

LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana

General Purpose Financial Statements
With Accountant's Compilation Report
and Agreed-Upon Procedures Report
As of and for the Year Ended
December 31, 2001

LAKE BRUIN WATERWORKS DISTRICT NO. 1
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C O N T E N T S

	Statement	Page No.
Accountant's Compilation Report		2
General Purpose Financial Statements:		
Proprietary Fund Type - Enterprise Fund:		
Balance Sheet	A	4
Statement of Revenues, Expenses, and Changes in Retained Earnings	B	5
Statement of Cash Flows	C	6
Notes to the Financial Statements		7
	Schedule	Page No.
Supplemental Information Schedules:		
Summary Schedule of Prior Year Findings	1	17
Corrective Action Plan for Current Year Findings	2	18
Accountant's Report on Applying Agreed-Upon Procedures		20
Louisiana Attestation Questionnaire		24

M. Carleen Dumas
CERTIFIED PUBLIC ACCOUNTANT

369 DONALDSON ROAD • CALHOUN, LOUISIANA 71225 • TELEPHONE 318/644-5726

Accountant's Compilation Report

BOARD OF COMMISSIONERS
LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana

I have compiled the accompanying general purpose financial statements and supplemental information schedules, as listed in the foregoing table of contents, of the Lake Bruin Waterworks District No. 1 as of December 31, 2001, and for the year then ended, in accordance with standards established by *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements and schedules information that is the representation of management. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, I have issued a report dated May 20, 2002, on the results of my agreed-upon procedures.



Calhoun, Louisiana
May 20, 2002

**GENERAL PURPOSE FINANCIAL STATEMENTS
(OVERVIEW)**

LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana
PROPRIETARY FUND TYPE - ENTERPRISE FUND

Balance Sheet, December 31, 2001

ASSETS

Current assets:

Cash	\$32,303
Investments	42,912
Accounts receivable - water sales	<u>10,483</u>
Total current assets	85,698

Restricted assets - cash

65,076

Property, plant and equipment (net of
accumulated depreciation)335,460**TOTAL ASSETS**\$486,234**LIABILITIES AND FUND EQUITY**

Current liabilities (payable from current assets):

Accounts payable	\$3,657
Sales tax payable	306
Customer deposits	<u>26,249</u>
Total current liabilities (payable from current assets)	30,212

Current liabilities (payable from restricted assets) - notes payable

9,848

Long-term liabilities - notes payable

177,688

Total liabilities

217,748

Fund Equity:

Contributed capital (net of accumulated depreciation
on fixed assets constructed with federal grant)133,280

Retained earnings:

Reserved for notes payable	55,228
Unreserved - undesignated	<u>79,978</u>
Total retained earnings	<u>135,206</u>

Total Fund Equity

268,486**TOTAL LIABILITIES AND FUND EQUITY**\$486,234

See accompanying notes and accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana
PROPRIETARY FUND TYPE - ENTERPRISE FUND

Statement of Revenues, Expenses, and
Changes in Retained Earnings
For the Year Ended December 31, 2001

OPERATING REVENUES	
Water sales	\$100,468
Other fees and charges	2,395
Total operating revenues	<u>102,863</u>
OPERATING EXPENSES	
Utilities and telephone	2,704
Bookkeeping services	8,743
Management fee	12,000
Audit	803
Office expense	265
Postage	940
Insurance and fidelity bond	4,355
Repairs	242
Supplies	634
Depreciation	13,899
Water purchased	38,308
Other operating expenses	2,915
Total operating expenses	<u>85,808</u>
OPERATING INCOME	<u>17,055</u>
NON-OPERATING REVENUES (EXPENSES)	
Interest earned on deposits	3,092
Interest expense	(9,583)
Total non-operating revenues (expenses)	<u>(6,491)</u>
NET INCOME	10,564
Add depreciation on fixed assets constructed with federal grant	<u>4,760</u>
INCREASE IN RETAINED EARNINGS	15,324
RETAINED EARNINGS AT BEGINNING OF YEAR	<u>119,882</u>
RETAINED EARNINGS AT END OF YEAR	<u><u>\$135,206</u></u>

See accompanying notes and accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana
PROPRIETARY FUND TYPE - ENTERPRISE FUND

Statement of Cash Flows
For the Year Ended December 31, 2001

CASH FLOWS FROM OPERATING ACTIVITIES

Operating Income	<u>\$17,055</u>
Adjustments to Reconcile Operating Income to Net Cash	
Provided by Operating Activities:	
Depreciation	13,899
Increase in accounts receivable	(2,225)
Decrease in meter deposits	(60)
Decrease in accounts payable	(752)
Increase in sales tax payable	16
Total adjustments	<u>10,878</u>
Net cash provided by operating activities	<u>27,933</u>

CASH FLOWS FROM CAPITAL**FINANCING ACTIVITIES**

Principal paid on revenue bonds	(8,710)
Interest paid on revenue bonds	<u>(9,583)</u>
Net cash used by capital financing activities	<u>(18,293)</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Interest earnings	3,092
Increase in restricted cash	(7,078)
Increase in investments	<u>(1,893)</u>
Net cash used by investing activities	<u>(5,879)</u>

NET INCREASE IN CASH 3,761

CASH AT BEGINNING OF YEAR 28,542

CASH AT END OF YEAR \$32,303

See accountant's compilation report and accompanying notes.

LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana

Notes to the Financial Statements
As of and for the year Ended December 31, 2001

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Lake Bruin Waterworks District No. 1 was created by the Tensas Parish Police Jury as authorized by Louisiana Revised Statute 33:3811 for the purpose of supplying safe drinking water to the population of the district. The district is governed by a five member board appointed by the police jury who serve without benefit of compensation. The district serves approximately 360 customers and has no employees.

A. BASIS OF PRESENTATION

The accompanying general purpose financial statements of Lake Bruin Waterworks District No. 1 have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for established governmental accounting and financial reporting principles.

B. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the Tensas Parish Police Jury is the financial reporting entity for Tensas Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Tensas Parish Police Jury for financial reporting purposes. The basic criteria for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body,

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1

St. Joseph, Louisiana

Notes to the financial statements (Continued)

and;

- a. The ability of the police jury to impose its will on that organization and/or;
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
 3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury appoints the governing body of the district and has the ability to impose its will on the district, the district was determined to be a component unit of the Tensas Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the district and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

C. FUND ACCOUNTING

Lake Bruin Waterworks District No. 1 is organized and operated on a fund basis whereby a self-balancing set of accounts (Enterprise Fund) is maintained that comprises its assets, liabilities, fund equity, revenues, and expenses. The operations are financed and operated in a manner similar to a private business enterprise, where the intent of the governing body is that the cost (expenses, including depreciation) of providing services on a continuing basis be financed or recovered primarily through user charges.

D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The Enterprise Fund is accounted for on a flow of economic

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1

St. Joseph, Louisiana

Notes to the financial statements (Continued)

resources measurement focus and a determination of net income and capital maintenance. With this measurement focus, all assets and all liabilities associated with the operation of this fund are included on the balance sheet. The Enterprise Fund is reported in the accompanying financial statements on the accrual basis of accounting. Revenues, such as water sales and other operating income are recognized when they are earned. Interest on bank deposits is recorded when the interest is credited to the account. All expenses of the district are recognized when they are incurred.

E. RESTRICTED ASSETS

Certain resources of the Enterprise Fund set aside for the repayment of revenue bonds are classified as restricted assets on the balance sheet because their use is limited.

F. CASH

Cash includes amounts in demand deposits and interest-bearing demand deposits. Under state law, the district may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with banks organized under the laws of the State of Louisiana and the laws of any other state in the union, or the laws of the United States.

G. INVESTMENTS

Investments are limited by Louisiana Revised Statute (R.S.) 33:2955. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. At December 31, 2001, the district's investments consist of nonnegotiable certificates of deposits with original maturities that exceed 90 days that are reported in the accompanying financial statements at cost.

H. FIXED ASSETS

Fixed assets of the district are included on the balance sheet of the enterprise fund and are recorded at actual cost. Depreciation of all exhaustible fixed assets is charged as an expense against operations. Fixed assets reported on the balance sheet are net of accumulated depreciation. Depreciation is computed using the straight-line method over

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1

St. Joseph, Louisiana

Notes to the financial statements (Continued)

estimated useful lives of 50 years for the original water system and extension and 10 years for equipment added to the system.

I. LONG-TERM DEBT

Revenue bonds financed from Enterprise Fund operations are accounted for in the Enterprise Fund.

J. CONTRIBUTED CAPITAL

Grants, entitlements, or shared revenues that are restricted for the acquisition or construction of capital assets are recorded as contributed capital. Contributed capital is amortized based on the depreciation recognized on that portion of the assets acquired from such contributions. This depreciation is closed to the contributed capital account and is reflected as an adjustment to net income.

K. ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

L. UNCOLLECTIBLE ALLOWANCE

The statements contain no provision for uncollectible accounts. The district is of the opinion that such allowance would be immaterial in relation to the financial statements taken as a whole.

2. DEPOSITS IN FINANCIAL INSTITUTIONS

At December 31, 2001, the district has cash , restricted cash, and investments (book balances) totaling \$140,291, as follows:

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1

St. Joseph, Louisiana

Notes to the financial statements (Continued)

Demand deposits	\$32,303
Interest-bearing demand deposits	65,076
Certificates of deposit	<u>42,912</u>
Total	<u>\$140,291</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. Cash, restricted cash, and investments (bank balances) at December 31, 2001, are secured as follows:

Bank Balances	<u>\$143,833</u>
Federal deposit insurance	135,846
Pledged securities (uncollateralized)	<u>62,189</u>
Total	<u>\$198,035</u>

3. FIXED ASSETS

A summary of fixed assets at December 31, 2001, follows:

Land	\$5,500
Water system	<u>618,750</u>
	624,250
Less accumulated depreciation	<u>(288,790)</u>
Property, plant, and equipment, net	<u>\$335,460</u>

4. LONG-TERM DEBT

At December 31, 2001, the district has two outstanding long-term notes. The note dated February 21, 1967, was originally for \$72,000 and the note dated October 27, 1978 was originally for \$250,000. The 1967 note bears interest at 3.75% per annum and the 1978 note bears interest at 5% per annum. The purpose of both notes was to provide financing for the construction of the water system and extensions and improvements to the system. Both notes were purchased by the General Electric Credit Corporation from the United States Department of Agriculture, Farmer's Home Administration in September 1987. During 1997, the bonds were sold to GMAC Commercial Mortgage.

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1

St. Joseph, Louisiana

Notes to the financial statements (Continued)

For the February 27, 1967 note, the district is required to make annual payments of \$3,543 through January 1, 2007. Annual payments are due January 1st of each year and are used to pay all accumulated interest to date with any remaining amount used to retire the principal.

The loan agreement for the October 27, 1978 note, requires the payment of principal and interest in thirty-eight annual payments due on October 27th of each year. The annual payments range from \$14,350 to \$15,450 and are required to be made through October 27, 2018.

The following is a summary of revenue bonds payable transactions for the year ended December 31, 2001:

Revenue bonds payable at January 1, 2001	\$196,246
Reductions	<u>(\$8,710)</u>
Revenue bonds payable at December 31, 2001	<u>\$187,536</u>

The annual requirements to amortize all bonds outstanding at December 31, 2001 are as follows:

<u>Year</u>	
2002	\$9,848
2003	9,955
2004	10,066
2005	11,181
2006	11,300
2007-2011	49,186
2012-2016	59,000
2017-2018	<u>27,000</u>
Total	<u>\$187,536</u>

5. CONTRIBUTED CAPITAL

The district received a federal grant from the Farmers Home Administration in 1979 totaling \$238,000, for the construction of the water system extension and improvements. The grant was used to fund approximately 49% of the construction costs with the remaining 51% funded with long-term debt. The amount of fixed assets constructed with grant funds is shown as contributed capital on the balance sheet. The contributed capital amount is reduced each year by the amount of depreciation expense recognized on fixed assets constructed with grant funds. At December 31, 2001, accumulated depreciation on these assets was \$104,720.

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1

St. Joseph, Louisiana

Notes to the financial statements (Continued)

6. RESERVED RETAINED EARNINGS

The loan agreements with GMAC Commercial Mortgage for the long-term notes discussed in note 4 above, require the district to establish the following reserve accounts:

- A. A "Revenue Note and Interest Sinking Fund". The district must transfer into this fund, each month, one-twelfth of the principal and interest due on the next principal and interest payment dates. The deposits in the fund are to be used solely for the payment of principal and interest payments on the loans as they become due.
- B. A "Revenue Note Reserve Fund". The district must transfer into this fund, each month, an amount equal to 5% of the amount required to be transferred into the Revenue Note and Interest Sinking Fund for payment of principal and interest due on the October 27, 1978 note. The transfers must continue until there has been accumulated in this fund, an amount equal to the highest combined principal and interest requirements for any future year. The maximum amount of \$2,000 that was required to be set aside for the February 27, 1967 note has been met. The deposits in the fund are to be used solely for the payment of principal and interest in the event sufficient deposits are not available in the Revenue Note and Interest Sinking Fund.
- C. A "Depreciation and Contingency Fund". The district must transfer \$77 into this fund each month in accordance with the loan agreement for the October 27, 1978 note. The maximum amount of \$4,800 that was required to be set aside for the February 27, 1967 note has been met. The deposits in this fund may be used by the district for repairs, replacements and extensions necessary to properly operate the system. The deposits may also be used to pay principal and interest when insufficient amounts are available in either of the above funds.

At December 31, 2001, the district has set aside \$65,076 to meet the reserve requirements. Of that amount, \$9,848 is offset by the current portion of long-term debt, with the remaining \$55,228, reported as a reserve of retained earnings on Statement A.

See accountant's compilation report.

7. OPERATING AGREEMENT

Effective November 1, 1995, the district entered into an agreement with G.D. Womack Trenching, Inc. for operation of the water system. During the year ended December 31, 2001, the district paid to G.D. Womack Trenching, Inc., \$1,898 for maintenance and repairs to the system and \$22,154, to JCP Management for managing the system.

8. LITIGATION AND CLAIMS

At December 31, 2001, the district is not involved in any litigation nor aware of any unasserted claims. The district maintains commercial insurance coverage to reduce the risk of loss resulting from property damage or liability claims. There were no costs resulting from claims or judgments during the year ended December 31, 2001.

See accountant's compilation report.

SUPPLEMENTAL INFORMATION SCHEDULES

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana
SUPPLEMENTAL INFORMATION SCHEDULES
As of and For the Year Ended December 31, 2001

PRIOR YEAR FINDINGS

The follow-up and corrective action taken on all prior year findings is presented in the summary schedule of prior year findings (Schedule 1).

CURRENT YEAR FINDINGS

The corrective action plan for current year findings is presented in Schedule 2.

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1
St Joseph, Louisiana

Summary Schedule of Prior Year Findings
For the Year Ended December 31, 2001

<u>Reference Number</u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description of Finding</u>	<u>Corrective Action Taken</u>	<u>Additional Explanation</u>
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There were no prior year findings.

See accountant's compilation report.

LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana

Corrective Action Plan
For Current Year Findings
For the Year Ended December 31, 2001

<u>Reference Number</u>	<u>Description of Finding</u>	<u>Corrective Action Planned</u>	<u>Name of Contact Person</u>	<u>Anticipated Completion Date</u>
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There are no current year findings.

See accountant's compilation report.

**Independent Accountant's Report on Applying
Agreed-Upon Procedures**

The following independent accountant's report on applying agreed upon procedures is presented in compliance with the requirements of the *Louisiana Governmental Audit Guide* and the *Louisiana Attestation Questionnaire*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

M. Carleen Dumas
CERTIFIED PUBLIC ACCOUNTANT

369 DONALDSON ROAD • CALHOUN, LOUISIANA 71225 • TELEPHONE 318/644-5726

**Independent Accountant's Report
On Applying Agreed-Upon Procedures**

BOARD OF COMMISSIONERS
LAKE BRUIN WATERWORKS DISTRICT NO. 1
St. Joseph, Louisiana

I have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of the Lake Bruin Waterworks District No. 1 and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Lake Bruin Waterworks District No. 1's compliance with certain laws and regulations during the year ended December 31, 2001, 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 materials and supplies exceeding \$15,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

A review was made of all disbursements for the year. There were no disbursements for materials and supplies or public works exceeding \$15,000 made 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), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided me with the required list including the noted information.

Board of Commissioners
Lake Bruin Waterworks District No. 1
Independent Accountant's Report on
Applying Agreed-Upon Procedures
December 31, 2001

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

The district had no employees during the year ended December 31, 2001.

4. Determine whether any of the employees included in the listing obtained from management in procedure number 3 above were also included in the listing obtained from management in procedure number 2 above as immediate family members.

See procedure #3.

Budgeting

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

The district is not legally required to adopt a budget.

6. Trace the budget adoption and amendments to the minute book.

See procedure #5.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues or expenditures exceed budgeted amounts by 5% or more.

See procedure #5.

Accounting and Reporting

8. Randomly select 6 disbursements made during the period under examination and;
 - (a) trace payments to supporting documentation as to correct amount and payee;

I examined supporting documentation for each of the six selected disbursements and found that the payment was for the proper amount and made to the correct payee.

- (b) determine if payments were properly coded to the correct fund and general ledger account;

Board of Commissioners
Lake Bruin Waterworks District No. 1
Independent Accountant's Report on
Applying Agreed-Upon Procedures
December 31, 2001

The six selected payments were properly coded to the correct fund and general ledger account.

- (c) determine whether payments received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated approval from the proper authorities.

Meetings

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1-12 (the opening meetings law).

The district posted the agenda for meetings at least 24 hours prior to the time of the meeting.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

I reviewed all deposits for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

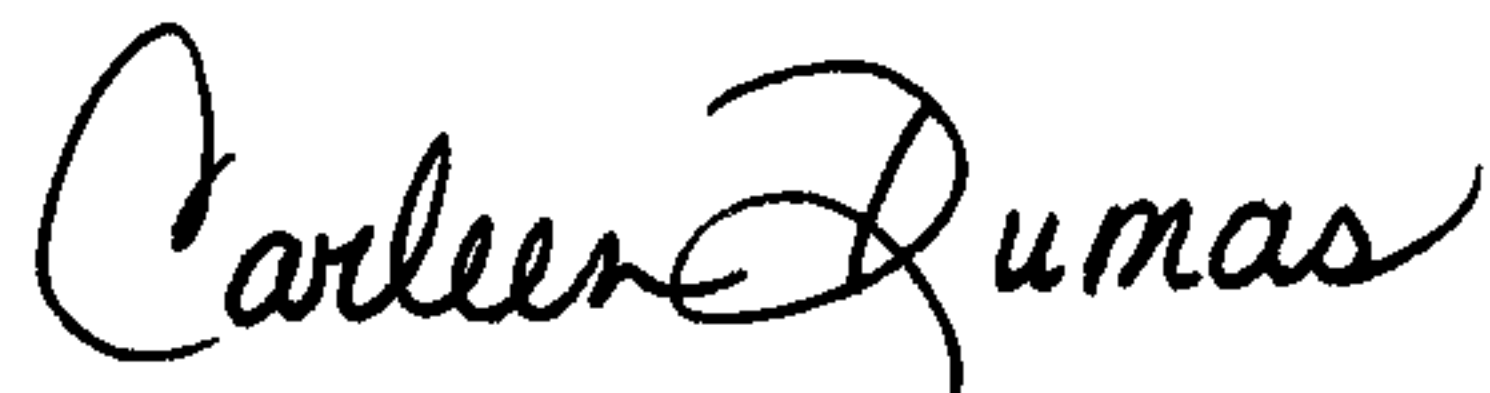
11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advances, or gifts.

The district had no employees during the year ended December 31, 2001.

I was not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

Board of Commissioners
Lake Bruin Waterworks District No. 1
Independent Accountant's Report on
Applying Agreed-Upon Procedures
December 31, 2001

This report is intended solely for the information and use of management of the Lake Bruin Waterworks District No. 1 and the Legislative Auditor, State of Louisiana, and is not intended to be and should not be used by anyone other than these specified parties.



Calhoun, Louisiana
May 20, 2002

Louisiana Attestation Questionnaire

The accompanying *Louisiana Attestation Questionnaire* has been completed by management and is included in this report as required by the *Louisiana Governmental Audit Guide*.

M. Carleen Dumas
Certified Public Accountant
369 Donaldson Rd.
Calhoun, La 71225

Mrs. Dumas,

In connection with your compilation of our financial statements of the Lake Bruin Waterworks District No. 1 as of December 31, 2001 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. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on information available to us as of _____.

PUBLIC BID LAW

1. The provisions of the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with.

Yes [] No [] N/A []

CODE OF ETHICS FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

2. 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 which would constitute a violation of LSA-RS 42:1101-1124.

Yes [] No [] N/A []

3. 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 which would constitute a violation of LSA-RS 42:1119.

Yes [] No [] N/A []

BUDGETING

4. We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:43.

Yes No [] N/A []

ACCOUNTING AND REPORTING

5. 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 No [] N/A []

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

Yes No [] N/A []

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

Yes No [] N/A []

MEETINGS

8. We have complied with the provisions of the Opening Meetings Law, LSA-RS 42:1-12.

Yes No [] N/A []

DEBT

9. 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 47:1410.60.

Yes No [] N/A []


ADVANCES AND BONUSES

10. 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 No [] N/A []

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

We have provided you with any communications from regulatory agencies 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 this report. We acknowledge our responsibility to disclose to you any known non-compliance which may occur subsequent to the issuance of your report.

 _____
President

5-17-02
Date