes [x] No [ ]

**Prior Year Comments**

We have resolved all prior-year recommendations and/or comments.  
Yes [x] 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 federal, state, and local grants, to include the applicable 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 will also disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance which may occur up to the date of your report.

<u>Joyce Eubanks</u>	Secretary	<u>6-30-99</u>	Date
<u>Joyce Eubanks</u>	Treasurer	<u>6-30-99</u>	Date
_____	President	_____	Date