

INDUSTRIAL DEVELOPMENT BOARD

OF THE CITY OF JENNINGS, INC.

(A QUASI-PUBLIC AGENCY)

FINANCIAL STATEMENTS

JENNINGS, LOUISIANA

JUNE 30, 2022

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Langley, Williams
& Company, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

LESTER LANGLEY, JR.
DANNY L. WILLIAMS
PHILLIP D. ABSHIRE, JR.
DAPHNE BORDELON BERKEN

NICHOLAS J. LANGLEY
PHILLIP D. ABSHIRE, III
SARAH CLARK WERNER
ALEXIS H. O'NEAL
JESSICA LOTT-HANSEN

Board of Directors
Industrial Development Board of the City of Jennings, Inc.
Jennings, Louisiana

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

We have reviewed the accompanying financial statements of the governmental activities of each major fund, and the aggregate remaining fund information of the Industrial Development Board of the City of Jennings, Inc., as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Industrial Development Board of the City of Jennings, Inc.'s basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the Industrial Development Board of the City of Jennings, Inc., and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that budgetary comparison on page 17 be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. We have not audited, reviewed, or compiled the required supplementary information and we do not express an opinion, a conclusion, nor provide any assurance on it.

Supplementary Information

The supplementary information included in Schedule of Compensation to Board Members and Schedule of Compensation, Benefits, and Other Payments to Agency Head is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. We have not audited or reviewed such information and we do not express an opinion, a conclusion, nor provide any assurance on it.

Joyly Wilkerson, CPA

Lake Charles, Louisiana

December 18, 2022

BASIC FINANCIAL STATEMENTS

GOVERNMENT – WIDE FINANCIAL
STATEMENTS (GWFS)

**INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF JENNINGS, INC.
JENNINGS, LOUISIANA**

**Statement of Net Position
June 30, 2022**

	<u>Governmental Activities</u>
ASSETS	
Cash and cash equivalents	\$ 7,608
Capital assets, net of accumulated depreciation	626,089
Lease receivable	105,153
Other assets	<u>2,101</u>
Total Assets	<u><u>\$ 740,951</u></u>
DEFERRED INFLOW OF RESOURCES	
Deferred lease revenue	\$ 105,153
Total Deferred Inflow of Resources	<u>105,153</u>
NET POSITION	
Investments in capital assets	\$ 626,089
Unreserved	<u>9,709</u>
Total Net Position	<u><u>635,798</u></u>
Total Liabilities and Net Position	<u><u>\$ 740,951</u></u>

See Independent Accountants' Review Report.

**INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF JENNINGS, INC.
JENNINGS, LOUISIANA**

**Statement of Activities
For the Year Ended June 30, 2022**

Activities	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	
Governmental activities:				
General government	\$ 80,633	\$ -	\$ -	\$ (80,633)
Total Governmental Activities	\$ 80,633	\$ -	\$ -	(80,633)

General revenues:	
City of Jennings	300,000
Rental income	11,541
Miscellaneous	250
Interest income	1,506
Total general revenues	313,297
Change in net position	232,664

Net position at beginning of year	821,062
Prior period adjustment	(417,928)
Net position at beginning of year, restated	403,134
Net position end of year	\$ 635,798

FUND FINANCIAL STATEMENTS

**INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF JENNINGS
JENNINGS, LOUISIANA**

**Balance Sheet-Governmental Fund
June 30, 2022**

	<u>GOVERNMENTAL FUND TYPE</u>
	<u>GENERAL FUND</u>
<u>ASSETS</u>	
Cash and cash equivalents	\$ 7,608
Other assets	2,101
TOTAL ASSETS	<u><u>\$ 9,709</u></u>
<u>FUND BALANCE</u>	
Fund Balance:	
Unreserved	9,709
TOTAL FUND BALANCE	<u><u>9,709</u></u>
TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$ 9,709</u></u>
Fund Balance of governmental fund	\$ 9,709
<p>Amounts reported for governmental activities in the Statement of Net Position is different because:</p> <p>Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of :</p>	
Depreciable capital assets, net of accumulated depreciation	626,089
Net position of governmental activities	<u><u>\$ 635,798</u></u>

See Independent Accountants' Review Report.

**INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF JENNINGS, INC.
JENNINGS, LOUISIANA**

**Statement of Revenue, Expenditures and Changes in Fund Balance-Governmental Fund
For the Year Ended June 30, 2022**

<u>REVENUES</u>	<u>GENERAL FUND</u>
Intergovernmental Revenue:	
City of Jennings	\$ 300,000
Other Revenue:	
Rental income	11,541
Interest income	1,506
Miscellaneous	250
Total Revenues	313,297
<u>EXPENDITURES</u>	
Operating:	
Advertising, dues and subscriptions	11,968
Office	4,286
Insurance	23,207
Other expenses:	
Professional fees	11,679
Utilities	2,832
Contract labor	170
Repairs and maintenance	440
Zigler Art Muesum joint service agreement	6,000
Capital Outlay	
Nichols building improvements	264,850
Total expenditures	325,432
 Deficiency of revenues over expenditures	 (12,135)
Amounts reported for governmental activities in the Statement of Activities is different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	264,850
Depreciation expense for the year ended June 30, 2022	(20,051)
Change in net position of governmental activities	\$ 232,664

See Independent Accountants' Review Report.

INDUSTRIAL DEVELOPMENT BOARD
OF THE CITY OF JENNINGS, INC.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

INTRODUCTION

Industrial Development Board of the City of Jennings, Inc. (“IDB”) is a Louisiana public non-profit corporation and instrumentality of Jefferson Davis Parish, Louisiana organized pursuant of Title 51, Chapter 7 of the Louisiana Revised Statutes. IDB was created by the City of Jennings, Louisiana in 1990 to promote the retention, expansion, and attraction of business and commercial enterprises in Jefferson Davis Parish and to expand employment opportunities. IDB has the ability to issue taxable and tax-exempt revenue bonds and other obligations to acquire land, construct, purchase, or renovate buildings to acquire and install machinery and equipment, and to finance any other economic development efforts.

IDB has entered into a cooperative endeavor agreement with the City of Jennings to provide aspects of the development of the project and the pledge of incremental increases in sales and use taxes receipts to finance the bonds for the development of the project.

The accounting and reporting practices of IDB conform to accounting principles generally accepted in the United States of America as applicable to governmental units on a consistent basis between periods.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

This report includes all funds, which are controlled by, or dependent on IDB. Control by or dependence on IDB was determined on the basis of the taxing authority, authority to issue debt, election or appointment of governing body, and other general oversight responsibility. IDB board members are appointed by the City of Jennings, but the City’s accountability for IDB does not extend beyond making the appointment.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

INDUSTRIAL DEVELOPMENT BOARD
OF THE CITY OF JENNINGS, INC.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (CONTINUED)

Cash and Cash Equivalents

Cash consists of balances held in demand deposit accounts at financial institutions. These balances, as reflected in the bank's records, are insured by the Federal Deposit Insurance Corporation up to \$250,000. At June 30, 2022, IDB had no uninsured cash balances.

Lease Receivable and Deferred Lease Revenue/Recently Adopted Accounting Pronouncements

IDB has implemented Governmental Accounting Standards Board Statement ("GASB") No. 87, *Leases*, during the current year for lessors. IDB has several long-term leases with various entities. GASB 87 requires IDB to record future lease inflow at present value with an offsetting deferred inflow. See footnote 3 for the impact of the implementation.

Capital Assets

Capital assets are capitalized at historical cost. IDB maintains a threshold level of \$500 or more for capitalizing capital assets.

Capital assets are recorded in the Statement of Net Position and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method as follows:

Buildings	40 years
Equipment	7 years
Improvements	15-40 years

Financial Statement Presentation

Government-wide Statements: The statement of net position and the statement of activities display information about IDB. These statements include the financial activities of the overall government, except for fiduciary activities. These statements of the overall government. Governmental activities generally are financed through sales taxes.

Fund Financial Statements: The fund financial statements provide information about IDB's governmental funds. The emphasis on fund financial statements is on major governmental fund.

INDUSTRIAL DEVELOPMENT BOARD
OF THE CITY OF JENNINGS, INC.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

2. Capital Assets

Capital assets and depreciation activity as of and for the year ended June 30, 2022, are as follows:

Governmental activities:	BEGINNING BALANCE <u>AS RESTATED</u>	<u>ADDITIONS</u>	<u>DISPOSALS</u>	ENDING BALANCE
Capital assets being depreciated:				
Buildings	\$ 193,091	\$ -	\$ -	\$ 193,091
Building improvements	593,764	264,850	-	858,614
Equipment	12,363	-	-	12,363
	<u>799,218</u>	<u>264,850</u>	<u>-</u>	<u>1,064,068</u>
Less accumulated depreciation				
Buildings	44,490	4,828	-	49,318
Building improvements	361,697	15,126	-	376,823
Equipment	11,741	97	-	11,838
	<u>417,928</u>	<u>20,051</u>	<u>-</u>	<u>437,979</u>
Total capital assets being depreciated, net	<u>\$ 381,290</u>	<u>\$ 244,799</u>	<u>\$ -</u>	<u>\$ 626,089</u>

For the year ended June 30, 2022, depreciation expense was \$20,051.

3. Long-term Leases

IDB leases space in its various buildings under long-term operating leases for two to five year terms with renewal options.

During the year ended June 30, 2022 rental income was \$11,541 and interest income from leases was \$1,459. Future obligations over the remaining primary terms as of June 30, 2022 are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 26,198	\$ 3,002	\$ 29,200
2024	21,993	2,207	24,200
2025	22,720	1,480	24,200
2026	23,469	731	24,200
2027	10,773	123	10,896
	<u>\$ 105,153</u>	<u>\$ 7,543</u>	<u>\$ 112,696</u>

INDUSTRIAL DEVELOPMENT BOARD
OF THE CITY OF JENNINGS, INC.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

4. Restatement of Net Position

In prior years, IDB did not depreciate their capital assets. The governmental net position as of June 30, 2021 has been restated as follows:

Total net position of governmental activities as previously reported	\$ 821,062
Accumulated depreciation as of June 30, 2021	<u>(417,928)</u>
Total net position of governmental activities as of June 30, 2021, restated	<u>\$ 403,134</u>

REQUIRED SUPPLEMENTARY INFORMATION

**INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF JENNINGS, INC.
JENNINGS, LOUISIANA**

**Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget (GAAP Basis) and Actual
Governmental Fund - General Fund
For the Year Ended June 30, 2022**

	GENERAL FUND			
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<u>REVENUES</u>				
Intergovernmental Revenue:				
City of Jennings	\$ 180,000	\$ 300,000	\$ 300,000	\$ -
Other Revenue:				
Rental income	12,000	13,000	11,541	(1,459)
Interest	200	200	1,506	1,306
Miscellaneous	-	-	250	250
Total Revenues	192,200	313,200	313,297	97
<u>EXPENDITURES</u>				
Operating Services:				
Office	750	4,800	4,286	514
Advertising, dues and subscriptions	9,700	12,000	11,968	32
Insurance	-	24,000	23,207	793
Other Expenses:				
Professional fees	12,000	14,000	11,679	2,321
Repairs and maintenance	4,000	-	440	(440)
Utilities	-	3,000	2,832	168
Contract labor	3,600	-	170	(170)
Zigler Art Museum joint services agreement	6,000	6,000	6,000	-
Capital outlay:				
Building improvements	137,000	265,000	264,850	150
Total Expenditures	173,050	328,800	325,432	3,368
Excess (Deficiency) of revenues over expenditures	19,150	(15,600)	(12,135)	3,465
Unreserved Fund Balance-Beginning	21,844	21,844	21,844	-
Unreserved Fund Balance-Ending	\$ 40,994	\$ 6,244	\$ 9,709	\$ 3,465

See Independent Accountants' Review Report.

SUPPLEMENTARY INFORMATION

**INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF JENNINGS, INC.
JENNINGS, LOUISIANA**

**Schedule of Compensation Paid to Board Members
For the Year Ended June 30, 2022**

Clyde Terry	\$	-
Jimmy Richert		-
Lilian Vega		-
Patty Hanson		-
	<u>\$</u>	<u>-</u>

See Independent Accountants' Review Report.

**INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF JENNINGS, INC.
JENNINGS, LOUISIANA**

**Schedule of Compensation, Benefits, and Other Payments to Agency Head
For the Year Ended June 30, 2022**

Patty Hanson
Chairman

Purpose	<u>Amount</u>
Salary	\$ -
Benefits-insurance	-
Benefits-retirement	-
Benefits-dues	-
Car allowance	-
Vehicle provided by government	-
Per diem	-
Reimbursements	-
Travel	-
Registration fees	-
Conference travel	-
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Special meals	-
	<u>\$ -</u>



LESTER LANGLEY, JR.
DANNY L. WILLIAMS
PHILLIP D. ABSHIRE, JR.
DAPHNE BORDELON BERKEN

NICHOLAS J. LANGLEY
PHILLIP D. ABSHIRE, III
SARAH CLARK WERNER
ALEXIS H. O'NEAL
JESSICA LOTT-HANSEN

Board of Directors
Industrial Development Board of the City of Jennings, Inc.
Jennings, Louisiana

We have performed the procedures enumerated below on the Industrial Development Board of the City of Jennings, Inc. ("IDB") as of and for the year ended June 30, 2022. IDB's management is responsible for the below procedures.

IBD has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the Louisiana Legislative Auditor review requirements. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

With respect to your representations included within the Louisiana Attestation Questionnaire, as of June 30, 2022 and for the year then ended, we applied the following agreed-upon procedures:

Public Bid Law

1. Obtain documentation for all expenditures made during the year for materials and supplies exceeding \$30,000, and public works exceeding \$250,000. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 39:1551-39:1755 (the state procurement code), R.S. 38:2211-2296 (the public bid law), or the regulations of the Division of Administration and the State Purchasing Office, whichever is applicable; and report whether the expenditures were made in accordance with these laws.

Exception: There were two disbursements selected that did not follow the public bid law.

Management's response: When improvements began the entity was needing to replace all windows immediately due to hurricane damage. They continued to use the same contractor for the remaining improvements. Management has stated that going forward they will follow the public bid law.

Code of Ethics for Public Officials and Public Employees

2. Obtain a list of the immediate family members of each board member as defined by R.S. 42:1101-1124 (the ethics law).
3. Obtain a list of all employees paid during the fiscal year.
4. Report whether any employees' names appear on both lists obtained in Procedures 2 and 3.
5. Obtain a list of all disbursements made during the year; and a list of outside business interests of board members, employees, and board members' and employees' immediate families. Report whether any vendors appear on both lists.

There were no exceptions noted as result of applying the above procedures.

Budgeting

6. Obtain a copy of the legally adopted budget and all amendments.
7. Trace documentation for the adoption of the budget and approval of any amendments to the minute book, and report whether there are any exceptions.
8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures. Report whether actual revenues failed to meet budgeted revenues by 5% or more, and whether actual expenditures exceeded budgeted amounts by 5% or more. (For agencies that must comply with the Licensing Agency Budget Act only, compare the expenditures of the final budget to actual expenditures, and report whether actual expenditures exceeded budgeted amounts by 10% or more per category or 5% or more in total).

There were no exceptions as a result of applying the above procedures.

Accounting and Reporting

9. Obtain the list of all disbursements made during the fiscal year. Randomly select six disbursements, and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation, and: (a) report whether the six disbursements agree to the amount and payee in the supporting documentation, (b) report whether the six disbursements are coded to the correct fund and general ledger account, and (c) Report whether the six disbursements were approved in accordance with management's policies and procedures.

There were no exceptions noted as a result of applying this procedure.

Meetings

10. Obtain evidence from management to support that agendas for meetings recorded in the minute book were posted or advertised as required by R.S. 42:11 through 42:28 (the open meetings law); and report whether there are any exceptions.

There were no exceptions noted as a result of applying this procedure.

Debt

11. Obtain bank deposit slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

There were no exceptions noted as a result of applying this procedure.

Advances and Bonuses

12. Obtain the list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan these documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.

There were no payroll disbursements making this procedure not applicable.

State Audit Law

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513.
14. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

The entity does not receive state funds making this procedure not applicable.

Prior-Year Comments

15. Obtain and report management's representation as to whether any prior-year suggestions, recommendations, and/or comments have been resolved.

There were no comments in the prior year.

We were engaged by IDB to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the AICPA. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the procedures performed. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of IDB and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of IDB and the Louisiana Legislative Auditor and is not intended to be and should not be used by anyone other than those specified parties.



Lake Charles, Louisiana
December 28, 2022

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

Dear Chief Executive Officer:

Attached is the Louisiana Attestation Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of the review/attestation engagement of Louisiana governmental agencies. The completed and signed questionnaire must be presented to and adopted by the governing body, if any, of your organization by means of a formal resolution in an open meeting. Independently elected government officials should sign the document, in lieu of such a resolution.

The completed and signed attestation questionnaire and a copy of the adoption instrument, if appropriate, **must be given to the independent certified public accountant at the beginning of the engagement.** The CPA will, during the course of his/her engagement, perform certain agreed-upon procedures to the responses in the questionnaire. It is not necessary to return the questionnaire to the Legislative Auditor's office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the CPA during the course of his/her engagement. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Michael J. Waguespack, CPA
Louisiana Legislative Auditor

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

_____ (Date Transmitted)

_____ (CPA Firm Name)

_____ (CPA Firm Address)

_____ (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of 06-30-2022 (date) and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Public Bid Law

It is true that we have complied with the state procurement code (R.S. 39:1551 – 39:1755); the public bid law (R.S. 38:2211-2296), and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes No [] N/A []

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 R.S. 42:1101-1124.

Yes No [] N/A []

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 R.S. 42:1119.

Yes No [] N/A []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes No [] N/A []

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 R.S. 44:1, 44:7, 44:31, and 44:36.

Yes No [] N/A []

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes No [] N/A []

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes No [] N/A []

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes No [] N/A []

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [] No [] N/A

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes [] No [] N/A

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes No [] N/A []

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 R.S. 39:1410.60-1410.65.

Yes No [] N/A []

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, R.S. 14:138, and AG opinion 79-729.

Yes [] No [] N/A

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes [] No [] N/A

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes No [] N/A []

We acknowledge that we are responsible for determining that that the procedures performed are appropriate for the purposes of this engagement.

Yes No [] N/A []

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes No [] N/A []

We have provided you with all relevant information and access under the terms of our agreement.

Yes No [] N/A []

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

Yes No [] N/A []

We are not aware of any material misstatements in the information we have provided to you.

Yes No [] N/A []

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose


to you any such communication received between the end of the period under examination and the date of your report.

Yes No [] N/A []

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes No [] N/A []

The previous responses have been made to the best of our belief and knowledge.

_____	Secretary	_____	Date
_____	Treasurer	_____	Date
	President	_____	Date
	Mayor		