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LASALLE PARISHWIDE AMBULANCE  
SERVICE DISTRICT NO. 1  
JENA, LOUISIANA

MANAGEMENT'S DISCUSSION AND ANALYSIS  
AND  
BASIC FINANCIAL STATEMENTS  
WITH  
INDEPENDENT AUDITORS' REPORT

FOR THE YEARS ENDED  
DECEMBER 31, 2003, and 2002

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the 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 8-11-04

LaSalle Parishwide Ambulance Service District No. 1  
Financial Statements  
And  
Independent Auditors' Report  
Years Ended December 31, 2003 and 2002

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LaSalle Parishwide Ambulance Service District No. 1  
Management's Discussion and Analysis  
Of the Basic Financial Statements  
Years ended December 31, 2003 and 2002

This section of the Service District's annual financial report presents background information and management's analysis of the Service District's financial performance during the fiscal year that ended on December 31, 2003. Please read it in conjunction with the financial statements in this report.

**Financial Highlights**

- The Service District collected \$228,388 in tax revenue for the year, up 5.94% from 2002.
- The Service District's total assets decreased by \$193,518, or approximately 67.08%.
- Total expenses increased \$95,000 or approximately 59.91%.
- The Service District had a gain from operations of approximately \$315 which compares to a gain of \$58,830 the previous year.

**Required Financial Statements**

The Basic Financial Statements of the Service District report information about the Service District using Governmental Accounting Standards Board (GASB) accounting principles. These statements offer short-term and long-term financial information about its activities. The Balance Sheet includes all of the Service District's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and the obligations to Service District creditors (liabilities). It also provides the basis for computing rate of return, evaluating the capital structure and assessing the liquidity and financial flexibility of the Service District. All of the current year's revenues and expenses are accounted for in the Statements of Revenue, Expenses and Changes in Net Assets. This statement measures improvements in the Service District's operations over the past two years and can be used to determine whether the Service District has been able to recover all of its costs through its revenue sources.

**Financial Analysis of the Service District**

The Balance Sheets and the Statements of Revenue, Expenses, and Changes in Net Assets report information about the Service District's activities. These two statements report the net assets of the Service District and changes in them. Increases or decreases in the Service District's net assets are one indicator of whether its financial health is improving or deteriorating. However, other non-financial factors such as changes in the health care industry should also be considered.

LaSalle Parishwide Ambulance Service District No. 1  
Management's Discussion and Analysis (Continued)

**Net Assets**

Table 1 presents a condensed balance sheet for the Service District and compares Fiscal Years 2003 and 2002.

**TABLE 1  
Condensed Balance Sheets**

	<u>2003</u>	<u>2002</u>	<u>\$ Change</u>	<u>% Change</u>
Total current assets	\$ 220,797	\$ 260,122	\$ (39,325)	-15.12%
Capital assets - net	<u>58,246</u>	<u>28,380</u>	<u>29,866</u>	<u>105.24%</u>
 Total Assets	 \$ <u>279,043</u>	 \$ <u>288,502</u>	 \$ <u>(9,459)</u>	 <u>-3.28%</u>
Current liabilities	\$ 184,059	\$ 193,833	\$ (9,774)	-5.04%
Net assets	<u>94,984</u>	<u>94,669</u>	<u>315</u>	<u>0.33%</u>
 Total Liabilities and Net assets	 \$ <u>279,043</u>	 \$ <u>288,502</u>	 \$ <u>(9,459)</u>	 <u>-3.28%</u>

**Summary of Revenue, Expenses and Changes in Net Assets**

Table 2 presents a summary of the Service District's historical revenues and expenses for the fiscal years ended December 31, 2003 and 2002.

LaSalle Parishwide Ambulance Service District No. 1  
Management's Discussion and Analysis (Continued)

**TABLE 2**  
**Condensed Statements of Revenue, Expenses and**  
**Changes in Net Assets**

	<u>2003</u>	<u>2002</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Revenue:</b>				
Ad valorem taxes	\$ 228,388	\$ 215,589	\$ 12,799	5.94%
Interest income	505	706	(201)	-28.47%
Grant income	25,000	-0-	25,000	100.00%
Insurance reimbursements	<u>-0-</u>	<u>1,113</u>	<u>(1,113)</u>	<u>-100.00%</u>
 Total revenue	 <u>253,893</u>	 <u>217,408</u>	 <u>36,485</u>	 <u>16.78%</u>
<b>Expenditures:</b>				
Insurance	13,212	11,444	1,768	15.45%
Auditing	1,250	1,250	-0-	0.00%
Advertising	37	-0-	37	100.00%
Repairs	-0-	1,113	(1,113)	-100.00%
Supplies	-0-	21	(21)	-100.00%
Depreciation	29,079	-0-	29,079	100.00%
<b>Disbursements to Parish hospitals:</b>				
LaSalle General Hospital	126,000	68,850	57,150	83.01%
Hardtner Medical Center	<u>84,000</u>	<u>75,900</u>	<u>8,100</u>	<u>10.67%</u>
 Total expenditures	 <u>253,578</u>	 <u>158,578</u>	 <u>95,000</u>	 <u>59.91%</u>
 Excess revenue over expenditures	 315	 58,830	 (58,515)	 -99.46%
 Net assets, beginning of year	 <u>94,669</u>	 <u>35,839</u>	 <u>58,830</u>	 <u>164.15%</u>
 Net assets, end of year	 \$ <u>94,984</u>	 \$ <u>94,669</u>	 \$ <u>315</u>	 <u>0.33%</u>

**Sources of Revenue**

During fiscal year 2003, the Service District derived its revenue from \$228,388 taxes collected and disbursed by the LaSalle Parish Sheriff's Department.

The Service District funds are held in a checking account held with the Bank of Jena. This account earned \$505 in interest income during 2003.

LaSalle Parishwide Ambulance Service District No. 1  
Management's Discussion and Analysis (Continued)

**Operating and Financial Performance**

During 2003 LaSalle General Hospital requested the purchase of a new ambulance. The Ford "mini modular" ambulance was purchased with a \$25,000 grant from the United States Department of Agriculture. The remaining \$33,945 was from the Ambulance District funds, for a total purchase price of \$58,945.

**Capital Assets**

**TABLE 3  
Capital Assets**

	December 31, <u>2003</u>	December 31, <u>2002</u>	<u>\$ Change</u>	<u>% Change</u>
Moveable equipment	\$ <u>190,784</u>	\$ <u>131,839</u>	\$ <u>58,945</u>	<u>44.71%</u>
Total	190,784	131,839	58,945	44.71%
Less: accumulated depreciation	<u>(132,538)</u>	<u>(103,459)</u>	<u>(29,079)</u>	<u>28.11%</u>
Net property, plant, and equipment	\$ <u><u>58,246</u></u>	\$ <u><u>28,380</u></u>	\$ <u><u>29,866</u></u>	<u><u>105.24%</u></u>

**Long-term Debt**

At year-end, the Ambulance District did not have long-term debt.

**Contacting the Service District's Financial Manager**

This financial report is designed to provide our citizens, customers and creditors with a general overview of the Service District's finances and to demonstrate the Service District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact LaSalle General Hospital Administration.

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**INDEPENDENT AUDITORS' REPORT**

Board of Commissioners  
LaSalle Parishwide Ambulance  
Service District No. 1  
Jena, Louisiana

We have audited the accompanying financial statements of LaSalle Parishwide Ambulance Service District No. 1, (the "District") as of and for the years ended December 31, 2003 and 2002, as listed in the foregoing table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America 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 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 audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of LaSalle Parishwide Ambulance Service District No. 1, as of December 31, 2003 and 2002 and the respective changes in financial position for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued a report dated June 10, 2004, on our consideration of the District's internal control structure and on its compliance with laws and regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audits.

As discussed in the notes to the financial statements, effective January 1, 2003, the District changed its accounting policy related to financial statement presentation to comply with the provisions of Statement No. 34 of the Governmental Accounting Standards Board.

Board of Commissioners  
LaSalle Parishwide Ambulance  
Service District No. 1  
Page Two

Management's discussion and analysis on pages "i" through "iv" is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted primarily of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.



Certified Public Accountants

June 10, 2004



LaSalle Parishwide Ambulance Service District No. 1  
Balance Sheets  
December 31, 2003 and 2002

	<u>2003</u>	<u>2002</u>
<b>Assets:</b>		
<b>Current assets:</b>		
Cash	\$ 25,683	\$ 21,289
Assets limited as to use	11,055	45,000
Ad valorem tax receivable	<u>184,059</u>	<u>193,833</u>
<b>Total current assets</b>	<u>220,797</u>	<u>260,122</u>
Property, plant, and equipment, net	<u>58,246</u>	<u>28,380</u>
<b>Total assets</b>	<u>\$ 279,043</u>	<u>\$ 288,502</u>
<b>Liabilities and Net Assets:</b>		
<b>Liabilities:</b>		
Deferred revenue	\$ <u>184,059</u>	\$ <u>193,833</u>
<b>Net assets:</b>		
Investment in capital assets, net of related debt	58,246	28,380
Unrestricted net assets	<u>36,738</u>	<u>66,289</u>
<b>Total net assets</b>	<u>94,984</u>	<u>94,669</u>
<b>Total liabilities and net assets</b>	<u>\$ 279,043</u>	<u>\$ 288,502</u>

See accompanying notes to financial statements.

LaSalle Parishwide Ambulance Service District No. 1  
 Statements of Revenues, Expenditures and  
 Changes in Net Assets  
 Years Ended December 31, 2003 and 2002

	<u>2003</u>	<u>2002</u>
Revenue:		
Ad valorem taxes	\$ 228,388	\$ 215,589
Interest income	505	706
Grant income	25,000	-0-
Insurance reimbursements	<u>-0-</u>	<u>1,113</u>
 Total revenue	 <u>253,893</u>	 <u>217,408</u>
 Expenditures:		
Insurance	13,212	11,444
Auditing	1,250	1,250
Advertising	37	-0-
Repairs	-0-	1,113
Supplies	-0-	21
Depreciation	29,079	-0-
Disbursements to Parish hospitals:		
LaSalle General Hospital	126,000	68,850
Hardtner Medical Center	<u>84,000</u>	<u>75,900</u>
 Total expenditures	 <u>253,578</u>	 <u>158,578</u>
 Excess revenue over expenditures	 315	 58,830
 Net assets, beginning of year	 <u>94,669</u>	 <u>35,839</u>
 Net assets, end of year	 \$ <u><u>94,984</u></u>	 \$ <u><u>94,669</u></u>

See accompanying notes to financial statements.

LaSalle Parishwide Ambulance Service District No. 1  
Notes to the Financial Statements  
Years Ended December 31, 2003 and 2002

NOTE 1 - ORGANIZATION AND OPERATION

LaSalle Parishwide Ambulance Service District No. 1 (referred to as "the District") was created by an ordinance of the LaSalle Parish Police Jury in 1974, for the purpose of collecting ad valorem tax proceeds to operate and maintain a parishwide ambulance service. The Ambulance District entered into a contract with LaSalle General Hospital and Hardtner Medical Center to provide and maintain the ambulance service for LaSalle Parish. The ad valorem tax proceeds collected by the LaSalle Parish Sheriff's office are allocated by the Ambulance District to the two hospitals to offset the cost of providing the ambulance service.

The District is a political subdivision of the LaSalle Parish Police Jury whose jurors are elected officials. Its commissioners are appointed by the LaSalle Parish Police Jury.

As the governing authority of the Parish, for reporting purposes, the LaSalle Parish Police Jury is the financial reporting entity for the District. Accordingly, the District was determined to be a component unit of the LaSalle Parish Police Jury based on Statement No. 14 of the National Committee on Governmental Accounting. The accompanying financial statements present information only on the funds maintained by the District and do not present information on the police jury, the general governmental services provided by that governmental unit or the other governmental units that comprise the financial reporting entity.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Method of Accounting

The District uses the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The District considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred.

On January 1, 2003, the District adopted the provisions of Statement No. 34 (Statement 34) of GASB, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. Statement 34 established standards for external financial reporting for all state and local governmental entities. It requires the classification of net assets into three components – invested in capital assets, net of related debt; restricted and unrestricted. These classifications are defined as follows:

- Invested in capital assets, net of related debt – This component of net assets consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

LaSalle Parishwide Ambulance Service District No. 1  
Notes to the Financial Statements  
Years Ended December 31, 2003 and 2002

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Method of Accounting (Continued)

- Restricted – This component of net assets consists of constraints placed on net asset use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- Unrestricted – This component of net assets consists of net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

The adoption of Statement 34 resulted in the previously reported unrestricted fund balance amount being classified to conform to the above net asset classifications.

Cash and Cash Equivalents

Cash and cash equivalents consist of deposits in checking, money market and certificates of deposits with maturities of 90 days or less.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires the use of management's estimates.

Deposits

At December 31, 2003 and 2002, the District has cash and cash equivalents of \$36,738 and \$66,289, respectively. The collected bank balance at December 31, 2003 and 2002 was also \$36,738 and \$66,289, respectively and was fully insured.

Property, Plant, and Equipment

Property, plant, and equipment is recorded at cost for purchased assets or at fair market value on the date of any donation. The District uses straight-line depreciation for financial reporting. The following estimated useful lives are generally used.

Movable Equipment	5 years
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Expenditures for additions, major renewals and betterments are capitalized and expenditures for maintenance and repairs are charged to operations when incurred.

The cost of assets retired or otherwise disposed of and related accumulated depreciation are eliminated from the accounts in the year of disposal. Gains or losses resulting from property disposals are credited or charged to operations currently.

LaSalle Parishwide Ambulance Service District No. 1  
Notes to the Financial Statements  
Years Ended December 31, 2003 and 2002

**NOTE 3 - PROPERTY TAXES RECEIVABLE AND PROPERTY TAX CALENDAR**

The LaSalle Parish Sheriff's office bills and collects property taxes for the District. Collections are remitted to the District monthly.

Taxes levied annually in September are due on December 31. The lien date is January 1 with interest and penalty added January 31.

Most property taxes to be collected occur in December of the fiscal year and January and February of the subsequent fiscal year. Therefore, property tax receivable is included on the accompanying balance sheet because it is available within 60 days of the District's year-end. There is no allowance for uncollectible taxes since the taxes are secured by property.

The levied ad valorem taxes millage was 5.0 and it expires in 2009.

**NOTE 4 - PASS THRU ACTIVITY**

The District distributes collected property taxes to the two parish hospitals, after consideration of annual operating expenditures. The percentages paid are 60% to LaSalle General Hospital and 40% to Hardtner Medical Center. Withheld from LaSalle General Hospital's payment in fiscal year 2002 was \$45,000, to be used to purchase an ambulance. This amount is reflected on the balance sheet as assets limited as to use.

**NOTE 5 - PROPETY, PLANT, AND EQUIPMENT**

A summary of changes in property, plant, and equipment for the year ended December 31, 2003, follows:

	<u>Equipment</u>	<u>Accumulated Depreciation</u>
Balance - December 31, 2001	\$ 131,839	\$ (89,399)
Additions	-0-	(14,060)
Deletions	<u>-0-</u>	<u>-0-</u>
Balance - December 31, 2002	\$ 131,839	\$ (103,459)
Additions	58,945	(29,079)
Deletions	<u>-0-</u>	<u>-0-</u>
Balance - December 31, 2003	\$ <u>190,784</u>	\$ <u>(132,538)</u>

**SUPPLEMENTARY INFORMATION**

LaSalle Parishwide Ambulance Service District No. 1  
Schedule of Compensation Paid to Board Members  
Years Ended December 31, 2003 and 2002

	<u>2003</u>	<u>2002</u>
<u>Board Members</u>		
Sammy Franklin, Chairperson	None	None
Ron Smoot	None	None
G. C. Stapleton	None	None
Paul Mathews	None	None
Mary Moffett	None	None
M. L. Barksdale	None	None
Glenn Henderson	None	None

LaSalle Parishwide Ambulance Service District No. 1  
 Statements of Revenues, Expenditures and  
 Changes in Net Assets - Budget and Actual  
 Years Ended December 31, 2003 and 2002

	2003			2002		
	<u>General Fund</u> <u>Budget</u>	<u>General Fund</u> <u>Actual</u>	<u>Variance</u> <u>Favorable</u> <u>(Unfavorable)</u>	<u>General Fund</u> <u>Budget</u>	<u>General Fund</u> <u>Actual</u>	<u>Variance</u> <u>Favorable</u> <u>(Unfavorable)</u>
Revenue:						
Ad valorem taxes	\$ 228,660	\$ 228,388	\$ (272)	\$ 202,000	\$ 215,589	\$ 13,589
Interest income	500	505	5	700	706	6
Grant income	-0-	25,000	25,000	-0-	-0-	-0-
Insurance reimbursements	-0-	-0-	-0-	-0-	1,113	1,113
Total revenue	<u>229,160</u>	<u>253,893</u>	<u>24,733</u>	<u>202,700</u>	<u>217,408</u>	<u>14,708</u>
Expenditures:						
Insurance	13,250	13,212	38	11,500	11,444	56
Auditing	1,300	1,250	50	1,000	1,250	(250)
Advertising	50	37	13	40	-0-	40
Repairs	-0-	-0-	-0-	-0-	1,113	(1,113)
Supplies	50	-0-	50	30	21	9
Depreciation	-0-	29,079	(29,079)	-0-	-0-	-0-
Disbursements to Parish hospitals:						
LaSalle General Hospital	126,000	126,000	-0-	114,000	68,850	45,150
Hardtner Medical Center	84,000	84,000	-0-	76,000	75,900	100
Total expenditures	<u>224,650</u>	<u>253,578</u>	<u>(28,928)</u>	<u>202,570</u>	<u>158,578</u>	<u>43,992</u>
Excess revenues over expenditures	4,510	315	(4,195)	130	58,830	58,700
Net assets, beginning of year	<u>94,669</u>	<u>94,669</u>	<u>-0-</u>	<u>7,459</u>	<u>35,839</u>	<u>28,380</u>
Net assets, end of year	\$ <u>99,179</u>	\$ <u>94,984</u>	\$ <u>(4,195)</u>	\$ <u>7,589</u>	\$ <u>94,669</u>	\$ <u>87,080</u>



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

Board of Commissioners  
LaSalle Parishwide Ambulance  
Service District No. 1  
Jena, Louisiana

We have audited the basic financial statements of LaSalle Parishwide Ambulance Service District No. 1 (the "District"), as of and for the year ended December 31, 2003, and have issued our report thereon dated June 10, 2004. We conducted our audits in accordance with auditing standards generally accepted in the United States of America 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 basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the basic 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 basic financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

Board of Commissioners  
LaSalle Parishwide Ambulance  
Service District No. 1  
Page Two

This report is intended solely for the information and use of the Board of Commissioners, management and the office of the Legislative Auditor of the State of Louisiana and is not intended to be and should not be used by anyone other than those specified parties. However, this report is a matter of public record and its distribution is not limited.



Certified Public Accountants

June 10, 2004