

2546

**OFFICIAL
FILE COPY**

DO NOT SEND OUT

(Xerox necessary
copies from this
copy and PLACE
BACK in FILE)

**UNION PARISH POLICE JURY
Farmerville, Louisiana**

**Primary Government Financial Statements
With Independent Auditor's Report
As of and for the Year Ended
December 31, 1997
With Supplemental Information Schedules**

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 MAR 25 1998

**VERNON R
COON**
CERTIFIED PUBLIC ACCOUNTANT

UNION PARISH POLICE JURY
Farmerville, Louisiana

**Primary Government Financial Statements
With Independent Auditor's Report
As of and for the Year Ended
December 31, 1997
With Supplemental Information Schedules**

C O N T E N T S

| | <u>Statement</u> | <u>Page No.</u> |
|---|------------------|-----------------|
| Independent Auditor's Report | | 4 |
| Primary Government Financial Statements: | | |
| Combined Balance Sheet - All Fund Types and Account Groups | A | 7 |
| Governmental Fund Type: | | |
| Combined Statement of Revenues, Expenditures, and Changes in Fund Balances: | B | 8 |
| Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual - General and Special Revenue Funds (Excluding Criminal Court and Job Training Partnership Act Special Revenue Funds) | C | 10 |
| Notes to the Financial Statements | | 12 |
| | <u>Schedule</u> | <u>Page No.</u> |
| Supplemental Information Schedules: | | |
| Special Revenue Funds: | | |
| Combining Balance Sheet | 1 | 34 |

UNION PARISH POLICE JURY
 Farmerville, Louisiana
 Contents, December 31, 1997

C O N T E N T S (CONTD.)

| | <u>Schedule</u> | <u>Page No.</u> |
|--|-----------------|-----------------|
| Supplemental Information Schedules (contd.): | | |
| Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances | 2 | 35 |
| Public Works: | | |
| Combining Balance Sheet | 3 | 36 |
| Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances | 4 | 37 |
| Public Safety: | | |
| Combining Balance Sheet | 5 | 38 |
| Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances | 6 | 39 |
| Schedule of Compensated Paid Police Jurors | 7 | 41 |
| Independent Auditor's Reports Required by <i>Government Auditing Standards; OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations; and the Single Audit Act Amendments of 1996:</i> | | |
| Independent Auditor's Report on Compliance and Internal Control Over Financial Reporting | | 43 |
| Report on Compliance With Requirements Applicable to Each Major Program and Internal Control Over Compliance | | 45 |
| Schedule of Findings and Questioned Costs | 8 | 47 |

UNION PARISH POLICE JURY
Farmerville, Louisiana
Contents, December 31, 1997

C O N T E N T S (CONTD.)

| | | <u>Page No.</u> |
|--|----|-----------------|
| Schedule of Expenditures of Federal Awards | 9 | 49 |
| Summary Schedule of Prior Audit Findings | 10 | 50 |



MEMBER AMERICAN
INSTITUTE OF CERTIFIED
PUBLIC ACCOUNTANTS

SOCIETY OF LOUISIANA
CERTIFIED PUBLIC
ACCOUNTANTS

PRACTICE LIMITED TO
GOVERNMENTAL
ACCOUNTING, AUDITING
AND FINANCIAL REPORTING

116 PROFESSIONAL DRIVE,
WEST MONROE,
LOUISIANA 71291
PHONE 318.325.2121
TOLL FREE LOUISIANA
1.800.541.5020
FAX 318.324.1630

Independent Auditor's Report

UNION PARISH POLICE JURY Farmerville, Louisiana

I have audited the primary government financial statements of the Union Parish Police Jury, as of December 31, 1997, and for the year then ended, as listed in the table of contents. These primary government financial statements are the responsibility of the Union Parish Police Jury's management. My responsibility is to express an opinion on these primary government financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards and the *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the primary government financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the primary government financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

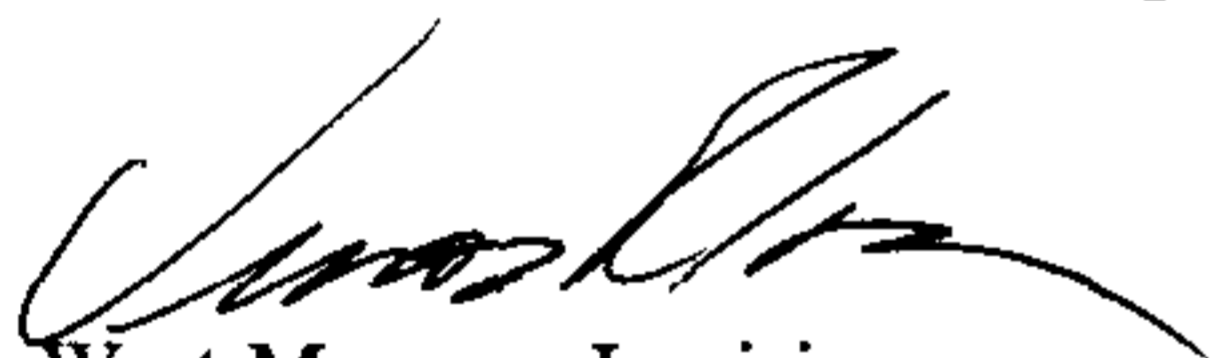
A primary government is a legal entity or body politic and includes all funds, organizations, institutions, agencies, departments, and offices that are not legally separate. Such legally separate entities are referred to as component units. In my opinion, the primary government financial statements present fairly, in all material respects, the financial position of the primary government of Union Parish Police Jury, as of December 31, 1997, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

UNION PARISH POLICE JURY
Farmerville, Louisiana
Independent Auditor's Report,
December 31, 1997

However, the primary government financial statements, because they do not include the financial data of component units of the Union Parish Police Jury, do not purport to, and do not, present fairly the financial position of the Union Parish Police Jury at December 31, 1997, and results of its operations for the year then ended in conformity with generally accepted accounting principles.

My audit was made for the purpose of forming an opinion on the primary government financial statements taken as a whole. The supplemental information schedules listed in the table of contents, including the schedule of expenditures of federal awards as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for the purpose of additional analysis and are not a required part of the primary government financial statements of the Union Parish Police Jury. Such information has been subjected to the auditing procedures applied in the audit of the primary government financial statements and, in my opinion, is fairly presented in all material respects in relation to the primary government financial statements taken as a whole.

In accordance with *Government Auditing Standards*, I have also issued reports dated March 9, 1998, on my consideration of the Union Parish Police Jury's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grants.


West Monroe, Louisiana
March 9, 1998

**PRIMARY GOVERNMENT FINANCIAL STATEMENTS
(OVERVIEW)**

UNION PARISH POLICE JURY
Farmerville, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL
AND SPECIAL REVENUE FUNDS

Combined Statement of Revenues, Expenditures
and Changes in Fund Balances
For the Year Ended December 31, 1997

| | <u>GENERAL FUND</u> | <u>SPECIAL REVENUE FUNDS</u> | <u>WEST STERLINGTON SEWER CAPITAL PROJECTS FUND</u> | <u>TOTAL (MEMORANDUM ONLY)</u> |
|--|-------------------------|--------------------------------------|---|--|
| REVENUES | | | | |
| Taxes: | | | | |
| Ad valorem taxes | \$156,121 | \$872,601 | | \$1,028,722 |
| Sales | | 1,392,940 | | 1,392,940 |
| Other taxes, penalties, and interest | 12,449 | | | 12,449 |
| Licenses and permits | 82,834 | | | 82,834 |
| Intergovernmental revenues: | | | | |
| Federal funds - federal grants | 31,514 | 1,529,395 | \$507,753 | 2,068,662 |
| State funds: | | | | |
| Parish transportation funds | | 496,929 | | 496,929 |
| Housing inmates | | 524,853 | | 524,853 |
| State revenue sharing (net) | 32,394 | 170,292 | | 202,686 |
| Severance taxes | 879,686 | | | 879,686 |
| Other | 50,384 | 27,540 | | 77,924 |
| Fees, charges, and commissions for services | 23,842 | 774,479 | | 798,321 |
| Fines and forfeitures | | 152,660 | | 152,660 |
| Use of money and property | 52,335 | 129,784 | | 182,119 |
| Other revenues | 3,068 | 19,321 | | 22,389 |
| Total revenues | <u>1,324,627</u> | <u>6,090,794</u> | <u>507,753</u> | <u>7,923,174</u> |
| EXPENDITURES | | | | |
| Current: | | | | |
| General government: | | | | |
| Legislative | 84,442 | | | 84,442 |
| Judicial | 81,724 | 148,002 | | 229,726 |
| Elections | 25,794 | | | 25,794 |
| Finance and administrative | 79,149 | 7,347 | | 86,496 |
| Other general government | 260,916 | | | 260,916 |
| Public safety | 105,694 | 1,098,704 | | 1,204,398 |

(Continued)

Statement B

UNION PARISH POLICE JURY
 Farmerville, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL
AND SPECIAL REVENUE FUNDS
 Combined Statement of Revenues, Expenditures
 and Changes in Fund Balances, etc.

| | GENERAL FUND | SPECIAL REVENUE FUNDS | WEST STERLINGTON SEWER CAPITAL PROJECTS FUND | TOTAL (MEMORANDUM ONLY) |
|--|------------------|-----------------------------|---|-------------------------------|
| EXPENDITURES (CONTD.) | | | | |
| Current: (Contd.) | | | | |
| Public works | | \$2,708,727 | | \$2,708,727 |
| Health and welfare | 48,591 | 1,592,819 | | 1,641,410 |
| Culture and recreation | 1,200 | 151,154 | | 152,354 |
| Economic development and assistance | 8,942 | | | 8,942 |
| Transportation | | 1,556 | | 1,556 |
| Capital outlay | 7,639 | 211,246 | \$507,753 | 726,638 |
| Total expenditures | <u>704,091</u> | <u>5,919,555</u> | <u>507,753</u> | <u>7,131,399</u> |
| EXCESS OF REVENUES OVER EXPENDITURES | | | | |
| | <u>620,536</u> | <u>171,239</u> | <u>NONE</u> | <u>791,775</u> |
| OTHER FINANCING SOURCES (Use) | | | | |
| Sale of fixed assets | | 1,020 | | 1,020 |
| Operating transfers in | | 1,152,223 | | 1,152,223 |
| Operating transfers out | (541,189) | (611,034) | | (1,152,223) |
| Total other financing sources (use) | <u>(541,189)</u> | <u>542,209</u> | <u>NONE</u> | <u>1,020</u> |
| EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES | | | | |
| | <u>79,347</u> | <u>713,448</u> | <u>NONE</u> | <u>792,795</u> |
| FUND BALANCES AT BEGINNING OF YEAR | | | | |
| | <u>623,305</u> | <u>3,004,344</u> | <u>NONE</u> | <u>3,627,649</u> |
| FUND BALANCES AT END OF YEAR | | | | |
| | <u>\$702,652</u> | <u>\$3,717,792</u> | <u>NONE</u> | <u>\$4,420,444</u> |

(Concluded)

The accompanying notes are an integral part of this statement.

UNION PARISH POLICE JURY
Farmerville, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL
AND SPECIAL REVENUE FUNDS

Combined Statement of Revenues, Expenditures
and Changes in Fund Balances - Budget
(GAAP) Basis and Actual (Excluding Criminal Court and
Jobs Training Partnership Act Special Revenue Funds)
For the Year Ended December 31, 1997

| |GENERAL FUND..... | | |SPECIAL REVENUE FUNDS..... | | |
|---|------------------------|------------------|---|---------------------------------|------------------|---|
| | <u>BUDGET</u> | <u>ACTUAL</u> | <u>VARIANCE FAVORABLE (UNFAVORABLE)</u> | <u>BUDGET</u> | <u>ACTUAL</u> | <u>VARIANCE FAVORABLE (UNFAVORABLE)</u> |
| REVENUES | | | | | | |
| Taxes: | | | | | | |
| Ad valorem taxes | \$157,837 | \$156,121 | (\$1,716) | \$861,262 | \$872,601 | \$11,339 |
| Sales and use taxes | | | | 1,300,000 | 1,392,940 | 92,940 |
| Other taxes, penalties, and interest | 13,000 | 12,449 | (551) | | | |
| Licenses and permits | 86,100 | 82,834 | (3,266) | | | |
| Intergovernmental revenues: | | | | | | |
| Federal grants | 29,713 | 31,514 | 1,801 | 241,946 | 217,564 | (24,382) |
| State funds: | | | | | | |
| Parish Transportation Act | | | | 494,596 | 496,929 | 2,333 |
| Housing inmates | | | | 530,000 | 524,853 | (5,147) |
| State revenue sharing (net) | 33,000 | 32,394 | (606) | 176,823 | 170,292 | (6,531) |
| Severance taxes | 840,000 | 879,686 | 39,686 | | | |
| Other | 40,169 | 50,384 | 10,215 | 16,296 | 27,540 | 11,244 |
| Fees, charges, and commissions | 16,392 | 23,842 | 7,450 | 624,900 | 774,479 | 149,579 |
| Fines and forfeitures | | | | 10,200 | 10,332 | 132 |
| Use of money and property | 49,500 | 52,335 | 2,835 | 117,432 | 129,784 | 12,352 |
| Other revenues | 14,705 | 3,068 | (11,637) | 26,522 | 17,924 | (8,598) |
| Total revenues | <u>1,280,416</u> | <u>1,324,627</u> | <u>44,211</u> | <u>4,399,977</u> | <u>4,635,238</u> | <u>235,261</u> |
| EXPENDITURES | | | | | | |
| Current: | | | | | | |
| General government: | | | | | | |
| Legislative | 85,858 | 84,442 | 1,416 | | | |
| Judicial | 81,576 | 81,724 | (148) | 4,000 | 3,625 | 375 |
| Elections | 26,342 | 25,794 | 548 | | | |
| Finance and administrative | 85,256 | 79,149 | 6,107 | 9,601 | 7,347 | 2,254 |
| Other general government | 270,637 | 260,916 | 9,721 | | | |
| Public safety | 109,421 | 105,694 | 3,727 | 1,095,655 | 1,098,704 | (3,049) |
| Public works | | | | 2,843,119 | 2,708,727 | 134,392 |
| Health and welfare | 46,990 | 48,591 | (1,601) | 308,531 | 280,988 | 27,543 |
| Culture and recreation | 1,200 | 1,200 | | 155,115 | 151,154 | 3,961 |
| Economic development and assistance | 9,001 | 8,942 | 59 | | | |
| Transportation | | | | 1,565 | 1,556 | 9 |
| Intergovernmental | | | | | | |
| Capital outlay | 3,300 | 7,639 | (4,339) | 227,655 | 211,041 | 16,614 |
| Total expenditures | <u>719,581</u> | <u>704,091</u> | <u>15,490</u> | <u>4,645,241</u> | <u>4,463,142</u> | <u>182,099</u> |

(Continued)

UNION PARISH POLICE JURY
 Farmerville, Louisiana
 GOVERNMENTAL FUND TYPE - GENERAL
 AND SPECIAL REVENUE FUNDS
 Combined Statement of Revenues, Expenditures
 and Changes in Fund Balances - Budget
 (GAAP) Basis and Actual (Excluding Criminal Court and
 Jobs Training Partnership Act Special Revenue Funds), etc.

| |GENERAL FUND..... | | |SPECIAL REVENUE FUNDS..... | | |
|---|------------------------|------------------|---|---------------------------------|--------------------|---|
| | <u>BUDGET</u> | <u>ACTUAL</u> | <u>VARIANCE FAVORABLE (UNFAVORABLE)</u> | <u>BUDGET</u> | <u>ACTUAL</u> | <u>VARIANCE FAVORABLE (UNFAVORABLE)</u> |
| EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES | <u>\$560,835</u> | <u>\$620,536</u> | <u>\$59,701</u> | <u>(\$245,264)</u> | <u>\$172,096</u> | <u>\$417,360</u> |
| OTHER FINANCING SOURCES (Use) | | | | | | |
| Sale of fixed assets | | | | | 1,020 | 1,020 |
| Operating transfers in | | | | 1,152,137 | 1,152,223 | 86 |
| Operating transfers out | <u>(541,186)</u> | <u>(541,189)</u> | <u>(3)</u> | <u>(610,011)</u> | <u>(608,942)</u> | <u>1,069</u> |
| Total other financing sources (use) | <u>(541,186)</u> | <u>(541,189)</u> | <u>(3)</u> | <u>542,126</u> | <u>544,301</u> | <u>2,175</u> |
| EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USE | 19,649 | 79,347 | 59,698 | 296,862 | 716,397 | 419,535 |
| FUND BALANCES AT BEGINNING OF YEAR | <u>360,396</u> | <u>623,305</u> | <u>262,909</u> | <u>2,772,955</u> | <u>3,017,267</u> | <u>244,312</u> |
| FUND BALANCES AT END OF YEAR | <u>\$380,045</u> | <u>\$702,652</u> | <u>\$322,607</u> | <u>\$3,069,817</u> | <u>\$3,733,664</u> | <u>\$663,847</u> |

(Concluded)

The accompanying notes are an integral part of this statement.

UNION PARISH POLICE JURY
Farmerville, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 1997

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Union Parish Police Jury is the governing authority for Union Parish and is a political subdivision of the State of Louisiana. The police jury is governed by nine jurors representing the various districts within the parish. The jurors serve four-year terms which expire on January 14, 2000.

Louisiana Revised Statute 33:1236 gives the police jury various powers in regulating and directing the affairs of the parish and its inhabitants. The more notable of those are the power to make regulations for their own government, to regulate the construction and maintenance of roads and bridges, to regulate the construction and maintenance of drainage systems, to regulate the sale of alcoholic beverages, and to provide for the health and welfare of the poor, disadvantaged, and unemployed in the parish. Funding to accomplish these tasks is provided by ad valorem taxes, beer and alcoholic beverage permits, state revenue sharing, and various other state and federal grants.

A. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the Union Parish Police Jury is the financial reporting entity for Union 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 Union Parish Police Jury for financial reporting purposes. The basic criterion 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, and:
 - a. The ability of the police jury to impose its will on that organization and/or

UNION PARISH POLICE JURY
Farmerville, Louisiana
Notes to the Financial Statements (Continued)

- 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.

Based on the previous criteria, the police jury has determined that the following component units are part of the reporting entity:

| <u>Component Units</u> | <u>Fiscal Year End</u> | <u>Criteria Used</u> |
|---|----------------------------|--------------------------|
| Union Parish: | | |
| Tax Assessor | December 31 | 2 & 3 |
| Sheriff | June 30 | 2 & 3 |
| Clerk of Court | December 31 | 2 & 3 |
| Communications District | December 31 | 1 & 3 |
| Tourist Commission | December 31 | 1 & 3 |
| Library | December 31 | 1 & 3 |
| Third Judicial District Criminal Court (Union Parish) | December 31 | 2 & 3 |
| Waterworks District No. 1 | December 31 | 1 & 3 |
| Rocky Branch Waterworks District | December 31 | 1 & 3 |
| Tri-Ward Hospital Service District | December 31 | 1 & 3 |
| East Union Hospital Service District | March 31 | 1 & 3 |
| West Sterlington Sewer District | December 31 | 1 & 3 |
| Ward 7 Fire Protection District | December 31 | 1 & 3 |
| Ward 5 Fire Protection District | December 31 | 1 & 3 |
| D'Arbonne Village Area Fire Protection District | December 31 | 1 & 3 |
| Spencer-West Sterlington Fire Protection District | December 31 | 1 & 3 |
| Northeast Union Fire Protection District | December 31 | 1 & 3 |

The police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the previously listed component units, except as discussed in the following paragraph, are included in the accompanying primary government financial statements

UNION PARISH POLICE JURY

Farmerville, Louisiana

Notes to the Financial Statements (Continued)

These primary government (police jury) financial statements include all funds, account groups, and organizations for which the police jury maintains the accounting records. The organizations for which the police jury maintains the accounting records are *considered part of the primary government (police jury) and include the Union Parish Library, the Third Judicial District Criminal Court, and the Union Parish Communications District.*

GASB Statement 14 provides for the issuance of primary government financial statements that are separate from those of the reporting entity. However, the primary government's (police jury) financial statements are not a substitute for the reporting entity's financial statements. The accompanying primary government financial statements have been prepared in conformity with generally accepted accounting principles as applied to governmental units. These financial statements are not intended to and do not report on the reporting entity but rather are intended to reflect only the financial statements of the primary government (police jury).

Considered in the determination of component units of the reporting entity were the School Board, and the District Attorney and Judges for the Third Judicial District, and the various municipalities in the parish. It was determined that these governmental entities are not component units of the Union Parish Police Jury reporting entity because they have separately elected governing bodies, are legally separate, and are fiscally independent of the Union Parish Police Jury.

B. FUND ACCOUNTING

The police jury uses 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 that comprises its assets, liabilities, fund equity, revenues, and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities (general fixed assets and general long-term obligations) that are not recorded in the "funds" because they do not directly affect net expendable available financial resources. They are concerned only with the measurement of financial position, not with the measurement of results of operations.

UNION PARISH POLICE JURY
Farmerville, Louisiana
Notes to the Financial Statements (Continued)

Funds are classified into three categories; governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The police jury's current operations require the use of governmental and fiduciary fund types as follows:

Governmental Fund Type:

General Fund

The General Fund is the general operating fund of the police jury. It accounts for all financial resources except those required to be accounted for in other funds.

Special Revenue Funds

Special revenue funds are used to account for the proceeds of specific revenue sources which are legally restricted to expenditures for specified purposes.

West Sterlington Sewer Capital Projects Fund

The West Sterlington Sewer Fund accounts for the construction of a sewer system for the West Sterlington Sewer District. Financing is provided by a grant from the United States Department of Housing and Urban Development through the Louisiana Division of Administration.

Fiduciary Fund Type - Inmate Banking Agency Fund

The Inmate Banking Fund accounts for funds held for Union Parish Detention Center inmates.

C. GENERAL FIXED ASSETS AND LONG-TERM OBLIGATIONS

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures (capital

UNION PARISH POLICE JURY

Farmerville, Louisiana

Notes to the Financial Statements (Continued)

outlay) in the governmental funds and the related assets are reported in the general fixed assets account group. All purchased fixed assets are valued at cost where historical records are available and estimated cost where no historical records are available. Approximately 95 per cent of fixed assets are valued at actual historical cost, while the remaining 5 per cent are valued at estimated cost, based on the actual historical cost of like items.

The cost of normal maintenance and repairs that do not add to the value of fixed assets or materially extend their useful lives are not capitalized. Public domain (infrastructure) general fixed assets consisting of roads, bridges, drainage, parking lots, etc. are not capitalized, as these assets are immovable and of value only to the police jury. No depreciation is recognized on general fixed assets.

For long-term obligations, such as compensated absences, only that portion expected to be financed from expendable available financial resources is reported as a liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term obligations account group.

D. BASIS OF ACCOUNTING

The financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used for reporting 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 police jury uses the following practices in recognizing and reporting revenues and expenditures:

Revenues

Ad valorem taxes and the related state revenue sharing are recorded in the year the taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis and attach as an enforceable lien and become due

UNION PARISH POLICE JURY

Farmerville, Louisiana

Notes to the Financial Statements (Continued)

and payable on the date the tax rolls are filed with the recorder of mortgages. Louisiana Revised Statute 47:1993 requires that the tax roll be filed on or before November 15 of each year. Ad valorem taxes become delinquent if not paid by December 31. The taxes are normally collected in December of the current year and January and February of the ensuing year.

Sales and use tax revenues are recorded in the month received by the police jury. Federal and state grants and reimbursements are recorded when the police jury is entitled to the funds.

Fines, forfeitures, and court costs are recorded in the year they are received by the parish tax collector. Interest income on time deposits is recorded when the time deposits have matured and the interest is available. Substantially all other revenues are recorded when received by the police jury.

Based on the above criteria, ad valorem taxes, federal and state grants, and fines, forfeitures, and court costs have been treated as susceptible to accrual.

Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for principal and interest on general long-term obligations, which are recognized when due, and vacation leave which is recognized when paid.

Other Financing Sources (Use)

Sale of fixed assets and transfers between funds that are not expected to be repaid are accounted for as other financing sources (use) and are recognized when the underlying events occur.

E. BUDGET PRACTICES

Preliminary budgets for the ensuing year are prepared by the secretary/treasurer during October of each year. During November the finance committee reviews the proposed budgets and makes changes as it deems appropriate. The availability of the

UNION PARISH POLICE JURY
 Farmerville, Louisiana
 Notes to the Financial Statements (Continued)

proposed budgets for public inspection and the date of the public hearing on the proposed budgets are then advertised in the official journal. During its regular December meeting, the police jury holds a public hearing on the proposed budgets in order to receive comments from residents of the parish. Changes are made to the proposed budgets based on the public hearing and the desires of the police jury as a whole. The budgets are then adopted during the police jury's regular December meeting, and a notice of the adoption is then published in the official journal.

During the year, the finance committee receives monthly budgetary comparison statements which are used as a management tool to control operations of the parish. The secretary/treasurer presents necessary budget amendments to the police jury during the year when, in her judgement, actual operations are differing materially from those anticipated in the original budget. During a regular meeting, the police jury reviews the proposed amendments, makes changes as it deems necessary, and formally adopts the amendments. The adoption of the amendments is included in police jury minutes published in the official journal.

The police jury exercises budgetary control at the functional level. Within functions the secretary/treasurer has the discretion to make changes as she deems necessary for proper control. Unexpended appropriations lapse at year end and must be reappropriated in the next year's budget to be expended. The police jury does not use encumbrance accounting in its accounting system.

For the year ended December 31, 1997, the police jury adopted modified accrual based budgets for the General Fund and all special revenue funds except the Criminal Court Special Revenue Fund, which is exempt from the requirements of the Local Government Budget Act. The budgetary comparison statement included in the accompanying financial statements includes the original adopted budgets and all subsequent amendments. The following schedule reconciles the excess (deficiency) of revenues and other sources over expenditures and other uses of the special revenue funds shown on Statement C to the amounts shown on Statement B (GAAP basis):

| | |
|---|------------------|
| Excess of revenues and other sources over expenditures and other uses (budget basis) Statement C | \$716,397 |
| Add Criminal Court Fund not budgeted | <u>(2,949)</u> |
| Excess of revenues and other sources over expenditures and other uses (GAAP basis) Statement B | <u>\$713,448</u> |

UNION PARISH POLICE JURY
 Farmerville, Louisiana
 Notes to the Financial Statements (Continued)

F. CASH AND CASH EQUIVALENTS

Under state law, the police jury may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 1997, the police jury has cash and cash equivalents of \$426,779 (net of cash overdrafts) as follows:

| | |
|-----------------|-------------------------|
| Demand deposits | \$332,564 |
| Time deposits | 93,615 |
| Petty cash | <u>600</u> |
| Total | <u><u>\$426,779</u></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 of the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Cash and cash equivalents (bank balances) at December 31, 1996, are secured as follows:

| | |
|---------------------------------------|---------------------------|
| Bank Balances | <u>\$520,390</u> |
| Federal deposit insurance | \$214,635 |
| Pledged securities (uncollateralized) | <u>3,744,048</u> |
| Total | <u><u>\$3,958,683</u></u> |

Because the pledged securities are held by a custodial bank in the name of the fiscal agent bank rather than in the name of the police jury, they are considered uncollateralized (Category 3) under the provisions of GASB Codification C20.106. However, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the police jury that the fiscal agent bank has failed to pay deposited funds upon demand. Further, LRS 39:1224 states that securities held by a third party shall be deemed to be held in the police jury's name.

UNION PARISH POLICE JURY
Farmerville, Louisiana
Notes to the Financial Statements (Continued)

G. INVESTMENTS

Under state law, the police jury may invest funds in obligations of the United States, in federally insured investments, or in time deposits with state banks organized under Louisiana law and national banks having principal offices in Louisiana. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool, Inc. (LAMP), a non-profit corporation formed by an initiative of the State Treasurer and organized under the laws of the State of Louisiana, which operates a local government investment pool. At December 31, 1997, the police jury had investments in LAMP totaling \$2,733,285, which is stated at cost and approximates market.

In accordance with GASB Codification I50.165 the investment in LAMP at December 31, 1997, is not categorized in the three risk categories provided by GASB Codification I50.164 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. Only local governments having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high-quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, U.S. government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by those securities. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances.

H. ANNUAL AND SICK LEAVE

Full-time employees of the Union Parish Library earn from 10 to 20 days of annual leave and 12 days of sick leave each year, depending upon their classification and length of service. Part-time employees earn leave on a pro rata basis. Annual leave cannot be accumulated. Sick leave may be accumulated .

Employees of the district attorney's office paid from the Criminal Court Special Revenue Fund earn 12 days of annual leave and 12 days of sick leave per year. Leave cannot be accumulated and carried forward to succeeding years. There is no formal leave policy for employees of the district judge's office paid from the Criminal Court Fund.

UNION PARISH POLICE JURY
Farmerville, Louisiana
Notes to the Financial Statements (Continued)

All full-time employees of the police jury earn annual leave at rates varying from 1 to 18 days per year, depending upon their length of service. All permanent part-time employees earn annual leave on a pro rata basis. Upon voluntary resignation, retirement, or death, accumulated annual leave of up to 300 hours is paid at the employee's current rate of pay. In addition, all full-time employees earn from 2 to 18 days of sick leave each year and all permanent part-time employees earn sick leave on a pro rata basis. Sick leave may be accumulated to an unlimited number of days. Employees have the option, upon retirement, of being paid for sick leave up to 100 hours or applying sick leave to retirement. At December 31, 1997, employees of the police jury have accumulated and vested \$96,337 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. The cost of current leave privileges, computed in accordance with the previous codification, is recognized as a current year expenditure in the governmental funds when leave is actually taken. The cost of leave privileges not requiring current resources is recorded in the general long-term obligations account group.

I. SALES TAXES

Union Parish has a one per cent sales and use tax, which was passed by the voters on April 30, 1983, for an indefinite period. The net proceeds of the tax (after necessary costs of collection) are used: (1) to construct, acquire, improve, maintain, and operate solid waste collection and disposal facilities; (2) to construct, improve, and maintain streets, roads, and bridges; and (3) to fund the retirement of bonds issued to construct any of the above capital facilities.

J. TOTAL COLUMNS ON COMBINED STATEMENTS

Total columns on the combined statements are captioned Memorandum Only (overview) 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. LEVIED TAXES

The following is a summary of authorized and levied ad valorem taxes for the year:

UNION PARISH POLICE JURY
 Farmerville, Louisiana
 Notes to the Financial Statements (Continued)

| | <u>Authorized Millage</u> | <u>Levied Millage</u> | <u>Expiration Date</u> |
|-------------------|-------------------------------|---------------------------|----------------------------|
| Parishwide taxes: | | | • |
| General Fund | 4.00 | 2.71 | Indefinite |
| Road Maintenance | 6.00 | 6.15 | 2006 |
| Road Construction | 5.00 | 5.13 | 2006 |
| Library | 1.96 | 2.40 | 2006 |
| Health Unit | 1.57 | 1.48 | 2004 |

The difference between authorized and levied millages is the result of reassessments of taxable property in the parish as required by Article 7, Section 18 of the Louisiana Constitution of 1974. The following schedule lists the ten principal taxpayers for the parish and their 1997 assessed valuation (amounts expressed in thousands):

| | <u>1997 Assessed Valuation</u> | <u>Percent of Total Assessed Valuation</u> |
|------------------------------------|--|--|
| Plum Creek Timber Co., Inc. | \$3,175 | 3.94% |
| Entergy LA., Inc. | 2,836 | 3.52% |
| Noram Energy Corp. | 1,822 | 2.26% |
| BellSouth Telecommunications, Inc. | 1,809 | 2.24% |
| Claiborne Electric | 1,649 | 2.05% |
| COHO Fairbanks Gathering | 1,436 | 1.78% |
| Williamette Industries, Inc. | 1,429 | 1.77% |
| Century Telephone Enterprises | 1,327 | 1.65% |
| Mid Louisiana Gas | 1,090 | 1.35% |
| First United Bank | 994 | 1.23% |
| Total | <u>\$17,567</u> | <u>21.19%</u> |

3. RECEIVABLES

The following is a summary of receivables at December 31, 1997:

UNION PARISH POLICE JURY
Farmerville, Louisiana
Notes to the Financial Statements (Continued)

| <u>Class of Receivable</u> | <u>General Fund</u> | <u>Special Revenue Funds</u> | <u>Total</u> |
|----------------------------|-------------------------|------------------------------|---------------------------|
| Taxes: | | | |
| Ad valorem | \$139,878 | \$782,489 | \$922,367 |
| Other | 4,938 | | 4,938 |
| Grants: | | | |
| Federal | 9,033 | 162 | 9,195 |
| State | 255,390 | 292,055 | 547,445 |
| Accounts | | 45,711 | 45,711 |
| Other | 5,164 | 12,694 | 17,858 |
| Total | <u>\$414,403</u> | <u>\$1,133,111</u> | <u>\$1,547,514</u> |

4. FIXED ASSETS

The following schedule presents changes in general fixed assets for the year ended December 31, 1997:

| | <u>Balance January</u> | <u>Additions</u> | <u>Deletions</u> | <u>Balance December 31</u> |
|--------------------------|----------------------------|-------------------------|--------------------------|----------------------------|
| Police Jury: | | | | |
| Land | \$265,821 | | | \$265,821 |
| Buildings | 5,350,307 | | | 5,350,307 |
| Equipment and furniture | 4,278,166 | \$189,953 | (\$30,622) | 4,437,497 |
| Construction in progress | 180,415 | 507,753 | | 688,168 |
| Total police jury | <u>10,074,709</u> | <u>697,706</u> | <u>(30,622)</u> | <u>10,741,793</u> |
| Library: | | | | |
| Land | 21,000 | | | 21,000 |
| Buildings | 142,774 | | | 142,774 |
| Vehicles | 87,285 | | | 87,285 |
| Equipment and furniture | 50,760 | 5,410 | (1,043) | 55,127 |
| Books, periodicals, etc. | 342,182 | 23,522 | (9,794) | 355,910 |
| Total library | <u>644,001</u> | <u>28,932</u> | <u>(10,837)</u> | <u>662,096</u> |
| Total | <u>\$10,718,710</u> | <u>\$726,638</u> | <u>(\$41,459)</u> | <u>\$11,403,889</u> |

UNION PARISH POLICE JURY

Farmerville, Louisiana

Notes to the Financial Statements (Continued)

General fixed assets as of January 1, 1997 have been restated to reflect change. The police jury reestablished its inventory listing of fixed assets based on actual physical count, removing those items which had been junked in previous years and not removed from the listing and adding items which had been purchased in previous years and not added to the list.

5. PENSION PLAN

Substantially all employees of the Union Parish Police Jury are members of the Parochial Employees Retirement System of Louisiana (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the police jury are members of Plan A.

All permanent employees working at least twenty-eight hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 per cent of their final average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only before January 1, 1980, the benefit is equal to one per cent of final average salary plus \$24 for each year of supplemental-plan-only service earned before January 1, 1980, plus 3 per cent of final-average salary for each salary for each year of service credited after the revision date. Final average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefits accrued to their date of termination. The system also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System of Louisiana, Post Office Box 14619, Baton Rouge, Louisiana 70898-4619, or by calling (504) 928-1361.

Under Plan A, members are required by state statute to contribute 9.50 per cent of their annual covered salary and the Union Parish Police Jury is required to contribute at an actuarially determined rate. The current rate is 7.25 per cent of annual covered payroll. Contributions to the system also include one-fourth of one per cent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan

UNION PARISH POLICE JURY

Farmerville, Louisiana

Notes to the Financial Statements (Continued)

members and the Union Parish Police Jury are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Union Parish Police Jury's contributions to the System under Plan A for the years ending December 31, 1997, 1996, and 1995, were \$107,073, \$103,119, and \$109,642, respectively, equal to the required contributions for each year.

6. POST RETIREMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

The Union Parish Police Jury provides certain continuing health care and life insurance benefits for its retired employees. Substantially all of the police jury's employees become eligible for these benefits if they reach normal retirement age while working for the police jury. These benefits for retirees and similar benefits for active employees are provided through an insurance company whose monthly premiums are paid jointly by the employee and by the police jury. The police jury recognizes the cost of providing these benefits (police jury's portion of premiums) as an expenditure when paid during the year, which was \$177,418 for 1997. Of that amount, \$3,831 was for retiree benefits for 1997.

7. LEASES

The police jury has no capital leases in effect at December 31, 1997; however, as lessor, the following operating lease was in effect during that year:

Garment Factory

On February 3, 1964, the police jury entered into an agreement with Bernice Manufacturing Corporation for the lease of facilities to be used as a garment factory. The lease was for a period of 20 years and had renewal options for two additional 10-year periods. In accordance with terms of the agreement, the facilities were subleased to Todd Corporation. At the expiration of the initial term, the lease was renewed with the sublessee. At the expiration of the first renewal option, the lease was renewed on a year to year basis. Terms of the agreement require annual lease payments of \$7,500.

8. CHANGES IN GENERAL LONG-TERM OBLIGATIONS

The following is a summary of the long-term obligations transactions for the year ended December 31, 1997:

UNION PARISH POLICE JURY
 Farmerville, Louisiana
 Notes to the Financial Statements (Continued)

| | Landfill Closure and Postclosure Care | Annual Leave | Sick Leave | Total |
|------------------------------|--|-----------------|-----------------|--------------------|
| Balance at January 1, 1997 | \$962,938 | \$56,381 | \$48,941 | \$1,068,260 |
| Additions | 342,645 | 49,219 | 54,390 | 446,254 |
| Deductions | | (54,617) | (53,077) | (107,694) |
| Adjustment ¹ | | (618) | (4,282) | (4,900) |
| Balance at December 31, 1997 | <u>\$1,305,583</u> | <u>\$50,365</u> | <u>\$45,972</u> | <u>\$1,401,920</u> |

¹ As discussed in note 1G, upon separation from employment, employees are paid for accumulated leave at their current rate of pay. The adjustment is for the purpose of adjusting amounts for annual leave that exceed the maximum of 300 hours and amounts for sick leave that exceed 100 hours.

9. DUE FROM/TO OTHER FUNDS

Individual fund balances due from/to other funds at December 31, 1997, are as follows:

| <u>Fund</u> | <u>Due from Other Funds</u> | <u>Due to Other Funds</u> |
|-----------------------------|-------------------------------------|-----------------------------------|
| General Fund | \$10,139 | \$67,605 |
| Special Revenue Funds: | | |
| Road Maintenance | 88 | |
| Sales Tax | | |
| Library | | 227 |
| Criminal Court | | 10,000 |
| Detention Center Commission | 67,605 | |
| Communications District | | |
| Inmate Welfare | | |
| Total | <u>\$77,832</u> | <u>\$77,832</u> |

**10. DESIGNATION OF FUND BALANCE -
 ROAD MAINTENANCE SPECIAL REVENUE FUND**

The police jury declares the amount of excess sales tax each year. This amount is then transferred in accordance with the tax proposition to the Road Maintenance special revenue fund to be used for road,

UNION PARISH POLICE JURY
 Farmerville, Louisiana
 Notes to the Financial Statements (Continued)

bridge, and street repair and construction in the parish and municipalities. The sales tax surplus is accounted for as a designated portion of fund balance in the Road Maintenance Fund. For the year ended December 31, 1997 there were no changes in designated fund balances.

The designated fund balance at December 31, 1997 is comprised of the following amounts for municipalities in the parish:

| | |
|-------------|-----------------|
| Bernice | \$8,822 |
| Downsville | 500 |
| Lillie | 5,265 |
| Marion | 339 |
| Spearsville | <u>3,131</u> |
| Total | <u>\$18,057</u> |

11. FUND DEFICIT

At December 31, 1997, the Criminal Court Special Revenue Fund has a deficit fund balance of \$15,872. The deficit will be eliminated by reducing expenditures and making transfers from the General Fund.

12. CHANGES IN AGENCY FUND BALANCES

A summary of changes in Inmate Banking agency fund balance due to others follows:

| | |
|------------------------------|------------------|
| Balance at January 1, 1996 | \$9,166 |
| Additions | 99,622 |
| Deductions | <u>(100,992)</u> |
| Balance at December 31, 1997 | <u>\$7,796</u> |

13. LITIGATION AND CLAIMS

At December 31, 1997, the police jury is involved in several lawsuits. In the opinion of the police jury's legal counsel, the suits are either adequately covered by the police jury's liability insurance or will not result in any material liability to the jury.

UNION PARISH POLICE JURY
 Farmerville, Louisiana
 Notes to the Financial Statements (Continued)

14. FOOD STAMP PROGRAM

The food stamp program is operated through the police jury under an agreement with the Louisiana Department of Social Services. The police jury has entered into an agreement with Union Community Action Agency for administration of the program and the issuance of food stamps, however, the police jury is still ultimately responsible for the proper operation of the program. The value of food stamps on hand, received, and issued is not recorded in the accompanying financial statements. Activity for the year follows:

| | |
|------------------------------|--------------------|
| Balance at January 1, 1997 | \$717,427 |
| Received | 942,250 |
| Issued | <u>(1,573,120)</u> |
| Balance at December 31, 1997 | <u>\$86,557</u> |

The food stamp inventory remaining at December 31, 1997 was turned in to the Department of Social Services on February 15, 1998.

**15. JOB TRAINING PARTNERSHIP
 ACT PROGRAM**

The Union Parish Police Jury participates in the Job Training Partnership Act (JTPA) Program funded through the Louisiana Department of Labor by the United States Department of Labor. The jury is a member of the 82nd Planning District which is comprised of 3 parishes. The members of the 82nd Planning District, consisting of the Parishes of Union, Morehouse, and West Carroll and the 82nd Planning District Service Delivery Area (SDA) Private Industry Council, entered into an agreement. This agreement designated the president of the Morehouse Parish Police Jury as the chief elected official of the SDA and the Union Parish Police Jury as the JTPA grant recipient. This agreement names Union Community Action Association, Inc. as the administrative entity.

The SDA is comprised of three elements:

1. Private Industry Council (PIC) - which consists of 17 members representing a cross-section of the SDA population. The PIC is responsible for providing guidance for program development and for monitoring the operations of the administrative entity.
2. Designated Chief Elected Official - a police jury president elected by his peers from the Seventh Planning District. His responsibilities are the same as the PIC.

3. **Administrative Entity** - the organization selected by the PIC to administer the program. All actions by the administrative entity must be approved by the PIC and the designated chief elected official.

The designated chief elected official notified the Assistant Secretary of Labor, State of Louisiana, that the Union Community Action Association, Inc. was designated as the administrative entity for the SDA and that all funds and copies of correspondence should be sent to the Union Community Action Association, Inc. This notification also stated that all bookkeeping and program documents would be maintained by the Union Community Action Association, Inc. Further, the Union Parish Police Jury appointed Charles H. Kelley as the contracting officer for the JTPA program to act on behalf of the police jury.

The Union Parish Police Jury is the designated grant recipient and (1) has accepted full responsibility for funds expended under the grant, (2) has assured the Louisiana Department of Labor that all funds provided will be expended according to limitations set forth in the Job Training Partnership Act, federal and state regulations, and the approved job training plan, and (3) that it will reimburse the Louisiana Department of Labor for any questioned costs which are ultimately disallowed by the United States Department of Labor. Funds are provided by the Louisiana Department of Labor through a letter of credit arrangement into a bank account in the name of the Union Parish JTPA which operates the day-to-day activities of the program.

16. LANDFILL CLOSURE AND POST-CLOSURE CARE COSTS

State and federal laws and regulations require the police jury to place a final cover on its landfill when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for thirty years after closure. Although final closure and postclosure care costs will be paid only near or after the date that the landfill stops accepting waste, the police jury reports a portion of those closure and postclosure care costs in long-term debt on Statement A, based on cumulative landfill capacity used as of December 31 of each year. The \$1,305,583 reported as landfill closure and postclosure care liability at December 31, 1997, represents 18.7 percent of the estimated capacity of the landfill. Of that amount, \$342,645 is attributable to operations of the current year. The police jury will recognize the remaining estimated cost of closure and postclosure care of \$5,669,000 as the remaining capacity is filled. These amounts are based on what it would cost to perform all closure and postclosure care in 1997. The police jury expects to close the landfill in 2013. Actual costs may be higher due to inflation, changes in technology, or changes in regulations.

In its landfill permit, the police jury agreed to designate \$1 for each ton of Type II waste received into the landfill for post-closure care costs. At December 31, 1997, there are approximately 215,998 tons of Type II waste in the landfill. As shown on Statement A, the police jury has designated \$216,000 at December 31, 1997, for landfill post-closure care costs.

SUPPLEMENTAL INFORMATION SCHEDULES

UNION PARISH POLICE JURY
Farmerville , Louisiana
SUPPLEMENTAL INFORMATION SCHEDULES
As of and for the Year Ended December 31, 1997

SPECIAL REVENUE FUNDS

PUBLIC WORKS

Road Maintenance Fund

The Road Maintenance Fund accounts for the maintenance of the parish highways, streets, and bridges. Financing is provided by the State of Louisiana Parish Transportation Fund, state revenue sharing, sales tax transfers, and a specific parishwide ad valorem tax. In addition, the fund receives miscellaneous revenues from interest earnings, sales of surplus equipment, et cetera.

Road Construction Fund

The Road Construction Fund accounts for major upgrades and repairs of parish highways, streets, and bridges. Financing is provided by state revenue sharing, interest earnings, and a specific parishwide ad valorem tax.

Sales Tax Fund

The Sales Tax Fund accounts for the collection of solid waste in the parish and for the operation of a sanitary landfill. Financing is provided by a parishwide sales tax.

PUBLIC SAFETY

Detention Center Commission Fund

The Detention Center Commission Center Fund accounts for cost of housing prisoners convicted of state offenses at the parish prison. Financing is provided by state funds and transfers from the General Fund.

Communications District Fund

The Communications District Fund accounts for the establishment, maintenance, and operation of the 911 emergency telephone system for Union Parish. Financing is provided by a 5 per cent service charge on local telephone service within the parish.

Inmate Welfare Fund

The Inmate Welfare Fund accounts for commissary sales and purchases at the Union Parish Detention Center.

LIBRARY FUND

The Library Fund is primarily financed by a 1.96 mill parishwide ad valorem tax and is used to furnish books, periodicals, and other related materials for the citizens of Union Parish. Additional financing is provided by a special state grant.

HEALTH UNIT FUND

The Health Unit Fund accounts for the maintenance and operation of the parish health unit. Financing is provided by a specific parishwide ad valorem tax, interest earnings, ending machine commissions, and state revenue sharing.

CRIMINAL COURT FUND

The Third Judicial District Criminal Court Fund (Union Parish) is established under Section 571.11 of Title 15 of the Louisiana Revised Statutes of 1950, which provides that fines and forfeitures imposed by the district courts and district attorney conviction fees in criminal cases be transferred to the parish treasurer and deposited into a special account to be used for the expenses of the criminal court of the parish. Expenditures are made from the fund on motion of the district attorney and approval of the district judge. The statute also requires that one-half of the funds (fund balance) remaining in the Criminal Court Fund at December 31 of each year be transferred to the parish General Fund.

HUD SECTION 8 HOUSING FUND

The HUD Section 8 Housing Fund accounts for the operations of the lower income housing assistance program, which provides aid to very low income families in obtaining decent, safe, and sanitary rental housing. Financing is provided by a federal grant. This fund began in 1987.

OFF-DUTY OFFICER WITNESS FEE FUND

The Off-Duty Officer Witness Fee Fund pays law enforcement officers who are required to appear in court as witnesses on their days off. Financing is provided by court costs assessed on cases tried in the district court.

UNEMPLOYMENT FUND

The employment fund accounts for the jury's self-insurance program. Funds are provided by transfers from other funds.

JOB TRAINING PARTNERSHIP ACT FUND

The Job Training Partnership Act (JTPA) Fund accounts for grants from the United States Department of Labor through the Louisiana Department of Labor. Grants are subsequently transferred to Union Community Action Agency, which administers the program under contract with the police jury. The JTPA program provides job training and related assistance to economically disadvantaged individuals. The ultimate goal of the program is to move trainees into permanent, self-sustaining employment.

AIRPORT FUND

The Airport Fund accounts for the general operating expenditures of the Airport Fund. Financing is provided by transfers from the general fund and the rental of hangers.

Statement A

UNION PARISH POLICE JURY
Farmerville, Louisiana
ALL FUND TYPES AND ACCOUNT GROUPS

Combined Balance Sheet, December 31, 1997

| | ... GOVERNMENTAL FUND TYPE... | | FIDUCIARY FUND TYPE - | | ... ACCOUNT GROUPS ... | | | TOTAL (MEMORANDUM ONLY) |
|---|-------------------------------|-----------------------|----------------------------|----------------------|-------------------------------|--|---------------------|-------------------------|
| | GENERAL FUND | SPECIAL REVENUE FUNDS | INMATE BANKING AGENCY FUND | GENERAL FIXED ASSETS | GENERAL LONG-TERM OBLIGATIONS | | | |
| ASSETS AND OTHER DEBITS | | | | | | | | |
| Cash and cash equivalents | \$36,319 | \$382,664 | \$7,796 | | | | \$426,779 | |
| Investments | 341,512 | 2,391,773 | | | | | 2,733,285 | |
| Receivables | 414,403 | 1,133,111 | | | | | 1,547,514 | |
| Due from other funds | 10,139 | 67,693 | | | | | 77,832 | |
| Land, buildings, and equipment | | | | \$11,403,889 | | | 11,403,889 | |
| Amount to be provided for retirement of general long-term obligations | | | | | \$1,401,920 | | 1,401,920 | |
| TOTAL ASSETS AND OTHER DEBITS | <u>\$802,373</u> | <u>\$3,975,241</u> | <u>\$7,796</u> | <u>\$11,403,889</u> | <u>\$1,401,920</u> | | <u>\$17,591,219</u> | |
| LIABILITIES AND FUND EQUITY | | | | | | | | |
| Liabilities: | | | | | | | | |
| Accounts payable | \$32,116 | 139,968 | | | | | 172,084 | |
| Salary and wages payable | | 62,194 | | | | | 62,194 | |
| Due to other funds | 67,605 | 10,227 | | | | | 77,832 | |
| Due to others | | | \$7,796 | | | | 7,796 | |
| Deferred revenue | | 37,010 | | | | | 37,010 | |
| Deposits | | 8,050 | | | | | 8,050 | |
| Compensated absences | | | | | \$96,337 | | 96,337 | |
| Landfill closure and postclosure care | | | | | 1,305,583 | | 1,305,583 | |
| Total Liabilities | <u>99,721</u> | <u>257,449</u> | <u>7,796</u> | <u>NONE</u> | <u>1,401,920</u> | | <u>1,766,886</u> | |

| | | | | | |
|--|------------------|--------------------|----------------|--------------------|---------------------|
| Fund Equity: | | | | | |
| Investment in general fixed assets | | | | | 11,403,889 |
| Fund balances: | | | | | \$11,403,889 |
| Reserved for financial assurance | 216,000 | | | | 216,000 |
| Unreserved - designated for municipalities | 18,057 | | | | 18,057 |
| Unreserved - undesignated | 3,483,735 | | | | 4,186,387 |
| Total Fund Equity | <u>702,652</u> | <u>3,717,792</u> | <u>NONE</u> | <u>NONE</u> | <u>15,824,333</u> |
| TOTAL LIABILITIES | | | | | |
| AND FUND EQUITY | <u>\$802,373</u> | <u>\$3,975,241</u> | <u>\$7,796</u> | <u>\$1,401,920</u> | <u>\$17,591,219</u> |

(Concluded)
The accompanying notes are an integral part of this statement.

UNION PARISH POLICE JURY
Farmerville, Louisiana
SPECIAL REVENUE FUNDS

Combining Balance Sheet, December 31, 1997

| | PUBLIC WORKS | PUBLIC SAFETY | LIBRARY | HEALTH UNIT | CRIMINAL COURT | SECTION 8 | WITNESS | UNEMPLOYMENT | AIRPORT | TOTAL |
|--|--------------------|----------------|------------------|------------------|----------------|-----------------|-----------------|-----------------|-------------|--------------------|
| ASSETS | | | | | | | | | | |
| Cash and cash equivalents | \$139,526 | \$175,316 | \$6,860 | \$7,771 | \$2,713 | \$37,010 | \$2,431 | \$10,993 | \$44 | \$382,664 |
| Investments | 1,710,374 | 402,874 | 83,635 | 77,050 | | | 30,215 | 87,625 | | 2,391,773 |
| Receivables | 825,041 | 53,145 | 156,877 | 98,048 | | | | | | 1,133,111 |
| Due from other funds | 88 | 67,605 | | | | | | | | 67,693 |
| TOTAL ASSETS | \$2,675,029 | 698,940 | \$247,372 | \$182,869 | \$2,713 | \$37,010 | \$32,646 | \$98,618 | \$44 | \$3,975,241 |
| LIABILITIES AND FUND EQUITY | | | | | | | | | | |
| Liabilities: | | | | | | | | | | |
| Accounts payable | \$81,642 | \$35,608 | \$10,490 | \$3,643 | \$8,585 | | | | | \$139,968 |
| Salary and wages payable | 38,601 | 23,593 | | | | | | | | 62,194 |
| Due to other funds | | | 227 | | 10,000 | \$37,010 | | | | 10,227 |
| Deferred revenue | | | | | | | | | | 37,010 |
| Deposits | 8,050 | | | | | | | | | 8,050 |
| Total Liabilities | 128,293 | 59,201 | 10,717 | 3,643 | 18,585 | 37,010 | NONE | NONE | NONE | 257,449 |
| Fund Equity - fund balances: | | | | | | | | | | |
| Reserved for financial assurance | 216,000 | | | | | | | | | 8,000 |
| Designated for municipalities | 18,057 | | | | | | | | | 18,057 |
| Unreserved - undesignated | 2,312,679 | 639,739 | 236,655 | 170,226 | (15,872) | | \$32,646 | \$98,618 | \$44 | 3,483,735 |
| Total Fund Equity | 2,546,736 | 639,739 | 236,655 | 179,226 | (15,872) | NONE | 32,646 | 98,618 | 44 | 3,509,792 |
| TOTAL LIABILITIES AND FUND EQUITY | \$2,675,029 | 698,940 | \$247,372 | \$182,869 | \$2,713 | \$37,010 | \$32,646 | \$98,618 | \$44 | \$3,975,241 |

UNION PARISH POLICE JURY
Farmerville, Louisiana
SPECIAL REVENUE FUNDS

Combining Schedule of Revenues, Expenditures
and Changes in Fund Balances
For the Year Ended December 31, 1997

| | PUBLIC WORKS | PUBLIC SAFETY | LIBRARY | HEALTH UNIT | CRIMINAL COURT | SECTION 8 | WITNESS FEE | UNEMPLOY- MENT | JTPA | AIRPORT | TOTAL |
|--------------------------------|------------------|------------------|----------------|----------------|-------------------|----------------|----------------|-------------------|------------------|--------------|------------------|
| REVENUES | | | | | | | | | | | |
| Taxes: | | | | | | | | | | | |
| Ad valorem taxes | \$649,315 | | \$138,150 | \$85,136 | | | | | | | \$872,601 |
| Sales and use taxes | 1,392,940 | | | | | | | | | | 1,392,940 |
| Intergovernmental: | | | | | | | | | | | |
| Federal grants | 17,436 | \$10,111 | 3,713 | 2,421 | | \$183,883 | | | \$1,311,831 | | 1,529,395 |
| State funds: | | | | | | | | | | | |
| Parish transportation funds | 496,929 | | | | | | | | | | 496,929 |
| Housing inmates | | 524,853 | | | | | | | | | 524,853 |
| State revenue sharing (net) | 116,709 | | 32,394 | 21,189 | | | | | | | 170,292 |
| Other | 8,037 | 5,948 | 13,555 | | | | | | | \$800 | 27,540 |
| Fees, charges, and commissions | 588,835 | 182,093 | 2,751 | | | | | | | | 774,479 |
| Fines and forfeitures | | | 1,152 | | \$142,328 | | \$9,180 | | | | 152,660 |
| Use of money and property | 90,416 | 21,859 | 6,937 | 5,695 | | | 1,320 | | | | 129,784 |
| Other revenues | 16,599 | 555 | 770 | | 1,397 | | | | | | 19,321 |
| Total revenues | <u>3,377,216</u> | <u>745,419</u> | <u>199,422</u> | <u>114,441</u> | <u>143,725</u> | <u>183,883</u> | <u>10,500</u> | <u>3,557</u> | <u>1,311,831</u> | <u>800</u> | <u>6,090,794</u> |
| EXPENDITURES | | | | | | | | | | | |
| Current: | | | | | | | | | | | |
| General government: | | | | | | | | | | | |
| Judicial | | | | | 144,377 | | 3,625 | | | | 148,002 |
| Finance and administrative | | | | | | | | 7,347 | | | 7,347 |
| Public safety | | 1,098,704 | | | | | | | | | 1,098,704 |
| Public works | 2,708,727 | | | | | | | | 1,311,831 | | 2,708,727 |
| Health and welfare | | | | 97,105 | | 183,883 | | | | | 1,592,819 |
| Culture and recreation | | | 151,154 | | | | | | | 1,556 | 151,154 |
| Transportation | | | | | | | | | | | 1,556 |
| Capital outlay | <u>163,499</u> | <u>18,610</u> | <u>28,932</u> | <u>205</u> | <u>205</u> | <u>183,883</u> | <u>3,625</u> | <u>7,347</u> | <u>1,311,831</u> | <u>1,556</u> | <u>211,246</u> |
| Total expenditures | <u>2,872,226</u> | <u>1,117,314</u> | <u>180,086</u> | <u>97,105</u> | <u>144,582</u> | <u>183,883</u> | <u>3,625</u> | <u>7,347</u> | <u>1,311,831</u> | <u>1,556</u> | <u>5,919,555</u> |

| | | | | | | | | | | | |
|---|--------------------|------------------|------------------|------------------|-------------------|-------------|-----------------|-----------------|-------------|--------------|--------------------|
| EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES | <u>504,990</u> | <u>(371,895)</u> | <u>19,336</u> | <u>17,336</u> | <u>(857)</u> | <u>NONE</u> | <u>6,875</u> | <u>(3,790)</u> | <u>NONE</u> | <u>(756)</u> | <u>171,239</u> |
| OTHER FINANCING SOURCES (Use) | | | | | | | | | | | |
| Sale of fixed assets | | 1,020 | | | | | | | | | 1,020 |
| Operating transfers in | 570,000 | 537,605 | | | | | | 43,818 | | 800 | 1,152,223 |
| Operating transfers out | <u>(594,216)</u> | <u>(12,584)</u> | <u>(2,142)</u> | | <u>(2,092)</u> | | | | | | <u>(611,034)</u> |
| Total other financing sources (use) | <u>(24,216)</u> | <u>526,041</u> | <u>(2,142)</u> | <u>NONE</u> | <u>(2,092)</u> | <u>NONE</u> | <u>NONE</u> | <u>43,818</u> | <u>NONE</u> | <u>800</u> | <u>542,209</u> |
| EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES | 480,774 | 154,146 | 17,194 | 17,336 | (2,949) | NONE | 6,875 | 40,028 | NONE | 44 | 713,448 |
| FUND BALANCES AT BEGINNING OF YEAR | <u>2,065,962</u> | <u>485,593</u> | <u>219,461</u> | <u>161,890</u> | <u>(12,923)</u> | <u>NONE</u> | <u>25,771</u> | <u>58,590</u> | <u>NONE</u> | <u>NONE</u> | <u>3,004,344</u> |
| FUND BALANCES AT END OF YEAR | <u>\$2,546,736</u> | <u>\$639,739</u> | <u>\$236,655</u> | <u>\$179,226</u> | <u>(\$15,872)</u> | <u>NONE</u> | <u>\$32,646</u> | <u>\$98,618</u> | <u>NONE</u> | <u>\$44</u> | <u>\$3,717,792</u> |

UNION PARISH POLICE JURY
Farmerville, Louisiana
SPECIAL REVENUE FUNDS - PUBLIC WORKS

Combining Balance Sheet, December 31, 1997

| | <u>ROAD MAINTENANCE</u> | <u>ROAD CONSTRUCTION</u> | <u>SALES TAX</u> | <u>TOTAL</u> |
|--|-----------------------------|------------------------------|----------------------|------------------|
| ASSETS | | | | |
| Cash and cash equivalents | \$1,025 | \$245 | \$138,256 | \$139,526 |
| Investments | 132,213 | 384,241 | 1,193,920 | 1,710,374 |
| Receivables | 455,251 | 320,389 | 49,401 | 825,041 |
| Due from other funds | 88 | | | 88 |
| | <u>588,577</u> | <u>704,875</u> | <u>1,381,577</u> | <u>2,675,029</u> |
| TOTAL ASSETS | | | | |
| LIABILITIES AND FUND EQUITY | | | | |
| Liabilities: | | | | |
| Accounts payable | \$54,364 | \$9,904 | \$17,374 | \$81,642 |
| Salary and wages payable | 20,064 | | 18,537 | 38,601 |
| Deposits | 8,050 | | | 8,050 |
| Total Liabilities | <u>82,478</u> | <u>9,904</u> | <u>35,911</u> | <u>128,293</u> |
| Fund Equity - fund balances: | | | | |
| Reserved for financial assurance | | | 216,000 | 216,000 |
| Unreserved: | | | | |
| Designated for municipalities | 18,057 | | | 18,057 |
| Unreserved- undesignated | 488,042 | 694,971 | 1,129,666 | 2,312,679 |
| Total Fund Equity | <u>506,099</u> | <u>694,971</u> | <u>1,345,666</u> | <u>2,546,736</u> |
| | <u>588,577</u> | <u>704,875</u> | <u>1,381,577</u> | <u>2,675,029</u> |
| TOTAL LIABILITIES AND FUND EQUITY | | | | |

UNION PARISH POLICE JURY
Farmerville, Louisiana
SPECIAL REVENUE FUNDS - PUBLIC WORKS

Combining Schedule of Revenues, Expenditures
and Changes in Fund Balances
For the Year Ended December 31, 1997

| | <u>ROAD MAINTENANCE</u> | <u>ROAD CONSTRUCTION</u> | <u>SALES TAX</u> | <u>TOTAL</u> |
|---|-----------------------------|------------------------------|----------------------|------------------|
| REVENUES | | | | |
| Taxes: | | | | |
| Ad valorem taxes | \$354,016 | \$295,299 | | \$649,315 |
| Sales and use taxes | | | \$1,392,940 | 1,392,940 |
| Intergovernmental: | | | | |
| Federal grants | 9,503 | 7,933 | | 17,436 |
| State funds: | | | | |
| Parish transportation funds | 496,929 | | | 496,929 |
| State revenue sharing (net) | 62,157 | 54,552 | | 116,709 |
| Other | 6,796 | | 1,241 | 8,037 |
| Fees, charges, and commissions | 56,984 | | 531,851 | 588,835 |
| Use of money and property | 16,648 | 25,933 | 47,835 | 90,416 |
| Other revenues | | 16,599 | | 16,599 |
| Total revenues | <u>1,003,033</u> | <u>400,316</u> | <u>1,973,867</u> | <u>3,377,216</u> |
| EXPENDITURES | | | | |
| Current - public works | 1,340,445 | 397,752 | 970,530 | 2,708,727 |
| Capital outlay | 21,686 | | 141,813 | 163,499 |
| Total expenditures | <u>1,362,131</u> | <u>397,752</u> | <u>1,112,343</u> | <u>2,872,226</u> |
| EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES | | | | |
| | <u>(359,098)</u> | <u>2,564</u> | <u>861,524</u> | <u>504,990</u> |
| OTHER FINANCING SOURCE (Use) | | | | |
| Operating transfers in | 300,000 | 270,000 | | 570,000 |
| Operating transfers out | (12,660) | (642) | (580,914) | (594,216) |
| Total other financing source (use) | <u>287,340</u> | <u>269,358</u> | <u>(580,914)</u> | <u>(24,216)</u> |
| EXCESS (Deficiency) OF REVENUES AND OTHER SOURCE OVER EXPENDITURES AND OTHER USE | | | | |
| | (71,758) | 271,922 | 280,610 | 480,774 |
| FUND BALANCES AT BEGINNING OF YEAR | | | | |
| | <u>577,857</u> | <u>423,049</u> | <u>1,065,056</u> | <u>2,065,962</u> |
| FUND BALANCES AT END OF YEAR | | | | |
| | <u>\$506,099</u> | <u>\$694,971</u> | <u>\$1,345,666</u> | <u>\$254,673</u> |

UNION PARISH POLICE JURY
Farmerville, Louisiana
SPECIAL REVENUE FUNDS - PUBLIC SAFETY

Combining Balance Sheet, December 31, 1997

| | <u>DETENTION CENTER</u> | <u>COMMUN- ICATIONS DISTRICT</u> | <u>INMATE WELFARE</u> | <u>TOTAL</u> |
|--|-----------------------------|--|---------------------------|------------------|
| ASSETS | | | | |
| Cash and cash equivalents | \$52,669 | \$16,097 | \$106,550 | \$175,316 |
| Investments | | 402,874 | | 402,874 |
| Receivables | 44,646 | 8,499 | | 53,145 |
| Due from other funds | <u>67,605</u> | | | <u>67,605</u> |
| TOTAL ASSETS | <u>\$164,920</u> | <u>\$427,470</u> | <u>\$106,550</u> | <u>\$698,940</u> |
| LIABILITIES AND FUND EQUITY | | | | |
| Liabilities: | | | | |
| Accounts payable | \$35,320 | \$288 | | \$35,608 |
| Salary and wages payable | <u>23,593</u> | | | <u>23,593</u> |
| Total Liabilities | <u>58,913</u> | <u>288</u> | <u>NONE</u> | <u>59,201</u> |
| Fund Equity - fund balances: | | | | |
| Unreserved- undesignated | <u>106,007</u> | <u>427,182</u> | <u>\$106,550</u> | <u>639,739</u> |
| Total Fund Equity | <u>106,007</u> | <u>427,182</u> | <u>106,550</u> | <u>639,739</u> |
| TOTAL LIABILITIES AND FUND EQUITY | <u>\$164,920</u> | <u>\$427,470</u> | <u>\$106,550</u> | <u>\$698,940</u> |

UNION PARISH POLICE JURY
Farmerville, Louisiana
SPECIAL REVENUE FUNDS - PUBLIC SAFETY

Combining Schedule of Revenues, Expenditures
and Changes in Fund Balances
For the Year Ended December 31, 1997

| | <u>DETENTION CENTER</u> | <u>COMMUN- ICATIONS DISTRICT</u> | <u>INMATE WELFARE</u> | <u>TOTAL</u> |
|---|-----------------------------|--|---------------------------|------------------|
| REVENUES | | | | |
| Intergovernmental: | | | | |
| Federal grants | \$10,111 | | | \$10,111 |
| State funds: | | | | |
| Housing inmates | 524,853 | | | 524,853 |
| Other | 5,948 | | | 5,948 |
| Fees, charges, and commissions | | \$95,839 | \$86,254 | 182,093 |
| Use of money and property | | 18,977 | 2,882 | 21,859 |
| Other revenues | | 555 | | 555 |
| Total revenues | <u>540,912</u> | <u>115,371</u> | <u>89,136</u> | <u>745,419</u> |
| EXPENDITURES | | | | |
| Current - public safety | 1,006,986 | 28,008 | 63,710 | 1,098,704 |
| Capital outlay | <u>12,000</u> | <u>6,610</u> | | <u>18,610</u> |
| Total expenditures | <u>1,018,986</u> | <u>34,618</u> | <u>63,710</u> | <u>1,117,314</u> |
| EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES | <u>(478,074)</u> | <u>80,753</u> | <u>25,426</u> | <u>(371,895)</u> |
| OTHER FINANCING SOURCES (Use) | | | | |
| Sale of fixed assets | 1,020 | | | 1,020 |
| Operating transfers in | 537,605 | | | 537,605 |
| Operating transfers out | <u>(12,117)</u> | <u>(467)</u> | | <u>(12,584)</u> |
| Total other financing sources (use) | <u>526,508</u> | <u>(467)</u> | <u>NONE</u> | <u>526,041</u> |
| EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USE | 48,434 | 80,286 | 25,426 | 154,146 |
| FUND BALANCES AT BEGINNING OF YEAR | <u>57,573</u> | <u>346,896</u> | <u>81,124</u> | <u>485,593</u> |
| FUND BALANCES AT END OF YEAR | <u>\$106,007</u> | <u>\$427,182</u> | <u>\$106,550</u> | <u>\$639,739</u> |

UNION PARISH POLICE JURY
Farmerville , Louisiana
SUPPLEMENTAL INFORMATION SCHEDULES
As of and for the Year Ended December 31, 1997

COMPENSATION PAID POLICE JURORS

The schedule of compensation paid to police jurors is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the police jurors is included in the legislative expenditures of the General Fund. In accordance with Louisiana Revised Statute 33:1233, the police jury has elected the monthly payment method of compensation. Under this method, the president receives \$700 per month and the other jurors receive \$600 per month.

UNION PARISH POLICE JURY
Farmerville, Louisiana

Schedule of Compensation Paid Police Jurors
For the Year Ended December 31, 1997

| | |
|-------------------------------|-----------------|
| Elbert D. Albritton | \$7,200 |
| Connie R. Alford | 7,200 |
| Richard E. Bridges | 7,200 |
| DeWayne Hill | 7,200 |
| Raymon Roan | 7,200 |
| James M. Rhodes | 7,200 |
| Willie T. Sensley, Sr. | 7,200 |
| Danny A. Smith | 7,200 |
| George W. Wiltcher, President | <u>8,400</u> |
| Total | <u>\$66,000</u> |

**Independent Auditor's Report on Compliance with
Laws, Regulations, Contracts, and Grants,
and Internal Control**

The following independent auditor's reports on compliance with laws, regulations, contracts, and grants and internal control are presented in compliance with the requirements of *Government Auditing Standards*, issued by the Comptroller General of the United States; the U. S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; the *Single Audit Act Amendments of 1996*; and the *Louisiana Governmental Audit Guide*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.



Independent Auditor's Report on Compliance and Internal Control Over Financial Reporting

UNION PARISH POLICE JURY
Farmerville, Louisiana

I have audited the primary government financial statements of the Union Parish Police Jury as of and for the year ended December 31, 1997, and have issued my report thereon dated March 9, 1998. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Union Parish Police Jury's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered Union Parish Police Jury's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

MEMBER AMERICAN
INSTITUTE OF CERTIFIED
PUBLIC ACCOUNTANTS

SOCIETY OF LOUISIANA
CERTIFIED PUBLIC
ACCOUNTANTS

PRACTICE LIMITED TO
GOVERNMENTAL
ACCOUNTING, AUDITING
AND FINANCIAL REPORTING

116 PROFESSIONAL DRIVE,
WEST MONROE,
LOUISIANA 71291
PHONE 318.325.2121
TOLL FREE LOUISIANA
1.800.541.5020
FAX 318.324.1630

UNION PARISH POLICE JURY

Farmerville, Louisiana

Independent Auditor's Report on Compliance

And Internal Control Over Financial Reporting, etc.

December 31, 1997

This report is intended for the information of the members of the Union Parish Police Jury, management of the police jury, federal awarding agencies and pass-through entities. This is not intended to limit the distribution of this report, which is a matter of public record.

A handwritten signature in black ink, appearing to be 'V. J. ...', written over the typed name.

West Monroe, Louisiana

March 9, 1998



**Independent Auditor's Report on Compliance
With Requirements Applicable to Each Major Program
and Internal Control Over Compliance**

UNION PARISH POLICE JURY
Farmerville, Louisiana

Compliance

I have audited the compliance of the Union Parish Police Jury with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to its major federal programs for the year ended December 31, 1997. Union Parish Police Jury's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal programs are the responsibility of the Union Parish Police Jury's management. My responsibility is to express an opinion on the Union Parish Police Jury's compliance based on my audit.

I conducted my audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Union Parish Police Jury's compliance with those requirements and performing such other procedures as I consider necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on Union Parish Police Jury's compliance with those requirements.

In my opinion, Union Parish Police Jury complied, in all material respects, with the requirements referred to above that are applicable to its major federal programs for the year ended December 31, 1997. The results of my auditing procedures disclosed no instances of noncompliance with those requirements that are required to be reported in accordance with OMB Circular A-133.

MEMBER AMERICAN
INSTITUTE OF CERTIFIED
PUBLIC ACCOUNTANTS

SOCIETY OF LOUISIANA
CERTIFIED PUBLIC
ACCOUNTANTS

PRACTICE LIMITED TO
GOVERNMENTAL
ACCOUNTING, AUDITING
AND FINANCIAL REPORTING

116 PROFESSIONAL DRIVE,
WEST MONROE,
LOUISIANA 71291
PHONE 318.325.2121
TOLL FREE LOUISIANA
1.800.541.5020
FAX 318.324.1630

UNION PARISH POLICE JURY

Farmerville, Louisiana

Independent Auditor's Report on Compliance

**With Requirements Applicable to Each Major
Program and Internal Control Over Compliance, etc.**

December 31, 1997

Internal Control Over Compliance

The management of the Union Parish Police Jury is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing my audit, I considered Union Parish Police Jury's internal control over compliance with requirements that could have a direct and material effect on its major federal programs in order to determine my auditing procedures for the purpose of expressing my opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

My consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over compliance and its operation that I consider to be material weaknesses.

This report is intended for the information of the members of the Union Parish Police Jury, management of the police jury, federal awarding agencies and pass-through entities. This is not intended to limit the distribution of this report, which is a matter of public record.



West Monroe, Louisiana
March 9, 1998

**UNION PARISH POLICE JURY
Farmerville, Louisiana**

**Schedule of Findings and Questioned Costs
For the Year Ended December 31, 1997**

A. SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unqualified opinion on the primary government financial statements of the Union Parish Police Jury.
2. No reportable conditions relating to the audit of the financial statements are reported in the Independent Auditor's Report on Compliance and Internal Control Over Financial Reporting.
3. No instances of noncompliance material to the financial statements of the Union Parish Police Jury were disclosed during the audit.
4. No reportable conditions relating to the audit of the major federal award programs are reported in the Auditor's Report on Compliance With Requirements Applicable to Each Major Program and Internal Control Over Compliance.
5. The auditor's report on compliance for the major federal award programs for the Union Parish Police Jury expresses an unqualified opinion.
6. No audit findings relative to the major federal award programs for the Union Parish Police Jury are reported.
7. The programs tested as major programs included:
 - a. United States Department of Housing and Urban Development CDBG Grant - CFDA 14.228
 - b. United States Department of Labor - Job Training Partnership Act - CFDA 17.250
 - c. Food Stamp Cluster:
 1. USDA Food Stamp Program - CFDA 10.551
 2. USDA Food Stamp Administration - CFDA 10.561
8. The threshold for distinguishing Type A and B programs was \$300,000.

(Continued)

UNION PARISH POLICE JURY
Farmerville, Louisiana

Schedule of Findings and Questioned Costs (Continued)
For the Year Ended December 31, 1997

9. The Union Parish Police Jury was not determined to be a low-risk auditee.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

No findings resulted from the financial statement audit.

**C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL
AWARD PROGRAMS AUDIT**

None

(Concluded)

UNION PARISH POLICE JURY
Farmerville, Louisiana

Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 1997

| FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/ PROGRAM NAME | CFDA NUMBER | PASS-THROUGH GRANT NUMBER | (DEFERRED) ACCRUED REVENUE AT DECEMBER 31, 1996 | REVENUE RECOGNIZED | ISSUES/ EXPENDITURES | (DEFERRED) ACCRUED REVENUE AT DECEMBER 31, 1997 |
|--|----------------|---------------------------------|---|-----------------------|-------------------------|---|
| United States Department of Agriculture | | | | | | |
| Passed through Louisiana Department of Social Services: | | | | | | |
| Food Stamps | 10.551 | 2211101 | (\$717,427) | \$942,250 | \$1,573,120 | (\$86,557) # |
| Administrative costs - Food Stamp program | 10.561 | 2211101 | 4,442 | 27,801 | 27,801 | 9,034 |
| Total U.S. Department of Agriculture | | | <u>(712,985)</u> | <u>970,051</u> | <u>1,600,921</u> | <u>(77,523)</u> |
| United States Department of Housing and Urban Development | | | | | | |
| Direct program - Lower-Income Housing Assistance Program | 14.156 | N/A | NONE | 183,883 | 183,883 | NONE |
| Passed through Office of the Governor, Division of Administration - Community Development Block Grant (States Program) | 14.228 | 101-2094 | 104,196 | 507,753 | 507,753 | NONE |
| Total United States Department of Housing and Urban Development | | | <u>104,196</u> | <u>691,636</u> | <u>691,636</u> | <u>NONE</u> |
| United States Department of Labor | | | | | | |
| Passed through Union Community Action Agency - Jobs Training Partnership Act | 17.250 | N/A | NONE | 1,311,831 | 1,311,831 | NONE |
| United States Department of Justice | | | | | | |
| Direct program - Local Law Enforcement Block Grant | 16.592 | N/A | NONE | 10,111 | 10,111 | NONE |
| Other Financial Assistance | | | | | | |
| Direct program - United States Department of the Interior - Payment in Lieu of Taxes | NONE | N/A | NONE | 27,283 | 27,283 | NONE |
| Total Federal Financial Assistance | | | <u>(\$608,789)</u> | <u>\$3,010,912</u> | <u>\$3,641,782</u> | <u>(\$77,523)</u> |

FOOTNOTES:

- (1) The Schedule of Federal Awards was prepared on the modified accrual basis of accounting.
- (2) # Food stamp inventory at December 31

**UNION PARISH POLICE JURY
Farmerville, Louisiana**

**Summary Schedule of Prior Audit Findings
For the Year Ended December 31, 1997**

There were no audit findings reported in the audit for the year ended December 31, 1996.