• . : 227 P1:23 **Component Unit Financial Statements** and Report of Independent Auditors Airport Authority for Airport District #1 of Calcasieu Parish Lake Charles, Louisiana December 31, 1998

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Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is evailable for public inspection at the Eaton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date Z-14-99



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Stulb & Associates

Certified Public Accountants

James F. Stulb, C.P.A. Kristine S. Carter, C.P.A.

INDEPENDENT AUDITORS' REPORT

Board of Commissioners Airport Authority for Airport District #1 of Calcasieu Parish Lake Charles, Louisiana

We have audited the accompanying general purpose financial statements of the Airport Authority for Airport District #1 of Calcasieu Parish, a component unit of Calcasieu Parish Police Jury, as of and for the year then ended December 31, 1998, as listed in the table of contents. These general purpose financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose 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 the Airport Authority District #1 of Calcasieu Parish as of December 31, 1998, and the results of its operations and cash flows of its proprietary fund types and nonexpendable trust funds for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued our report dated June 3, 1999 on our consideration of the Airport Authority District #1 of Calcasieu Parish's internal control over financial reporting and our test of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of Airport Authority District #1 of Calcasieu Parish, taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is not a required part of the general purpose financial statements of Airport Authority District #1 of Calcasieu Parish. 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.



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COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

December 31, 1998

		vernmental and Type		roprietary Jund Type		
		Capital Projects Fund]	Enterprise Fund	(M	Total emorandum Only)
ASSETS Cash	\$	0	\$	1,106,453	\$	1,106,453
Accounts receivable	Ψ	v	*		Ť	
Ad valorem taxes		0		281,887		281,887
State of Louisiana Federal Aviation		15,795		0		15,795
Administration grants		60,208		0		60,208
State revenue sharing		0		8,710		8,710
Trade accounts (net of						
allowance for doubtful accounts of \$0)		0		63,422		63,422
Prepaid expenses		ŏ		8,768		8,768
Property, plant and				•		·
equipment (net of						
\$9,775,521 accumulated depreciation)		0		10,209,615		10,209,615
Advances to other funds		<u>0</u>	-	21,593		21,593
	\$	76,003	\$	11,700,448	\$	11,776,451
LIABILITIES AND FUND EQUITY			<u></u>		<u></u>	
LIABILITIES						
Accounts payable	\$	40,424	\$	16,654	\$	57,078
Accrued liabilities		0		22,793		22,793
Deduction from ad valorem taxes for Retirement systems		0		9,707		9,707
Security deposits		ŏ		4,000		4,000
Escrowed deposit		0		30,000		30,000
Advances from other funds	<u></u>	21,593	•	0	<u> </u>	21,593
		62,017		83,154		145,171
FUND EQUITY Contributed capital		0		10,546,518		10,546,518
Retained earnings		0 0		1,070,776		1,070,776
Fund balance						
Unreserved and undesignated		13,986		0		<u>13,986</u>
	<u> </u>	13,986	-	11,617,294	<u> </u>	11,631,280
	<u>\$</u>	76,003	<u>\$</u>	11,700,448	<u>\$</u>	<u>11,776,451</u>



See notes to financial statements.

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STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - ALL GOVERNMENTAL FUND TYPES

For the year ended December 31, 1998

	Capital Projects	
Revenues Grants - Federal Aviation Administration Grants - State of Louisiana	\$ 526,692 <u>58,234</u>	
Total revenues	584,926	
Expenditures Furniture and equipment Terminal building rehabilitation Fire station Repairs Professionals and other	83,942 316,874 229,599 4,445 21,160	
Total expenditures EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u> 656,020</u> (71,094)	
Other financing sources (uses) Operating transfers in	<u> </u>	
SOURCES OVER EXPENDITURES	9,537	
Fund balance at January 1, 1998	4,449	
Fund balance at December 31, 1998	<u>\$ 13,986</u>	

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See notes to financial statements.

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STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN RETAINED EARNINGS - PROPRIETARY FUND TYPE

For the year ended December 31, 1998

	Enterprise Fund
Operating revenues Leases, rentals, and commissions	\$ 601,424
Landing fees	128,995
Ad valorem taxes	305,570
	13,066
State revenue sharing	44,700
Seismic permits Security reimbursement	41,100
Other	1,000
Oaner	1,135,855
	1,155,655
Operating expenses Contractual services	77,690
Deduction from ad valorem	77,070
taxes for retirement system	9,707
Depreciation	586,410
Dues and subscription	1,562
Gas and oil	6,334
Insurance	69,422
Materials and supplies	131,650
Miscellaneous	8,467
Office expense	6,719
Outside security	5,895
Payroll taxes	19,643
Professional services	8,600
Retirement	25,413
Salaries and wages	508,893
Travel	1,810
Utilities and telephone	97,108
Total operating expenses	1,565,323
Operating loss	(429,468)
Operating 1055	
Interest income	<u> </u>
Loss before operating transfers	(371,822)
Operating transfers out	<u>(80,631</u>)
Net loss	(452,453)
Retained earnings at January 1, 1998	1,523,229
Retained earnings at December 31, 1998	<u>\$ 1,070,776</u>

See notes to financial statements.

STATEMENT OF CASH FLOWS - PROPRIETARY FUND TYPE

For the year ended December 31, 1998

Enterprise Fund

Cash Flows From Operating Activities Net income (loss) Adjustments to reconcile net income (loss) to net cash provided by	\$	(429,468)
(used in) operating activities: Depreciation		586,410
(Increase)/Decrease in Assets Accounts receivable		(5,923)
Increase/(Decrease) in Liabilities Accounts payable Accrued liabilities		(2,839) 1,453
Deposits Total adjustments	<u> </u>	<u> </u>
Net cash provided by (used in) operating activities		179,634
Cash flows from investing activities:		
Interest on operating funds and investments		57,646
Net cash provided by (used in) investing activities		57,646
Cash flows from capital and		
related financing activities: Operating transfers out		(80,631)
Acquisition of fixed assets Repayment from capital project advances		(24,373) 175,228
Net cash provided by (used in) financing activities	<u> </u>	70,224
Net increase (decrease) in cash and cash equivalents		307,503
Cash and cash equivalents at beginning of period		<u>798,950</u>
Cash and cash equivalents at end of period	<u>\$</u>	<u>1,106,453</u>

See notes to financial statements.

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SUPPLEMENTAL SCHEDULE OF NONCASH INVESTING AND FINANCING ACTIVITIES - PROPRIETARY FUND TYPE

December 31, 1998

Contributions from the capital projects fund to the enterprise fund during the year:

Terminal building rehabilitation Fire station Furniture and equipment

No cash transactions occurred as a result of these contributions of assets.

\$ 316,874 229,599 83,942
\$ 630,415

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NOTES TO FINANCIAL STATEMENTS

December 31, 1998

NOTE A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Airport Authority for Airport District #1 of Calcasieu Parish (the Authority) was created by the Calcasieu Parish Police Jury as provided by Revised Statutes 2:602. The Authority is governed by a board of five commissioners who, along with the Airport Manager, establish regulations governing the maintenance and operations of the facilities of the Lake Charles Regional Airport.

The financial statements of the Authority have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the authority's accounting policies are described below.

1. Reporting entity

In evaluating how to define the Authority for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic, but not the only, criteria for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations and accountability for fiscal matters. The other criteria used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the Authority is able to exercise oversight responsibilities. Based upon the application of these criteria, the Authority is a component unit that should be included in the Calcasieu Parish Police Jury's financial reporting because of the significance of their oversight relationship with the Authority.

2. Fund Accounting

The accounts of the Authority are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses as appropriate. Revenues are accounted for in these individual finds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The funds presented in the financial statements are described as follows:

The Capital Projects Fund is used to account for financial resources to be used for

the acquisition, renovations, or construction of major capital facilities.

The Enterprise Fund is used to account for operations that are financed by providing services to the general public on a continuing basis and it is operated similar to a private business enterprise.

NOTES TO FINANCIAL STATEMENTS - Continued

December 31, 1998

3. Fixed Assets

Fixed assets are stated at cost. Depreciation of all exhaustible fixed assets used by the proprietary fund is charged as an expense against its operations. The cost and related accumulated depreciation of assets sold or otherwise disposed of during the period are removed from the accounts. Any gain or loss is reflected in the year of disposal. Accumulated depreciation is reported on the proprietary fund balance sheet.

Depreciation has been provided over the estimated useful lives using the straight-line method. Depreciation for the year ended December 31, 1998 amounted to 586,410. The estimated useful lives are as follows:

	<u>Years</u>
Building and improvement	30
Land improvements	10-40
Machinery and equipment	3-10
Furniture and fixtures	5-10

4. Basis of Accounting

All governmental finds are maintained on the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. Ad valorem taxes and the related state revenue sharing (which is based on population and homesteads in the parish) are recognized in the year the taxes are assessed. Federal and state aid and grants are recognized when the district is entitled to the funds. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The proprietary fund is maintained on the accrual basis of accounting. Revenues are recognized when they are earned and expenses are recognized when they are incurred.

5. Total Columns on Combined Statements – Overview

Total columns on the financial statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

6. Statement of Cash Flows

For purposes of reporting cash flows all highly liquid investments (including restricted assets) with a maturity of three months or less are considered to be cash equivalents.



NOTES TO FINANCIAL STATEMENTS - Continued

December 31, 1998

7. Budget Policy

A proposed budget is prepared for the Enterprise Fund and submitted to the Board of Commissioners prior to the beginning of each year. A budget summary and notice of public hearing is published with the public hearing begin conducted prior to the commencement of the budget year.

The annual operating budget prepared on the accrual basis of accounting, covers all authority activities. At the end of the fiscal year unexpended appropriations automatically lapse.

NOTE B. CASH

The Authority's deposits are fully collateralized by Federal and State government bonds held by Bank One Louisiana in the name of Airport Authority for Airport District #1 of Calcasieu Parish.

Cash of the Authority is classified into three categories to give an indication of the level

of risk assumed at the year end.

Category 1: includes deposits insured or collateralized with securities held by the Authority or its agent in the name of the Authority.

Category 2: includes deposits collateralized with securities held by the pledging financial institution's trust department or agent in the Authority's name.

Category 3: includes insured and unregistered deposits with the securities held by the pledging financial institution, or by its trust department or agent, but not in the Authority's name.

Cash as of December 31, 1998 was all classified as Category 1.

NOTE C. PENSION PLAN

Full-time employees of the Authority are members of the Parochial Employees' Retirement System of Louisiana, a multi-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separated assets and benefit provisions. Eligible employees of the Authority were members of Plan A for 1998. Under Plan A, members with 10 years of creditable service may retire at age 60; member with 25 years of service may retire at age 55; members with 30 years of service may retire regardless of age. The retirement allowance is equal to three percent of the member's final average compensation (defined as the average of the highest consecutive 36 months) multiplied by his years of creditable service. However, any employee who was a member of the supplemental plan only prior to the revision date has the benefit earned for service credited prior to the revision date on the basis of one percent of final compensation plus two dollars per month for each year credited prior to the revision date, and three percent of final compensation for each year of service credited after the revision date. The retirement allowance may not exceed the greater of one hundred percents of a member's final salary or the final compensation.

NOTES TO FINANCIAL STATEMENTS - Continued

December 31, 1998

NOTE C. **PENSION PLAN** – Continued

Contributions to the System include ¼ of 1% of the taxes shown to be collectible by the tax rolls of each parish, except Orleans and East Baton Rouge Parishes. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. State statute requires covered employees to contribute a percentage of their salaries, 9.5% under Plan A, to the System. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by an actuarial valuation for the prior fiscal year. The employer contributions for 1998 were 7.75% of covered employees' salaries. The payroll for the Authority employees covered by the system for the year ended December 31, 1998 was \$327,914; the Authority's total payroll and accrued benefits was \$586,410. The Authority contributed \$25,413 to the system during the year.

NOTE D. ANNUAL AND SICK LEAVE

Permanent employees earn one to six weeks of annual leave and two to six weeks of sick leave each year depending on length of service with the Authority. A maximum of ten days of annual leave may be accumulated and carried forward without limitation. Upon termination, employees are paid for unused annual leave only.

NOTE E. AD VALOREM TAXES

For the year ended December 31, 1998, taxes of .61 mills were levied on property with taxable assessed valuations of \$500,789,910 and was dedicated to the operation and maintenance of the Airport.

Property tax millage rates are adopted on a 10 year basis. All taxes are due and collectible when the assessment rolls are filed on or before November 15th of the current year, and become delinquent after December 31. Property taxes not paid by the end of February are subject to lien.

A renewal election was held and passed in October 1994 to levy millage beginning in 1996 and expiring 2004.

NOTE F. CONTRIBUTION OF CAPITAL

During the year ended December 31, 1998, capital projects totaling \$630,415 were transferred to the Enterprise Fund as a contribution of capital.

NOTES TO FINANCIAL STATEMENTS - Continued

December 31, 1998

NOTE G. LEASE REVENUE

The Authority leases its property to commercial airlines, car rental companies, concessionaires, certain fixed base operators who service the airline industry and the Federal Aviation Administration. A significant portion of these leases are non-cancelable operating leases.

Minimum rentals on non-cancelable operating leases for the next five years are as follows:

\$ 207,123
175,855
180,545
162,593
136,700
\$

NOTE H. PROPERTY, PLANT AND EQUIPMENT

	Balance		T 1	Balance
	<u>12/31/1997</u>	<u>Additions</u>	<u>Disposals</u>	<u>12/31/1998</u>
Land	\$2,410,409	\$-	\$-	\$2,410,409
Buildings and				
improvements	2,872,827	1,387,662	~	4,260,489
Land Improvements	12,241,298	-	-	12,241,298
Machinery and				
equipment	906,588	16,547	-	923,135
Furniture and				
fixtures	82,255	67,550	-	149,805
Construction in				
progress	816,817		816,817	-
improvements Land Improvements Machinery and equipment Furniture and fixtures Construction in	12,241,298 906,588 82,255	- 16,547		12,241,298 923,135

\$1,471,759 \$19,330,194

\$816,817

\$19,985,136

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NOTES TO FINANCIAL STATEMENTS - Continued

December 31, 1998

Note I. YEAR 2000 ISSUE (Unaudited)

The year 2000 issue is the result of shortcomings in many electronic data processing systems and other electronic equipment that may adversly affect the Authority's operations as early as fiscal year 1999.

The Authority has completed an inventory of computer systems and other electronic equipment that may be affected by the year 2000 issue and that are necessary to conduct operations. The Authority is in the process of testing and validating the systems. Results of the testing thus far, indicate compliance. The Authority does not anticipate material expenditures as a result of the remaining testing.

Because of the unprecedented nature of the Year 2000 issue, its effects and the success of related remediation efforts will not be fully determinable until the year 2000 and thereafter.

Management cannot assure that the Authority is or will be Year 2000 ready, that the Authority's remediation efforts will be successful in whole or in part, or that parties with whom the Authority does business will be year 2000 ready.

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SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

Year ended December 31, 1998

Federal Grantor/Pass-through Grantor/Program Title	Federal CFDA <u>Number</u>	 Federal <u>Expenditures</u>	
US Department of Transportation: Airport Improvement Program	20.106	\$ 526,692	

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

Board of Commissioners Airport Authority for Airport District #1 of Calcasieu Parish Lake Charles, Louisiana

We have audited the general purpose financial statements of the Airport Authority for Airport District #1 of Calcasieu Parish, a component unit of Calcasieu Parish Police Jury, as of and for the year ended December 31, 1998, and have issued our report thereon dated June 3, 1999. We conducted our audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, issued by the Comptroller General of the United States.

<u>Compliance</u>

As part of obtaining reasonable assurance about whether the Airport Authority for Airport District #1 of Calcasieu Parish are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of general purpose financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Airport Authority for Airport District #1 of Calcasieu Parish's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the 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. We noted no matters involving the internal control over financial reporting to be a material weakness.

This report is intended for the information of the Board of Commissioners, management, the Federal Aviation Administration and the Louisiana Legislative Auditor. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Stath & Associated June 3, 1999

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REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Commissioners Airport Authority for Airport District #1 of Calcasieu Parish Lake Charles, Louisiana

Compliance

We have audited the compliance of Airport Authority for Airport District #1 of Calcasicu Parish with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended December 31, 1998. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Authority's management. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards, the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Authority's compliance with those requirements.

In our opinion, the Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 1998.

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Internal Control over Compliance

The management of the Airport Authority for Airport District #1 of Calcasieu Parish is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Airport Authority for Airport district #1 of Calcasieu Parish's internal control over compliance with requirements that could have a direct material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts, and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information of the Board of Commissioners, management, the Federal Aviation Administration and the Louisiana Legislative Auditor. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Stath & Associates

June 3, 1999

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

December 31, 1998

CURRENT AUDIT

US Department of Transportation Airport Improvement Program – CFDA Number 20.106

There were no findings or questioned cost in the current audit report that requires further comment.

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