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GRAND MARAIS GRAVITY DRAINAGE DISTRICT JEFFERSON DAVIS PARISH POLICE JURY Jennings, Louisiana

Annual Financial Statements December 31, 2003

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 9.1.04

GRAND MARAIS GRAVITY DRAINAGE DISTRICT JEFFERSON DAVIS PARISH POLICE JURY JENNINGS, LOUISIANA

ANNUAL FINANCIAL STATEMENTS DECEMBER 31, 2003

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Mike B. Gillespie, CPA

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INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

Board of Commissioners
Grand Marais Gravity Drainage District
Jefferson Davis Parish, Louisiana

I compiled the accompanying general purpose financial statements of the Grand Marais Gravity Drainage District, a component unit of the Jefferson Davis Parish Police Jury, as of and for the year ended December 31, 2003, and the accompanying supplementary information listed in the table of contents, which is presented only for supplementary analysis purposes, in accordance with Statements on 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 and supplementary schedules information that is the representation of management of the Grand Marais Gravity Drainage District. I have not audited or reviewed the accompanying general purpose financial statements and supplementary information 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 provisions of state law, I have issued a report, dated June 7, 2004 on the results of my agreed-upon procedures.

Mike B. Gillespie. CPA. APAC

Jennings, Louisiana June 7, 2004

Jennings, Louisiana

ALL FUND TYPES Balance Sheet as of December 31, 2003

	General Fund
ASSETS AND OTHER DEBITS	
Assets:	
Cash and cash equivalents	\$ 304,401
Accounts receivable-ad valorem taxes	58,698
TOTAL ASSETS AND OTHER DEBITS	\$ 363,099
LIABILITIES, EQUITY, AND	
OTHER CREDITS	
Liabilities:	
Accounts payable	\$ -
Payroll tax payable	 275
Total Liabilities	 275
Equity and Other Credits:	
Fund balances:	
Unreserved-undesignated	362,824
Total Fund Equity and Other Credits	 362,824
TOTAL LIABILITIES, EQUITY, AND	
OTHER CREDITS	\$ 363,099

Jennings, Louisiana

Governmental Fund Types Statement of Revenues, Expenditures, and Changes in Fund Balances For the Year Ended December 31, 2003

	G	eneral Fund
REVENUES		
Ad valorem taxes, including interest	\$	69,459
Interest earnings		3,091
Other revenues		_
Total Revenues	<u></u>	72,550
EXPENDITURES		
Board per diem payments		5,600
Professional services		2,755
Office supplies		-
Operating services-contractors		34,135
Other expenditures		537
Deductions from ad valorem taxes		2,227
Debt service		-
Total Expenditures		45,254
EXCESS (DEFICIENCY) OF REVENUES		
OVER EXPENDITURES		27,296
OTHER FINANCING SOURCES (USES)		
Operating transfers in		-
Operating transfers out		-
Total other financing sources (uses)		<u> </u>
EXCESS (DEFICENCY) OF REVENUES AND OTHER		
SOURCES OVER EXPENDITURES AND OTHER USES		27,296
FUND BALANCE AT BEGINNING OF YEAR		335,528
FUND BALANCE AT END OF YEAR	\$	362,824

Jennings, Louisiana

Governmental Fund - General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget (GAAP Basis) and Actual For the Year Ended December 31, 2003

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES	<u> </u>		
Ad valorem taxes, including interest	\$ 66,259 \$	69,459 \$	3,200
Interest earnings	-	3,091	3,091
Other revenues	 _		
Total Revenues	 66,259	72,550	6,291
EXPENDITURES			
Board per diem payments	6,000	5,600	400
Professional services	3,400	2,755	645
Office supplies	50	-	50
Operating services-contractors	56,000	34,135	21,865
Other expenditures	809	537	272
Deductions from ad valorem taxes	 <u>-</u>	2,227	(2,227)
Total Expenditures	 66,259	45,254	21,005
EXCESS (DEFICIENCY) OF REVENUES			
OVER EXPENDITURES	 -	27,296	27,296
OTHER FINANCING SOURCES (USES)			
Operating transfers in	-	-	-
Operating transfers out			
Total other financing sources (uses)	 		<u>-</u>
EXCESS (DEFICENCY) OF REVENUES AND OTHER			
SOURCES OVER EXPENDITURES AND OTHER USES	-	27,296	27,296
FUND BALANCE AT BEGINNING OF YEAR	 335,528	335,528	-
FUND BALANCE AT END OF YEAR	\$ 335,528 \$	362,824	27,296

Notes to the Financial Statements
As of and for the Year Ended December 31, 2003

INTRODUCTION

The Grand Marais Gravity Drainage District (District) was created by the Jefferson Davis Parish Police Jury pursuant to LSA-RS 38:1751 to 1904. The District primarily has the power and authority, within its boundaries, to plan, construct, maintain and operate such works of improvement as land treatment of watershed protection, flood prevention works, irrigation improvements, recreation, municipal and industrial water storage, and fish and wildlife developments.

Under the provisions of LSA-RS 38:1758, the District shall be governed and controlled by five commissioners who shall be the governing authority of the District. These commissioners or their spouses must own at least five hundred dollars in real estate in the district, or they must be the representative of some corporation owning at least five hundred dollars in real estate in the district. Each commissioner shall serve a term of four years. In the absence of any petition or recommendation, the police jury may appoint commissioners at their discretion.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying financial statements have been prepared in conformity with 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.

B. REPORTING ENTITY

Section 2100 of the GASB Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification) established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Oversight responsibility by the police jury is determined on the basis of the following criteria:

- 1. Appointment of governing board
- 2. Designation of management
- 3. Ability to significantly influence operations
- 4. Accountability for fiscal matters
- 5. Scope of public service

Notes to the Financial Statements As of and for the Year Ended December 31, 2003

Because the police jury appoints members of the board and has the ability to significantly influence operations, the District was determined to be a component unit of the Jefferson Davis Parish Police Jury, the governing body of the parish with the oversight responsibility. The accompanying financial statements present information only on the funds maintained by the District and do not present information of the Police Jury, the general government services provided by that governmental unit, or the other governmental units that comprise the governmental reporting entity.

C. 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 relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group 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.

Funds of the district are classified as governmental funds. Governmental funds account for the district's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds of the district include:

- General Fund--the general operating fund of the district and accounts for all financial resources, except those required to be accounted for in other funds.
- 2. Debt Service Fund--accounts for transactions relating to resources retained and used for the payment of principal and interest on those long-term obligations recorded in the general long-term obligations account group.

D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The general fund is accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The operating statement of the general fund presents increases and decreases in net current assets. The modified accrual basis of accounting is used by the general fund. The governmental funds use the following practices in recording revenues and expenditures:

Notes to the Financial Statements As of and for the Year Ended December 31, 2003

Revenues

Ad valorem taxes are recognized as revenue in the year the taxes are assessed, and to the extent they are available within 60 days of the year end. Ad valorem taxes are assessed for the calendar year, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December of the current year and January and February of the ensuing year. Any collections of ad valorem taxes prior to the period the levy was intended to finance are recorded as deferred revenues. Interest earnings on time deposits with financial institutions are recorded when the time deposits have matured and the interest is available to the District. Substantially all other revenues are recorded when received.

Expenditures

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

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid (and any other financing source/use) are accounted for as other financing sources (uses) and are recognized when the underlying events occur.

E. BUDGET PRACTICES

Pursuant to the Louisiana Local Government Budget Act (LSA-RS 39: 1301-1314) the District is required to prepare and adopt an annual budget. However, the District is not required to have a public hearing or public participation. The operating budget includes proposed expenditures and the means of financing them. All budget appropriations lapse at year end. The District adopted the budget on December 17, 2002.

F. ENCUMBRANCES

The District does not utilize encumbrance accounting.

G. CASH AND CASH EQUIVALENT

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

Notes to the Financial Statements As of and for the Year Ended December 31, 2003

H. FIXED ASSETS

The District has no fixed assets.

I. PENSION PLAN

The District has no full-time employees that qualify for participation in any of the public employee retirement systems.

J. LONG-TERM OBLIGATIONS

Long term obligations expected to be financed from governmental funds are accounted for in the general long-term obligation account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due.

2. LEVIED TAXES

A summary of authorized and levied advalorem taxes follows:

Authorized Millage	Levied Millage	Expiration Date
7.68	7.68	12/31/03

The following are the principal taxpayers for the parish (amounts expressed in thousands):

Taxpayer	Type of Business	Assessed Valuations 2002	% of Total Assessed Valuations
Entergy Gulf States, Inc.	Utilities	\$ 4,468	4.47%
Colonial Pipeline Company	Pipeline	3,331	3.33%
Centurytel of Evangeline Inc.	Pipeline	3,559	3.56%
Tennesse Gas Pipeline Company	Pipeline	3,514	3.51%
Florida Gas Transmission	Pipeline	3,022	3.02%
Denbury Resources Inc.	Pipeline	2,015	2.01%
Jeff Davis Bank & Trust	Bank	2,280	2.28%
Enterprise Loutex Propylene	Pipeline	1,936	1.94%
Hibernia National Bank	Bank	2,110	2.11%
Enterprise Loutex NGL Pipeline	Pipeline	1,806	1.81%
Total		\$ 28,041	28.04%

Notes to the Financial Statements
As of and for the Year Ended December 31, 2003

3. CASH AND CASH EQUIVALENTS

At December 31, 2002, the District had cash and cash equivalents (book balances) totaling \$304,401 as follows:

Interest-bearing demand deposits Time deposits	\$ 40,042 264,359
Total	\$ 304,401

At December 31, 2003, the District had \$ 304,493 in deposits (collected bank balances). These deposits are secured from risk by \$ 140,135 of federal deposit insurance and \$164,358 of pledged securities held by the custodial bank in the name of the fiscal bank.

4. LITIGATION AND CLAIMS

The District is not presently involved in any litigations as plaintiff or defendant.

5. CHANGES IN GENERAL LONG-TERM OBLIGATIONS

At December 31, 2003, there were no changes in long-term obligations due to the fact that all long-term obligations had been retired in 1999.

ADDITIONAL REPORTS

Mike B. Gillespie, CPA

(A Professional Accounting Corporation)
414 E. Nezpique Street
P O Box 1347
Jennings, LA 70546

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Commissioners
Grand Marais Gravity Drainage District
Jefferson Davis Parish, Louisiana

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which agreed to by the management of the Grand Marais Gravity Drainage District and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Grand Marais Gravity Drainage District's compliance with certain laws and regulations during the year ended December 31, 2003 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 \$20,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public law).

There were no expenditures for materials and supplies which exceeded \$20,000. There were no expenditures for public works exceeding \$100,000.

Code of Ethics for Public Officials and Public Employees

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 a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us 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 us with the required list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedures (3) were also included on the listing obtained from management in agreed-upon procedures (2) as immediate family members.

None of the employees included on the list of employees provided by management appeared on the list provided by management in agreed-upon procedure (2).

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original budget.

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

I traced the adoption of the final revised budget to the minutes of a meeting held on December 17, 2002 which indicated that the budget had been adopted by the commissioners of the Grand Marias Gravity Drainage District by a unanimous vote.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more; or if actual expenditures exceed budgeted amounts by more than 5%.

I compared the total revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues exceeded budgeted revenues. Actual expenditures did not exceed budgeted amounts.

Accounting and Reporting

- 8. Randomly select 6 disbursements made during the period under examination:
 - (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 the 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 examined 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 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 42:2 (the open meeting law).

Grand Marais Gravity Drainage District does not have an established office location, but advertises the location of its monthly meeting in a local newspaper. Management has asserted that agendas are posted at the meetings, however, I could find no evidence supporting such assertion.

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 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, advances, or gifts.

A reading of the minutes of the district for the year indicated no approval for these type of payments. I also inspected payroll records for the year and noted no instances which would indicate payments to employees which constitute bonuses, advances, or gifts.

* * * * *

The prior year report, dated June 18, 2003 did not include any comments or unresolved matters.

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 do not express such an opinion. Had I performed additional procedures, other matters might have been reported to you.

This report is intended solely for the use of management of Grand Marais Gravity Drainage

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.

Mike B. Gillespie, CPA, APAC

Jennings, Louisiana June 7, 2004

GRAND MARAIS DRAINAGE DISTRICT LOUISIANA ATTESTATION QUESTIONNAIRE (For Attestation Engagements of Government)

To:

Mike B. Gillespie, CPA, APAC
PO Box 1347
Jennings, LA 70546

In connection with your compilation of our financial statements as of <u>December 31, 2003</u> and for the year 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 December 31, 2003.

Public Bid 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 [v] 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 39:34.

Yes [No []

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 []

Law LA Attest Quest 2003

We have filed our annual financial statements in acco	.
39:92, as applicable.	Yes [] No []
We have had our financial statements audited or con	piled in accordance with LSA/RS 24:513. Yes [/] No []
Meetings We have complied with the provisions of the Open 19 42:12.	
	Yes [J No []
Debt It is true we have not incurred any indebtedness, oth purchases in the ordinary course of administration, ragreements, without the approval of the State Bond Section 8 of the 1974 Louisiana Constitution, Article Constitution, and LSA-RS 39:1410.60-1410.65.	or have we entered into any lease-purchase Commission, as provided by Article VII,
Advances and Bonuses	
It is true we have not advanced wages or salaries to Article VII, Section 14 of the 1974 Louisiana Const	employees or paid bonuses in violation of itution, LSA-RS 14:138, and AG opinion 79-
729.	Yes[/] No[]
We have disclosed to you all known noncompliance as any contradictions to the foregoing representation documentation relating to the foregoing laws and re-	ns. We have made available to you
	G
We have provided you with any communications for concerning any possible noncompliance with the for communications received between the end of the potthis report. We acknowledge our responsibility to which may occur subsequent to the issuance of you	om regulatory agencies or other sources regoing laws and regulations, including any criod under examination and the issuance of disclose to you any known noncompliance
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We have provided you with any communications for concerning any possible noncompliance with the for communications received between the end of the pethis report. We acknowledge our responsibility to which may occur subsequent to the issuance of your By: Grand Marais Gravity Drainage District	regulatory agencies or other sources regoing laws and regulations, including any criod under examination and the issuance of disclose to you any known noncompliance is report. Secretary

Law LA Attest Quest 2003

Jennings, Louisiana

SCHEDULE OF PRIOR YEAR FINDINGS

For the Year Ended December 31, 2003

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

Current Year Findings:

No findings reported.

Prior Year Findings:

No findings reported.

SECTION II – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

No findings reported.

SECTION III – MANAGEMENT LETTER

No findings reported.

Jennings, Louisiana

SCHEDULE OF CURRENT YEAR FINDINGS AND QUESTIONED COSTS

For the Year Ended December 31, 2003

No findings reported.

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Jennings, Louisiana

MANAGEMENT'S CORRECTIVE ACTION PLAN FOR CURRENT YEAR FINDINGS

For the Year Ended December 31, 2003

SECTION I – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FINANCIAL STATEMENTS

No findings reported.

- :

SECTION II - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

No findings reported.

SECTION III – MANAGEMENT LETTER

No findings reported.

THIS CORRECTIVE ACTION PLAN HAS BEEN PREPARED BY MANAGEMENT Any questions should be directed to Mr. Melvin Leblanc at (337) 584-2865.

SUPPLEMENTARY INFORMATION

SCHEDULE OF COMPENSATION PAID TO COMMISSIONERS For the Year Ended December 31, 2003

Cecil Compton	\$	1,000
C.L. Daugereaux		1,100
Melvin Leblanc		1,200
Russell Fontenot		1,100
Vincent Berken	-	1,200
Total	\$.	5,600