

VILLAGE OF SOUTH MANSFIELD, LOUISIANA
FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016

Marsha O. Millican
A Professional Accounting Corporation
Shreveport, Louisiana

VILLAGE OF SOUTH MANSFIELD, LOUISIANA

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June 30, 2016

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Marsha O. Millican

A PROFESSIONAL ACCOUNTING CORPORATION

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Mayor and Members of the
Board of Aldermen
Village of South Mansfield, Louisiana

I have reviewed the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Village of South Mansfield, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Village'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, I 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.

Accountant's Responsibility

My 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 me to perform procedures to obtain limited assurance as a basis for reporting whether I am 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. I believe that the results of my procedures provide a reasonable basis for my conclusion.

Accountant's Conclusion

Based on my review, I am 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 the management's discussion and analysis on pages 3-5 and the budgetary information on page 20 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 and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. I have not audited, reviewed, or compiled the required supplementary information and I do not express an opinion, a conclusion, nor provide any assurance on it.

Other Supplementary Information

The supplementary information included in the accompanying Schedule of Compensation paid to Mayor and Aldermen and the Schedule of Compensation, Benefits, and Other Payments to Agency Head on pages 21 and 22 is presented for purposes of additional analysis and is not a required part of the basic financial statements.

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This supplementary information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the review procedures applied in my review of the basic financial statements. I am not aware of any material modifications that should be made to the supplementary information. I have not audited the supplementary information and do not express an opinion on it.

Maiche D. McIlhenny

Certified Public Accountant
November 12, 2018

VILLAGE OF SOUTH MANSFIELD, LOUISIANA

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Village of South Mansfield's (hereinafter referred to as the Village) financial performance provides an overview of the Village's financial activities for the year ended June 30, 2016. Please read it in conjunction with the Village's financial statements that begin on Page 6.

OVERVIEW OF THE FINANCIAL STATEMENTS

This report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities on page 6 and 7 provide information about the activities of the Village as a whole. Fund financial statements begin on page 8. For governmental activities, these statements provide information on how the general activities of the Village are financed in the short term as well as what remains for future spending. Fund financial statements report the Village's operations in more detail than the government-wide statements.

Reporting the Village as a Whole – The Statement of Net Position and the Statement of Activities

Our analysis of the Village as a whole begins on page 6 with the Statement of Net Position and on page 7 with the Statement of Activities. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most businesses. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Village's net position and changes in net position. Net position – the difference between assets (what the Village owns) and liabilities (what the Village owes) is a way to measure the financial position of the Village. Over time, increases or decreases in the Village's net position are an indicator of whether the Village's financial position is improving or deteriorating.

In the Statement of Net Position and the Statement of Activities, the Village is divided into two kinds of activities:

Governmental activities – all of the Village's governmental services are reported here.

Business-type activities – the Village's water and sewer system is reported here.

Reporting the Village's Funds – Fund Financial Statements

Our analysis of the Village's funds begins on Page 8. The fund financial statements provide more detailed information about the Village's funds. The Village's two kinds of funds – governmental and business-type funds use different accounting methods.

Governmental funds focus on how money flows into and out of the funds and the balances left at year-end that are available for spending. Governmental funds are reported using an accounting method called *modified accrual* accounting, which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Village's operations. Governmental fund information helps to determine whether there are more or fewer financial resources that are available to be spent in the near future. The differences between governmental activities reported in the Statement of Net Position and the Statement of Activities and governmental funds are reported in reconciliation at the bottom of the fund financial statements.

Business-type activities funds are reported in the same way that the activities are reported in the Statement of Net Assets and the Statement of Activities.

COMPARATIVE ANALYSIS OF FINANCIAL DATA

Government-wide Financial Statements

The Village had 2,738,538 in total assets at June 30, 2016 with 2,543,625 invested in capital assets and 194,913 in other assets. Total liabilities were 152,468 with \$101,553 in long-term debt and 50,915 in other liabilities. Total net position of 2,651,481 consisted of 2,442,072 invested in capital assets (net of related debt), 55,935 in restricted assets, and 153,474 in unrestricted assets. Total revenue for the year ended June 30, 2016 was 307,311 compared to 328,775 for the prior year.

Governmental Funds

The revenue generated from taxes and permits for governmental activities in the amount of \$91,426 decreased from the prior year of 107,822. General government program expenses, of 120,633 decreased approximately 92,385 from the prior year amounts.

Business-Type Activities

The Village's revenue from its water and sewer activities increased from the prior year by \$9,837. The expenses of its water and sewer decreased 28,318 excluding depreciation.

OVERALL FINANCIAL POSITION

The Village's net position decreased 136,246 as a result of this year's operations. Unrestricted net position (available to finance the daily operations of the Village) was 153,474 at year ending June 30, 2016. The amount invested in capital assets was 2,543,625 at June 30, 2016.

VILLAGE'S FUNDS

At year end, the Village's General Fund reported a fund balance of 76,432. The decrease in unreserved fund balance for June 30, 2015 was 84,142. The Water and Sewer Enterprise Fund reported net position of 1,993,748 at year end. The decrease in net position was 96,876 for June 30, 2016.

GENERAL FUND BUDGETARY HIGHLIGHTS

The Village prepares its General Fund budget on the modified accrual basis of accounting. General Fund Revenues were budgeted at 423,233 while actual revenues were 91,426. Expenditures were budgeted to be 480,000 and actual were 120,633.

CAPITAL ASSETS AND DEBT

Capital Assets

At the end of June 30, 2016, the Village had capital assets (net of accumulated depreciation) totaling \$2,543,625. Capital assets include the water and sewer systems and improvements, land, buildings, improvements other than buildings, and equipment costing \$1,000 or more. Capital outlay totaled -0- for the year ended June 30, 2016.

Debt

At the year ending June 30, 2016 the Village owed the Department of Transportation and Development 101,553 for advances to relocate water lines.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Village expects its 2016-2017 General Fund revenues and expenditures to stay in line with the current year.

VILLAGE OF SOUTH MANSFIELD

STATEMENT OF NET POSITION

June 30, 2016

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>
<u>ASSETS</u>			
Cash	63,620	53,734	117,354
Restricted Cash	-	33,420	33,420
Receivables	17,136	27,003	44,139
Grant Receivables	-	-	-
Capital assets (net)	515,890	2,027,735	2,543,625
Total Assets	<u>596,646</u>	<u>2,141,892</u>	<u>2,738,538</u>
Deferred outflows of resources	<u>-</u>	<u>-</u>	<u>-</u>
<u>LIABILITIES</u>			
Accounts Payable	4,324	13,171	17,495
Accounts Payable - Grants	-	-	-
Customer deposits	-	33,420	33,420
Advances from DOTD	-	101,553	101,553
Total Liabilities	<u>4,324</u>	<u>148,144</u>	<u>152,468</u>
<u>NET POSITION</u>			
Invested in capital assets, net of related debt	515,890	1,926,182	2,442,072
Restricted for capital projects	55,935	-	55,935
Unrestricted	20,497	67,566	88,063
Total Net Position	<u>592,322</u>	<u>1,993,748</u>	<u>2,586,070</u>

See accompanying notes and independent accountant's review report.

VILLAGE OF SOUTH MANSFIELD

STATEMENT OF ACTIVITIES

For the Year ended June 30, 2016

	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenues and Changes</u> <u>in Net Position</u>		
		<u>Charges for</u> <u>Services</u>	<u>Capital</u> <u>Grants</u>	<u>Governmental</u> <u>Activities</u>	<u>Business-Type</u> <u>Activities</u>	<u>Total</u>
GOVERNMENTAL ACTIVITIES:						
General Government	120,633	-	-	(120,633)	-	(120,633)
Depreciation	34,844	-	-	(34,844)	-	(34,844)
BUSINESS-TYPE ACTIVITIES:						
Water and Sewer service	291,264	160,990	1,313	-	(128,961)	(128,961)
Total Government	<u>446,741</u>	<u>160,990</u>	<u>1,313</u>	<u>(155,477)</u>	<u>(128,961)</u>	<u>(284,438)</u>
GENERAL REVENUES:						
Property taxes				4,887	-	4,887
Sales taxes				60,713	-	60,713
Franchise taxes				11,604	-	11,604
License and permit				1,877	-	1,877
P&M beer taxes				12,345	-	12,345
Oil Royalties				-	53,501	53,501
Interest income				-	81	81
TRANSFERS				<u>21,497</u>	<u>(21,497)</u>	<u>-</u>
Total General Revenues and Transfers				<u>112,923</u>	<u>32,085</u>	<u>145,008</u>
CHANGE IN NET POSITION				(42,554)	(96,876)	(139,430)
NET POSITION - BEGINNING				<u>634,876</u>	<u>2,090,624</u>	<u>2,725,500</u>
NET POSITION - ENDING				<u>592,322</u>	<u>1,993,748</u>	<u>2,586,070</u>

See accompanying notes and independent accountant's review report.

VILLAGE OF SOUTH MANSFIELD

BALANCE SHEET - GOVERNMENTAL FUNDS

June 30, 2016

General
Fund

ASSETS

Cash	63,620
Taxes Receivable	17,136
Grant Receivable	-
	<hr/>
Total Assets	80,756
	<hr/> <hr/>

LIABILITIES AND FUND BALANCES

Liabilities-accounts payable	4,324
Grant accounts payable	-
Fund balances	-
Restricted for capital projects	55,935
Unassigned	20,497
	<hr/>
Total Liabilities and Fund Balance	80,756
	<hr/> <hr/>

**Reconciliation of the Balance Sheet of Governmental
Funds To the Statement of Net Position**

Fund balance - Governmental Funds	80,756
Amount reported for net position of governmental activities in the Statement of Net Position is different because Capital assets used in governmental activities are not financial resources and are not reported in the fund	
Net position of governmental activities	515,890
	<hr/>
	596,646
	<hr/> <hr/>

See accompanying notes and independent accountant's review report.

VILLAGE OF SOUTH MANSFIELD

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

For the Year ended June 30, 2016

	<u>General Fund</u>
<u>REVENUES</u>	
Taxes:	
Property	4,887
Sales	60,713
Franchise	11,604
P&M beer	12,345
Intergovernmental	
Grant revenue	-
License and permits	<u>1,877</u>
Total Revenues	<u>91,426</u>
<u>EXPENDITURES</u>	
General government:	120,633
Capital outlay	-
Total Expenditures	<u>120,633</u>
<u>EXCESS OF REVENUES OVER EXPENDITURES</u>	(29,207)
<u>OTHER FINANCING SOURCE - Transfers</u>	<u>21,497</u>
<u>NET CHANGE IN FUND BALANCE</u>	(7,710)
<u>FUND BALANCE, BEGINNING OF YEAR</u>	<u>84,142</u>
<u>FUND BALANCE, END OF YEAR</u>	<u><u>76,432</u></u>
Reconciliation of the Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities.	
Net change in fund balance-Governmental Funds	(7,710)
Capital outlays are reported for governmental funds as expenditures. However in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount that depreciation expense exceeds capital outlay	<u>(34,844)</u>
Change in net position of governmental activities	<u><u>(42,554)</u></u>

See accompanying notes and independent accountant's review report.

VILLAGE OF SOUTH MANSFIELD

STATEMENT OF NET POSITION - BUSINESS-TYPE ACTIVITIES

June 30, 2016

ASSETS

Current Assets

Cash and cash equivalents	53,734
Accounts receivable (net)	27,003
Total Current Assets	<u>80,737</u>

Noncurrent Assets

Restricted cash	33,420
Capital Assets, Net	2,027,735
Total Noncurrent Assets	<u>2,061,155</u>

Total Assets 2,141,892

Deferred outflows of resources -

LIABILITIES

Accounts payable and accruals	13,171
Advances from DOTD - current	-
Total Current Liabilities	<u>13,171</u>

Noncurrent Liabilities

Customer deposits	33,420
Advances from DOTD	101,553
Total Noncurrent Liabilities	<u>134,973</u>

Total Liabilities 148,144

Deferred inflows of resources -

NET POSITION

Investments in capital assets, Net of related debt	1,926,182
Unrestricted	67,566

Total Net Position 1,993,748

See accompanying notes and independent accountant's review report.

VILLAGE OF SOUTH MANSFIELD

STATEMENT OF REVENUES, EXPENSES,
CHANGES IN NET POSITION - BUSINESS-TYPE ACTIVITIES

For the Year ended June 30, 2016

<u>Operating Revenues</u>	
Water and sewer fees	<u>160,990</u>
<u>Operating Expenses</u>	
Personal services	78,128
Utilities	30,444
Repair and Maintenance	49,340
Other Supplies and Expense	33,122
Insurance	3,456
Depreciation	<u>96,774</u>
Total operating expenses	<u>291,264</u>
<u>Operating Income (Loss)</u>	<u>(130,274)</u>
<u>Non-Operating Revenues (Expenses)</u>	
Interest earned on deposits	81
Grant Revenue	1,313
Oil Royalties	<u>53,501</u>
Total non-operating revenues (expenses)	<u>54,895</u>
Changes in net position before contributions and transfers	(75,379)
Transfers to (from) general fund	<u>(21,497)</u>
Changes in net position	(96,876)
Net position-beginning of year	<u>2,090,624</u>
Net position-end of year	<u><u>1,993,748</u></u>

See accompanying notes and independent accountant's review report.

VILLAGE OF SOUTH MANSFIELD

STATEMENT OF CASH FLOWS - BUSINESS-TYPE ACTIVITIES

For the Year ended June 30, 2016

Cash Flows From Operating Activities

Receipts from customers	160,181
Payments to suppliers	(120,878)
Payments to employees	<u>(75,216)</u>
Net cash provided by operating activities	<u>(35,913)</u>

Cash Flows From Non-Capital Financing

Transfer to General Fund	(21,497)
Transfer from General Fund	<u>-</u>
Net cash provided by non-capital financing activities	<u>(21,497)</u>

Cash Flows From Capital and Related Financing Activities

Principal paid on debt	-
Grants	1,313
Oil Royalties	53,501
Interest Earned on Deposits	<u>81</u>
Net cash used by capital and related financing activities	<u>54,895</u>

Net Increase in Cash (2,515)

Cash at Beginning of Year, including restricted amounts of 33,795 89,669

Cash at End of Year, including restricted amounts of 33,420 87,154

Reconciliation of Operating Income to Net Cash

Provided by Operating Activities

Operating Income (Loss)	(130,274)
Adjustments	
Depreciation	96,774
Increase in accounts receivable	(809)
Decrease in customer deposits	(375)
Decrease in accounts payable	<u>(1,229)</u>
Net cash provided by operating activities	<u><u>(35,913)</u></u>

See accompanying notes and independent accountant's review report.

VILLAGE OF SOUTH MANSFIELD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016

The Village of South Mansfield is governed by the mayor-board of aldermen form of government. The Village provides streets, planning, water/sewer and general government services to its residents.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Accounting

The accompanying financial statements of Village of South Mansfield have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, issued in June, 1999.

B. Reporting Entity

GASB Statement 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, Village of South Mansfield is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments. As used in GASB Statement No. 14, fiscally independent means that the Village of South Mansfield may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bond debt.

C. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position, page 7, and the Statement of Activities, (page 8) report information on all of the non-fiduciary activities of the primary government and its component units. For the most part, the effect of the interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from the business-type activities, which rely, to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include a) charges to customers or applicants who purchase, use or directly benefit from goods, services privileges provided by a given function or segment, and b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

NOTE 1

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements were prepared using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Ad valorem taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenue in the current fiscal period. Only the portion of special assessment receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. Sales and use tax revenues are recorded in the month collected by the tax collector. All other revenue items are considered to be measurable and available only when the cash is received by the government.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Purchases of various operating supplies are regarded as expenditures at the time purchased.

Transfers between funds that are not expected to be repaid (or any other types, such as capital lease transactions, sale of capital assets, debt extinguishment, long-term proceeds, et cetera, are accounted for as other financing sources/(uses). These other financing sources/(uses) are recognized at the time the underlying events occur.

Village of South Mansfield reports the following governmental and proprietary funds:

Governmental Funds

Governmental funds account for all or most of Village of South Mansfield's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of capital assets, and the servicing of general long-term obligations.

General Fund - is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. General tax revenues and other sources of revenue used to finance the fundamental operations of the Village are included in this fund. The fund is charged with all cost of operating the government for which a separate fund has not been established.

NOTE 1

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Proprietary Funds

Proprietary funds account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Proprietary funds differ from governmental funds in that their focus is on income measurement, which, together with the maintenance of equity, is an important financial indicator. Village of South Mansfield applies all GASB pronouncements as the Financial Accounting Standards Board pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

Enterprise Fund - is used to account for operations a) that are financed/operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or b) where the governing body has decided the periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that these standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the governments enterprise operations. Elimination of those charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include a) charges to customers or applicants for goods, services, or privileges provided, b) operating grants and contributions, and c) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Formal budgetary accounting is employed as a management control. Village of South Mansfield prepares and adopts a budget each year for its general and utility funds in accordance with Louisiana Revised Statutes. The operating budget is prepared based on prior year's revenues and expenditures and the estimated increase therein for the current year, using the full accrual basis of accounting. The Town amends its budget when projected revenues are expected to be less than budgeted revenues by five percent or more. All budget appropriations lapse at year end.

NOTE 1

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. Cash and Cash Equivalents

For the purpose of the Statement of Cash Flows and consistent with GASB Statement 9, the Village defines cash and cash equivalents as follows:

Cash - includes not only currency on hand but also demand deposits with banks or other financial institutions and other kinds of accounts that have the general characteristics of demand deposits in that the customer may deposit additional funds at any time and also effectively may withdraw funds at any time without prior notice or penalty.

Cash equivalents - includes all short-term, highly liquid investments that are readily convertible to known amounts of cash and are so near their maturity that they present insignificant risk of changes in value because of interest rates. Generally, only investments which, at the day of purchase, have a maturity date no longer than three months qualify under this definition.

G. Receivables

All receivables are reported at their gross value and, where applicable, are reduced by the estimated portion that is expected to be uncollectible.

H. Bad Debts

Uncollectible accounts receivable are recognized as bad debts through the establishment of an allowance account at the time information becomes available which would indicate the uncollectibility of the particular receivable. At June 30, 2016, \$5,960 of Business-Type Activities receivables were considered to be uncollectible.

I. Capital Assets

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets that have been purchased that have a useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the Government-Wide Statement of Net Assets. In contrast, in the Fund Financial Statements, capital assets are recorded as expenditures of the fund that provided the resources to acquire the asset. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation.

Depreciation is computed using the straight line method over the estimated useful life of the assets, generally 10 to 40 years for buildings and other improvements, and 5 to 10 years for moveable property. Expenditures for maintenance, repairs and minor renewals are charged to earnings as incurred. Major expenditures for renewals and betterments are capitalized.

J. Sales Taxes

The Village collects a one (1) percent sales and use tax with the net proceeds, after deducting costs of collection and administration, dedicated to construction, acquiring, extending, improving and/or maintaining drainage facilities, streets, street lighting facilities, bridges, sidewalks, waterworks, sewers and sewer disposal works, recreational facilities, public parks, public buildings and equipment, payment of salaries of municipal employees, maintaining and operating the municipal police department including the purchase of equipment thereof, or for any one or more of said purposes, title to which improvements shall be in the public.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. Compensated Absences

Leave cannot be accumulated or carried over from one year to the next. Therefore, no liability for compensated absences has been recorded in the accompanying financial statements.

L. 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 the assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 LEVIED TAXES

Village of South Mansfield levies taxes on real and business personal property located within its boundaries. The Parish Tax Assessor assesses the property values and prepares the Town's property tax roll. The DeSoto Parish Sales & Use Tax Commission bills and collects the property taxes and remits the tax to the Village. Ad valorem taxes attach as an enforceable lien on property as of December 31 of each year. Taxes of 5.02 mills were levied on property with assessed valuations totaling 1,037,189 and were dedicated for general operating purposes. Total taxes levied after adjustments were 5,207. Taxes receivable at June 30, 2016 totaled 4,442.

NOTE 3 DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS

A. Deposits with Financial Institutions

For reporting purposes, deposits with financial institutions includes savings, demand deposits, time deposits, and certificates of deposit. Under state law the Village may deposit funds within a fiscal agent bank selected and designated by the Village's management. Further, the fund may invest in time certificates of deposit of state banks organized under the laws of Louisiana, national banks having their principal office in the state of Louisiana, in savings accounts or shares of savings and loan associations and savings banks and share accounts and share certificate accounts of federally or state chartered credit unions.

Deposits in bank accounts are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These pledged securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. The carrying amount of the Village's deposits at June 30, 2016 was 150,774 and the bank's balance was 158,981. The difference is due to outstanding checks and deposits at year end. All deposits were collateralized by FDIC insurance.

NOTE 4 ACCOUNTS RECEIVABLE

The following is a summary of accounts receivable at June 30, 2016:

	Governmental Activities	Business-Type Activities	Total
Taxes			
Ad Valorem	4,442	-	4,442
Franchise	4,771	-	4,771
P & M Beer	3,685	-	3,685
Sales Tax	4,238	-	4,238
Charges for services	-	27,003	27,003
Total.	<u>17,136</u>	<u>27,003</u>	<u>44,139</u>

NOTE 5 CAPITAL ASSETS

A summary of Village of South Mansfield's capital assets at June 30, 2016 follows:

	Balance 6/30/2015	Additions	Retirements	Balance 6/30/2016
Government Activities				
Capital Assets, not being depreciated				
Construction in Progress	-	-	-	-
Land	19,356	-	-	19,356
Total Capital Assets, not being depreciated	<u>19,356</u>	<u>-</u>	<u>-</u>	<u>19,356</u>
Capital Assets, being depreciated				
Buildings and other improvements	33,695	-	-	33,695
Park Improvements	75,345	-	-	75,345
Street Paving	523,721	-	-	523,721
Total capital assets being depreciated	<u>632,761</u>	<u>-</u>	<u>-</u>	<u>632,761</u>
Less accumulated depreciation	<u>(101,383)</u>	<u>(34,844)</u>	<u>-</u>	<u>(136,227)</u>
Total Capital Assets, being depreciated	<u>531,378</u>	<u>(34,844)</u>	<u>-</u>	<u>496,534</u>
Governmental Activities				
Total Capital Assets, net	<u>550,734</u>	<u>(34,844)</u>	<u>-</u>	<u>515,890</u>
Business-Type Activities				
Capital Assets, not being depreciated				
Land	44,350	-	-	44,350
Total Capital Assets, not being depreciated	<u>44,350</u>	<u>-</u>	<u>-</u>	<u>44,350</u>
Capital Assets, being depreciated				
Distribution System	3,919,281	-	-	3,919,281
Maintenance Equipment	49,176	-	-	49,176
Less accumulated depreciation	<u>(1,888,298)</u>	<u>(96,774)</u>	<u>-</u>	<u>(1,985,072)</u>
Total Capital Assets, being depreciation	<u>2,080,159</u>	<u>(96,774)</u>	<u>-</u>	<u>1,983,385</u>
Total Capital Assets, net	<u>2,124,509</u>	<u>(96,774)</u>	<u>-</u>	<u>2,027,735</u>
Primary Government				
Total Capital Assets, net	<u>2,675,243</u>	<u>(131,618)</u>	<u>-</u>	<u>2,543,625</u>

NOTE 6 ACCOUNTS PAYABLE AND ACCRUALS

The following is a summary of accounts payable at June 30, 2016:

	Governmental Activities	Business-Type Activities	Total
Vendor	1,973	9,521	11,494
Payroll taxes	2,351	3,650	6,001
Other	-	-	-
Total	<u>4,324</u>	<u>13,171</u>	<u>17,495</u>

NOTE 7 LEASES

Village of South Mansfield was not obligated under any operating lease commitments at June 30, 2016.

NOTE 8 RISK MANAGEMENT

Village of South Mansfield is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Village maintains commercial insurance coverage covering each of these risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Village.

NOTE 9 ADVANCES FROM DOTD

The Louisiana Department of Transportation advanced funds of 159,982 to the Village through the Utility Relocation Assistance Funding Program to relocate water lines located in the US Highway 171 right of way. Annual repayments are required equal to 5% of gross income or 10% of the outstanding balance. The first payment must be made within one year of the date of invoicing the utility by DOTD. The Department of Transportation has invoiced the Village as follows: Agreement No. 8740 dated May 4, 2010 in the amount of 75,545 Agreement No. LLTM 401-00 dated May 24, 2011 in the amount of 84,437. The Village made no repayment arrangements to DOTD during the year ended June 30, 2016. The balance due on this advance at June 30, 2016 was 101,553.

VILLAGE OF SOUTH MANSFIELD

BUDGETARY COMPARISON SCHEDULE - GENERAL FUND

For the Year ended June 30, 2016

	Original Budgeted Amounts	* Amended Budgeted Amounts	Actual Amounts	Variance With Budget Favorable (Unfavorable)
<u>REVENUES</u>				
Taxes:				
Property	2,200	2,200	4,887	2,687
Sales	40,000	40,000	60,713	20,713
Franchise	9,000	9,000	11,604	2,604
P&M beer	12,000	12,000	12,345	345
License and permits and other	1,500	1,500	1,877	377
Grants	358,533	358,533	-	(358,533)
Total Revenues	<u>423,233</u>	<u>423,233</u>	<u>91,426</u>	<u>(331,807)</u>
<u>EXPENDITURES</u>				
General government:	180,000	180,000	120,633	59,367
Capital outlay	300,000	300,000	-	300,000
Total Expenditures	<u>480,000</u>	<u>480,000</u>	<u>120,633</u>	<u>359,367</u>
<u>EXCESS OF REVENUES OVER EXPENDITURES</u>	(56,767)	(56,767)	(29,207)	27,560
<u>OTHER FINANCING SOURCE - Transfers</u>	-	-	21,497	21,497
<u>NET CHANGE IN FUND BALANCE</u>	(56,767)	(56,767)	(7,710)	49,057
<u>FUND BALANCE AT BEGINNING OF YEAR</u>	84,142	84,142	84,142	-
<u>FUND BALANCE AT END OF YEAR</u>	<u>27,375</u>	<u>27,375</u>	<u>76,432</u>	<u>49,057</u>

* The Village did not amend the budget for the year ended June 30, 2016.

VILLAGE OF SOUTH MANSFIELD
SCHEDULE OF COMPENSATION PAID -
MAYOR AND BOARD OF ALDERMEN
For the Year Ended June 30, 2016

Honorable Euricka Mayweather	\$ 550
Honorable Dianne Hudson	6,650
Ola Mae Evans	5,000
Merelean Woods	4,000
Kevin Vanzant	<u>5,000</u>
 Total	 <u>\$ 21,200</u>

VILLAGE OF SOUTH MANSFIELD
SCHEDULE OF COMPENSATION, REIMBURSEMENTS, AND OTHER PAYMENTS
TO AGENCY HEAD
For the Year Ended June 30, 2016

Agency Head: Honorable Euricka Mayweather, Mayor

Salary	\$ <u>550</u>
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Agency Head: Honorable Dianne Hudson

Salary	\$ <u>6,650</u>
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Payroll Taxes	\$ <u>337</u>
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Reimbursements	\$ <u>-</u>
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Seminars	\$ <u>-</u>
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Travel	\$ <u>-</u>
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Marsha O. Millican
A PROFESSIONAL ACCOUNTING CORPORATION

Independent Accountant's Report
on Applying Agreed-Upon Procedures

Honorable Kevin Vanzant
and Members of the Board of Aldermen
Village of South Mansfield
Mansfield, Louisiana

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of Village of South Mansfield, Louisiana and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Town's compliance with certain laws and regulations during the year ended June 30, 2016, included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$150,000. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 38.221-2296 (the public bid law) and report whether the expenditures were made in accordance with these laws.

The Village made no expenditures for materials and supplies exceeding \$30,000 or public works exceeding \$150,000 during the year.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics).

Management provided the required list.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided the requested list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedures (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

None of the employees included on the list of employees provided by management appeared on the list provided by management in agreed-upon procedure (2).

Obtain a list of disbursements made during the year; and a list of outside business interests of board members, employees, and board members' and employees' immediate families. Repeat whether vendors appear on both lists.

Management provided the listings. No vendors appeared on both lists.

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided a copy of the original budget. Management represented that there were no amendments to the budget during the year.

6. Trace documentation for the adoption of the budget and approval of any amendments to the minute book, and report whether there are any exceptions.

I traced the adoption of the original budget to the minutes of a meeting held on June 12, 2015. Management represented that there were no amendments to the budget during the year.

7. 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 failed to meet budgeted revenues by 5% or more.

I compared the revenues and expenditures of the original budget to actual revenues and expenditures. Actual revenues failed to meet budgeted revenues by more than 5%. Expenditures for the year did not exceed budgeted amounts by more than 5%.

Accounting and Reporting

8. Obtain the list of all disbursements made during the fiscal year. Randomly select six disbursements, and obtain documentation from management for those disbursements. Compare the selected disbursements to the supporting documentation, and:

(a) report whether the six disbursements agree to the amount and the payee in the supporting documentation.

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

(b) report whether the six disbursements were coded to the correct fund and general ledger account;

All of the six disbursements were properly coded to the correct fund and general ledger account.

(c) report whether the six payments were approved in accordance with management's policies and procedures.

Inspection of documentation supporting each of the six selected disbursements indicated the six disbursements were approved in accordance with management's policies and procedures.

Meetings

9. Obtain evidence from management indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:13 (the open meetings law).

The Village is only required to post a notice of each meeting and the accompanying agenda on the door of the Village's office building. Management has informed me that these documents were properly posted.

Debt

10. Obtain bank deposit slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposit slips 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.

I scanned copies of all bank deposit slips for the fiscal year, and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

11. 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.

I scanned payroll disbursements and read the meeting minutes of the Board of Aldermen for the fiscal year. I found no payments or approval for payments to employees that may constitute bonuses, advances, or gifts.

State Audit Law

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

The Village is not in compliance with R.S. 24:513.

13. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S.39:72.1A(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).

Management represented that the Village was placed on the noncompliance list in January 1, 2017 and has not entered into any contracts that utilized state funds while the Village was on the noncompliance list.

Prior-Year Comments

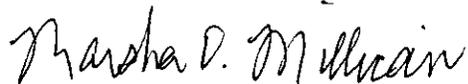
14. My prior year report, dated January 25, 2017, contained the following comments:

The segregation of duties is inadequate to provide effective internal control
The Village did not file its financial statements within the time frame required by State Law
The Village is not in compliance with the State Budget Law
The Village is not in compliance with Internal Revenue Service regulations.

Management represented that the Village is in compliance with Internal Revenue regulations.

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. I was 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 District's compliance with the foregoing matters. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the Village'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.



Certified Public Accountant
November 12, 2018

VILLAGE OF SOUTH MANSFIELD

SCHEDULE OF FINDINGS
Year Ended June 30, 2016

FINDING 2016-1:

Criteria: Effective internal control requires the segregation of duties.

Condition: The segregation of duties is inadequate to provide effective internal control. The Village has two office employees which preclude segregation of most duties.

Cause: The condition is due to economic and space limitations.

Effect: Unknown.

Recommendation: Whether or not it would be cost effective to correct a deficiency is not a factor in reporting requirements under accounting standards generally accepted in the United States of America. Because prudent management requires that the potential benefit from an internal control must exceed its cost, it may not be practical to correct all deficiencies reported under accounting standards generally accepted in the United States of America. In this case, both management and the independent accountant do not believe that correcting the material weakness described above is cost effective or practical, and, accordingly, do not believe that any corrective action is necessary.

Management's Response and Corrective Action Plan: We agree with the finding. We will segregate duties as allowed by economic and space limitations.

FINDING 2016-2:

Criteria: State Law requires the Village to file its financial statements with the Louisiana Legislative auditor within six months of year end.

Condition: The Village did not file its financial statements within the time frame required by State Law.

Cause: Unknown.

Effect: The Village cannot receive state funds until the financial statements are filed with the Louisiana Legislative Auditor's office.

Recommendation: I recommend the Village file its annual financial statements within the time frame required by State Law.

VILLAGE OF SOUTH MANSFIELD

SCHEDULE OF FINDINGS
Year Ended June 30, 2016 (Continued)

FINDING 2016-2(Continued)

Management's Response and Corrective Action Plan: We agree with the finding. We will file our financial statements within the time frame required by State Law in the future.

FINDING 2016-3:

Criteria: State Law requires the Village to amend the budget when actual revenues fail to meet budgeted amounts by 5% or more.

Condition: Actual revenues failed to meet budgeted amounts by more than 5% and the budget was not amended.

Cause: Oversight by management.

Effect: The Village is not in compliance with State Law.

Recommendation: I recommend the Village comply with State Budget Law.

Management's Response and Corrective Action Plan: We agree with the finding. In the future, we will comply with the State Budget Law.

FINDING 2016-4:

Criteria: The repayment terms of the DOTD advance to the Village require yearly payments on the advance.

Condition: The Village made no payments on the advance during the year ended June 30, 2016.

Effect: The Village is not in compliance with the terms of the DOTD Advance.

Cause: The Village was not invoiced by DOTD for the year ended June 30, 2016.

Effect: Unknown.

Recommendation: I recommend the Village comply with the repayment terms of the DOTD Advance.

Management's Response and Corrective Action Plan: We agree with the finding. We will comply with the repayment terms of the DOTD Advance in the future.

VILLAGE OF SOUTH MANSFIELD

CORRECTIVE ACTION TAKEN ON PRIOR YEAR FINDINGS

Year Ended June 30, 2016

FINDING 2015-1:

The segregation of duties is inadequate to provide effective internal control.

Status: Unresolved.

FINDING 2015-2:

The Village did not file its financial statements within the time framed required by State Law.

Status: Unresolved.

FINDING 2015-3:

The Village is not in compliance with the State Budget Law.

Status: Unresolved.

FINDING 2015-4:

The Village is not in compliance with Internal Revenue Service regulations regarding employees versus contract labor or with State Law that requires all employee be a member of a retirement system.

Status: Resolved.

**LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)**

October 2, 2018

Marsha O. Millican , APAC
810 Wilkinson
Shreveport, Louisiana 71104
_____ (Auditors)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of June 30, 2016, and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office.

Yes [X] No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes [X] No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes [X] No []

Budgeting

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

Yes [] No [X]

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes [X] No []

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

Yes [] No [X]

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes [] No [X]

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1A(2); and that were subject to the public bid law (R.S. 38:211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [X] 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 [X] No []

.Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:28.

Yes [X] No []

Debt

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

Yes [X] No []

Advances and Bonuses

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

Yes [X] 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 [X] No []

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

Yes [X] 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 [X] No []

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

Yes [X] 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 [X] 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

 _____ Mayor