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**Financial Statements** 

# WATERWORKS DISTRICT NO. 2

For the Years Ended June 30, 1999 and 1998

under provisions of state law, this report is a polyton of state law, this copy of the polyton of the polyton of the polyton of the polyton ted to the section, where swed, entity and the polyton of 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 JAN 0 5 2000 )

EVERS & ASSOCIATES, P.L.L.C. CERTIFIED PUBLIC ACCOUNTANTS 412 WEST ALABAMA RUSTON, LOUISIANA 71270 ----

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### EVERS & ASSOCIATES, P.L.L.C. CERTIFIED PUBLIC ACCOUNTANTS

P. NATHAN EVERS, C.P.A. AMY L. STEWART, C.P.A. CHRISTOPHER J. BARR, C.P.A., C.M.A.

#### **INDEPENDENT AUDITOR'S REPORT**

200 NORTH JEFFERSON, SUITE 200 EL DORADO, ARKANSAS 71730 OFFICE (870) 862-3911 FAX (870) 862-8237

412 WEST ALABAMA RUSTON, LOUISIANA 71270 OFFICE (318) 251-9222 FAX (318) 251-9331

To the Board of Commissioners Waterworks District No. 2 Lincoln Parish, Louisiana

We have audited the accompanying general purpose financial statements of Waterworks District No. 2, Lincoln Parish, Louisiana (a component-unit of the Lincoln Parish Police Jury), as of and for the year ended June 30, 1999, as listed in the table of contents. These general purpose financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit. The general purpose financial statements of Waterworks District No. 2 as of June 30, 1998, were audited by other auditors whose report, dated November 5, 1998, expressed an unqualified opinion on those statements.

We conducted our audit in accordance with generally accepted auditing standards and the

standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Waterworks District No. 2, Lincoln Parish, Louisiana, as of June 30, 1999, and the results of its operations and the cash flows of its proprietary fund type for the year then ended in conformity with generally accepted accounting principles.

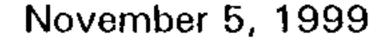
In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated November 5, 1999, on our consideration of the District's internal control over financial reporting, and our tests of its compliance with certain provisions of laws, regulations and contracts.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements of Waterworks District No. 2 taken as a whole. The accompanying financial information listed as supplementary information in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.  $_{A}$ 

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Evers : Associates

#### Evers & Associates, P.L.L.C.



#### MEMBERS AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

WATERWORKS DISTRICT NO. 2 LINCOLN PARISH, LOUISIANA ENTERPRISE FUND Balance Sheets June 30, 1999 and 1998

		1999	<b>.</b>	1998
ASSETS				
CURRENT ASSETS Cash Certificate of deposit - water system revenue fund Accounts receivable Unbilled revenue	\$	13,041 102,000 6,818 790	\$	10,673 102,000 7,274 1,020
Total Current Assets	<u> </u>	122,649	·	120,967
RESTRICTED ASSETS Certificate of deposit - customer meter deposits Certificate of deposit - capital expenditures	<u>.</u>	4,800 5,723		4,800 5,463
Total Restricted Assets	<b>.</b>	10,523	<del></del>	10,263
FIXED ASSETS Plant and equipment, at cost, net of accumulated depreciation		30,715		29,005
TOTAL ASSETS	\$	163,887	\$	160,235
LIABILITIES AND FUND EQUITY CURRENT LIABILITIES Accrued water purchases	\$	2,490	\$	3,615
PAYABLE FROM RESTRICTED ASSETS Customer meter deposits		4,705		4,245
Total Liabilities	<b>.</b>	7,195	<u> </u>	7,860
FUND EQUITY				
Contributed Capital Water system bond proceeds Subdivider		39,500 8,164		39,500 8,164
Total Contributed Capital	<b></b> .	47,664	<b>.</b>	47,664
Retained Earnings Reserved for capital expenditures Unreserved		5,723 103,305		5,463 99,248
Total Retained Earnings	<u> </u>	109,028		104,711
Total Fund Equity		156,692	<u></u>	152,375

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160,235 163,887 \$ \$

### TOTAL LIABILITIES AND FUND EQUITY

### The accompanying notes are an integral part of these financial statements. 2

## WATERWORKS DISTRICT NO. 2 LINCOLN PARISH, LOUISIANA **ENTERPRISE FUND** Statements of Revenue, Expenses and Changes in Retained Earnings For the Years Ended June 30, 1999 and 1998

		1999	1998
OPERATING REVENUES			
Charges for Services Water revenue Penalties Tapping fees	\$	53,300 \$ 1,006 4,051	51,437 1,094 579
Total Operating Revenues		58,357	53,110
Cost of Sales Water purchased		35,725	33,039
Gross Profit		22,632	20,071
OPERATING EXPENSES			
Water Department Expenses Depreciation Electricity Repairs and maintenance	<b></b>	2,557 109 1,473	2,675 129 2,989
Total	<b>_</b>	4,139	5,793
General & Administrative Expenses Accounting and audit Bad debts Insurance and bonds Legal Miscellaneous Office supplies Postage Salary Sales tax Taxes on payroll Telephone Travel		5,425 101 2,634 0 195 1,007 665 7,200 514 551 756 796	5,375 307 1,922 450 458 329 466 7,100 601 543 531 690
Total	<b></b>	19,844	18,772
Total Operating Expenses	<u></u>	23,983	24,565_
Operating Income (Loss)		(1,351)	(4,494)
OTHER INCOME (EXPENSE)			
Interest income		5,668	5,921
Net Income		4,317	1,427

Retained Earnings - Beginning of year

Retained Earnings - End of year

104,711 103,284 109,028 \$ 104,711 \$

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### The accompanying notes are an integral part of these financial statements. 3

### WATERWORKS DISTRICT NO. 2 LINCOLN PARISH, LOUISIANA ENTERPRISE FUND Statements of Cash Flows For the Years Ended June 30, 1999 and 1998

		1999	 1998
CASH FLOWS FROM OPERATING ACTIVITIES Net Income	\$	4,317	\$ 1,427
Adjustments to Reconcile Net Income to Net Cash Provided by Operating Activities:			
Depreciation (Increase)Decrease in accounts receivable		2,557 456	2,675 (2,287)
(Increase)Decrease in unbilled revenue Increase(Decrease) in accrued water purchases		230 (1,125)	 (315)
Net cash provided by operating activities	•	6,435	 3,085
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES			

Increase (Decrease) in customer meter denosits

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Increase(Decrease) in customer meter deposits	460	(235)
Net cash provided (used) by non-capital financing activities	460	(235)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Capital expenditures	(4,267)	0
Net cash (used) by capital and related financing activities	(4,267)	0
CASH FLOWS FROM INVESTING ACTIVITIES		
(Increase) in certificates of deposit	(260)	(261)
Net Cash (Used) by Investing Activities	(260)	(261)
Net Increase in Cash	2,368	2,589
Cash at Beginning of Year	10,673	8,084
Cash at End of Year	\$ <u>13,041</u>	10,673

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### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Waterworks District No. 2, (the "District") pursuant to Louisiana revised Statute 33:3811, was created by Ordinance 300, dated July 13, 1965, adopted by the Lincoln Parish Police Jury. The District, which serves commercial and residential customers in and around Vienna, Louisiana, was completed and became revenue producing during the month of May, 1966.

The accompanying general purpose and individual fund financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units, except as noted elsewhere in this report. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The District's accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:514 and to the guides set forth in the Louisiana Governmental Audit Guide, and to the industry audit guide, <u>Audits of State and Local Governmental Units</u>.

The more significant of the District's accounting policies are described below.

Financial Reporting Entity - As the governing authority of the parish, for reporting purposes, the Lincoln Parish Police Jury is the financial reporting entity for Lincoln 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 the 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 Lincoln Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is 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 and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
- Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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.

Lincoln Parish Police Jury Ordinance 300, dated July 13, 1965, created Waterworks District No. 2, set forth and defined its boundaries, designated its name and number, designated its domicile, its powers and its commissioners, designated the minimum number of meetings of the commissioners and their compensation, set forth the qualifications of the commissioners, designated the maximum amount of salary which may be paid the secretary of the board of commissioners, and designated the officers to be elected by the board of commissioners.

Because of the above criteria, the district was determined to be a component unit of the Lincoln 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.

<u>Fund Accounting</u> - The Waterworks District uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

The Waterworks District No. 2 Enterprise Fund is classified in the following category and fund type.

Proprietary Fund

Enterprise Fund

The Enterprise Fund is used to account for operations that are financed and operated in a manner similar to a private business enterprise where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

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### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

<u>Property, Plant and Equipment</u> - Public domain (infrastructure) assets including the waterline distribution system are capitalized along with other fixed assets and are included on the proprietary fund's balance sheet.

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against their operations. Depreciation has been provided over the estimated service lives using the straight-line method. The estimated service lives are as follows:

Office Equipment	5 - 10 Years
Storage Building	20 Years
Waterline Distribution	20 - 50 Years

Depreciation on the proprietary fund amounted to \$2,557 and \$2,675 for the years ended June 30, 1999 and 1998, respectively.

All property, plant and equipment are recorded at historical cost with the exception of donated property, plant and equipment which are recorded at their estimated fair value of \$8,164 on the date donated.

Basis of Accounting - The accounting and financial reporting treatment applied to a fund is determined by its measurement focus.

The Enterprise Fund is accounted for on a flow of economic resources measurement focus and a determination of net income and capital maintenance. With this measurement focus, all assets and all liabilities associated with the operation of this fund are included on the balance sheet. The Enterprise Fund uses the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized at the time liabilities are incurred.

<u>Budgets and Budgetary Accounting - Legal Compliance</u> - Waterworks District No. 2 is not legally required to adopt a budget and has not done so. Encumbrance accounting is not used.

<u>Cash and Cash Equivalents</u> - For the purposes of the Statement of Cash Flows, cash includes amounts in demand deposits and interest bearing demand deposits, as well as short-term Certificates of Deposit with a maturity date within three months of the date acquired by the District. Certificates of deposit and other securities with original maturities over three months are classified as short-term investments and stated at cost,

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#### which approximates market value.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

<u>Investments</u> - The District is authorized to make direct investments in United States government bonds, treasury notes, treasury bills or certificates, or times certificates of deposit of state banks organized under the laws of Louisiana and national banks having their principal office in the State of Louisiana.

<u>Fund Equity</u> - Reserves are recorded to indicate that a portion of the fund balance is legally segregated for a specific future use. The Reserved account, "for Capital Expenditures" is used to segregate a portion of fund balance for capital expenditures.

<u>Estimates</u> - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures.

### NOTE 2 - RESTRICTED ASSETS - PROPRIETARY FUND TYPE

Certain assets of the District have been restricted for customer meter deposits and capital expenditures. These assets consist of short-term investments as follows:

Certificates of Deposit	<b></b>	1999	 1998
Customer Meter Deposits	\$	4,800	\$ 4,800
Capital Expenditures	\$	5,723	\$ 5,463

#### NOTE 3 - CASH ON DEPOSIT

Cash and certificates of deposit are stated at cost, which approximates market value. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At June 30, 1999, the District had \$130,656 in deposits (collected bank balances) which were adequately secured from risk by federal deposit insurance and pledged securities held by the custodial bank in the name of Waterworks District No. 2.

### NOTE 4 - RECEIVABLES

All accounts receivable are considered by management to be fully collectible and no

#### allowances for doubtful accounts is considered necessary.

### NOTE 5 - SEGMENT INFORMATION - ENTERPRISE FUND

The Waterworks District maintains an enterprise fund which is intended to be selfsupporting through user fees charged for water service to the public. Financial segment information as of and for the years ended June 30, 1999 and 1998, is presented below.

	 1999	1998	
Property and equipment additions	\$ (4,267) \$	0	
Operating revenues	58,357	53,110	
Depreciation	2,557	2,675	
Operating loss	(1,351)	(4,494)	
Net income	4,317	1,427	
Net working capital	120,159	117,352	
Total assets	163,887	160,235	
Total Equity	156,692	152,375	

### NOTE 6 - PROPERTY, PLANT AND EQUIPMENT - PROPRIETARY FUND

A summary of proprietary fund type property, plant and equipment at June 30, is as follows:

	1	999	1998
Office Equipment	\$	3,877 \$	3,877
Buildings		3,870	3,870
Water Distribution System		82,726	78,460
Land	<u>→ ··· · ·· · · · · · · · · · · · · · · </u>	800	800
Totals		91,273	87,007
Accumulated Depreciation	<u> </u>	(60,558)	(58,002)
Net	\$	30,715 \$	29,005

### NOTE 7 - CONTRIBUTED CAPITAL - PROPRIETARY FUND

Contributed capital at June 30, 1999 and 1998, consisted of:

12-1-65 Public Improvement Bond proceeds used	
for construction of capital assets	\$ 39,500
Contribution from subdivider - water well and	
distribution lines	 8,164
Total	\$ 47,664

#### NOTE 8 - CONCENTRATIONS OF CREDIT RISK

The District grants credit without collateral in excess of customers' deposits. Customers are local area residents and commercial entities within the Waterworks's district.

#### WATER REVENUE NOTE 9 -

A summary of water sales to metered customers for the last two years is presented below:

	<del></del>	1999	1998
Sales to Customers	\$	53,300	\$ 51,437
Number of Customers at June 30		188	175

Information regarding gallons of water sold and purchased is as follows:

Description	1999	1998
Gallons Sold	24,580,120	23,869,700
Gallons Purchased	32,005,424	28,397,072
Gallons Purchased in Excess of Sales	(7,425,304)	(4,527,372)

The above discrepancies are consistent with prior years and the cause has not been determined.

#### WATER CONTRACTS NOTE 10 -

Waterworks District No. 2 purchases its water from the City of Ruston. Purchases of water by Waterworks District No. 2 were \$36,850 and \$33,039 for the years ended June 30, 1999 and 1998, respectively.

On April 29, 1997, the Waterworks Board of Commissioners adopted a resolution to approve a new contract with the City of Ruston, subject to approval by the Ruston Board of Alderman, to supply water as presented below.

The unit price per 100 cubic feet will be based and adjusted annually if appropriate on the city's audited operating cost per 100 cubic feet sold x 10% plus capacity charge. Initial and minimum price per 100 cubic feet is 0.825. The Waterworks District No. 2 will reimburse the City for a master water meter, purchase and install a back-flow prevention device and a Department of Health and Hospitals approved sample station.

The agreement is for five years with an option to renew for additional five-year terms. The City may terminate the agreement at any time with a provision to supply water for a period of twelve months from notice. The contract was adopted by the Board of Alderman of the City of Ruston, and the contract was executed on September 30, 1997.

New billing rates effective for the billing period ended November 25, 1997, were as follows:

Base Rate (first 2,000 gallons) 2,001 to 5,000 gallons 5,001 to 10,000 gallons Over 10,000 gallons

9.50 per month 2.10 per 1,000 gallons 1.70 per 1,000 gallons 1.30 per 1,000 gallons

NOTE 11 - CONTINGENT LIABILITIES

At June 30, 1999, there was no pending or contemplated litigation involving Waterworks District No. 2 which might involve contingent liabilities.

NOTE 12 - COMPENSATED ABSENCES

No accrual was made as prescribed in FASB 43 for employees compensation for future absences (vacation pay) since these rights do not vest or accumulate.

NOTE 13 - COMMISSIONERS COMPENSATION

No compensation was paid to any member of the Board of Commissioners during the year ended June 30, 1999. Board members who served during the current fiscal year are listed below.

Commissioner Walter Carpenter, Jr., President Compensation None

Wayne Herren, Secretary/Treasurer	None
William R. Graham	None
James T. Hammond	None
Kenneth W. Henry	None
Darryl Johnson	None
Elaine Levy	None
Joseph R. Thomas, Jr.	None
Douglas Willis	None

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SUPPLEMENTARY INFORMATION SECTION

WATERWORKS DISTRICT NO. 2 LINCOLN PARISH, LOUISIANA Supplementary Information Schedule of Investments June 30, 1999

	Interest Rate	Issue Date	Maturity Date	 Book Value
ENTERPRISE FUND				
<u>Community Trust Bank</u>				
Certificate of Deposit - Water System Revenue Fund	5.10%	10/13/98	10/13/99	\$ 102,000
<u>Bank One</u>				
Certificate of Deposit - Capital Expenditures	4.55%	6/30/99	6/30/00	5,723

Security First National Bank

Certificates of Deposits - Customer	4.90%	3/31/99	3/31/00	4,800
Meter Deposit	ts			

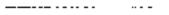
**Total Enterprise Fund** 

112,523 \$

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# **OTHER INDEPENDENT AUDITOR'S REPORT**



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

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### **EVERS & ASSOCIATES, P.L.L.C.** CERTIFIED PUBLIC ACCOUNTANTS

P. NATHAN EVERS, C.P.A. AMY L. STEWART, C.P.A. CHRISTOPHER J. BARR, C.P.A., C.M.A.

200 NORTH JEFFERSON, SUITE 200 EL DORADO, ARKANSAS 71730 OFFICE (870) 862-3911 FAX (870) 862-8237

412 WEST ALABAMA RUSTON, LOUISIANA 71270 OFFICE (318) 251-9222 FAX (318) 251-9331

Independent Auditor's Report On Compliance And On Internal Control Over Financial Reporting Based On An Audit Of Financial Statements Performed In Accordance With Government Auditing Standards

To the Board of Commissioners Waterworks District No. 2 Lincoln Parish, Louisiana

We have audited the general purpose financial statements of Waterworks District No. 2, Lincoln Parish, Louisiana, as of and for the year ended June 30, 1999, and have issued our report thereon dated November 5, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

### <u>Compliance</u>

As part of obtaining reasonable assurance about whether Waterworks District No. 2's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations and contracts, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u>. However, we noted an immaterial instance of noncompliance, which we have reported to management of Waterworks District No. 2 in a separate letter dated November 5, 1999.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Waterworks District No. 2's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting.

#### MEMBERS AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Commissioners Waterworks District No. 2 Lincoln Parish, Louisiana

However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect Waterworks District No.2's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. A single reportable condition is described below.

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 general purpose 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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we consider the reportable condition described below to be a material weakness.

## **Reportable Condition**

### Finding

An adequate internal control structure requires proper segregation of duties. Waterworks District No. 2 does not have a sufficient number of employees to provide for proper segregation of duties due to economic limitations.

### **Recommendation**

Because the condition is inherent, no action is recommended.

### Management Response

Management concurs in the finding.

### Status of prior findings

There were no other prior findings.

This report is intended for the information of the Board of Commissioners, management, the Lincoln Parish Police Jury, and State and Federal audit agencies. However, this report is a matter of public record and its distribution is not limited.

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Guers & Associates

### Evers & Associates, P.L.L.C. November 5, 1999

# EVERS & ASSOCIATES, P.L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

P. NATHAN EVERS, C.P.A. 200 NORTH JEFFERSON, SUITE 200 AMY L. STEWART, C.P.A. EL DORADO, ARKANSAS 71730 CHRISTOPHER J. BARR, C.P.A., C.M.A. OFFICE (870) 862-3911 FAX (870) 862-8237 412 WEST ALABAMA RUSTON, LOUISIANA 71270 OFFICE (318) 251-9222 FAX (318) 251-9331 November 5, 1999 0.05 1 1 To the Board of Commissioners Э. Waterworks District No. 2 Lincoln Parish, Louisiana Re: Management Letter 63  $\mathbb{C}$ 

We have audited the financial statements of Waterworks District No. 2 (the "District")

as of and for the year ended June 30, 1999, and have issued our report thereon dated November 5, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

As a part of our examination, we have issued our report on the financial statements, dated November 5, 1999, and our report on internal control and compliance with laws, regulations, and contracts, dated November 5, 1999.

During the course of our examination, we became aware of the following matter which represents an immaterial deviation of compliance and suggestion for improved internal control.

## Monitoring of Pledged Securities

**Observation** - Under state law, the bank balance of deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. During the fiscal year, the primary financial institution used by the District was changed from Iberia Bank to Community Trust Bank. This resulted in deposits in excess of \$100,000 (the maximum insured by the Federal Deposit Insurance Corporation) at Community Trust Bank, which were not covered by pledged securities until several months after the accounts were established. The situation was rectified prior to the end of the fiscal year.

#### MEMBERS AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

The Board of Commissioners Page 2

**Recommendation** - The District should institute procedures to monitor the amount of securities pledged by any financial institution which holds deposits in excess of \$100,000. Alternatively, the District could consider a policy to limit the amounts on deposit at any one financial institution to less than \$100,000 at any point in time.

Management's Corrective Action Plan - The District will adopt a policy requiring the president of the Board of Commissioners, or his appointed designee, to obtain a schedule of pledged securities from financial institutions which hold deposits in excess of \$100,000. This schedule will be obtained and reviewed on a quarterly basis or more frequently if the need arises.

We would be pleased to discuss these comments and suggestions with you in further detail at your convenience or to assist you in implementing the recommendations if

you so desire.

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Sincerely,

Ever E Associates

Evers & Associates, P.L.L.C.