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BAYOU PLAQUEMINE GRAVITY DRAINAGE
DISTRICT NO. TWELVE
OF ST. LANDRY PARISH
OPELOUSAS, LOUISIANA

FINANCIAL REPORT

FOR THE YEAR ENDED 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

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RICHARD C. URBAN
CERTIFIED PUBLIC ACCOUNTANT

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COMPILATION REPORT

To the Board of Commissioners
Bayou Plaquemine Gravity Drainage
District No. Twelve of St. Landry Parish
Opelousas, Louisiana

We have compiled the accompanying general purpose financial statements of Bayou Plaquemine Gravity Drainage District No. Twelve of St. Landry Parish, a component unit of the St. Landry Parish Police Jury, as of December 31, 2003, and for the year then ended, 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 information that is the representation of management. We have not audited or reviewed the accompanying general purpose 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 provisions of state law, we have issued a report, dated June 22, 2004, on the results of our agreed-upon procedures.


RICHARD C. URBAN, CPA

Opelousas, Louisiana
June 22, 2004

BAYOU PLAQUEMINE GRAVITY
DISTRICT NO. TWELVE
OF ST. LANDRY PARISH
OPELOUSAS, LOUISIANA
COMBINED BALANCE SHEET - GOVERNMENTAL
FUND TYPE AND ACCOUNT GROUP
DECEMBER 31, 2003

	<u>Governmental Fund Type General Fund</u>	<u>Account Group General Fixed Assets</u>	<u>Totals (Memorandum Only)</u>	
			<u>2003</u>	<u>2002</u>
ASSETS				
Cash and cash equivalents	\$109,597	\$ ---	\$109,597	\$78,135
Ad valorem tax receivable, net of allowance for uncollectibles	68,767	---	68,767	57,247
State revenue sharing receivable	4,157	---	4,157	4,246
Equipment	<u>---</u>	<u>315</u>	<u>315</u>	<u>315</u>
Total assets	182,521 =====	315 =====	182,836 =====	139,943 =====
 LIABILITIES AND FUND EQUITY				
LIABILITIES				
Payroll tax payable	\$ <u>230</u>	<u>---</u>	\$ <u>230</u>	\$ <u>128</u>
Total liabilities	230	---	230	128
 FUND EQUITY				
Investment in general fixed assets	---	315	315	315
Fund balance				
Reserved for spraying	25,000	---	25,000	25,000
Unreserved and undesignated	<u>157,291</u>	<u>---</u>	<u>157,291</u>	<u>114,500</u>
Total fund equity	<u>182,291</u>	<u>315</u>	<u>182,606</u>	<u>139,815</u>
Total liabilities and fund equity	182,521 =====	315 =====	182,836 =====	139,943 =====

See accompanying notes and accountant's report.

BAYOU PLAQUEMINE GRAVITY DRAINAGE
DISTRICT NO. TWELVE
OF ST. LANDRY PARISH
OPELOUSAS, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2003

	<u>2003</u>	(Memorandum Only) <u>2002</u>
REVENUES		
Taxes		
Property tax	\$ 90,153	\$ 91,222
Intergovernmental		
State revenue sharing	4,241	4,469
Interest	<u>1,966</u>	<u>1,403</u>
Total revenues	96,360	97,094
EXPENDITURES		
Current operating		
Commissioners' per diem and expenses	5,240	4,740
Restoring canals	39,070	19,140
Helicopter spraying	---	2,500
Engineering assistance	600	500
Materials and supplies	2,262	2,015
Professional and secretarial fees	5,790	4,800
Warehouse rent	100	100
Office supplies and miscellaneous	241	---
Payroll taxes	<u>266</u>	<u>271</u>
Total expenditures	<u>53,569</u>	<u>34,066</u>
EXCESS (DEFICIT) OF REVENUES OVER (UNDER) EXPENDITURES	42,791	63,028
FUND BALANCE, beginning of year	<u>139,500</u>	<u>76,472</u>
FUND BALANCE, end of year	182,291 =====	139,500 =====

See accompanying notes and accountant's report.

BAYOU PLAQUEMINE GRAVITY DRAINAGE
DISTRICT NO. TWELVE
OF ST. LANDRY PARISH
OPELOUSAS, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET (GAAP BASIS) AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2003

	<u>BUDGET</u>	<u>ACTUAL</u>	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES			
Taxes			
Property tax	\$ 80,000	\$ 90,153	\$ 10,153
Intergovernmental			
State revenue sharing	4,300	4,241	(59)
Interest	<u>1,950</u>	<u>1,966</u>	<u>16</u>
Total revenues	86,250	96,360	10,110
EXPENDITURES			
Current operating			
Commissioners' per diem & expense	5,400	5,240	160
Restoring canals	70,000	39,070	30,930
Helicopter spraying	10,000	---	10,000
Labor	500	---	500
Engineering assistance	600	600	---
Materials and supplies	3,000	2,262	738
Professional & secretarial fees	5,800	5,790	10
Warehouse rent	100	100	---
Office supplies & miscellaneous	1,100	241	859
Payroll taxes	<u>400</u>	<u>266</u>	<u>134</u>
Total expenditures	<u>96,900</u>	<u>53,569</u>	<u>43,331</u>
EXCESS (DEFICIT) OF REVENUES OVER (UNDER) EXPENDITURES	(10,650)	42,791	53,441
FUND BALANCE, beginning of year	<u>139,500</u>	<u>139,500</u>	----
FUND BALANCE, end of year	128,850 =====	182,291 =====	53,441 =====

See accompanying notes and accountant's report.

BAYOU PLAQUEMINE GRAVITY DRAINAGE DISTRICT
NO. TWELVE OF ST. LANDRY PARISH
OPELOUSAS, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2003

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying general purpose financial statements of the Bayou Plaquemine Gravity Drainage District No. Twelve of St. Landry Parish 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

As the governing authority of the parish, for reporting purposes, the St. Landry Parish Police Jury is the financial reporting entity for St. Landry Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the St. Landry Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the police jury to impose its will on that organization
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

BAYOU PLAQUEMINE GRAVITY DRAINAGE DISTRICT
NO. TWELVE OF ST. LANDRY PARISH
OPELOUSAS, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2003

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. REPORTING ENTITY (Continued)

Because the police jury appoints the five commissioners of the Bayou Plaquemine Gravity Drainage District No. Twelve, the District was determined to be a component unit of the St. Landry Parish Police Jury, the financial reporting entity. 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 government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

C. FUND ACCOUNTING

The accounts of the Bayou Plaquemine Gravity Drainage District No. Twelve of St. Landry Parish are organized in one account group and one fund, which is considered a separate accounting entity. The operations of the fund are accounted for by self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Revenues are accounted for in this individual fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled. 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. The fund presented in the financial statements is described as follows:

General Fund

The General Fund is the general operating fund of the Bayou Plaquemine Gravity Drainage District No. Twelve of St. Landry Parish. It is used to account for all financial resources.

D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is utilized by the governmental fund types. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e.,

BAYOU PLAQUEMINE GRAVITY DRAINAGE DISTRICT
NO. ONE TWELVE OF ST. LANDRY PARISH
OPELOUSAS, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2003

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. BASIS OF ACCOUNTING (Continued)

both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, if measurable.

Revenues from local sources consist primarily of property taxes. Property tax revenues and revenues received from the State of Louisiana are recognized when susceptible to accrual. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

Purchase of various operating supplies are regarded as expenditures at the time purchased. The costs of governmental fund type inventories are recorded as expenditures when purchased and items on hand at year-end, if any, are not recorded as assets. Expenditures for insurance and similar services which extend over more than one accounting period are accounted for as expenditures of the period of acquisition.

E. INVESTMENTS AND CASH

Investments are stated at cost or amortized cost, which approximates market.

Louisiana statutes authorize the District to invest in United States bonds, treasury notes or certificates, time certificates of deposit in state and national banks, or any other federally insured investments.

F. FIXED ASSETS AND LONG-TERM LIABILITIES

The District acquired a fixed asset in 2001. The District does not capitalize infrastructure assets, if any. Depreciation is not computed on general fixed assets.

G. BUDGETS AND BUDGETARY ACCOUNTING

Bayou Plaquemine Gravity Drainage District No. Twelve is required by state law to adopt an annual budget for its General Fund each year. The budget is adopted on the modified accrual basis. The budget must be adopted by the District no later than the last day of the preceding year. Appropriations lapse at year-end.

BAYOU PLAQUEMINE GRAVITY DRAINAGE DISTRICT
 NO. TWELVE OF ST. LANDRY PARISH
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2003

H. ENCUMBRANCES

The District does not employ the encumbrance system of accounting.

I. PENSION PLAN, VACATION AND SICK LEAVE

The District does not have a pension plan or a vacation and sick leave policy. The board members and employees participate in the Social Security Retirement System.

NOTE 2 - CASH AND INVESTMENTS

At December 31, 2003, the bank balance of cash in the checking account was \$109,597. The checking account is secured by \$100,000 of federal depository insurance. The remaining balance was unsecured.

NOTE 3 - AD VALOREM TAXES

The District levied a 2003 ad valorem tax of 20.00 mills. The District's ad valorem property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the District. Property taxes are due on October 1 and become delinquent by January 1 of the following year. The St. Landry Parish Sheriff bills, collects, and distributes the property taxes for the District using the assessed values determined by the Tax Assessor of St. Landry Parish.

The District was required to remit .4549112% in 2003 of the total ad valorem taxes per the tax roll to the pension fund. This amount is determined by the legislative auditor each year. Since the sheriff collects all taxes for the parish, the tax collected in the first month is reduced by the sheriff for the pension fund amount owed and the remainder is remitted to the taxing district. Therefore, the ad valorem tax receivable and revenue are shown net of pension fund distributions. A breakdown of tax receivable is as follows:

	Total Per <u>Tax Roll</u>	Pension Fund <u>Requirements</u>	Allowance For Uncollectible <u>Taxes</u>	Taxes in <u>December</u>	<u>Receivable</u>
2003	\$96,942	441	3,070	24,664	68,767

An estimated allowance for uncollectible property tax has been set up based on prior years' experience.

BAYOU PLAQUEMINE GRAVITY DRAINAGE DISTRICT
 NO. TWELVE OF ST. LANDRY PARISH
 OPELOUSAS, LOUISIANA
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2003

NOTE 4 - FUND BALANCE

The General Fund does not have a deficit fund balance for the year ended December 31, 2003.

NOTE 5 - PER DIEM AND MILEAGE

Per diem and mileage paid to board members is summarized below:

<u>BOARD MEMBERS</u>	<u>PER DIEM</u>	<u>EXPENSES AND MILEAGE</u>
Boudreaux, Hilman	\$ 240	\$ 8
Richard, Leroy	840	72
Smith, Perry, Jr.	840	72
Champagne, Watson	840	900
Bourgeois, Michael J.	780	66
Cormier, Franklin	<u>540</u>	<u>42</u>
<u>2003 Totals</u>	3,880	1,160
	=====	=====

NOTE 6 - LITIGATION

Pursuant to Article XII, Section 10/C of the Louisiana Constitution of 1974, the District is not required to pay any judgments unless appropriations have been made for the judgments. As of December 31, 2003, the District had not appropriated funds for the payment of the following judgments:

- A. A judgment filed May 6, 1974 for \$5,339 plus court costs and legal interest accumulated from August 18, 1969.
- B. A judgment filed December 13, 1983 for \$20,849 plus 12% interest accumulated from December 1, 1980.

NOTE 7 - CONCENTRATION OF CREDIT RISK

As previously indicated in Note 2, the District's fiscal agent failed to provide pledged securities to adequately secure the amount in the District's checking account in excess of federal depository insurance.

When made aware of this problem the District and its fiscal agent both gave assurances that this problem would be rectified immediately.

RICHARD C. URBAN

CERTIFIED PUBLIC ACCOUNTANT

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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

The Board of Commissioners
Bayou Plaquemine Gravity Drainage
District No. Twelve of St. Landry Parish
Opelousas, Louisiana

We have performed the procedures included in the Louisiana Governmental Audit Guide and enumerated below, which were agreed to by the management of Bayou Plaquemine Gravity Drainage District No. Twelve of St. Landry Parish and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Bayou Plaquemine Gravity Drainage District No. Twelve'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, we 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 materials and supplies exceeding \$15,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

No expenditures were made during the year for materials and supplies exceeding \$15,000, or public works projects exceeding \$100,000 individually.

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 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 procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

The employees included on the list provided by management {agreed-upon procedure (3)} did not appear 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 and amendments.

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

The budget for 2003 was provided with the official minutes. The official minutes note that the budget was formally adopted on December 9, 2002, and was formally amended on December 15, 2003.

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 5% or more.

We compared the revenues and expenditures of the budget to actual revenues and expenditures. Actual expenditures for the year did not exceed budgeted amounts by more than 5%. Budgeted revenues for the year did not fail to exceed actual amounts by more than 5%.

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;

We examined supporting documentation for each of the 6 selected disbursements and found that payments were 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

Payments were properly coded to the correct fund and general ledger account.

(c) Determine whether payments received approval from proper authorities.

Payments were properly approved by 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).

Bayou Plaquemine Gravity Drainage District No. Twelve of St. Landry Parish is only required to post a notice of each meeting and the accompanying agenda. Management has asserted that such documents were properly posted and the notices are marked as being posted along with the date posted.

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.

We inspected the bank statements under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

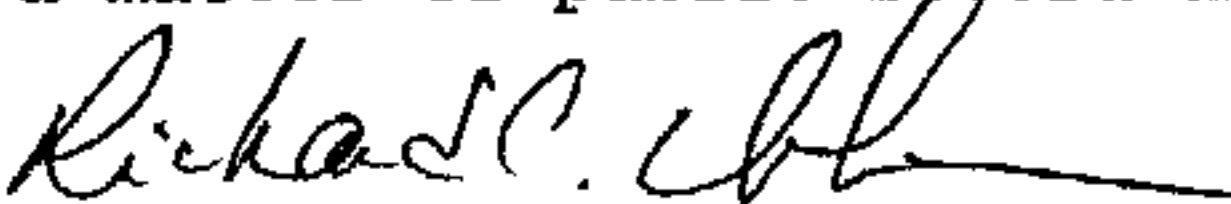
11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advances, or gifts.

A reading of the minutes of the District for the year indicated no approval for any such payments noted. We also inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

Bayou Plaquemine Gravity Drainage District No. Twelve's prior year financial statements did not include any comments or unresolved matters.

We were 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, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of Bayou Plaquemine Gravity Drainage District No. Twelve of St. Landry Parish 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.


RICHARD C. URBAN, CPA

Opelousas, Louisiana
June 22, 2004

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)

6/23/04 (Date Transmitted)

Bick Urban, CPA
1112 Heather Drive
Opelousas, LA 70570
(Auditors)

In connection with your compilation of our financial statements as of 12/31/03 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 (date of completion/representations). May 17, 2004

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 [] 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 []

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

Yes [] No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513. Yes No

Meetings

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

Yes No

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes No

Advances and Bonuses

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

Yes No

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

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

Christal S. Fontenot Secretary 5/17/04 Date
 _____ Treasurer _____ Date
Ruby Smith President 5/17/04 Date

Note: If the engagement is for a routine compilation/attest that will be completed within six months of the entity's fiscal year-end and the CPA will submit either a Fax Approval Form or an Email engagement approval form to the legislative auditor, the space for the legislative auditor's approval may be omitted.