

VILLAGE OF KILBOURNE  
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE

Year Ended June 30, 1996

	1996
REVENUES:	
-----	
PROPERTY TAXES	\$1,910.00
TOBACCO TAXES	2,211.48
LOUISIANA GAS SERVICE	874.78
NORTHEAST LOUISIANA POWER	3,140.41
OCCUPATIONAL LICENSES	4,390.35
INTEREST	659.13
FINES	145.00
COURT COSTS	125.00
GENERAL IMPROVE. GRANT	0.00
MISCELLANEOUS	1,616.00
SOUTH CENTRAL BELL	1,176.48
	\$16,248.63
TOTAL REVENUES	
EXPENDITURES:	
-----	
UTILITIES AND TELEPHONE	\$3,623.72
SALARY, TOWN CLERK	2,400.00
SALARY, TOWN MARSHALL	1,200.00
SUPPLIES	397.74
DRAINAGE WORK	9,820.00
OFFICE SUPPLIES	366.44
INSURANCE	2,253.00
DUES	175.00
AUDITING AND LEGAL	5,100.00
MISCELLANEOUS	1,097.10
PAYROLL TAXES	183.60
POLICE CAR EXPENSE	444.34
PUBLICATIONS	264.90
TOWN HALL REPAIRS	171.00
CAPITAL OUTLAY	1144.66
EQUIPMENT LEASE	90.00
	\$28,731.50
TOTAL EXPENDITURES	
EXCESS REVENUES OVER EXPENDITURES	(\$12,482.87)
FUND BALANCE BEGINNING OF YEAR	\$32,276.17
TRANSFER ADJUSTMENT	\$0.00
	\$19,793.30
FUND BALANCE END OF YEAR	\$19,793.30

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
FIRE DEPARTMENT FUND

STATEMENT OF REVENUE AND EXPENDITURES -  
BUDGET AND ACTUAL

Year Ended June 30, 1996

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
	-----	-----	-----
RECEIPTS			
-----			
GRANT	\$10,000.00	\$10,000.00	0.00
	-----	-----	-----
TOTAL REVENUE	\$10,000.00	\$10,000.00	\$0.00
EXPENDITURES:			
-----			
RESPONSER FEES	\$500.00	\$535.00	(35.00)
SUPPLIES AND EQUIPMENT	50.00	24.07	25.93
MAINTENANCE	100.00	50.00	50.00
UNIFORMS	200.00	186.00	14.00
	-----	-----	-----
TOTAL OPERATING EXPENDITURES	\$850.00	\$795.07	\$54.93
	-----	-----	-----
EXCESS OF RECEIPTS OVER EXPENDITURES	\$9,150.00	\$9,204.93	\$54.93
	=====	=====	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

I inspected copies of all bank deposit slips 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.

A reading of the minutes of the village for the year indicated no approval for the payments noted. I also inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

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.

This report is intended solely for the use of management of the Village of Kilbourne 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. However, this report is a matter of public record and its distribution is not limited.



JOHN M. GATHINGS, CPA  
OAK GROVE, LOUISIANA  
NOVEMBER 07, 1996

VILLAGE OF KILBOURNE  
FIRE DEPARTMENT FUND

STATEMENT OF REVENUE, EXPENDITURES, AND  
CHANGES IN FUND BALANCE

YEAR ENDED JUNE 30, 1996

	1996
	-----
REVENUES:	
-----	
GRANT	\$10,000.00
	-----
TOTAL REVENUES	\$10,000.00
EXPENDITURES:	
-----	
SUPPLIES	\$24.07
REPAIRS & MAINTENANCE	50.00
UNIFORMS	186.00
RESPONDERS FEE	535.00
	-----
TOTAL EXPENDITURES	\$795.07
	-----
EXCESS OF REVENUE OVER EXPENDITURES	\$9,204.93
FUND BALANCE BEGINNING OF YEAR	(\$3,304.34
	-----
FUND BALANCE END OF YEAR	\$5,900.59
	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
FIRE DEPARTMENT FUND

## BALANCE SHEET

JUNE 30, 1996

ASSETS:	1996
CURRENT ASSETS	
-----	
CASH IN BANK	\$9,900.59
	-----
TOTAL ASSETS	\$9,900.59
	=====
 LIABILITIES AND FUND BALANCE:	
CURRENT LIABILITIES	
-----	
DUE TO GENERAL FUND	\$4,000.00
	-----
TOTAL LIABILTIIES	\$4,000.00
	-----
FUND BALANCE	\$5,900.59
-----	-----
TOTAL LIABILITIES AND FUND BALANCE	\$9,900.59
	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
POLICE DEPARTMENT FUND  
COMPARATIVE BALANCE SHEET

June 30, 1996

ASSETS:

CURRENT ASSETS

CASH IN BANK

TOTAL ASSETS

1996

\$91.80

\$91.80

LIABILITIES AND FUND BALANCE

LIABILITIES

DUE TO GENERAL FUND

FUND BALANCE

TOTAL LIABILITIES AND FUND BALANCE

\$0.00

\$91.80

\$91.80

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
GENERAL FUND

STATEMENT OF REVENUE AND EXPENDITURES -  
BUDGET AND ACTUAL

Year Ended June 30, 1996

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
	-----	-----	-----
REVENUES:			
-----			
PROPERTY TAXES	2,060.00	1,910.00	(150.00)
LOUISIANA GAS SERVICE	440.00	874.78	434.78
TOBACCO TAX	2,210.00	2,211.48	1.48
NORTHEAST LOUISIANA POWER	3,140.00	3,140.41	0.41
OCCUPATIONAL LICENSE	4,650.00	4,390.35	(259.65)
INTEREST	600.00	659.13	59.13
MISCELLANEOUS	1,200.00	1,616.00	416.00
FINES AND COURT COSTS	1,000.00	270.00	(730.00)
SOUTH CENTRAL BELL	1,140.00	1,176.48	36.48
	-----	-----	-----
TOTAL REVENUES	\$16,440.00	\$16,248.63	(\$191.37)

(CONTINUED)

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
SEWER SYSTEM FUND

STATEMENT OF REVENUE AND EXPENDITURES -  
BUDGET AND ACTUAL

Year Ended June 30, 1996

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
	-----	-----	-----
REVENUES			
-----			
FEES	\$14,000.00	\$16,710.00	2,710.00
INTEREST	300.00	329.56	29.56
	-----	-----	-----
TOTAL REVENUE	\$14,300.00	\$17,039.56	\$2,739.56
EXPENDITURES:			
-----			
MAINTENANCE SERVICE	\$6,000.00	\$6,116.22	(116.22)
UTILITIES	4,000.00	4,257.73	(257.73)
CHEMICALS AND SUPPLIES	600.00	613.04	(13.04)
MISCELLANEOUS	500.00	719.86	(219.86)
OFFICE EXPENSESES	500.00	465.01	34.99
DUES & PERMITS	700.00	650.00	50.00
REPAIR	2,000.00	4761.07	(2,761.07)
INSURANCE	0.00	0.00	0.00
	-----	-----	-----
TOTAL OPERATING EXPENDITURES	\$14,300.00	\$17,582.93	(\$3,282.93)
EXCESS OF REVENUE OVER EXPENDITURES	\$0.00	(\$543.37)	(\$543.37)
	=====	=====	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.



VILLAGE OF KILBOURNE  
GENERAL FUND  
COMPARATIVE BALANCE SHEET  
June 30, 1996

ASSETS:	1996
<u>CURRENT ASSETS:</u>	
CASH IN THE BANK	\$6,693.81
CERTIFICATES OF DEPOSIT	12,513.74
PETTY CASH	55.75
RECEIVABLE - UTILITY DEPOSIT	30.00
Due from other Funds	4,000.00
	<u>-----</u>
TOTAL ASSETS	\$23,293.30
	<u>=====</u>
 <u>LIABILITIES AND FUND BALANCE:</u>	
<u>CURRENT LIABILITIES:</u>	
LEASE PAYABLE	\$0.00
DUE TO OTHER FUNDS	3,500.00
	<u>-----</u>
TOTAL LIABILITIES	\$3,500.00
	<u>-----</u>
FUND BALANCE	\$19,793.30
	<u>-----</u>
TOTAL LIABILITIES & FUND BALANCE	\$23,293.30
	<u>=====</u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
GENERAL FUND

STATEMENT OF REVENUE AND EXPENDITURES -  
BUDGET AND ACTUAL

Year Ended June 30, 1996

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
	-----	-----	-----
EXPENDITURES:			
-----			
UTILITIES AND TELEPHONE	\$3,600.00	\$3,623.72	(\$23.72)
SALARY, TOWN CLERK	2,400.00	2,400.00	0.00
SALARY, TOWN MARSHALL	1,200.00	1,200.00	0.00
SUPPLIES	0.00	397.74	(397.74)
DRAINAGE WORK	0.00	9,820.00	(9,820.00)
OFFICE SUPPLIES	0.00	366.44	(366.44)
INSURANCE	3,200.00	2,253.00	947.00
DUES	200.00	175.00	25.00
AUDITING AND LEGAL	1,600.00	5,100.00	(3,500.00)
PEST CONTROL	0.00	123.24	(123.24)
MISCELLANEOUS	3,270.00	523.86	2,746.14
PAYROLL TAXES	370.00	183.60	186.40
ROAD MAINTENANCE AND MOWING	0.00	450.00	(450.00)
POLICE CAR EXPENSE	100.00	444.34	(344.34)
CAPITAL OUTLAY	0.00	1,144.66	(1,144.66)
PUBLICATIONS	0.00	264.90	(264.90)
EQUIPMENT LEASE	0.00	90.00	(90.00)
TOWN HALL REPAIRS	0.00	171.00	(171.00)
	-----	-----	-----
TOTAL OPERATING EXPENDITURES	\$15,940.00	\$28,731.50	(\$12,791.50)
	-----	-----	-----
EXCESS OF REVENUE OVER EXPENDITURES	\$500.00	(\$12,482.87)	(\$12,982.87)
	=====	=====	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
POLICE DEPARTMENT FUND

STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE

YEAR ENDED JUNE 30, 1996

	1996
	-----
REVENUES:	
-----	
CONTRIBUTIONS	\$0.00
	-----
TOTAL REVENUE	\$0.00
EXPENDITURES:	
-----	
UNIFORMS	\$0.00
SUPPLIES	0.00
OFFICE SUPPLIES	0.00
DUES	0.00
LAW ENFORCE. SCHOOL	0.00
	-----
TOTAL EXPENDITURES	\$0.00
	-----
EXCESS OF REVENUE OVER EXPENDITURES	\$0.00
FUND BALANCE BEGINNING OF YEAR	\$91.80
	-----
FUND BALANCE END OF YEAR	\$91.80
	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
POLICE DEPARTMENT FUND

STATEMENT OF REVENUE AND EXPENDITURES -  
BUDGET AND ACTUAL

Year Ended June 30, 1996

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
	-----	-----	-----
RECEIPTS			
-----			
CONTRIBUTIONS	\$100.00	\$0.00	(100.00)
	-----	-----	-----
TOTAL REVENUE	\$100.00	\$0.00	(\$100.00)
EXPENDITURES:			
-----			
UNIFORMS	\$0.00	\$0.00	0.00
SUPPLIES AND EQUIPMENT	60.00	0.00	60.00
MAINTENANCE	0.00	0.00	0.00
DUES	40.00	0.00	40.00
POLICE SCHOOL	0.00	0.00	0.00
	-----	-----	-----
TOTAL OPERATING EXPENDITURES	\$100.00	\$0.00	\$100.00
EXCESS OF RECEIPTS OVER EXPENDITURES	\$0.00	\$0.00	\$0.00
	=====	=====	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
SEWER SYSTEM FUND

STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE

YEAR ENDED JUNE 30, 1996

	1996
REVENUES:	
-----	
Fees	\$16,710.00
Interest	329.56
	-----
TOTAL REVENUES	\$17,039.56
EXPENDITURES:	
-----	
UTILITIES	\$4,257.73
SUPPLIES AND CHEMICALS	613.04
OFFICE EXPENSE	465.01
REPAIR	4,761.07
MAINTENANCE SERVICE	6,116.22
MOWING	0.00
INSURANCE	0.00
DUES & PERMITS	650.00
MISCELLANEOUS	719.86
DEPRECIATION	33,431.73
	-----
TOTAL EXPENDITURES	\$51,014.66
	-----
EXCESS OF REVENUE OVER EXPENDITURES	(\$33,975.10)
FUND BALANCE BEGINNING OF YEAR	\$878,065.92
	-----
FUND BALANCE END OF YEAR	\$844,090.82
	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
GENERAL FIXED ASSETS

## STATEMENT OF GENERAL FIXED ASSETS

JUNE 30, 1996

	1996
	-----
GENERAL FIXED ASSETS AT COST:	
BUILDINGS	\$35,499.24
IMPROVE OTHER THAN BUILDINGS	157,986.97
EQUIPMENT	15,518.18
	-----
TOTAL INVENTORY IN GENERAL FIXED ASSETS	\$209,004.39
	=====
PROPERTY ACQUIRED PRIOR TO JULY 1, 1979*	\$50,827.12
	=====

\*RECORDS REFLECTING SOURCE FROM WHICH ASSETS WERE ACQUIRED WERE NOT MAINTAINED PRIOR TO JULY 1, 1979.

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

**JOHN M. GATHINGS**  
**Certified Public Accountant**  
**Hwy. 2 East - Oak Grove, Louisiana 71263**

318/428-3549

P.O. Box 1088

**INDEPENDENT AUDITOR'S REPORT**  
**on APPLYING AGREED-UPON PROCEDURES**

Honorable Mayor Archie Haley  
Members of the Village Council  
Village of Kilbourne, Louisiana

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the Village of Kilbourne and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Village of Kilbourne's compliance with certain laws and regulations during the year ended June 30, 1996 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 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 \$5,000, or public works exceeding \$50,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 ( the public bid law).

**There were no purchases made during the period that exceeded the spending limits set by LSA-RS 38:2211-2251.**

**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

VILLAGE OF KILBOURNE  
KILBOURNE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 1996

The Village has no formal policy regarding vacations and sick leave, therefore, no accrual has been made for compensated absences.

VI. SEWER SYSTEM

The sewer system began operations in 1986 and was extended in 1988. It now provides service regularly to two hundred fifty users. A service charge of \$10.00 per month per residence is being assessed.

VII. COMPENSATION PAID TO GOVERNING BODY

The following alderwomen served the Village of Kilbourne without compensation:

For the Year Ended 6/30/96

Gay Brown  
Effie McClendon  
Patsy Hughes



VILLAGE OF KILBOURNE  
FIXED ASSET LIST

JUNE 30, 1996

DESCRIPTION	COST	DEPREC.	ACCUMULATED DEPREC.	BOOK VALUE
(1) TOWN HALL	\$25,724.24	\$643.11	10,611.28	\$15,112.96
(2) FIRE HYDRANTS (10)	3,606.00	180.30	2,974.95	631.05
(3) MERCURY LIGHTS	216.00	0.00	216.00	0.00
(1) FIRESTATION	9,775.00	244.38	3,783.88	5,991.12
(4) CHAIR & LAMPS	91.94	0.00	91.94	0.00
(4) TYPEWRITER	130.00	0.00	130.00	0.00
(4) FIRE HOSE	1,260.72	0.00	1,260.72	0.00
(4) FIRE VALVES	1,080.00	0.00	1,080.00	0.00
(4) ADDING MACHINE	60.00	0.00	60.00	0.00
(4) TABLE & CHAIRS	186.22	0.00	186.22	0.00
(4) ADDING MACHINE	85.00	0.00	85.00	0.00
(4) FIRE TRUCKS	3,641.55	0.00	3,641.55	0.00
(4) FIRE FIGHTING EQUI	1,773.45	0.00	1,773.45	0.00
(4) RADAR EQUIPMENT	885.00	0.00	885.00	0.00
(4) FIREFIGHTING EQUIP	1,849.35	0.00	1,849.35	0.00
(4) FIRESTATION IMPROV	1,519.02	0.00	1,519.02	0.00
(3) LAWNMOWER	130.00	0.00	130.00	0.00
(4) FIRE RISERS	2,855.00	0.00	2,855.00	0.00
(4) RADAR EQUIPMENT	1,900.00	0.00	1,900.00	0.00
(1) SEWER SYSTEM	488,792.00	12,219.80	122,198.00	366,594.00
(2) ROAD IMPROVE.	149,790.95	7,489.55	59,916.40	89,874.55
(3) SEWER SYSTEM BLDG.	1,140.72	0.00	1,140.72	0.00
(3) 1982 CHEV. POLICE	600.00	0.00	600.00	0.00
(3) 2- SIRENS	700.29	0.00	700.29	0.00
(5) 1988 FORD POLICE C	1,764.08	0	1,764.08	0.00
(1) SEWER ADDITION	548,895.00	13,722.38	27,444.76	521,450.24
(3) SICKLE MOWER	1,436.25	0.00	0.00	1,436.25
(3) OFFICE EQUIP.	1,144.66	0.00	0.00	1,144.66
<b>TOTALS</b>	<b>\$1,251,032.44</b>	<b>\$34,499.52</b>	<b>\$248,797.61</b>	<b>\$1,002,234.83</b>

- (1) DEPRECIATED OVER A PERIOD OF 40 YEARS  
(2) DEPRECIATED OVER A PERIOD OF 20 YEARS  
(3) DEPRECIATED OVER A PERIOD OF 5 YEARS  
(4) DEPRECIATED OVER A PERIOD OF 10 YEARS  
(5) SOLD CAR IN 1994

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

## VILLAGE OF KILBOURNE

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES- ALL FUND TYPES

YEAR ENDED JUNE 30, 1996

	1996
	-----
REVENUES:	
-----	
PROPERTY TAXES	1,910.00
LOUISIANA GAS SERVICE	874.78
TOBACCO TAXES	2,211.48
NORTHEAST LOUISIANA POWER AND LIGHT	3,140.41
OCCUPATIONAL LICENSES	4,390.35
INTEREST	659.13
FINES	145.00
COURT COSTS	125.00
MISCELLANEOUS	1,616.00
SEWER SYSTEM	17,039.56
GENERAL IMPROVEMENT GRANT	10,000.00
SOUTH CENTRAL BELL	1,176.48
	-----
TOTAL REVENUES	\$43,288.19

(CONTINUED)

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE  
GENERAL FIXED ASSETS

## STATEMENT OF CHANGES IN GENERAL FIXED ASSETS

YEAR ENDED JUNE 30, 1996

	BUILDINGS	IMPROVEMENTS OTHER THAN BUILDINGS	EQUIPMENT	TOTAL
GENERAL FIXED ASSETS JULY 1,	\$35,499.24	\$157,986.97	\$14,373.52	\$207,859.73
ADDITIONS:				0.00
EQUIPMENT			1,144.66	1,144.66
STREET IMPROVE.		0.00		0.00
TOTAL ADDITIONS	\$0.00	\$0.00	\$1,144.66	\$209,004.39
DEDUCTIONS				
SALE OF POLICE CAR	\$0.00	\$0.00	\$1,764.08	\$1,764.08
TOTAL DEDUCTIONS	\$0.00	\$0.00	\$1,764.08	\$1,764.08
GENERAL FIXED ASSETS JUNE 30,	\$35,499.24	\$157,986.97	\$13,754.10	\$415,100.04

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT

VILLAGE OF KILBOURNE  
SEWER SYSTEM FUND

## BALANCE SHEET

June 30, 1996

ASSETS	1996
CURRENT ASSETS	
-----	-----
CASH IN BANK	\$1,638.55
CERTIFICATE OF DEPOSIT	6,256.86
ACCOUNTS RECEIVABLE	2,850.00
DUE FROM GENERAL FUND	4,000.00
	-----
TOTAL CURRENT ASSETS	\$14,745.41
FIXED ASSETS	
-----	
SEWER SYSTEM	\$488,792.00
SEWER SYSTEM BLDG.	1,140.72
SEWER ADDITION	548,895.00
EQUIPMENT	1,436.25
	-----
ACCUMULATED DEPRECIATION	\$1,040,263.97
	(\$210,699.08)
	-----
TOTAL FIXED ASSETS	\$829,564.89
	-----
TOTAL ASSETS	\$844,310.30
	=====
LIABILITIES AND FUND BALANCE	
-----	
CURRENT LIABILITIES	
-----	
ACCOUNTS PAYABLE	\$219.48
FUND BALANCE	\$844,090.82
-----	-----
TOTAL LIABILITIES AND FUND BALANCE	\$844,310.30
	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

EXHIBIT A

PROPRIETARY TYPE SEWER SYSTEM FUND	ACCOUNT GROUP GENERAL FIXED ASSETS FUND	TOTALS (MEMORANDUM ONLY)  1996
\$1,638.55	\$0.00	\$18,324.75
6,256.86	0.00	\$18,770.60
0.00	0.00	\$55.75
0.00	0.00	\$30.00
4,000.00	0.00	\$8,000.00
0.00	0.00	\$0.00
<u>2,850.00</u>	<u>0.00</u>	<u>\$2,850.00</u>
\$14,745.41	\$0.00	\$48,031.10
\$1,040,263.97	\$207,859.73	\$1,248,123.70
<u>(210,699.08)</u>	<u>(88,760.50)</u>	<u>(\$299,459.58)</u>
<u>\$829,564.89</u>	<u>\$119,099.23</u>	<u>\$948,664.12</u>
<u>\$844,310.30</u>	<u>\$119,099.23</u>	<u>\$996,695.22</u>
		\$7,500.00
		\$0.00
<u>\$219.48</u>	<u>0.00</u>	<u>\$219.48</u>
\$219.48	\$0.00	\$7,719.48
\$844,090.82	\$119,099.23	\$988,975.74
<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>\$844,090.82</u>	<u>\$119,099.23</u>	<u>\$988,975.74</u>
<u>\$844,310.30</u>	<u>\$119,099.23</u>	<u>\$996,695.22</u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

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**VILLAGE OF KILBOURNE**

**Kilbourne, Louisiana**

**ANNUAL REPORT**

**FOR THE YEAR ENDED  
JUNE 30, 1996**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is 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 DEC 11 1996

**PREPARED BY:**

**JOHN M. GATHINGS**  
Certified Public Accountant  
Oak Grove, Louisiana 71263

VILLAGE OF KILBOURNE  
 COMPREHENSIVE ANNUAL FINANCIAL REPORT  
 YEAR ENDED JUNE 30, 1996

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VILLAGE OF KILBOURNE  
 COMPREHENSIVE ANNUAL FINANCIAL REPORT  
 YEAR ENDED JUNE 30, 1996

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## VILLAGE OF KILBOURNE

COMBINED STATEMENT OF REVENUE AND EXPENDITURES -  
BUDGET AND ACTUAL- ALL FUND TYPES

Year Ended June 30, 1996

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
	-----	-----	-----
REVENUES:			
-----			
PROPERTY TAXES	2,060.00	1,910.00	(150.00)
LOUISIANA GAS SERVICE	440.00	874.78	434.78
TOBACCO TAX	2,210.00	2,211.48	1.48
NORTHEAST LOUISIANA POWER	3,140.00	3,140.41	0.41
OCCUPATIONAL LICENSE	4,650.00	4,390.35	(259.65)
INTEREST	1,000.00	988.69	(11.31)
SOUTH CENTRAL BELL	1,140.00	1,176.48	36.48
POLICE DEPT. CONTRIBUTIONS	100.00	0.00	(100.00)
MISCELLANEOUS	1,200.00	1,616.00	416.00
FINES AND COURT COSTS	1,000.00	270.00	(730.00)
GRANTS	10,000.00	10,000.00	0.00
SEWER FEES	14,300.00	16,710.00	2,410.00
	-----	-----	-----
TOTAL REVENUES	\$41,240.00	\$43,288.19	\$2,048.19

(CONTINUED)

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

**VILLAGE OF KILBOURNE  
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
JUNE 30, 1996**

**GOVERNMENTAL FUNDS TYPES**

	<u>GENERAL FUND</u>	<u>FIRE DEPARTMENT FUND</u>	<u>POLICE DEPT. FUND</u>
<b>ASSETS</b>			
<u><b>CURRENT ASSETS:</b></u>			
CASH IN THE BANK	\$6,693.81	\$9,900.59	\$91.80
CERTIFICATES OF DEPOSIT	12,513.74	0.00	0.00
PETTY CASH	55.75	0.00	0.00
RECEIVABLE UTILITY DEPOSIT	30.00	0.00	0.00
RECEIVABLE FROM OTHER FUNDS	4,000.00	0.00	0.00
RECEIVABLES GOVERNMENT	0.00	0.00	0.00
TRADE ACCOUNTS RECEIVABLE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 TOTAL CURRENT ASSETS	 \$23,293.30	 \$9,900.59	 \$91.80
<u><b>FIXED ASSETS:</b></u>			
DEPRECIABLE ASSETS			
RESERVE FOR DEPRECIATION	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 TOTAL FIXED ASSETS	 <u>\$0.00</u>	 <u>\$0.00</u>	 <u>\$0.00</u>
 TOTAL ASSETS	 <u>\$23,293.30</u>	 <u>\$9,900.59</u>	 <u>\$91.80</u>
 <b>LIABILITIES AND FUND BALANCE</b>			
<u><b>CURRENT LIABILITIES:</b></u>			
PAYABLE TO OTHER FUNDS	\$3,500.00	\$4,000.00	\$0.00
DRAWS ON LCDBG CONTRACT ACCOUNTS PAYABLE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 TOTAL LIABILITIES	 \$3,500.00	 \$4,000.00	 \$0.00
 FUND BALANCE - UNDESIGNATED	 \$19,793.30	 \$5,900.59	 \$91.80
FUND BALANCE - DESIGNATED	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 TOTAL FUND BALANCE	 <u>\$19,793.30</u>	 <u>\$5,900.59</u>	 <u>\$91.80</u>
 TOTAL LIABILITIES AND FUND BALANCE	 <u>\$23,293.30</u>	 <u>\$9,900.59</u>	 <u>\$91.80</u>

VILLAGE OF KILBOURNE  
KILBOURNE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 1996

**B. INTERFUND RECEIVABLES AND PAYABLES**

There are Interfund receivables and payables as of June 30, 1996. The General Fund owes the Sewer Fund \$3,500.00 and the Fire Department Fund owes the General Fund \$4,000.00 as of June 30, 1996.

**IV. FINANCIAL STATEMENT PRESENTATION**

**A. TOTAL COLUMNS ON COMBINED STATEMENTS - OVERVIEW**

Total columns on the Combined Statements - Overview are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

**B. COMPARATIVE DATA**

No Comparative Data is presented in the general purpose financial statements statements under the memorandum total of all the fund types and account group columns.

**V. CONTINGENT LIABILITIES**

According to the Village Attorney, there was no pending or threatened litigation, claims or assessments against the Village.

Intergovernmental awards received by the Village are subject to audit and adjustment by the funding agency or its representatives. If grant revenues are received for expenditures which are subsequently disallowed, the Village may be required to repay the revenues to the funding agency. In the opinion of management, liabilities resulting from such disallowed expenditures, if any, will not be material to the accompanying financial statements at June 30, 1996.

outside business interests of all board members and employees, as well as their immediate families.

**Management provided us with the required list including the noted information.**

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

**Management provided us with the required list.**

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were included on the listing 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 [agreed-upon procedure (3)] appeared on the list provided by management in [agreed-upon procedure (2)] except for Lisa Brown, hired to clean city hall, who is listed as the daughter of Councilwoman Gay Brown.**

## **BUDGETING**

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

**Management provided us with a copy of the original budget. There were no amendments to the budget during the year.**

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

**I traced the adoption of the original budget to the minutes of a meeting held on January 9, 1996 which indicated that the budget had been adopted by the council of the Village of Kilbourne by a vote of 2 in favor and no opposed and one absent. No amendments were made to the budget during the year.**

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 more than 5%

**I compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues and expenditures for the year for the Police and Fire department did not exceed budgeted amounts by more than 5%, except that**

VILLAGE OF KILBOURNE

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES- ALL FUND TYPES

YEAR ENDED JUNE 30, 1996

	1996
	-----
EXPENDITURES:	
-----	
UTILITIES AND TELEPHONE	\$3,623.72
SALARY, TOWN CLERK	2,400.00
SALARY, MARSHALL	1,200.00
SUPPLIES	397.74
DRAINAGE WORK	9,820.00
OFFICE SUPPLY	366.44
INSURANCE	2,253.00
DUES	175.00
AUDITING & LEGAL	5,100.00
PEST CONTROL	123.24
MISCELLANEOUS	523.86
PAYROLL TAXES	183.60
MOWING	450.00
POLICE CAR EXPENSE	444.34
CAPITAL OUTLAY	1,144.66
FIRE DEPARTMENT EXPENSES	795.07
CITY HALL REPAIRS AND MAINTENANCE	171.00
PUBLICATIONS/ADVERTISEMENT	264.90
EQUIPMENT LEASE	90.00
CAPITAL OUTLAY-LCDBG PROGRAM	0.00
SEWER SYSTEM EXPENSES	43,561.01
	-----
TOTAL EXPENDITURES	\$73,087.58
	-----
EXCESS OF REVENUE OVER EXPENDITURES	(\$29,799.39
FUND BALANCE BEGINNING OF YEAR	\$933,613.42
TRANSFERS TO OTHER ACCOUNTS	\$0.00
	-----
FUND BALANCE END OF YEAR	\$903,814.03
	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

VILLAGE OF KILBOURNE

COMBINED STATEMENT OF REVENUE AND EXPENDITURES -  
BUDGET AND ACTUAL- ALL FUND TYPES

Year Ended June 30, 1996

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
	-----	-----	-----
EXPENDITURES:			
-----			
UTILITIES AND TELEPHONE	\$3,600.00	\$3,623.72	(\$23.72)
SALARY, TOWN CLERK	2,400.00	2,400.00	0.00
SALARY, TOWN MARSHALL	1,200.00	1,200.00	0.00
SUPPLIES	0.00	397.74	(397.74)
TOWN HALL REPAIRS	0.00	171.00	(171.00)
OFFICE SUPPLIES	0.00	366.44	(366.44)
INSURANCE	3,200.00	2,253.00	947.00
DUES	200.00	175.00	25.00
AUDITING AND LEGAL	1,600.00	5,100.00	(3,500.00)
MISCELLANEOUS	3,270.00	647.10	2,622.90
PAYROLL TAXES	370.00	183.60	186.40
ROAD MAINTENANCE AND MOWING	0.00	450.00	(450.00)
POLICE CAR EXPENSE	0.00	444.34	(444.34)
FIRE DEPARTMENT EXPENSE	0.00	795.07	(795.07)
POLICE DEPAARTMENT EXPENSES	100.00	0.00	100.00
PUBLICATIONS	0.00	264.90	(264.90)
EQUIPMENT LEASE	0.00	90.00	(90.00)
CAPITAL EXPENDITURES	0.00	1,144.66	(1,144.66)
SEWER SYSTEM EXPENSES	14,300.00	17,582.93	(3,282.93)
DRAINAGE WORKS	0.00	9,820.00	(9,820.00)
	-----	-----	-----
TOTAL OPERATING EXPENDITURES	\$30,240.00	\$47,109.50	(\$16,869.50)
	-----	-----	-----
EXCESS OF REVENUE OVER EXPENDITURES	\$11,000.00	(\$3,821.31)	(\$14,821.31)
	=====	=====	=====

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

**VILLAGE OF KILBOURNE  
KILBOURNE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 1996**

**I. Summary of Significant Accounting Policies**

The Village of Kilbourne, Louisiana was incorporated under the provisions of the Lawrason Act. The Village operates under a Village Council-Mayor form of government and provides the following services as authorized by its charter: public improvements and general administrative services.

The accounting policies of the Village of Kilbourne conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

**A. SCOPE OF REPORTING ENTITY**

This report contains all of the funds and account groups of the Village of Kilbourne. There are no significant additional organizations, functions or activities over which the Village has manifestations of oversight, or for which the scope of public service or special financial arrangements may require them to be included in this report as per NCGA statements 1 and 7.

**B. BASIS OF PRESENTATION**

**1. FUND CATEGORIES**

The accounts of the Village are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which spending activities are controlled. The various funds are grouped, in the financial statements in this report into three generic fund types and two broad fund category as follows:

**GOVERNMENTAL FUNDS**

**GENERAL FUND** - The 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.

VILLAGE OF KILBOURNE  
KILBOURNE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 1996

**CAPITAL PROJECTS FUND** – Capital Projects Fund is used to account for the acquisition and use of financial resources to construct or otherwise acquire long-lived general government real property or make public improvements.

**PROPRIETARY FUND**

**ENTERPRISE FUND** – Enterprise Fund is used to account for the operations of the Village's sewer system.

**2. ACCOUNT GROUPS**

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period. Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, and drainage systems are capitalized along with other general fixed assets. Depreciation has been provided on general fixed assets over their estimated useful lives.

All fixed assets are recorded at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated. Interest costs incurred during construction are capitalized.



VILLAGE OF KILBOURNE  
KILBOURNE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 1996

Long-term liabilities expected to be financed from governmental funds are accounted for the General Long-Term Debt Account Group, not in governmental funds. The Village at this time does not have a General Long term Debt Account Group because it does not have any long-term debt.

The two account groups are not "funds". They are concerned only with measurement of financial position. They are not involved with measurement of results of operations.

C. BASIS OF ACCOUNTING

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made regardless the measurement focus applied.

GOVERNMENTAL FUNDS

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. The revenue recognition under the modified accrual basis is determined for each primary revenue source as detailed below:

**TAXPAYER ASSESSED REVENUES** – Revenues from taxpayer assessment is recognized when cash is received as that is generally the earliest point that income measurable and collectible. If taxpayer collectibility and liability is clearly established as when tax returns are filed but payment while assured is not made, revenue is accrued prior to actual payment. Any refunds of such taxes would be reported as a reduction of revenue at the time the claims are filed with the Village.

**GRANTS** – Grants recorded in governmental funds are recognized as revenue in the accounting period when they become susceptible to accrual. Legal and contractual requirements are reviewed in making

VILLAGE OF KILBOURNE  
KILBOURNE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 1996

2. The combined statement of revenues, expenditures, and changes in fund balances – budget and actual for all fund types present comparisons of legally adopted budgets with actual data on a budgetary basis. Accounting principles applied for purposes of developing data on a budgetary basis and those used to present financial statements in conformity with generally accepted accounting principles are the same and no adjustment is necessary to convert the actual GAAP data to the budgetary basis.
3. Unused appropriations of all of the above annually budgeted funds lapse at the end of the fiscal year.
4. Prior to December 1, the Mayor submits to the Village Council, a proposed operating budget for the new year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them. Public hearings are conducted to obtain taxpayer comments. Prior to December 31, the budget is legally enacted through the passage of an ordinance.
5. The Mayor is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the Village Council. Therefore, the level of budgetary responsibility is by total appropriations; however, for report purposes, this level has been expanded to a functional basis.
6. The budget amounts shown in the financial statements are the final authorized amounts as revised during the year.

II. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. EXCESS OF EXPENDITURES OVER APPROPRIATIONS

General Fund and Sewer Fund expenditures were in excess of budgeted appropriations.

**VILLAGE OF KILBOURNE  
KILBOURNE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 1996**

**III. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS**

**A. ASSETS**

**1. Cash**

At June 30, 1996, the carrying amount of the Village's deposits ( C.D.'s and checking accounts) were \$37,096 and the bank balance was \$37,096. All of the bank balance was covered by federal depository insurance or by collateral held by the pledging bank or by its agent in the Village's name.

**2. Changes in General Fixed Assets Account Group**

Summary of Changes in General Fixed Assets:

	BALANCE <u>7/01/95</u>	ADD.	DEL.	BALANCE <u>6/30/96</u>
BUILDINGS	\$35,499	\$0	\$0	\$35,499
OFFICE EQUIPMENT	553	0	0	\$553
BUILDING IMPROVE.	1,519	0	0	\$1,519
EQUIPMENT	13,820	1,145	0	\$14,965
ROAD IMPROVE.	<u>156,468</u>	<u>0</u>	<u>0</u>	<u>\$156,468</u>
 TOTALS	 <u>\$207,859</u>	 <u>\$1,145</u>	 <u>\$0</u>	 <u>\$209,004</u>

Investments in General Fixed Assets by Sources:

Property Acquired Prior to 7/1/81 \$35,499

Property Acquired After 6/30/81

General Fund 22,570

Capital Projects 149,791

\$207,860

**JOHN M. GATHINGS**  
**Certified Public Accountant**  
**Hwy. 2 East - Oak Grove, Louisiana 71263**

318/428-3549

P.O. Box 1088

**INDEPENDENT AUDITOR'S REPORT**


Honorable Mayor Archie Haley  
Members of the Village Council  
Village of Kilbourne, Louisiana

I have compiled the accompanying balance sheet of Village of Kilbourne as of June 30, 1996 and the related statement of receipts, and disbursements, and change in fund balance for the period ended June 30, 1996, in accordance with standards established by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the management of Village of Kilbourne.

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

I have issued a separate attestation report that is included as a part of this financial report.

The other financial information in this report is subject to the same limitations expressed in the preceding paragraphs.

  
**JOHN M. GATHINGS, CPA**  
**OAK GROVE, LOUISIANA**  
**NOVEMBER 07, 1996**