

**VISIT KENNER, INC.**

FINANCIAL STATEMENTS

December 31, 2019 and 2018



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**WEGMANN DAZET & COMPANY**

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors of  
Visit Kenner, Inc.  
Kenner, Louisiana

We have reviewed the accompanying statements of financial position of Visit Kenner, Inc. (a nonprofit Corporation) as of December 31, 2019 and 2018, and the related statements of activities, functional expenses and cash flows for the year ended December 31, 2019 and the period of inception (August 6, 2018) to December 31, 2018. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Corporation 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.

**Accountants' Conclusion**

Based on our reviews, 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.

**Supplementary Information**

The accompanying schedule of compensation, benefits, and other payments to the agency head, political subdivision head, or chief executive officer is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the supplementary information and, accordingly, do not express an opinion on such information.

June 22, 2020

*Wegmann Dazet & Co*

VISIT KENNER INC.  
STATEMENTS OF FINANCIAL POSITION

December 31, 2019 and 2018

	2019	2018
<b>ASSETS</b>		
Current assets		
Cash and cash equivalents	\$ 51,391	\$ -
Contributions receivable - current	6,500	9,000
Prepaid expenses	1,025	954
Total current assets	58,916	9,954
Contributions receivable - long term	22,500	-
Total assets	\$ 81,416	\$ 9,954
<b>LIABILITIES</b>		
Current liabilities		
Cash overdraft	\$ -	\$ 1,316
Accounts payable	5,741	99
Total liabilities	5,741	1,415
<b>NET ASSETS</b>		
Net assets		
Without donor restrictions	46,675	8,539
With donor restrictions	29,000	-
Total net assets	75,675	8,539
Total liabilities and net assets	\$ 81,416	\$ 9,954

See Independent Accountants' Review Report and accompanying Notes to Financial Statements.

VISIT KENNER INC.  
STATEMENT OF ACTIVITIES  
For the Year Ended December 31, 2019

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
Revenues			
Grants	\$ 132,336	\$ -	\$ 132,336
Contributions	-	35,000	35,000
Programs	331,674	-	331,674
Other income	358	-	358
Net assets released from restrictions	<u>6,000</u>	<u>(6,000)</u>	<u>-</u>
Total revenue	<u>470,368</u>	<u>29,000</u>	<u>499,368</u>
Expenses			
Program services	384,643	-	384,643
Supporting services			
General and administrative	<u>47,589</u>	<u>-</u>	<u>47,589</u>
Total expenses	<u>432,232</u>	<u>-</u>	<u>432,232</u>
Change in net assets	38,136	29,000	67,136
Net assets			
Beginning of year	<u>8,539</u>	<u>-</u>	<u>8,539</u>
End of year	<u>\$ 46,675</u>	<u>\$ 29,000</u>	<u>\$ 75,675</u>

See Independent Accountants' Review Report and accompanying Notes to Financial Statements.

VISIT KENNER INC.  
STATEMENT OF ACTIVITIES

For the Period from Inception (August 6, 2018) to December 31, 2018

	Without Restrictions	With Restricted	Total
Revenues			
Grants	\$ 235,774	\$ -	\$ 235,774
Other income	6	-	6
Total revenue	235,780	-	235,780
Expenses			
Program services	218,894	-	218,894
Supporting			
General and administrative	8,347	-	8,347
Total expenses	227,241	-	227,241
Change in net assets	8,539	-	8,539
Net assets			
Beginning of year	-	-	-
End of year	\$ 8,539	\$ -	\$ 8,539

See Independent Accountants' Review Report and accompanying Notes to Financial Statements.

VISIT KENNER INC.  
STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended December 31, 2019

	<u>Program Services</u>	<u>General &amp; Administrative</u>	<u>Total</u>
Accounting fees	\$ -	\$ 7,513	\$ 7,513
Bank fees	-	95	95
Conferences	3,120	-	3,120
Contract services	-	9,600	9,600
Dues and subscriptions	-	2,864	2,864
Freedom Fest	296,294	-	296,294
Insurance	1,241	310	1,551
Luncheons	824	-	824
Office supplies	767	1,841	2,608
Oktoberfest	9,576	-	9,576
Paychex fees	-	1,441	1,441
Payroll taxes and benefits	4,801	1,200	6,001
Promotions	5,146	1,006	6,152
Rent expense	-	6,000	6,000
Salaries	62,874	15,719	78,593
	<u>\$ 384,643</u>	<u>\$ 47,589</u>	<u>\$ 432,232</u>
Total expenses	<u>\$ 384,643</u>	<u>\$ 47,589</u>	<u>\$ 432,232</u>

See Independent Accountants' Review Report and accompanying Notes to Financial Statements.

VISIT KENNER INC.  
STATEMENT OF FUNCTIONAL EXPENSES

For the Period from Inception (August 6, 2018) to December 31, 2018

	<u>Program Services</u>	<u>General &amp; Administrative</u>	<u>Total</u>
Booth events	\$ 436	\$ -	\$ 436
Conferences	608	-	608
Freedom Fest	186,950	-	186,950
Insurance	148	228	376
Luncheons	376	-	376
Office supplies	761	955	1,716
Paychex fees	590	147	737
Payroll taxes and benefits	7,734	1,933	9,667
Promotions	959	-	959
Salaries	20,334	5,083	25,417
	<u>20,334</u>	<u>5,083</u>	<u>25,417</u>
Total expenses	<u>\$ 218,894</u>	<u>\$ 8,347</u>	<u>\$ 227,241</u>

See Independent Accountants' Review Report and accompanying Notes to Financial Statements.



VISIT KENNER INC.  
STATEMENTS OF CASH FLOWS

For the Years Ended December 31, 2019 and 2018

	2019	2018
Cash flows provided by operating activities:		
Change in net assets	\$ 67,136	\$ 8,539
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
(Increase) decrease in operating assets:		
Contributions receivable, net	(20,000)	(9,000)
Prepaid expenses	(71)	(954)
Increase (decrease) in operating liabilities:		
Accounts payable	<u>5,642</u>	<u>99</u>
Net cash provided (used) by operating activities	<u>52,707</u>	<u>(1,316)</u>
Net increase (decrease)	52,707	(1,316)
Cash and cash equivalents at beginning of year	<u>(1,316)</u>	<u>-</u>
Cash and cash equivalents at end of year	<u><u>\$ 51,391</u></u>	<u><u>\$ (1,316)</u></u>

See Independent Accountants' Review Report and accompanying Notes to Financial Statements.

VISIT KENNER, INC.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended December 31, 2019 and the Period of Inception (August 6, 2018) to ended December 31, 2018

1) Description of the nonprofit Corporation

The purpose of Visit Kenner, Inc. (the “Corporation”) is to provide for the encouragement, solicitation, promotion, procurement and servicing of sporting events, conventions, conferences, meetings, seminars and other events; to develop tourism through the attraction of visitors and group tours to Kenner and to provide education regarding the importance of the convention and visitor industry to the local economy; affect cooperation between businesses and industries servicing visitors, conventions and other meetings; receive and disburse funds derived from the Hotel Occupancy Tax imposed by local governments in accordance with the contractual or other arrangements with such governments; and receive and disburse private funds for the Corporation.

2) Summary of significant accounting policies

(a) Basis of presentation

The financial statements of Visit Kenner, Inc. have been prepared in accordance with United States generally accepted accounting principles (“U.S. GAAP”), which requires the Corporation to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. These net assets may be used at the discretion of the Corporation’s management and the board of directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of Visit Kenner, Inc. or by the passage of time. Other donor restrictions may be perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities.

(b) Income taxes

Visit Kenner, Inc. is exempt from income tax under Internal Revenue Code section 501(c)(3), though it is subject to tax on income unrelated to its exempt purpose, unless that income is otherwise excluded by the Code. The Corporation has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it has nexus; and to identify and evaluation other matters that may be considered tax positions. The Organization has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements. With few exceptions, the Corporation is not subject to U. S. federal and state examinations by tax authorities beyond three years from the filing of those returns.

(c) Use of estimates

The preparation of financial statements in conformity with U. S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

See Independent Accountants’ Review Report.

VISIT KENNER, INC.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended December 31, 2019 and the Period of Inception (August 6, 2018) to ended December 31, 2018

2) Summary of significant accounting policies (continued)

(d) Cash and cash equivalents

For purposes of the statement of cash flows, the Corporation considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

(e) Contributions receivable

Unconditional promises to give that are expected to be collected within one year are recorded at net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at their present value of their estimated future cash flows. The discounts on those amounts are computed using risk-adjusted interest rates applicable to the years in which the promises are received. Discount amortization is included in contribution revenue. Conditional promises to give are not included as support until the conditions are met.

(f) Functional expenses

The cost of providing program and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among program services and supporting services benefited. Such allocations are determined by management on an equitable basis.

The expenses that are allocated include the following:

<u>Expense</u>	<u>Method of Allocation</u>
Insurance	Time and effort
Office supplies	Time and effort
Payroll taxes and benefits	Time and effort
Salaries	Time and effort

(g) Contributions

Contributions received are recorded as net assets without donor restrictions or net asset with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restrictions expires (that is, when a stipulated time restriction ends or purpose restrictions is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Contributed property and equipment are recorded at fair value at the date of donation. Contributions with donor-imposed stipulations regarding how long the contributed assets must be used are recorded as net assets with donor restrictions; otherwise, the contributions are recorded as net assets without donor restrictions.

See Independent Accountants' Review Report.

VISIT KENNER, INC.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended December 31, 2019 and the Period of Inception (August 6, 2018) to ended December 31, 2018

2) Summary of significant accounting policies (continued)

(h) Donated services

Many individuals volunteer their time and perform a variety of tasks that assist the Corporation with carrying out its mission. No amounts have been reflected in the financial statements for those services since they do not meet the criteria for recognition under Financial Accounting Standards Board (“FASB”) Accounting Standards Codification (“ASC”) 958, Not-For-Profit Entities.

(i) Concentrations of credit risk

Financial instruments that potentially subject Visit Kenner, Inc. to concentrations of credit risk consist principally of cash and cash equivalents. The Corporation maintains its cash and cash equivalents in various bank accounts that, at times, may exceed federally insured limits. The Corporation’s cash and cash equivalent accounts have been placed with high credit quality financial institutions. The Corporation has not experienced, nor does it anticipate, any losses with respect to such accounts.

3) Liquidity and availability

The following represents Visit Kenner, Inc.’s financial assets at December 31, 2019 and 2018:

Financial assets at year end:	2019	2018
Cash and cash equivalents	\$ 51,391	\$ (1,316)
Contributions receivable	29,000	9,000
Prepaid expenses	1,025	954
Total financial assets	<u>81,416</u>	<u>8,638</u>
Less amounts not available to be used within in one year:		
Net assets with donor restrictions	29,000	-
Less net assets with purpose restrictions to be met in less than a year	<u>(6,500)</u>	<u>-</u>
	<u>22,500</u>	<u>-</u>
Financial assets available to meet general expenditures over the next twelve months	<u>\$ 58,916</u>	<u>\$ 8,638</u>

4) Financial assistance

The Corporation receives all of its daily operational support from the City of Kenner through Cooperative Endeavor Agreements.

5) Audit requirement

The bylaws of the Corporation require an audit to be submitted to the Board of Directors no later than 120 days after the close of the fiscal year by an independent auditor. Management has received the waiver for this requirement.

See Independent Accountants’ Review Report.

VISIT KENNER, INC.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended December 31, 2019 and the Period of Inception (August 6, 2018) to ended December 31, 2018

6) Building lease agreement

The Corporation leases the building that is owned by the City of Kenner for a basic minimum annual rent of \$-0-. The rental lease has a term of five years and was originally executed on January 1, 2019 (expires December 31, 2023, unless extended). The rental lease was measured at the fair value of the promise. The original contribution was recorded as donor restricted, due to the time restriction. As the time restrictions are met, an amount is reclassified on the statement of activities and changes in net assets as net assets released from restrictions. The rent expense related to the building lease for the year ended December 31, 2019 and 2018 was \$6,000 and \$-0-, respectively. The contribution receivable – building lease balance related to this building lease was \$29,000 and \$-0- for the years ended December 31, 2019 and 2018, respectively, and is expected to be collected through the use of the building as follows:

	<u>2019</u>	<u>2018</u>
Within one year	\$ 6,500	\$ -
In one to five years	<u>22,500</u>	<u>-</u>
Total contribution receivable - building lease	<u><u>\$ 29,000</u></u>	<u><u>\$ -</u></u>

7) Net assets

As of December 31, 2019 and the period of inception (August 6, 2018) to December 31, 2018, net assets with donor restrictions are restricted for the following purposes or periods:

	<u>2019</u>	<u>2018</u>
Subject to the passage of time:		
Promise-to-give - building lease		
unavailable until time passes	\$ 29,000	\$ -
	<u>\$ 29,000</u>	<u>\$ -</u>

Net assets without donor restrictions were as follows for the year ended December 31, 2019 and the period of inception (August 6, 2018) to December 31, 2018:

	<u>2019</u>	<u>2018</u>
Undesignated		
	\$ 46,675	\$ 8,539
	<u>\$ 46,675</u>	<u>\$ 8,539</u>

Net assets released from net assets with donor restrictions are as follow:

	<u>2019</u>	<u>2018</u>
Satisfaction of time restrictions		
Contributions - building lease	\$ 6,000	\$ -
	<u>\$ 6,000</u>	<u>\$ -</u>

See Independent Accountants' Review Report.

VISIT KENNER, INC.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended December 31, 2019 and the Period of Inception (August 6, 2018) to ended December 31, 2018

8) New accounting pronouncements

In February 2016, the FASB issued ASU No. 2016-02, "Leases." This accounting standard requires lessees to recognize assets and liabilities related to lease arrangements longer than 12 months on the balance sheet as well as additional disclosures. The updated guidance is effective for the Corporation beginning January 1, 2021, unless extended. The Corporation is continuing to assess the impact of this pronouncement on its financial statements.

FASB has issued ASU No. 2014-09, "Revenue from Contracts with Customers," to update its revenue recognition standard to clarify the principles of recognizing revenue and eliminate industry-specific guidance as well as help financial statement users better understand the nature, amount, timing, and uncertainty of revenue that is recognized. The updated guidance is effective for the Corporation beginning January 1, 2020, unless extended. The Corporation is continuing to assess the impact of this pronouncement on its financial statements.

9) Subsequent events

The Corporation has evaluated subsequent events through the date of the accountants' report, the date which the financial statements were available to be issued. As a result of the spread of COVID-19 coronavirus, economic uncertainties have arisen which are likely to negatively impact net income. Other financial impact could occur though such potential impact is unknown at this time. Other than what has been disclosed in this footnote, management feels that there are no material subsequent events that require recognition or additional disclose in the financial statements.

VISIT KENNER INC.  
SCHEDULE OF COMPENSATION, BENEFITS,  
AND OTHER PAYMENTS TO AGENCY HEADS  
For the Year Ended December 31, 2019

		Carolyn Barrett Executive Director
Salary	\$	65,813
Benefits - insurance		7,680
Benefits - phone allowance		1,500
Car allowance		3,600
Advertising		25
Conference Coventions		412
Copying		142
Dues		259
Kitchen Supplies		135
Luncheons		665
Mailing		105
Office Supplies		1,539
Registration fees		107
Travel		341
Total compensation	\$	82,324

See Independent Accountants' Review Report and accompanying Notes to Financial Statements.

**VISIT KENNER, INC.**

STATEWIDE AGREED-UPON PROCEDURES

FOR THE YEAR ENDED DECEMBER 31, 2019





WEGMANN DAZET & COMPANY

INDEPENDENT ACCOUNTANTS' REPORT  
ON APPLYING AGREED UPON PROCEDURES

To the Board of Directors of Visit Kenner, Inc.  
and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below, which were agreed to by Visit Kenner, Inc. (the "Corporation") and the Louisiana Legislative Auditor (the specified parties), on the Corporation's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2019, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Corporation's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

**Federal, State, and Local Awards**

1. Obtain the list of federal, state, and local government grant award expenditures for the fiscal year, by grant and grant year, from the Corporation's management.

The Corporation provided us with the following list of expenditures made for local grant awards received during the fiscal year ended December 31, 2019:

Federal, State, or Local Grant Name	Grant Year	CFDA No. (if applicable)	Amount
City of Kenner	2019	N/A	\$132,335.50
Total Expenditures			\$132,335.50

2. For the one local grant award, randomly select six disbursements during the fiscal year, provided that no more than 6 disbursements are selected.
3. Obtain documentation for the disbursements selected in Procedure 2. Compare the selected disbursements to supporting documentation, and report whether the disbursements agree to the amount and payee in the supporting documentation.

Each of the selected disbursements agreed to the amount and payee in the supporting documentation.

4. Report whether the selected disbursements were coded to the correct fund and general ledger account.  
All of the disbursements were coded to the correct fund and general ledger account.

5. Report whether the selected disbursements were approved in accordance with the Corporation's policies and procedures.

The Corporation's policies and procedures state that the executive director must approve all disbursements, with subsequent approval by the full board. Any expense reports for reimbursement to the executive director are sent to the board members for review and approval. Once the executive director's expense reports are approved, the President signs the check. Documentation supporting each of the selected disbursements included the signature of the executive director and the approval of the board.

6. For each selected disbursement made for federal grant awards, obtain the *Compliance Supplement* for the applicable federal program. For each disbursement made for a state or local grant award, or for a federal program not included in the *Compliance Supplement*, obtain the grant agreement. Compare the documentation for each disbursement to the program compliance requirements or the requirements of the grant agreement relating to activities allowed or unallowed, eligibility, and reporting; and report whether the disbursements comply with these requirements.

*Activities allowed or unallowed*

N/A – No federal grants.

*Eligibility*

N/A – No federal grants.

*Reporting*

N/A – No federal grants.

7. Obtain the close-out reports, if required, for any program selected in Procedure 2 that was closed out during the fiscal year. Compare the close-out reports, if applicable, with the Corporation's financial records; and report whether the amounts in the close-out reports agree with the Corporation's financial records.

The selected disbursements come from one program, the Corporation is required to submit monthly expenditure reports and support to the City of Kenner.

### **Open Meetings**

8. Obtain evidence from management that agendas for meetings recorded in the minute book were posted as required by Louisiana Revised Statute 42:11 through 42:28 (the open meetings law), and report whether there are any exceptions. Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meeting FAQs," available on the Legislative Auditor's website at <http://app1.la.state.la.us/llala.nsf>, to determine whether a non-profit agency is subject to the open meetings law.

Management represented that the Corporation is not required to follow open meeting laws.

### **Budget**

9. For each grant exceeding five thousand dollars, obtain the comprehensive grant budgets that the agency provided to the applicable federal, state or local grantor agency. Report whether the budgets for federal, state and local grants included the purpose and duration of the grants; and whether budgets for state grants also included specific goals, objectives, and measures of performance.

Obtained Cooperative Endeavor Agreement between City of Kenner and the Corporation in which the funding is defined and purpose is outlined. The Corporation is given \$9,000 per month to use towards the promotion of Kenner as well as general and administrative expenses. Any

additional funding requires a Proposal for Funding to be submitted to the City of Kenner with a budget or invoices for reimbursement.

**State Audit Law**

10. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The Corporation’s report was submitted to the Legislative Auditor before the statutory due date of June 30, 2020.

11. 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 Corporation’s management represented that the Corporation did not enter into any contracts during the fiscal year that were subject to the public bid law.

**Prior-Year Comments**

12. Obtain and report management’s representation as to whether any prior year suggestions, exceptions, recommendations, and/or comments have been resolved.

Not applicable.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Agency’s compliance with the foregoing matters. 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.

The purpose of this report is solely to describe the scope of testing performed on the Agency’s compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

June 22, 2020



**ATTACHMENTS:  
SIGNED LOUISIANA ATTESTATION QUESTIONNAIRE**

**LOUISIANA ATTESTATION QUESTIONNAIRE**  
**(For Attestation Engagements of Quasi-public Agencies)**

6/29/20 (Date Transmitted)

\_\_\_\_\_ Wegmann Dazet & Company (CPA Firm Name)

\_\_\_\_\_ 111 Veterans Blvd, Suite 800 (CPA Firm Address)

\_\_\_\_\_ Metairie, Louisiana 70005 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of December 31, 2019 (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.

**Federal, State, and Local Awards**

We have detailed for you the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.

Yes [] No [ ]

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and local grantor officials.

Yes [] No [ ]

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes [] No [ ]

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the OMB Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes [] No [ ]

**Open Meetings**

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law). **Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "[Open Meeting FAQs](#)," available on the Legislative Auditor's website to determine whether a non-profit agency is subject to the open meetings law.**

Yes [ ] No [ ]

**Budget**

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance

Yes [] No [ ]

**Reporting**

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

Yes [] No [ ]



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 [  ]

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 [  ]

#### Prior-Year Comments

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

Yes [  ] No [  ]

#### General

We are responsible for our compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes [  ] No [  ]

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

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.

Yes [  ] No [  ]

We have made available to you all records that we believe are relevant to the foregoing agreed-upon procedures.

Yes [  ] No [  ]

We have provided you with any communications from regulatory agencies, internal auditors, other independent practitioners or consultants 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 your report.

Yes [  ] No [  ]

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

Yes [  ] No [  ]

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

Mary Munn Secretary 5/28/20 Date  
\_\_\_\_\_ Treasurer \_\_\_\_\_ Date  
Karen Meyer President 3/19/2020 Date