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VILLAGE OF SALINE, LOUISIANA

FINANCIAL STATEMENTS

June 30, 2001

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 1/30/02

Marsha O. Millican
Certified Public Accountant
Shreveport, Louisiana

VILLAGE OF SALINE, LOUISIANA

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Marsha O. Millican

CERTIFIED PUBLIC ACCOUNTANT

The Honorable Peggy Choate, Mayor
Members of the Board of Aldermen
Village of Saline, Louisiana

I have compiled the accompanying general purpose financial statements of Village of Saline, Louisiana, as of June 30, 2001 and for the year then ended in accordance with Statements for 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 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.

Marsha O. Millican

Certified Public Accountant
December 31, 2001

VILLAGE OF SALINE, LOUISIANA

Combined Balance Sheet - All Fund Types and Account Group
June 30, 2001

	<u>Governmental</u>		<u>Proprietary</u>		<u>Account Group</u>		<u>Totals</u>
	<u>Fund Types</u>		<u>Fund Type</u>		<u>General</u>		
	<u>General</u>	<u>Capital</u>	<u>Enterprise</u>	<u>Fixed</u>	<u>Assets</u>	<u>(Memorandum</u>	<u>Only)</u>
<u>Assets</u>							
Cash	\$ 8,667	-	\$ 22,789	\$ -	\$ -	\$ 31,456	
Receivables, net of allowance for uncollectibles:							
Accounts	1,350	-	7,896	-	-	9,246	
Due from other funds	-	-	3,029	-	-	3,029	
Buildings	-	-	-	-	9,505	9,505	
Improvements other than buildings	-	-	-	-	8,966	8,966	
Equipment	-	-	-	-	10,439	10,439	
Land	-	-	-	-	4,500	4,500	
Utility plant and equipment (net of accumulated depreciation)	-	-	1,086,546	-	-	1,086,546	
Other assets	-	-	914	-	-	914	
<u>Total assets</u>	<u>\$ 10,017</u>	<u>\$ -</u>	<u>\$ 1,121,174</u>	<u>\$ -</u>	<u>\$ 33,410</u>	<u>\$ 1,164,601</u>	

Liabilities

Accounts payable	\$	772	\$	-	\$	2,352	\$	-	\$	3,124
Customer deposits		-		-		785		-		785
Due to other funds		3,029		-		-		-		3,029
Revenue bonds payable		-		-		51,946		-		51,946
Total liabilities		<u>3,801</u>		-		<u>55,083</u>		-		<u>58,884</u>

Fund Equity

Contributed capital		-		-		1,251,143		-		1,251,143
Investment in general fixed assets		-		-		-		33,410		33,410
Retained earnings:		-		-		(185,052)		-		(185,052)
Unreserved (deficit)		-		-		-		-		-
Fund balance:		<u>6,216</u>		-		-		-		<u>6,216</u>
Undesignated (deficit)		-		-		-		-		-
Total retained earnings (deficit)/fund balance		<u>6,216</u>		-		<u>(185,052)</u>		-		<u>(178,836)</u>
Total fund equity		<u>6,216</u>		-		<u>1,066,091</u>		<u>33,410</u>		<u>1,105,717</u>
Total liabilities and fund equity		<u>\$ 10,017</u>		<u>\$ -</u>		<u>\$ 1,121,174</u>		<u>\$ 33,410</u>		<u>\$ 1,164,601</u>

See accountant's compilation report.

VILLAGE OF SALINE

Combined Statement of Revenues, Expenditures, and
 Changes in Fund Balance - All Governmental Fund Types
Year Ended June 30 2001

	<u>Governmental Fund Types</u>		Totals (Memorandum Only)
	<u>General</u>	<u>Capital Projects</u>	
Revenues:			
Taxes	\$ 10,226	\$ -	\$ 10,226
Licenses and permits	8,511	-	8,511
Intergovernmental	-	206,202	206,202
Fines and forfeits	2,044	-	2,044
Miscellaneous revenues	<u>1,320</u>	<u>-</u>	<u>1,320</u>
Total revenues	<u>22,101</u>	<u>206,202</u>	<u>228,303</u>
Expenditures:			
Current:			
General government	22,592	-	22,592
Public safety	3,979	-	3,979
Capital projects	<u>-</u>	<u>206,202</u>	<u>206,202</u>
Total expenditures	<u>26,571</u>	<u>206,202</u>	<u>232,773</u>
Excess (deficiency) of revenues over expenditures	(4,470)	-	(4,070)
Fund balance, beginning of year	<u>10,686</u>	<u>-</u>	<u>10,686</u>
Fund balance, end of year	<u>\$ 6,216</u>	<u>\$ -</u>	<u>\$ 6,216</u>

See accountant's compilation report.

VILLAGE OF SALINE, LOUISIANA

Statement of Revenues, Expenditures, and
 Changes in Fund Balance - Budget (GAAP Basis) and Actual -
 General Fund
Year Ended June 30, 2001

	<u>General Fund</u>		Variance- Favorable (Unfavorable)
	<u>Budget</u>	<u>Actual</u>	
Revenues:			
Taxes	\$ 9,165	\$ 10,226	\$ 1,061
licenses and permits	7,885	8,511	626
Intergovernmental	1,470	-	(1,470)
Fines and forfeits	2,500	2,044	(456)
Miscellaneous	151	1,320	1,169
Total revenues	<u>21,171</u>	<u>22,101</u>	<u>930</u>
Expenditures:			
Current:			
General government	15,988	22,592	(6,604)
Public safety	4,407	3,979	428
Total expenditures	<u>20,395</u>	<u>26,571</u>	<u>(6,176)</u>
Excess (deficiency) of revenue over expenditures	776	(4,470)	(5,246)
Fund balance at beginning of year	<u>10,686</u>	<u>10,686</u>	<u>-</u>
Fund balance at end of year	<u>\$ 11,462</u>	<u>\$ 6,216</u>	<u>\$ (5,246)</u>

See accountant's compilation report.

VILLAGE OF SALINE, LOUISIANA

Statement of Revenues, Expenses, and
 Changes in Retained Earnings - Proprietary Fund Type
Year Ended June 30, 2001

Operating revenues:	
Charges for services:	
Water revenue	\$ 38,993
Sewer revenue	23,469
Miscellaneous	<u>104</u>
Total operating revenue	<u>62,566</u>
Operating expenses:	
Water department expenses	19,708
Sewer department expense	23,711
Depreciation	<u>15,605</u>
Total operating expenses	<u>59,024</u>
Operating income	3,542
Non-operating revenues (expenses):	
Interest expense	<u>(2,528)</u>
Net income	1,014
Retained earnings at beginning of year	<u>(186,066)</u>
Retained earnings at end of year	<u><u>\$ (185,052)</u></u>

See accountant's compilation report.

VILLAGE OF SALINE, LOUISIANAStatement of Cash Flows - Proprietary Fund Type
Year Ended June 30, 2001

Cash flows from operating activities:	
Cash received from customers	\$ 58,669
Cash payments to suppliers and employees	(41,829)
Other operating income	<u>104</u>
Net cash provided by operating activities	<u>16,944</u>
Cash flows from capital and related financing activities:	
Contributions from federal grant	540,057
Princial paid on revenue bonds	(2,751)
Interest paid on revenue bonds	(2,528)
Water system improvements	<u>(540,057)</u>
Net cash used by capital and related financing activities	<u>(5,279)</u>
Net increase in cash	11,665
Cash, July 1, 2000	<u>11,124</u>
Cash, June 30, 2001	<u>\$ 22,789</u>
Reconciliation of operating income to net cash provided by operating activities:	
Operating income	\$ 3,542
Adjustments to reconcile net income to net cash provided by operating activities:	
Depreciation	15,605
Amortization	61
Changes in assets and liabilities:	
Increase in accounts receivable	(3,793)
Increase in accounts payable	744
Increase in customer deposits	<u>785</u>
Net cash provided by operating activities	<u>\$ 16,944</u>

See accountant's compilation report.

VILLAGE OF SALINE, LOUISIANA

Notes to Financial Statements
June 30, 2001

The Village of Saline, Louisiana, was incorporated on October 3, 1905, under the provisions of the Lawrason Act. The Village operates under a Mayor-Board of Aldermen form of government.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The financial statements of the Village of Saline, Louisiana, have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units.

The following is a summary of the more significant accounting policies:

Reporting Entity. These financial statements include all funds and account groups over which the Village exercises control, authority, management, influence or accountability. Control by or influence over by the Town was determined on the basis of budget, adoption, taxing authority, authority to issue debt, election or appointment of governing body, and other general oversight responsibility.

Fund Accounting. The accounts of the Village of Saline, Louisiana, are organized on the basis of funds and account groups to report on its financial position and the results of its 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. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into two categories: governmental and proprietary. Each category, in turn, is divided into separate "fund types".

Governmental funds are used to account for all or most of a government's general activities, including acquisition or construction of general fixed-assets (capital project funds). The general fund is used to account for all activities of the general government not accounted for in some other fund. Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds).

VILLAGE OF SALINE, LOUISIANA

Notes to Financial Statements
June 30, 2001

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

Basis of Accounting. The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The government considers property taxes available if they are collected within sixty days after year end. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures are recorded when the related fund liability is incurred. Those revenues susceptible to accrual are property taxes, franchise taxes, interest revenue and charges for services. Fines, permits, and licenses revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by the proprietary fund type. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Budgets and Budgetary Accounting. The Village follows these procedures in establishing the budgetary data reflected in these financial statements:

Prior to July 1, the Mayor submits to the Board of Aldermen a proposed budget for the ensuing fiscal year. The operating budget includes proposed expenditures and the means of financing them.

Public hearings are conducted at Town Hall to obtain taxpayer comments.

The budget is legally enacted through passage of a resolution.

Budgetary amendments involving the transfer of funds from one department, program or function to another or amendments involving increases in expenditures require the approval of the Board of Aldermen.

Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

The budget is employed as a management control device during the year for the General Fund.

Budgeted amounts presented in the accompanying financial statements include the original adopted budget amounts and all subsequent amendments.

All budget appropriations lapse at year end.

VILLAGE OF SALINE, LOUISIANA

Notes to Financial Statements

June 30, 2001

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

Cash and Cash Equivalents. The Village considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Bad Debts. Uncollectible amounts due from utility customers are recognized as bad debts through the establishment of an allowance account at the time information becomes available which would indicate the uncollectibility of the particular receivable.

Property, Plant, and Equipment. 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 in 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.

Property, plant, and equipment used in governmental fund type organizations (general fixed assets) are accounted for in the General fixed assets account group, and are recorded as expenditures in the governmental fund types when purchased. Public domain "infrastructure" general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems, are not capitalized along with other general fixed assets. No depreciation has been provided on general fixed assets.

All property, plant, and equipment are stated at historical cost, or estimated cost if actual historical cost is not available. Donated fixed assets are stated at their estimated fair value on the date donated.

The account group is not a fund. It is concerned only with the measurement of financial position and is not involved with the measurement of results of operations.

All proprietary funds are accounted for on a cost of services or "capital maintenance" measurement focus and all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their balance sheets.

VILLAGE OF SABINE, LOUISIANA

Notes to Financial Statements
June 30, 2001

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

Depreciation is provided in the Enterprise Fund in amounts sufficient to relate the cost of the depreciable assets to operations over their estimated service lives on the straight line basis. The estimated service lives by asset type are as follows:

Water system	10-15 years
Equipment	5 years

Management's Use of 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, results may differ from those estimates.

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, results of operations, or changes in financial position 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.

2. DEPOSITS WITH FINANCIAL INSTITUTIONS:

All funds on deposit with banks were fully collateralized by FDIC insurance at June 30, 2001.

3. AD VALOREM TAXES:

Ad valorem taxes attach as an enforceable lien on property as of January 1, each year. Taxes are levied by the Village and billed to the taxpayers in September, and become delinquent on January 1, of the following year. Revenues from Ad Valorem taxes are budgeted in the year billed. The Village bills and collects its own property taxes using the assessed values determined by the tax assessor of Sabine Parish. For the year ended June 30, 2001, taxes of 8.44 mills were levied on property with assessed valuations totaling \$ 527,430. Total taxes levied for the year ended June 30, 2001, were \$4,538.

4. FIXED ASSETS:

A summary of proprietary fund type property, plant, and equipment at June 30, 2001 follows:

Water system	\$ 673,809
Sewer System	618,998
Equipment	15,558
Total	1,308,365
less: accumulated depreciation	221,819
Net property, plant, and equipment	<u>\$ 1,086,546</u>

VILLAGE OF SALINE, LOUISIANA

Notes to Financial Statements
June 30, 2001

5. LONG-TERM DEBT:

Bonds payable at June 30, 2001, are comprised of the following issue:

Sewer Revenue Bonds:

Serial bonds issued December 14, 1995, payable over a twenty year period with the payment, which falls due on the first and second anniversary dates of the bond (December 14, 1995, and December 14, 1996), consisting of interest only. Commencing on January 14, 1997, and on the 14th day of each month thereafter, to and through December 14, 2014, the payments shall consist of fully amortized monthly installments of \$440, interest at 4.50%.

\$ 51,946

The annual requirements to amortize all debt outstanding as of June 30, 2001, including interest payments of \$24,319 are as follows:

<u>Year Ending June 30</u>	<u>Total</u>
2002	\$ 5,281
2003	5,281
2004	5,281
2005	5,281
2006	5,281
2006-2014	<u>49,860</u>
Total	<u>\$ 76,265</u>

6. ACCOUNTS RECEIVABLE - PROPRIETARY FUND TYPE:

Accounts receivable at June 30, 2001, consisted of the following:

Accounts receivable	\$ 8,400
less: allowance for doubtful accounts	<u>(504)</u>
Total	<u>\$ 7,896</u>

VILLAGE OF SALINE, LOUISIANA

Notes to Financial Statements
June 30, 2001

7. GENERAL FIXED ASSETS:

General fixed assets consisted of the following at June 30, 2001:

	Balance <u>7/1/00</u>	Additions (Deletions)	Balance <u>6/30/01</u>
Buildings	\$ 9,505	\$ -	\$ 9,505
Improvements	8,966	-	8,966
Equipment	10,439	-	10,439
Land	<u>4,500</u>	<u>-</u>	<u>4,500</u>
Totals	<u>\$ 33,410</u>	<u>\$ -</u>	<u>\$ 33,410</u>

8. DEFICIT BALANCES:

The Proprietary Fund Type has a deficit in retained earnings of \$185,052. The Village, through improvements to its water system anticipates eliminating this deficit over a period of time.

9. CAPITAL PROJECTS FUND:

On May 28, 1999, the Village of Saline was awarded a community development block grant in the amount of \$585,300. Revenue and expenditures under this grant for the year ended June 30, 2001 were \$206,202. The grant was substantially complete as of June 30, 2001.

VILLAGE OF SALINE, LOUISIANA

Schedule of Compensation Paid -
Mayor and Aldermen
For the Year Ended June 30, 2001

Honorable Peggy Choate, Mayor	\$ 2,700
W.D. Cheatwood	-
Brenda Matthews	-
Stacey Harp	-
Freddie Hood	-
Talbert Sullivan	-
Ken Roberts	-
	<hr/>
Total	<u>\$ 2,700</u>

Marsha O. Millican

CERTIFIED PUBLIC ACCOUNTANT

Independent Accountant's Report on Applying Agreed-upon Procedures

The Honorable Peggy Choate, Mayor
Mayor of the Board of Aldermen
Village of Saline, Louisiana

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of the Village of Saline and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Village of Saline's compliance with certain laws and regulations during the year ended June 30, 2001, included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engaged was performed in accordance with standards established by the American Institutes of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$15,000, or public works exceeding \$100,000 and determine whether such purchases were made in accordance with LSA-RS 38:221-2251.

No expenditure was made during the year for materials and supplies exceeding \$15,000 nor any expenditure was made for public works exceeding \$100,000 that was not made in accordance with LSA-RS 38:221-2251.

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

Management provided the required list including the noted information.

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

Management provided the required list including the noted information.

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

None of the employees included on the list of employees provided by management for procedure (3) appeared on the list provided by management for procedure (2).

Budgeting

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

Management provided a copy of the original budget and the amended budget.

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

I traced the adoption of the original budget to the minutes of a meeting held on June 12, 2000, which indicated that the budget had been approved by all of the aldermen.

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

I compared the revenues and expenditures of the budget to the actual revenues and expenditures. Actual expenditures exceeded budgeted amounts by more than 5%. The budget was not amended within the time frame required by law.

Accounting and Reporting

8. Randomly select 6 disbursements made during the period under examination and:

(a) trace payments to supporting documentation as to proper amount and payee;

I examined supporting documentation for each of the six selected disbursements and found that 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; and

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

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

The six selected disbursements were traced to the Village's minute book where they were approved by the aldermen.

9. Determine that financial statements were audited or compiled in accordance with LSA-RS 24:513.

The Village's financial statements were compiled in accordance with LSA-RS 24:513. The required reports were filed with the Legislative Auditor's office by the due date.

Meetings

10. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12.

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

Debt

11. 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.

No deposits were found that appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

12. 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 Saline 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.



Certified Public Accountant
December 31, 2001

VILLAGE OF SALINE, LOUISIANA

Corrective Action Taken on Prior Year Findings

For the Year Ended June 30, 2001

Prior Year Finding:

The segregation of duties is inadequate to provide effective internal control. The condition is due to space and economic limitations.

Corrective Action Taken:

None was recommended and none was taken.

VILLAGE OF SALINE, LOUISIANA

Schedule of Findings

For the Year Ended June 30, 2001

Finding #1:

The segregation of duties is inadequate to provide effective internal control. The condition is due to space and economic limitations.

Cause:

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

Recommendation:

No action is recommended.

Management's Response and Corrective Action Plan:

We agree with the finding. We will make every effort to segregate duties as allowed by space and economic limitations.

Finding # 2:

Budgeted expenditures exceeded budgeted amounts by more than 5%. The budget was not amended within the time frame required by law.

Cause:

Village officials were unaware of the time frame requirements for budget amendments.

Recommendation:

The Village should comply with all requirements of the Local Government Budget Act.

Management's Response and Corrective Action Plan:

We will comply with all requirements of the Local Government Budget Act in the future.

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

12/30/01 (Date Transmitted)

Marsha O. Millican, CPA
754 Dalzell
Shreveport, Louisiana 71104

(Auditors)

In connection with your compilation of our financial statements as of [date] 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 regulation 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 the information available to us as of (date of completion/representations). December 31, 2001

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office..

Yes No

Code of Ethics for Public Officials and Public Employees

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

Yes No

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

Yes No

Budgeting

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 39:34.

Yes No

Accounting and Reporting

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

Yes] No []

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

Yes] No []

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

Yes] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes] No []

Debt

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

Yes] No []

Advances and Bonuses

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

Yes] No []

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 noncompliance which may occur subsequent to the issuance of your report.

Peggy M. Choate, Mayor

12-31-01 Date