

Jackson Parish Sales Tax Collection Agency  
Baton Rouge, Louisiana  
SUPPLEMENTAL INFORMATION SCHEDULE  
As of and for the Year Ended June 30, 1996

FIDUCIARY FUND TYPE - AGENCY FUND

SALES TAX COLLECTION AGENCY FUND

Louisiana Revised Statute 48:1711 (C) provides that the agency shall be authorized to serve as the collector of sales and use taxes in Jackson Parish. The Sales Tax Collection Agency Fund is used to account for the collection and distribution of these taxes to the appropriate taxing bodies.

Jackson Parish Sales Tax Collection Agency  
 Jonesboro, Louisiana

FIDUCIARY FUND - SALES TAX COLLECTION AGENCY FUND  
 Schedule of Changes in Deposits Due Others  
 For the Year Ended June 30, 1996

DEPOSIT BALANCE AT BEGINNING OF YEAR	\$ NONE
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ADDITIONS:	
Sales tax collections	4,858,548
Interest earned on collections	5,108
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Total deposits available	4,863,656
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REDUCTIONS:	
Taxes distributed to others:	
Jackson Parish School Board	2,583,778
Jackson Parish Police Jury	799,487
Town of Jonesboro	1,043,756
Village of Hedge	457,713
Village of North Hedge	18,698
Village of East Hedge	1,593
Village of Erno	5,187
Collection fees transferred to General Fund	88,367
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Total reductions	4,858,499
<hr/>	
DEPOSIT BALANCES AT END OF YEAR	\$ 2,741
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Jackson Parish Sales Tax Collection Agency  
Monroe, Louisiana  
Notes to the Financial Statements (Continued)

**1. LONG-TERM OBLIGATIONS**

Long-term obligations for compensated absences expected to be financed from governmental funds are reported in the general long-term obligations account group.

**K. TOTAL COLUMNS OF COMBINED STATEMENTS**

Total columns on the combined statements 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. CASH AND CASH EQUIVALENTS**

At June 30, 1996, the Jackson Parish Sales Tax Collection Agency has cash and cash equivalents (bank balances) totaling as follows:

Demand deposits including interest-bearing	\$ 9,753
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These deposits are stated at cost, which approximates market. Under state law, these deposits (or the related bank balances) must be secured by federal deposit insurance or 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 building or trusteed bank that is mutually acceptable to both parties. At June 30, 1996, the Jackson Parish Sales Tax Collection Agency has \$628,505 in deposits (reflected bank balances). These deposits are secured from risk by \$100,000 of federal deposit insurance and \$449,000 of pledged assets held by the trusteed bank in the name of the fiscal agent bank (Category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 30:1218 imposes a statutory requirement on the trusteed bank to advertise and sell the pledged securities within 90 days of being notified that the fiscal agent has failed to pay deposited funds upon demand.

**3. CHANGES IN GENERAL LONG-TERM OBLIGATIONS**

The following is a summary of the long-term obligation transactions for the year ended June 30, 1996:

	Compensated Absences
Long-term obligations payable at June 30, 1995	\$ 2,631
Additions	1,226
Reductions	1,371
Long-term obligations payable at June 30, 1996	\$ 2,486

Jackson Parish Sales Tax Collection Agency  
Bossiercore, Louisiana

General Purpose Financial Statements  
As of and for the Year Ended June 30, 1996  
With Supplemental Information Schedule

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Jackson Parish Sales Tax Collection Agency  
Bossiercore, Louisiana  
Notes to the Financial Statements (Continued)

4. COMPENSATED ABSENCES

At June 30, 1996, the employees of the Jackson Parish Sales Tax Collection Agency have accumulated and vested \$1,492 of employee leave benefits, which was computed in accordance with GASB Codification Section 608; these benefits are recorded within the general long-term obligations account group.

5. FIXED ASSETS

The changes in general fixed assets follow:

	Balance July 1, 1995	Additions	Deletions	Balance June 30, 1996
Machinery and equipment	\$ 5,979	\$ 731	\$	\$ 6,700
Total	\$ 5,979	\$ 731	\$ NONE	\$ 6,700

6. PENSION PLANS

Parishial Employees Retirement System

The sole employee of the Jackson Parish Sales Tax Collection Agency is a member of the Parishial Employees Retirement System of Louisiana (System), a multiple-employer (cost-sharing), public employees retirement system (PERS), cost funded and administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefits provisions. The employee of the agency is a member of Plan A.

All permanent employees working at least 28 hours per week who are paid wholly or in part by the Jackson Parish Sales Tax Collection Agency 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; or 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 percent 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, 1988, the benefit is equal to one percent of final average salary plus \$24 for each year of supplemental-plan-only service accrued before January 1, 1988.

Final-average salary is the employee's average salary over the 60 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 benefit accrued in their date of termination. The System also provides death and disability benefits. Benefits are established by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parishial Employees' Retirement System, Post Office Box 14619, Baton Rouge, Louisiana 70899-0619, or by calling (504) 928-1261.

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**INDEPENDENT AUDITORS' REPORT**

Mr. Robert Schmidt, President  
and Members of the Board of Commissioners  
Jackson Parish Sales Tax Collection Agency  
Jenner, Louisiana

We have audited the accompanying general purpose financial statements of the Jackson Parish Sales Tax Collection Agency, Jenner, Louisiana, as of and for the year ended June 30, 1996. These general purpose financial statements are the responsibility of the Jackson Parish Sales Tax Collection Agency, Jenner, Louisiana, management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

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

In our opinion, the general purpose financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Jackson Parish Sales Tax Collection Agency, Jenner, Louisiana, as of June 30, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The financial information listed as the supporting schedule in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of the Jackson Parish Sales Tax Collection Agency. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements.

  
KENNETH D. FALDEN & CO.  
Certified Public Accountants

Jenner, Louisiana  
August 28, 1996

Jackson Parish Sales Tax Collection Agency  
 Jonesboro, Louisiana  
**ALL FUND TYPES AND ACCOUNT GROUPS**  
 Combined Balance Sheet, June 30, 1996

Statement A

	GOVERNMENTAL FUNDS		FUNDARY FUNDS		ACCOUNT GROUPS		TOTAL (DEBIT OR CREDIT)	
	GENERAL FUND		SALES TAX COLLECTION AGENCY FUND		GENERAL FUNDS ASSETS	GENERAL LONG-TERM DEBITATIONS		
<b>ASSETS AND OTHER DEBITS</b>								
<i>Assets:</i>								
Cash and cash equivalents	\$	7,750	\$	2,740	\$	0	\$	10,490
Machinery and equipment						4,700		4,700
Amounts to be provided for retirement of general long-term obligations							2,492	2,492
<b>TOTAL ASSETS AND OTHER DEBITS</b>	\$	7,750	\$	2,740	\$	4,700	\$	15,190
<b>LIABILITIES, EQUITY, AND OTHER CREDITS</b>								
<i>Liabilities:</i>								
Accounts payable	\$	200	\$		\$	0	\$	200
Deferred revenues		5,056				0		5,056
Due to taxing bodies and others				2,740				2,740
Physical inventories and stockholdings payable		1,000						1,000
Compensated absences payable						2,492		2,492
<b>Total Liabilities</b>		6,256		2,740		2,492		11,488
<i>Equity and Other Credits:</i>								
Investment in grant of fixed assets						4,700		4,700
<b>Total Equity and Other Credits</b>		6,256		2,740		7,192		16,192
<b>TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS</b>	\$	12,512	\$	5,480	\$	9,684	\$	27,676

The accompanying notes are an integral part of this statement.

Jackson Parish Sales Tax Collection Agency  
 Jonesboro, Louisiana  
**GOVERNMENTAL FUND TYPE - GENERAL FUND**  
 Statement of Revenues, Expenditures,  
 and Changes in Fund Balances - Budget  
 (GAAP Basis) and Actual  
 For the Year Ended June 30, 1996

Statement #

	GENERAL FUND		VARIANCE FAVORABLE/ (UNFAVORABLE)
	BUDGET	ACTUAL	
<b>REVENUES</b>			
Fees, charges, and commissions for services	\$ 70,115	\$ 69,157	\$ (1,078)
Interest	90	97	7
Total revenues	70,205	69,254	(1,071)
<b>EXPENDITURES</b>			
General and administrative			
Salaries and related benefits	52,000	52,222	222
Insurance	2,100	2,043	57
Legal and accounting	7,000	8,221	(1,221)
Operating services	13,200	11,400	1,800
Heat	3,150	3,184	46
Supplies and conventions	1,475	1,623	(148)
Capital outlay	60,000	721	5,929
Total expenditures	70,215	69,254	(1,071)
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>
<b>FUND BALANCE AT BEGINNING OF YEAR</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>
<b>FUND BALANCE AT END OF YEAR</b>	<b>\$ NONE</b>	<b>\$ NONE</b>	<b>\$ NONE</b>

The accompanying notes are an integral part of this statement.



Jackson Parish Sales Tax Collection Agency  
Jonestown, Louisiana

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1996

## INTRODUCTION

As provided by Louisiana Revised Statute 33:2781 (C), the Jackson Parish Sales Tax Collection Agency serves as the collector of sales and use taxes for the parish. The Agency is governed by a Board of Commissioners comprised of five members, two of the members are selected from the Jackson Parish School Board, one from the Jackson Parish Police Jury and one each from the municipalities of Jonesboro, and Hedge, Louisiana, in accordance with a joint intergovernmental agreement among the agencies. The commissioners serve for indefinite terms at the pleasure of the taxing authority appointing them. The members of the Board serve without benefit of compensation. The Jackson Parish Sales Tax Collection Agency has one full-time employee, the Tax Administrator, appointed by the Board of Commissioners. The Agency also employs one additional person on a part-time basis.

## I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### A. BASIS OF PRESENTATION

The accompanying general purpose financial statements of the Jackson Parish Sales Tax Collection Agency have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

### B. REPORTING ENTITY

Governmental Accounting Standards Board Statement No. 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. The Jackson Parish Sales Tax Collection Agency was created as a political subdivision under the provisions of Louisiana Revised Statute 33:1711 (C). Members of the Board of Commissioners are appointed by taxing authorities imposing sales taxes within the parish and are solely accountable for fiscal matters, which include fiscal management for controlling the collection and disbursement of funds. Additionally, the agency is the collector for all sales and use taxes within the parish. Based on the above, the Jackson Parish Sales Tax Collection Agency was determined to be a separate governmental reporting entity. The Jackson Parish Sales Tax Collection Agency includes all funds, account groups, activities, or centers, that are within the primary responsibility of the agency. Certain units of local government over which the agency exercises no primary responsibility, such as the Jackson Parish Police Jury, School Board, Assessor, Clerk of Court, municipalities within the parish, and other independently elected officials are excluded from the accompanying general purpose financial statements. These local governments are neither controllable by nor answerable to the Jackson Parish Sales Tax Collection Agency. Further, their operations do not require the approval of the agency nor is the agency legally or morally responsible for their actions. They are considered separate reporting entities and issue financial statements separate from those of the Jackson Parish Sales Tax Collection Agency.

### C. FUND ACCOUNTING

The Jackson Parish Sales Tax Collection Agency 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 relating to certain government functions or activities.

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## INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Mr. Robert Schmidt, President  
and Members of the Board of Commissioners  
Jackson Parish Sales Tax Collection Agency  
Jonestown, Louisiana

We have audited the general purpose financial statements of the Jackson Parish Sales Tax Collection Agency, Jonestown, Louisiana, as of and for the year ended June 30, 1996, and have issued our report thereon dated August 28, 1996.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the Jackson Parish Sales Tax Collection Agency, Jonestown, Louisiana, is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Jackson Parish Sales Tax Collection Agency, Jonestown, Louisiana, for the year ended June 30, 1996, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Jackson Parish Sales Tax Collection Agency  
Jonestown, Louisiana  
Notes to the Financial Statements (Continued)

**D. BASIS OF ACCOUNTING (Continued)**

**Expenditures**

Expenditures are recognized under the modified accrual basis of accounting when the related fund liability is incurred.

The Sales Tax Collection Agency Fund is prepared on the cash basis of accounting.

**E. BUDGETS**

For the year ended June 30, 1996, the following budget provisions were utilized:

The proposed budgets were made available for public inspection prior to being legally adopted. All appropriations lapse at year end. Budgeted amounts included in the accompanying financial statements include the original adopted budgets and all subsequent amendments.

**F. ENCUMBRANCES**

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the Jackson Parish Sales Tax Collection Agency.

**G. CASH, CASH EQUIVALENTS AND INVESTMENTS**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in short-term time deposits. Under state law, the Jackson Parish Sales Tax Collection Agency 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 their principal offices in Louisiana.

Under state law, the Jackson Parish Sales Tax Collection Agency may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents. At June 30, 1996, the Jackson Parish Sales Tax Collection Agency had no investments.

**H. FIXED ASSETS**

Fixed assets of governmental funds are recorded as expenditures at the time they are purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. Public domain or infrastructure items are not capitalized. No depreciation has been provided on general fixed assets. All fixed assets of the agency are valued at historical cost.

**I. COMPENSATED ABSENCES**

Employees earn from two weeks to four weeks of vacation leave annually, depending upon length of service; employees earn five days of sick leave annually. The cost of unused leave privileges, computed in accordance with GASB Codification Section CSO, is recognized as a current year expenditure in the governmental funds when leave is actually taken.

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JACKSON PARISH SALES TAX COLLECTION AGENCY  
Jamboree, Louisiana

General Purpose Financial Statements  
As of and for the Year Ended June 30, 1996  
With Supplemental Information Schedule

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the media, or reviewed, orally and other appropriate public officials. This 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 NOV 20 1996

**KENNETH B. FOLDEN & CO.**  
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Jackson Parish Sales Tax Collection Agency  
Jonestown, Louisiana  
Notes to the Financial Statements (Continued)

C. FUND ACCOUNTING (Continued)

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group 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 financial resources.

Funds of the Jackson Parish Sales Tax Collection Agency are classified into two categories: governmental and fiduciary. Each category, in turn, is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

Governmental Fund

A governmental fund accounts for the Jackson Parish Sales Tax Collection Agency's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term obligations. The governmental fund of the agency is as

General Fund—the general operating fund of the Jackson Parish Sales Tax Collection Agency used to account for all financial resources of the agency.

Fiduciary Funds

Fiduciary funds account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the Jackson Parish Sales Tax Collection Agency. The fiduciary fund of the agency is as:

Agency fund—accounting for assets held by the agency on behalf of others as its agent. Agency funds are established in nature (assets equal liabilities) and do not involve measurement of results of operations.

D. BASIS OF ACCOUNTING

The accounting and financial 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 are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by all governmental funds. The governmental fund uses the following practices in recording revenues and expenditures:

Revenues

Under the modified accrual basis of accounting, revenues are recognized when measurable to accrual (i.e., when they become both measurable and available). "Measurable" means that 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.

Fees, charges, and commissions for services are recorded when the Jackson Parish Sales Tax Collection Agency is entitled to the funds.

Substantially all other revenues are recorded when received.

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**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE  
BASED ON AN AUDIT OF GENERAL PURPOSE  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

Mr. Robert Schmidt, President  
and Members of the Board of Commissioners  
Jackson Parish Sales Tax Collection Agency  
Jonestown, Louisiana

We have audited the general purpose financial statements of the Jackson Parish Sales Tax Collection Agency, Jonestown, Louisiana, as of and for the year ended June 30, 1996, and have issued our report thereon dated August 30, 1996.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to the Jackson Parish Sales Tax Collection Agency, Jonestown, Louisiana, is the responsibility of the management of the Jackson Parish Sales Tax Collection Agency. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Jackson Parish Sales Tax Collection Agency's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

We noted certain immaterial instances of noncompliance that we have reported to the management of the Jackson Parish Sales Tax Collection Agency in a separate letter dated August 30, 1996.

This report is intended for the information of the Board of Commissioners and management of the Jackson Parish Sales Tax Collection Agency, Jonestown, Louisiana. However, this report is a matter of public record and its distribution is not limited.

  
KENNETH D. FOLLEN & CO.  
Certified Public Accountants

Jonestown, Louisiana  
August 30, 1996

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Mr. Robert Schmidt, President  
and Members of the Board of Commissioners  
Jackson Parish Sales Tax Collection Agency  
Jamboreau, Louisiana

In planning and performing our audit of the general purpose financial statements of the Jackson Parish Sales Tax Collection Agency, as of and for the year then ended June 30, 1996, and to obtain reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of compliance as detailed below:

- (1) As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Jackson Parish Sales Tax Collection Agency's compliance with certain provisions of laws, regulations and contracts. The objective of our audit was not to provide an opinion on overall compliance with such provisions. Accordingly, we did not express such an opinion.

During our audit, we became aware of certain matters involving immaterial noncompliance with certain provisions of law for the year ended June 30, 1996. The circumstances that accompanies this letter summarizes our comments regarding these matters. (We previously reported on the Jackson Parish Sales Tax Collection Agency's compliance with laws in our report dated August 30, 1995.) This letter does not affect our report dated August 30, 1995, on the general purpose financial statements of the Jackson Parish Sales Tax Collection Agency.

Sincerely,



KENNETH D. FOLDS & CO.  
Certified Public Accountants

Jamboreau, Louisiana  
August 28, 1996

## BUDGET

For the year ended June 30, 1996, the Jackson Parish Sales Tax Collection Agency did not adequately amend its General Fund. This resulted in budgeted revenues exceeding actual revenues by more than five percent. Louisiana Revised Statute 29:1318 requires that amendments be made whenever actual revenues are falling to meet budgeted revenues by five percent or more.

We recommend that the Jackson Parish Sales Tax Collection Agency comply with Louisiana Revised Statute 29:1318.

### Management response

Management of the Jackson Parish Sales Tax Collection Agency has informed us that the budgeted revenues included reimbursement for a new computer system. The new computer was received prior to June 30, 1996. This computer was determined not to be satisfactory and was returned; therefore, no reimbursement was made to the Jackson Parish Sales Tax Collection Agency.

### Prior Year's Findings

The current status of the findings in the prior year audit report are as follows:

#### Management Letter:

1. Budget - For the year ended June 30, 1995, the Jackson Parish Sales Tax Collection Agency failed to adequately monitor their General Fund revenues by allowing the budgeted revenues to exceed the actual revenues by 5% or more.
2. Underinsured bank balances - Corrective action has been taken. This finding is considered closed.



Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose 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. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

This report is intended for the information of management, and the Board of Commissioners. However, this report is a matter of public record and its distribution is not limited.



KENNETH D. POLDEN & CO.  
Certified Public Accountants

Jonesboro, Louisiana  
August 30, 1966