

LINCOLN PARISH GEOGRAPHIC  
INFORMATION SYSTEM DISTRICT  
RUSTON, LOUISIANA

*Financial Statements*  
*For the Year Ended December 31, 2012*

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

Release Date SEP 25 2013

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners  
Lincoln Parish Geographic  
Information System District  
Ruston, Louisiana

### *Report on the Financial Statements*

I have audited the accompanying financial statements of the governmental activities of the Lincoln Parish Geographic Information System District, as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### *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 controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements

### *Opinions*

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Lincoln Parish Geographic Information System District, as of December 31, 2012, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Commissioners  
Lincoln Parish Geographic  
Information System District  
Ruston, Louisiana

***Other Matters***

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and Budgetary Comparison Information on pages 3-5 and 17-18 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, I have also issued my report dated May 24, 2013 on my consideration of the District's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of the testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Lincoln Parish Geographic Information System District's internal control over financial reporting and compliance.

WILLIAM R. HULSEY (APAC)  
Certified Public Accountant



May 24, 2013

**REQUIRED SUPPLEMENTAL INFORMATION (PART A)  
MANAGEMENT'S DISCUSSION AND ANALYSIS**

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)**

Our discussion and analysis of the Geographic Information System District provides an overview of the District's activities for the year ended December 31, 2012. Please read it in conjunction with the District's financial statements.

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the District as a whole.

**Reporting the District as a Whole  
The Statement of Net Position and 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 private-sector entities. 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 District's net position and changes in them. The District's net position (the difference between assets and liabilities) measure the District's financial position. The increases or decreases in the District's net position are an indicator of whether its financial position is improving or not.

**THE DISTRICT AS A WHOLE**

For the year ended December 31, 2012 and 2011, net position changed as follows:

	2012		2011
<b>Beginning Net Position</b>	\$ 349,747		\$ 238,968
<b>Increase</b>	58,289		110,779
<b>Ending Net Position</b>	\$ 408,036		\$ 349,747

## THE DISTRICT'S FUNDS

The following schedule presents a summary of revenues and expenditures for the years ended December 31, 2012 and 2011:

Revenues	2012 Amount	Percent Of Total	2011 Amount	Percent Of Total
User Fees	\$446,207	76.41%	\$453,968	66.41%
Construction Permit Fees	137,764	23.59%	104,738	15.32%
Delta Regional Authority	-	-%	124,911	18.27%
<b>Total Revenues</b>	<b>\$583,971</b>	<b>100.00%</b>	<b>\$683,573</b>	<b>100.00%</b>

Expenditures	2012 Amount	Percent Of Total	2011 Amount	Percent Of Total
Public Safety	\$491,005	93.40%	\$483,697	84.45%
Capital Outlay	34,677	6.60%	89,097	15.55%
<b>Total Expenditures</b>	<b>\$525,682</b>	<b>100.00%</b>	<b>\$572,794</b>	<b>100.00%</b>

## BUDGETARY HIGHLIGHTS

The District's total actual revenues in its general fund exceeded its budgeted revenues by \$15,431 for 2012. The District's total budgeted expenditures in its general fund exceeded its actual expenditures by \$38,166 for 2012. This is attributed primarily to increased code enforcement and the Delta Regional Authority grant award.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At December 31, 2012, the District had \$35,711 invested in capital assets as follows:

Asset	December 31, 2011 Balance	Additions	Disposals	December 31, 2012 Balance
Machinery and Equipment	\$123,184	\$ -	\$ -	\$ 123,184
<b>Total Capital Assets</b>	<b>123,184</b>	<b>-</b>	<b>-</b>	<b>123,184</b>
Less: Accumulated Depreciation	( 75,954)	(11,519)	-	( 87,473)
<b>Total Capital Assets, Net</b>	<b>\$ 47,230</b>	<b>\$(11,519)</b>	<b>\$ -</b>	<b>\$ 35,711</b>

## **Debt**

At year end, the District had no liability for compensated absences.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

The District's revenues are derived from user fees and construction permit fees. Recently implemented legislation has mandated increased emphasis on permits being issued on new and existing structures. These additional fees will be paid to the District and should provide additional revenue but it is unclear, at this point, how much will be realized.

## **CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact the following:

Contact Person: Pam Jones  
Title: Chairman



**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**STATEMENT OF NET POSITION**  
**DECEMBER 31, 2012**

	<b><u>Governmental Activities</u></b>
<i>Assets</i>	
Cash	\$ 361,920
Accounts Receivable	8,251
Due From Other Governments - LPPJ	2,535
Capital Assets:	
Depreciable	<u>35,711</u>
Total Assets	<u>408,417</u>
<i>Liabilities</i>	
Accounts Payable	381
Due To Other Governments - LPPJ	<u>-</u>
Total Liabilities	<u>381</u>
<i>Net Position</i>	
Net Investment in Capital Assets	35,711
Unrestricted	<u>372,325</u>
Total Net Position	<u>\$ 408,036</u>

The accompanying notes are an integral part of this financial statement.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Function/Program Activities	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue and Changes in Net Position</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Government Activities:				
Public Safety	<u>\$ 525,682</u>	<u>\$ 583,971</u>	<u>\$ -</u>	<u>\$ -</u>
				<u>\$ 58,289</u>

**General Revenues:**

Interest Earned	<u>-</u>
Changes in Net Position	<u>58,289</u>
Net Position - Beginning	<u>349,747</u>
Net Position - Ending	<u>\$ 408,036</u>

The accompanying notes are an integral part of this financial statement.

**FUND FINANCIAL STATEMENTS**

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**DECEMBER 31, 2012**

	<u>GIS Mapping Fund</u>	<u>GIS IT Director Fund</u>	<u>GIS Project Reserve Fund</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>				
Cash	\$ 327,241	\$ 20,277	\$ 14,402	\$ 361,920
Accounts Receivable	8,167	-	84	8,251
Due From Other Governments - LPPJ	2,535	-	-	2,535
Due From Other Funds	-	-	68,750	68,750
<b>TOTAL ASSETS</b>	<b><u>\$ 337,943</u></b>	<b><u>\$ 20,277</u></b>	<b><u>\$ 83,236</u></b>	<b><u>\$ 441,456</u></b>
<b>LIABILITIES</b>				
Accounts Payable	\$ 381	-	\$ -	\$ 381
Due To Other Funds	68,750	-	-	68,750
<b>Total Liabilities</b>	<b><u>69,131</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>69,131</u></b>
<b>FUND BALANCE</b>				
Assigned	<u>268,812</u>	<u>20,277</u>	<u>83,236</u>	<u>372,325</u>
<b>Total Fund Balances</b>	<b><u>268,812</u></b>	<b><u>20,277</u></b>	<b><u>83,236</u></b>	<b><u>372,325</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b><u>\$ 337,943</u></b>	<b><u>\$ 20,277</u></b>	<b><u>\$ 83,236</u></b>	<b><u>\$ 441,456</u></b>

LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT  
RUSTON, LOUISIANA  
RECONCILIATION OF TOTAL GOVERNMENTAL  
FUND BALANCES TO NET POSITION OF  
GOVERNMENTAL ACTIVITIES  
DECEMBER 31, 2012

Total Governmental Fund Balances \$ 372,325

*Amounts reported for governmental activities  
in the statement of net position are different*

Capital assets used in governmental activities  
are not financial resources and therefore  
are not reported in the funds.

35,711

Net Position of Governmental Activities

\$ 408,036

The accompanying notes are an integral part of this financial statement.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

	GIS Mapping Fund	GIS IT Director Fund	GIS Project Reserve Fund	Total Governmental Funds
<b>Revenues:</b>				
User Fees	\$ 445,167	-	\$ 1,040	\$ 446,207
Construction Permit Fees	137,764	-	-	137,764
<b>Total Revenues</b>	<b>582,931</b>	<b>-</b>	<b>1,040</b>	<b>583,971</b>
<b>Expenditures:</b>				
<b>Public safety</b>				
Salaries & Related Expenses	312,304	-	-	312,304
Utilities	2,433	-	-	2,433
Telephone	3,749	-	-	3,749
Internet Service	22,097	-	-	22,097
Professional Services	128,000	-	-	128,000
Office Supplies & Expense	7,375	-	-	7,375
Travel	3,528	-	-	3,528
Capital Outlay	34,677	-	-	34,677
<b>Total Expenditures</b>	<b>514,163</b>	<b>-</b>	<b>-</b>	<b>514,163</b>
<b>Over Expenditures</b>	<b>68,768</b>	<b>-</b>	<b>1,040</b>	<b>69,808</b>
<b>Other Financing Sources (Uses):</b>				
Operating Transfers In	-	-	30,602	30,602
Operating Transfers Out	(30,602)	-	-	(30,602)
<b>Total Other Financing Sources (Uses)</b>	<b>(30,602)</b>	<b>-</b>	<b>30,602</b>	<b>-</b>
<b>Excess (Deficiency) of Revenues and Other Sources Over Expenditures And Other Uses</b>	<b>38,166</b>	<b>-</b>	<b>31,642</b>	<b>69,808</b>
<b>Fund Balance, Beginning</b>	<b>230,646</b>	<b>20,277</b>	<b>51,594</b>	<b>302,517</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 268,812</b>	<b>\$ 20,277</b>	<b>\$ 83,236</b>	<b>\$ 372,325</b>

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**RECONCILIATION OF THE STATEMENT OF**  
**REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES OF GOVERNMENTAL FUNDS TO**  
**THE STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Net Change in Fund Balances - Total Governmental Funds \$ 69,808

*Amounts reported for governmental activities in the statement of activities are different because:*

Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:

Capital assets purchases capitalized	-
Depreciation Expense	(11,519)
	(11,519)

The decrease in compensated absences liability but is recorded as an expense in the statement of activities.

**Change in Net Position in Governmental Activities**

**\$ 58,289**

The accompanying notes are an integral part of this financial statement.



**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Lincoln Parish Geographic Information System District (the "District") was created by the Police Jury of Lincoln Parish for the purpose of the development and application of geographic information systems, including but not limited to base data regarding property ownership, population, demographics, political boundaries, emergency service areas, etc. The District may also assist with homeland security and emergency preparedness. The governing body of the District consists of a seven member Board of Commissioners.

The District complies with accounting principles generally accepted in the United States of America (GAAP). GAAP includes all relevant Government Accounting Standards Board (GASB) pronouncements. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989 have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent sections of this note.

**Basis of Presentation**

In June, 1999, the GASB unanimously approved statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. Certain of the significant changes in the presentation of its funds financial information include, for the first time a Management Discussion and Analysis (MD&A) section providing an analysis of the District's overall financial position and results of operations and financial statements prepared using full accrual accounting for all fund activities. These and other changes are reflected in the accompanying financial statements including the notes to the financial statements.

**Measurement Focus, Basis of Accounting and Financial Statement Presentation**

*Government-Wide Financial Statements* – The governmental-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. 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* – The 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, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal year end.

Principal revenue sources considered susceptible to accrual are federal grants, interest on investments, sales and income taxes, and lease payments receivable. Some revenue items that are considered measurable and available to finance operations during the year from an accounting perspective are not available for expenditure due to the District's present appropriation system. These revenues have been accrued in accordance with accounting principles generally accepted in the United States of America since they have been earned and are expected to be collected within sixty days of the end of the period.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)**

Other revenues are considered to be measurable and available only when cash is received by the District. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Modifications to the accrual basis of accounting include:

- Employees' vested annual leave is recorded as an expenditure when utilized. The amount of accumulated annual leave unpaid at December 31, 2012 has been reported only in the government-wide financial statements.
- Interest on general long-term obligations is recognized when paid.
- Debt service expenditures are recorded only when payment is due.

**Fund Accounting**

The financial activities of the District are recorded in individual funds, each of which is deemed to be a separate accounting entity. The District uses fund accounting to report on its financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

**Governmental Funds**

*General Fund* – The General Fund is the general operating fund for the Lincoln Parish Geographic Information System District. It is used to account for all financial sources and uses of the Geographic Information System District, except those required to be accounted for in other funds.

*Special Revenue Fund* – The Special Revenue Fund is used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The equipment replacement fund was established in 1994 to account for funds to replace equipment.

**Use of Estimates**

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

**Budgets and Budgetary Accounting**

The budget for the General Fund is proposed by the Director and formally adopted by the Commissioners. The budget is prepared on a basis consistent with generally accepted accounting principles (GAAP). Budgetary amendments involving the transfer of funds from one function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require approval of the Commissioners. At year end, all appropriations lapse.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Cash and Cash Equivalents**

Louisiana statutes permit the District to invest in United States' bonds, treasury notes, or certificates, or other obligations of the U.S. Government and agencies of the U.S. Government which are federally insured, and certificates of deposit of state banks having their principal office in the State of Louisiana, or in mutual or trust fund institutions which are registered and which have underlying investments limited to securities of the U.S. Government or its agencies.

The District's policy is to include short-term interest bearing deposits with a maturity of three months or less as cash in the financial statements.

**Valuation of Carrying Amounts of Deposits**

Cash is reported at net book value - the year end bank balance plus any deposits in transit and less any outstanding checks that have not cleared the bank as of that date.

**Fund Equity**

GASB Statement No. 54 establishes standards for five fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in government funds. The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form - prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned and unassigned.

*Restricted Fund Balance* - This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

*Committed Fund Balance* - These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the Board of Commissioners - the government's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the Board of Commissioners remove the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

*Assigned Fund Balance* - This classification reflects the amounts constrained by the Board's "intent" to be used for specific purposes, but are neither restricted nor committed. The Board and management have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the general fund, that are not classified as nonspendable and are neither restricted nor committed.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Fund Equity (Continued)**

*Unassigned Fund Balance* – This fund balance is the residual classification for the general fund. It is also used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the Board's policy to use externally restricted resources first, then unrestricted resources – committed, assigned and unassigned – in order as needed.

**Receivables**

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

**Interfund Transactions**

Quasi-external transactions are accounted for as revenue and expenditures. Transactions that constitute reimbursements to a fund are recorded as expenditures in the reimbursing fund and as reduction of expenditures in the fund that is reimbursed. All other interfund transactions that are not to be repaid are recorded as transfers.

**Fixed Assets**

Fixed assets of the District are stated at cost and are reported in the government-wide financial statements. Depreciation of all exhaustible fixed assets is charged as an expense against operations. Depreciation is computed using the straight-line method over the estimated useful lives of 5 years.

**Compensated Absences**

Employees accrue from five to fifteen days of annual and sick leave each year depending on years of service with the Geographic Information System District. Annual leave must be used in the year it is earned. Sick leave, up to a maximum of fifteen days, may be carried forward to the next year for major illnesses only. Upon separation, all unused sick leave lapses.

**NOTE 2 – CASH AND CASH EQUIVALENTS**

*Custodial Credit Risk – Deposits.* The custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District's policy to ensure there is no exposure to this risk is to require each financial institution to pledge its' own securities to cover any amount in excess of Federal Depository Insurance Coverage. Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the District that the fiscal agent bank has failed to pay deposited funds upon demand. Accordingly, the District had no custodial credit risk related to its deposits at December 31, 2012. The District had cash and cash equivalents in demand deposits, totaling \$361,740 December 31, 2012.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**NOTE 2 – CASH AND CASH EQUIVALENTS (Continued)**

These deposits are stated at cost, which approximates market. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Cash per books at year end was \$361,920. Cash and cash equivalents (bank balances other than these backed by the U.S. government) at December 31, 2012, are secured, as follows:

Bank Balances	\$ 361,740
FDIC Insurance	500,000
Pledged Securities (uncollateralized)	-
Total	<u>\$ 500,000</u>

**NOTE 3 – PROPERTY AND EQUIPMENT**

Capital asset activity for the year ended December 31, 2012 is as follows:

	December 31, 2011	Additions	Disposals	December 31, 2012
	<u>Balance</u>			<u>Balance</u>
Depreciable Assets:				
Machinery & Equipment	\$ 123,184	\$ -	\$ -	\$ 123,184
Totals at Historical Cost	123,184		-	123,184
Less Accumulated Depreciation for:				
Machinery & Equipment	( 75,954)	( 11,519)	-	( 87,473)
Total Accumulated Depreciation	( 75,954)	( 11,519)	-	( 87,473)
<b><u>CAPITAL ASSETS, NET</u></b>	<u>\$ 47,230</u>	<u>\$ ( 11,519)</u>	<u>\$ -</u>	<u>\$ 35,711</u>

Depreciation was charged to the Public Safety function of the District for \$11,519.

**NOTE 4 – ACCOUNTS RECEIVABLE**

Accounts receivable at December 31, 2012 were \$8,251 and consisted of user fees. Based on prior experience, the uncollectible receivables are considered immaterial, thus no provision has been made for such loss in these financial statements.

**NOTE 5 - PENSION PLAN - PAROCHIAL RETIREMENT SYSTEM**

**Plan Description**

The Parochial Employees' Retirement System, a Public Employee Retirement System, is a cost sharing multiple-employer plan that is governed by the Louisiana Revised Statutes, title II, Sections 1901 through 2015, specifically, and other general laws of the State of Louisiana.

Under the Parochial Retirement System, a member is eligible for normal retirement if he has at least 30 years of creditable service regardless of age or 25 years of creditable service and is at least 55 years old, or 10 years of creditable service and is at least 60 years old.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**NOTE 5 - PENSION PLAN - PAROCHIAL RETIREMENT SYSTEM (Continued)**

The monthly retirement benefit is equal to three percent of the member's coverage monthly compensation for any 36 months of consecutive service in which compensation was highest, multiplied by years of creditable service, not to exceed 100% of member's final compensation.

Retirement benefits are payable monthly for the life of the retiree, and upon the retiree's death under certain conditions are payable to the retiree's surviving spouse and minor children. The District's payroll is included in the Lincoln Parish Police Jury, primary government financial statements.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Parochial Employees' Retirement System, P.O. Box 14619, Baton Rouge, Louisiana 70898.

**Funding Policy**

Under the plan, members are required by state statute to contribute 9.5% of their annual covered salary and the District is required to contribute at an actuarially determined rate. The current rate is 15.75% of annual covered payroll. The District's contributions to the System for the years ending December 31, 2012, 2011, and 2010 are included in the Lincoln Parish Police Jury's retirement expense.

**NOTE 6 - FEDERALLY ASSISTED PROGRAMS**

The Lincoln Parish Geographic Information System District has no federally financial assisted programs and therefore, no schedule of federally assisted program activity has been presented in accordance with the Office of Management and Budget Circular A-133, Audits of State and Local Governments.

**NOTE 7 - DEFERRED COMPENSATION PLAN**

Employees of the Lincoln Parish Geographic Information System District may participate in a deferred compensation plan adopted under the provisions of Internal Revenue Code Section 457 (Deferred Compensation Plans with Respect to Service for State and Local Governments).

The deferred compensation plan is available to all employees of the Lincoln Parish Geographic Information System District. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until the withdrawal date. The deferred compensation amount is not available for withdrawal by employees until termination, retirement, death, or unforeseeable emergency. In accordance with the provisions of GASB Statements No. 32 and No. 34, plan balances and activities are not reflected in the financial statements of the Lincoln Parish Geographic Information System District.

**NOTE 8 - LITIGATION**

According to the Parish District Attorney, the District had no pending or threatened litigation as of December 31, 2012.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**NOTE 9 - COMPENSATION FOR THE BOARD OF COMMISSION**

The members of the Commission for the Lincoln Parish Geographic Information System District receive no compensation.

**NOTE 10 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**Budget/Actual Variances**

When comparing budget to actual amounts for the year ended December 31, 2012, all amounts fell within the 5% allowable budget variances.

**NOTE 11 - GIS, IT AND CONTRACTUAL REVENUE**

The District provides services to other departments of Lincoln Parish as well as to component units of the Lincoln Parish Police Jury. These departments and component units are charged a monthly fee for providing GIS and IT services. During 2012, the District received \$445,167 for providing these services. Also, the District is responsible for code enforcement for new and existing structures throughout Lincoln Parish. During 2012, the District received \$137,765 for providing this service.

**NOTE 12 - DELTA REGIONAL AUTHORITY**

During 2011, the District entered into an agreement with the Delta Regional Authority by allowing the Geographic Information Systems to create a much needed dataset base for economic development. The Future Land use dataset will fill a much needed gap in the GIS database for Lincoln Parish. This dataset will be the foundation of the Economic Development data that will be produced for the parish in the future. This project also meets the DRA Strategic Plan goal of Business Development by targeting new and expanding business and industry, offering an online portal displaying parcels of land available for development along with available information such as size and dimensions of property, elevation and contours, utilities available, transportation infrastructure, and zoning and the planned future land use.

This is also a collaborative effort between the Lincoln Parish Police Jury and the City of Ruston to develop a one stop online portal designed to assist developers, real estate agents, business owners, and government officials by providing geographic information about potential land available to be developed. The portal will also offer an employment section to allow job seekers a place to post their job skills and resume and a section for developers and business owners to search for local candidates seeking employment. During 2012, the District spent the remainder from the DRA, which was \$9,553.

The District has also been approved for funding in the amount of \$68,181 from the United States Department of Justice COPS grant. As of December 31, 2012, this amount has not been received.

**NOTE 13 - SUBSEQUENT EVENTS**

Subsequent events have been evaluated through May 24, 2013, which the day the financial statements were available to be issued, and it has been determined that no significant events have occurred for disclosure.

**REQUIRED SUPPLEMENTAL INFORMATION (PART B)  
BUDGETARY COMPARISON SCHEDULES**



**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**BUDGETARY COMPARISON SCHEDULE - GENERAL FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
<b><u>Revenues (Inflows):</u></b>				
User Fees	\$ 447,500	\$ 447,500	\$ 445,167	\$ (2,333)
Construction Permit Fees	90,000	120,000	137,764	17,764
<b>Total Revenues</b>	<b>537,500</b>	<b>567,500</b>	<b>582,931</b>	<b>15,431</b>
<b><u>Expenditures (Outflows):</u></b>				
Salaries & Related Expenses	331,968	314,848	312,304	2,544
Utilities	3,000	3,000	2,433	567
Telephone	4,200	4,200	3,749	451
Internet Service	25,500	23,000	22,097	903
Professional Services	70,000	135,250	128,000	7,250
Office Supplies & Expense	10,600	7,100	7,375	(275)
Travel	15,000	4,500	3,528	972
Capital Outlay	45,000	45,000	34,677	10,323
<b>Total Expenditures</b>	<b>505,268</b>	<b>536,898</b>	<b>514,163</b>	<b>22,735</b>
<b><u>Excess Revenues Over Expenditures</u></b>	<b>32,232</b>	<b>30,602</b>	<b>68,768</b>	<b>38,166</b>
<b><u>Other Financing Uses</u></b>				
Transfers Out	(32,232)	(30,602)	(30,602)	-
<b><u>Fund Balance at Beginning of Year</u></b>	<b>230,646</b>	<b>230,646</b>	<b>230,646</b>	<b>-</b>
<b><u>FUND BALANCE AT END OF YEAR</u></b>	<b>\$ 230,646</b>	<b>\$ 230,646</b>	<b>\$ 268,812</b>	<b>\$ 38,166</b>

The accompanying notes are an integral part of this financial statement.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**NOTES TO BUDGETARY COMPARISON SCHEDULES**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

The budgets for the funds are proposed by the Director and formally adopted by the Commissioners. The budgets are prepared on a basis consistent with generally accepted accounting principles (GAAP). Budgetary amendments involving the transfer of funds from one function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require approval of the Commissioners. At year end, all appropriations lapse.

State law requires the District to amend its budgets when revenues plus projected revenues within a fund are expected to fall short from budgeted revenues by five percent or more and when expenditures and other uses of a fund are expected to exceed budgeted amounts by five percent or more.

**OTHER SUPPLEMENTAL INFORMATION**

MEMBER  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS  
SOCIETY OF LOUISIANA  
CERTIFIED PUBLIC ACCOUNTANTS

**WILLIAM R. HULSEY**  
A PROFESSIONAL ACCOUNTING CORPORATION  
2203 JUSTICE AVENUE  
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MONROE, LOUISIANA 71207  
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(318) 362-9900  
FAX (318) 362-9921

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

To the Board of Commissioners  
Lincoln Parish Geographic  
Information System District  
Ruston, Louisiana

I have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities of the Lincoln Parish Geographic Information System District, as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued my report thereon dated May 24, 2013.

***Internal Control Over Financial Reporting***

In planning and performing my audit of the financial statements, I considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, I do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

To the Board of Commissioners  
Lincoln Parish Geographic  
Information System District  
Ruston, Louisiana

***Compliance and Other Matters***

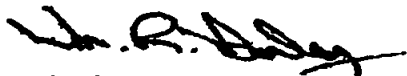
As part of obtaining reasonable assurance about whether the Lincoln Parish Geographic Information System District's financial statements are free from material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed one instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the schedule of findings and questioned costs as item 12-1.

***Purpose of this Report***

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended for the use of management of the Lincoln Parish Geographic Information System District and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

WILLIAM R. HULSEY (APAC)  
Certified Public Accountant



May 24, 2013

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

Board of Commissioners  
 Lincoln Parish Geographic Information System District  
 Ruston, Louisiana

I have audited the financial statements of the Lincoln Parish Geographic Information System District (the District) as of and for the year ended December 31, 2012, and have issued my report thereon dated May 24, 2013. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. My audit of the financial statements as of December 31, 2012, resulted in an unqualified opinion.

**SECTION I - Summary of Auditor's Results**

**A. Report on Internal Control and Compliance Material to the Financial Statements**

**Internal Control**

Material Weakness \_\_\_ yes X no

Significant Deficiencies not considered to be  
 Material Weaknesses \_\_\_ yes X no

**Compliance**

Compliance Material to Financial Statements X yes \_\_\_ no

**B. Federal Awards**

Material Weakness Identified \_\_\_ yes X no

Significant Deficiencies not considered to be  
 Material Weaknesses \_\_\_ yes X no

**Type of Opinion on Compliance For Major Programs (No Major Programs)**

Unqualified \_\_\_ Qualified \_\_\_

Disclaimer \_\_\_ Adverse \_\_\_

Are their findings required to be reported in accordance with Circular A-133, Section .510 (a)? N/A

**C. Identification of Major Programs: N/A**

Name of Federal Program (or cluster)  
 CFDA Number(s)

Dollar threshold used to distinguish between Type A and Type B Programs. N/A

Is the auditee a "low-risk" auditee, as defined by OMB Circular A-133? N/A

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**SECTION II - Financial Statement Findings**

**12-1 Incomplete Budgets**

**Condition:**

During the 2010 Louisiana Legislative regular session, requirements were added to the state budget law effective January 1, 2011, that required a budget message and a side-by-side detailed comparison of information for the current year, year-to-date actual receipts and revenues received and estimates of all receipts and revenues to be received the remainder of the year; estimated and actual revenues itemized by source; year-to-date actual expenditures and estimates of all expenditures to be made the remainder of the year itemized by agency, department, function, and character; and the percentage change for each item of information. These items were not in the 2012-2013 proposed budget as required.

**Effect:**

By not having these items in the proposed budget, the District is in violation of LA R.S. 39:1305 of the state budget law.

**Recommendation:**

I recommend that when the District adopts its next year's budget that these items also be included with the budget report.

**Response:**

The District will include these items in the 2012-2013 amended budgets and in next year's adopted budgets.

**SECTION III - Federal Award Findings and Questioned Costs**

No matters were reported.

**LINCOLN PARISH GEOGRAPHIC INFORMATION SYSTEM DISTRICT**  
**RUSTON, LOUISIANA**  
**SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**

**Internal Control and Compliance Material to Federal Awards**

There were not findings for this category.

**Internal Control and Compliance Material to the Financial Statements**

**11-1 Incomplete Budgets**

**Condition:**

During the 2010 Louisiana Legislative regular session, requirements were added to the state budget law effective January 1, 2011, that required a budget message and a side-by-side detailed comparison of information for the current year, year-to-date actual receipts and revenues received and estimates of all receipts and revenues to be received the remainder of the year; estimated and actual revenues itemized by source; year-to-date actual expenditures and estimates of all expenditures to be made the remainder of the year itemized by agency, department, function, and character; and the percentage change for each item of information. These items were not in the 2011-2012 proposed budget as required.

**Recommendation:**

I recommend that when the District adopts its next year's budget that these items also be included with the budget report.

**Action Taken:**

The District was not in compliance with the state budget law as of December 31, 2012. See current year finding 12-1.

**Management Letter Comments**

There were not findings for this category.