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#### ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana

### GENERAL-PURPOSE FINANCIAL STATEMENTS

December 31, 1998 (With Comparative Data for Prior Year)

Under provisions of state law, this report is a public document. A capy 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.

Releace Date 7-28-29

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#### INDEPENDENT AUDITOR'S REPORT

Assumption Parish Police Jury Napoleonville, Louisiana

We have audited the accompanying general-purpose financial statements of Assumption Parish Police Jury, Napoleonville, Louisiana, as of and for the year ended December 31, 1998, as listed in the Table of Contents. These general-purpose financial statements are the responsibility of Assumption Parish Police Jury's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States; and <u>Louisiana Governmental Audit Guide</u>, issued by the Louisiana Legislative Auditor and the Louisiana Society of Certified Public Accountants. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the 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. We believe that our audit provides a reasonable basis for our opinion.

The general-purpose financial statements referred to above do not include the financial activities of the Waterworks District No. 1 and Hospital Service District No. 1 component units, which should be included in order to conform with generally accepted accounting principles. The effects of the omission of these component units on the assets, liabilities and fund equity at December 31, 1998 and the excess (deficiency) of revenues over expenditures/expenses for the year then ended on the general-purpose financial statements cannot be determined.

In our opinion, because of the effects of the matters discussed in the third paragraph, the general-purpose financial statements referred to above do not present fairly, in conformity with generally accepted accounting principles, the financial position of the Assumption Parish Police Jury, as of December 31, 1998, or the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with <u>Government Auditing Standards</u>, we have also issued a report dated May 25, 1999 on our consideration of the Assumption Parish Police Jury's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

metat reporting and our seeds

Our audit was performed for the purpose of forming an opinion on the general-purpose financial statements of the Assumption Parish Police Jury, Napoleonville, Louisiana taken as a whole. The combining financial statements and schedules listed in the table of contents and 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, are presented for purposes of additional analysis and are not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, because of the matters discussed in the third paragraph, such information does not present fairly in all material respects in relation to the general-purpose financial statements taken as a whole.

Wagnespack & Associares (APAC)

Belle Rose, Louisiana

May 25, 1999

GENERAL-PURPOSE FINANCIAL STATEMENTS (COMBINED STATEMENTS - OVERVIEW)

Statement A

# ASSUMPTION PARISH POLICE JURY

Napoleonville, Louisiana
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
December 31, 1998
(With Comparative Data for Prior Year)

		GOVER	NME	GOVERNMENTAL FUND TYPES	TYPES	ACCOUNT	T_GROUPS		TOT	TOTALS	
			S	SPECIAL	CAPITAL	GENERAL	GENERAL		Memorandum Only	dum O	nly
	GE	GENERAL	₩	REVENUE	PROJECT	FIXED ASSET	LONG-TERM		Current		Prior
	Ŧ	FUND		FUNDS	FUNDS	GROUP	DEBT GROUP	]	Year	}	Year
			: 	•	I						
ASSETS AND OTHER DEBITS											
Assets:											
Cash and cash equivalents	٠	89,174	₩	2,535,561	<b>.</b>	s.	S	€∕	2,624,735	₩	1,365,850
Certificate of Deposit		3,000		•	•	•	,		3,000		3,000
Equity in investment pool		81,981		2,063,589	•	,	•		2,145,570		2,448,002
Receivables		464,921		1,175,903	•	•	•		1,640,824		1,308,799
Due from other funds		44,324		4,231	r	•	•		48,555		79,947
Due from other governments		25.000		,	•	•	•		25,000		•
Inventories		•		33	•	•	•		33		58
Restricted Assets:											
Cash and cash equivalents		411		•	•	•	•		411		23,556
Investments				•	•	•	•		•		•
Equity in Investment Pool		•		•	•	•	•		•		•
Receivables		39,589		1	•	•	•		39.589		16,444
General Fixed Assets:											
Property and Equipment		•		•	•	6,753,908	•		6,753,908		6,668,545
Other Debits:											
Available in debt service fund		,		•	•	•	•		•		•
Amount to be provided		-		1		•	405,964		405,964		468,659
TOTAL ASSETS AND OTHER DEBITS	S	748,400	V.	5,779,317	<b>~</b>	\$ 6.753.908	\$ 405,964	 ∾∭	13,687,589	<b>∽</b>	12,382,860

AND OTHER CREDITS LIABILITIES. EQUITY,

	S						
	'	•	'	+	•	•	'
	s.						
		,	-	·	·	Ì	
	€3						
	1	•	•	•	•	•	•
	٠						
	13,911	34,939	48,101	3,115	29,702	2,687	•
	9						
	S				_		
	966,99	9,557	454	•	7,599	1,971	71,568
	٠						
Liabilities:	Accounts payable	Tax deductions payable	Due to other funds	Due to other governments	Salaries and wages payable	Payroll withholdings payable	Deposits due others
ដ							

586,705 28,758 79,947 14,912 30,695 4,123 44,200

680,907 44,496 48,555 48,555 37,301 37,301 4,658 71,568

Ø

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

# Statement A

ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
December 31, 1998
(With Comparative Data for Prior Year)

	COVE	RNME	GOVERNMENTAL FUND TYPES	TYPES			ACCOUNT GROUPS	GROUF	Ş		TOTALS	S	
	GENERAL	S	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	T. C	GE FIXE G	GENERAL FIXED ASSET GROUP	GENERAL LONG-TERM DEBT GROUP	GENERAL LONG-TERM DEBT GROUP		Memorandum Only Current Pr Year Y	uO III	ıly Prior Year
LIABILITIES, EQUITY, AND OTHER CREDITS - CONT'D ishilities: (Cont'd)	edits - cont'd												
Payable from restricted assets Compensated absences payable	• •				, ,				77,403		77,403		70,156
General long term debt and obligations payable	'	-	-		- 1	-	'		328.561		328,561		398,503
FOTAL LIABILITIES	158,145		732,455		,		'		405,964		1,296,564		1,257,999
Equity and Other Credits: Investment in fixed assets	<b>.</b>	<b>∽</b>	•	€S		<b>⋄</b>	6,753,908	S	•	ω	6,753,908	٠,	6,668,545
Fund balance reserve - debt service Fund balance reserve - insurance Fund balance undesignated	40,000		5,046,862			1	' ' '		' '		40,000		40,000
FOTAL EQUITY AND OTHER CREDITS	590,255	-	5,046,862				6,753,908		•		12,391,025		11,124,861
FOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	\$ 748,400	v	5.779.317	v	,	v	6 753 908	J	405 964	v	13 687 589	ú	12 382 860

The accompanying notes are an integral part of this statement

ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
Napoleonville, Louisiana
ALL GOVERNMENTAL FUND TYPES
For the Year Ended December 31, 1998
(With Comparative Data for Prior Year)

	GOVERNME	NTAL FU	ND TYPES	TOT	TOTALS	
	GENERAL	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	Memoran Current Year	andum Onlv Prior Year	
REVENUES						
Taxes:		•	,	1	•	
Ad valorem tax	\$ 248,386		S	\$ 1.160.555	S 825,599	
Sales tax	1	5	1	.573.15	37.35	
Severance tax	5.09	J	•	75.09	30.71	
Beer tax	28.597	,	•	8,59	4,00	
Franchise tax	9.42	J	•	9.42	5,31	
Licenses and permits	5.26	,		5.26	7.51	
Intergovernmental Revenues:						
	108,125	563,058	481,720	1.152,903	630,496	
State funds:						
Parish transportation funds	J	285,346	•	85.3	2,19	
State revenue sharing funds	Q	5.795	•	14.0	2,11	
Video poker revenue	134,884	,	•	34.8	6.41	
Grants	27,350	231,941	1,750	261,041	1.92	
Other	54,200	7.000	•	61.2	8,78	
Fees, charges and commissions	,	15	•	40,1	2.92	
Fines and forfeitures	J	$^{\circ}$	•	0.70	1,34	
Use of money and property	32,728	$\infty$		237.546	212,658	
Other revenue	10.242	60,193		70,435	1.14	
TOTAL REVENUES	1,252,533	6,985,708	483,470	8,721,711	7,180,488	
EXPENDITURES General Government: Legislative	161.784	•	ı	61.78	53,42	
Judicial Executive	270,366 38,169	64.992 134.546	, ,	335,358 172,715	305,607 134,206	
Elections Financial and administrative	38.268	388.053	1 (	38.26 69.67	19.75 73.39	
Other general administration	36,370	266,491	•	2.86	7.77	

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

# ASSUMPTION PARISH POLICE JURY COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES ALL GOVERNMENTAL FUND TYPES For the Year Ended December 31, 1998 (With Comparative Data for Prior Year)

	GOVERN	GOVERNMENTAL FUND	TYPES	TOTALS	الماد	
	GENERAL	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	Memorandum Current Year	dum Only Prior Year	
Public safety Public works Health and welfare Culture and recreation Economic Development Debt Service	405.499 31.554 111.125 16.473 17.285	387.187 3.021.574 812.530 508.510	540,464	792,686 3,053,128 1,464,119 524,983 17,285 108,049	720,373 3,834,257 1,020,102 495,092 13,303 108,842	
TOTAL EXPENDITURES	1,308,514	5,691,932	540,464	7,540,910	7,246,125	
Excess (deficiency) of revenues over expenditures	(55,981)	1,293,776	(56,994)	1,180,801	(65,637)	
OTHER FINANCING SOURCES (USES) Issuance of Long Term Debt Obligations Operating Transfers In Operating Transfers Out Total other financing sources (uses)	44.324 (82.000) (37.676)	779.984 (739.302)	(3,006)	824,308 (824,308)	1,001,765	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER SOURCES (USES)	(93,657)	1,334,458	(000,09)	1,180,801	(65,637)	
FUND BALANCE AT BEGINNING OF YEAR	683,912	3,712,404	60,000	4,456,316	4,521,953	
FUND BALANCE AT END OF YEAR	\$ 590.255	\$ 5.046.862	\$	\$ 5.637.117	\$ 4.456.316	

The accompanying notes are an integral part of this statement

ASSUMPTION PARISH POLICE JURY
NAPOLEONVILLE, LOUISIANA
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET (GAAP BASIS) AND ACTUAL - GENERAL, SPECIAL REVENUE, AND DEBT SERVICE FUND TYPES
For the Year Ended December 31, 1998

		GENERAL FUND	C	R	SPECIAL REVENUE FUNDS	SC		CAPITAL ROJECTS FUN	Q
	Budget	Actubl	Variance Favorable (Unfavorable)	Budget	Actual	Variante Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavotable)
REVENUES Taxes:									
Ad valorem tax	\$ 248,386	\$ 248,386	S	\$ 763,172	S 763,171	S (1)	S	S	S
Sales tax	•	1		3,553,096	ų	20,062	•	•	,
Severance tax	176,645	175,091	(1.554)	•	ſ	•	•	•	,
Beer tax	27,508	28.597	1,089	•	r	•	•	•	,
Franchise tax	54,894	89,425	34,531	•	•	•	•	•	•
Licenses and permits	233,072	235,266	2,194	1	•	1	•	ı	•
Intergovernmental revenues:									
Federal grants	•	108,125	108,125	476,185	563,058	86,873	481,720	481,720	•
State funds:									
Parish transportation	•	ı	•	288,000	285,346	(2.654)	•	•	,
State revenue sharing	108,239	108,239	•	5.579	5,795	216	•	•	•
Video poker revenue	132,543	134,884	2,341	•	r	•	•	•	•
Grants	26,345	27,350	1,005	229,501	231,941	2,440	1,750	1,750	,
Other	13,336	54,200	40,864	7,000	7,000	•	•	•	•
Fees, charges and commissions	9,113	1	(9,113)	1,031,641	1,040,154	8,513	•	•	,
Fines and forfeitures	•	•	•	82,818	102,076	19,258		•	•
Use of money and property	24,956	32,728	7,772	183,735	200,578	16,843	•	•	•
Other revenue	159,091	10,242	(148,849)	5,731	59,693	53,962	-	•	
TOTAL REVENUES	\$ 1,214,128	\$ 1,252,533	\$ 38,405	\$ 6,626,458	\$ 6,831,970	\$ 205,512	\$ 483,470	\$ 483,470	S
EXPENDITURES General Government:	164 458	161 784	7.57		1				
Indicial	274.623	270.366	4.257	69.870	64.992	4 878	. •		
Executive	39,512	38,169	1,343	76,529	134,546	(58,017)	•	•	·
Elections	38,402	38,268	134	•		•	•	•	,
Financial and administrative	196,909	181,621	r	126,644	388,053	(261,409)	•	•	•
Other general administration	37,883	36,370	1,513	585,851	238,116	347,735	1	1	•

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

ASSUMPTION PARISH POLICE JURY
NAPOLEONVILLE, LOUISIANA
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET (GAAP BASIS) AND ACTUAL - GENERAL, SPECIAL REVENUE, AND DEBT SERVICE FUND TYPES
For the Year Ended December 31, 1998

	[5]	GENERAL FUND		8	SPECIAL REVENUE FUNDS	Ţ	PR	CAPITAL PROJECTS FUND	- }
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	variance Favorable (Unfavorable)
EXPENDITURES - CONTINUED									
Public safety Public works Health and welfare Culture and recreation Economic development Debt service	404,028 31,350 115,935 16,184 17,195	405,499 31,554 111,125 16,473 17,285	(1.471) (204) 4.810 (289) (90)	379,131 3,154,207 682,193 457,052 1,788 98,049	387,187 2,983,122 812,530 508,510	(8,056) 171,085 (130,337) (51,458) (51,458)	540,464	540,464	, , , , , , , , , , , , , , , , , , ,
Other TOTAL EXPENDITURES	1.336.479	1.308.514	27.965	5.633.054	5.615.105	17.949	540.464	540.464	•
Excess (deficiency) of revenues over expenditures	(122,351)	(55,981)	66.370	993,404	1,216,865	223,461	(56,994)	(56,994)	,
OTHER FINANCING SOURCES (USES) Transfers in Transfers out	38.797 (82,000)	44,324 (82,000)	5,527	779.582 (733,373)	779,984 (739,302)	402 (5,929)	(3,006)	(3,006)	
Total other financing sources (uses)	(43,203)	(37,676)	5,527	46,209	40,682	(5,527)	(3,006)	(3,006)	1
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER SOURCES (USES)	(165,554)	(93,657)	71,897	1,039,613	1,257,547	217,934	(00000)	(60,000)	
FUND BALANCES AT BEGINNING OF YEAR	683,912	683,912	•	3,484,183	3,484,183	*	000009	60,000	1
FUND BALANCES AT END OF YEAR	\$ 518.358	\$ 590.255	\$ 71.897	\$ 4.523.796	\$ 4.741.730	\$ 217.934	S	S	5

of this statement The accompanying notes are an integral part

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### INTRODUCTION

The Assumption Parish Police Jury is the governing authority for Assumption 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 that expire on January 1, 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 its own government; to regulate the construction and maintenance of roads, bridges, and 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.

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the Assumption Parish Police Jury is the financial reporting entity for Assumption Parish. The financial reporting entity consist 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 Assumption 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
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
- 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:

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Component Unit	Fiscal Year End	Criteria Used
Criminal Court	December 31	1 and 3
Gravity Drainage District No. 1	December 31	1 and 3
Gravity Drainage District No. 2	December 31	1 and 3
Gravity Drainage District No. 3	December 31	1 and 3
Gravity Drainage District No. 5	December 31	1 and 3
Gravity Drainage District No. 7	December 31	1 and 3
Gravity Drainage District No. 8	December 31	1 and 3
Gravity Drainage District No. 9	December 31	1 and 3
Marais Drainage District	December 31	I and 3
Hardtimes Drainage District	December 31	1 and 3
Gravity Drainage District No. 11	December 31	1 and 3
Gravity Drainage District No. 12	December 31	1 and 3
Hospital Service District No. 1	June 30	1 and 3
Waterworks District No. 1	July 31	1 and 3
Recreation District No. 1	December 31	1 and 3

The Police Jury has chosen to issue financial statements of the reporting entity; therefore all of the previous listed component units are included in the accompanying financial statements except for the Hospital Service District No. 1 and Waterworks District No. 1.

The omission of these component units is sufficiently material; accordingly, the general-purpose financial statements do not include the financial activities of the Hospital Service District No. 1 and Waterworks District No. 1, which should be included in order to conform with generally accepted accounting principles.

During May 1996, the Hospital Service District No. 1 of the Parish of Assumption, a component unit of the Assumption Parish Police Jury, entered into negotiations to sell its health care facilities and equipment to Our Lady of the Lake Regional Medical Center of Baton Rouge, Louisiana. The voters of Assumption Parish approved a sale of the hospital to Our Lady of the Lake Hospital on November 5, 1996. The sale was finalized on December 23, 1996. The Hospital Service District No. 1 is still active and will not be completely liquidated until pending litigation is settled. The Hospital Service District No. 1 was audited by other auditors whose report dated November 25, 1998 expressed an unqualified opinion on the general-purpose financial statements as of June 30, 1998 and 1997 and for the years then ended. Since the Police Jury has chosen to issue financial statements which exclude the financial activities of the Hospital Service District No. 1, the police jury's general-purpose financial statements do not include any adjustments that might result from the outcome of events relating to the sale of the hospital's facilities and equipment or its possible inability to continue as a going concern.

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

These general-purpose 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 23rd Judicial District Criminal Court Fund and the Assumption Parish Library.

Considered in the determination of component units of the reporting entity were the Assumption Parish Sheriff and School Board, Assessor, Clerk of Court, District Attorney and the various municipalities in the parish. Management of the Police Jury determined that these governmental entities are not component units of the Assumption Parish Police Jury reporting entity because they have separately elected governing authorities, are legally separate, and are fiscally independent of the Assumption Parish Police Jury.

#### FUND ACCOUNTING

The accounts of the police jury are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures or expenses as appropriate. Revenues are accounted for in these individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The funds presented in the general-purpose financial statements are described as follows:

#### GOVERNMENTAL FUNDS

Governmental funds are used to account for all or most of the police jury'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 debt. Governmental funds include:

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

<u>Special Revenue Funds</u> - The General Fund of each component unit is reported as a special revenue fund. In addition, funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes are reported as special revenue funds.

<u>Debt Service Funds</u> - The Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs on those long-term obligations recorded in the general long-term obligations account groups.

Capital Project Funds - The Capital Project Funds are used to account for financial resources received and used for the acquisition, construction, or improvements of capital facilities not reported in other governmental funds.

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

#### BASIS OF ACCOUNTING

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

The governmental funds are maintained on a cash basis of accounting. However, the funds reported in the accompanying financial statements have been converted to a modified accrual basis of accounting using the following practices:

Revenues - Revenues and other governmental fund financial resource increments are recognized in the accounting period in which they become susceptible to accrual-that is, when they become both measurable and available to finance expenditures of the fiscal period. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Application of the "susceptibility to accrual" criteria requires judgment, consideration of the materiality of the item in question, and due regard for the practicality of accrual, as well as consistency in application.

Ad valorem taxes and the related state revenue sharing (which is based on population and homesteads in the parish) are recorded in the year the taxes are assessed. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent after December 31. The taxes are generally collected in December of the current year and January and February of the ensuing year.

Federal and State aid and grants are accrued when the parish is entitled to the funds, generally corresponding to the incurring of grant related costs by the Parish.

Sales and use tax revenues are collected by the Assumption Parish School Board and are recorded by the police jury in the month received by the school board.

Substantially all other revenues are recorded when received.

Expenditures - Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for accumulated annual leave, which is not accrued, and principal and interest on general long-term debt, which is recognized when due.

Other Financing Sources or Uses - Transfers between funds which are not expected to be repaid are accounted for as other financing sources or uses.

#### NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

#### BUDGETARY ACCOUNTING

The police jury uses the following budget practices:

- 1. The budgetary calendar includes publication in the official journal of a public notice of the proposed budgets ten days prior to the public hearing, usually held in December, public inspection of the proposed budgets, and public hearings on the budgets.
- 2. Appropriations lapse at year end.
- 3. Encumbrance accounting is not utilized.
- 4. Annually, the police jury adopts budgets for all funds except the Drainage District Special Revenue Funds. Formal budgetary integration is not employed as part of the accounting system; however, periodic budget comparisons are made as a part of interim reporting.
- Budgets are controlled at the fund level. Budgeted amounts included in the accompanying financial statements include original adopted budget amounts as amended.

#### SHORT-TERM INTERFUND RECEIVABLES/PAYABLES

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet. Short-term interfund loans are classified as interfund receivables/payables.

#### RESTRICTED ASSETS

Employee Health Benefit Fund - The employee fund for a self-insurance health program was established by the Assumption Parish Police Jury and the Assumption Parish Waterworks District No. 1. A fund balance of \$40,000 is maintained for operating capital.

#### ANNUAL AND SICK LEAVE

Police jury employees accumulate varying amounts of annual and sick leave each year, depending upon their length of service with the police jury. Annual leave may be accumulated up to a maximum of 240 hours. Sick leave may be accumulated without limitation. Upon resignation or retirement, unused accumulated annual leave up to 240 hours is paid to the employees at the employee's current hourly rate of pay. Unused accumulated sick leave lapses upon resignation or retirement.

The cost of current leave privileges, computed in accordance with GASB Codification Section C60, 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.

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

At December 31, 1998, accumulation of annual leave is estimated to be \$77,403, which is considered material; therefore, a liability for compensated absences due employees has been included in the long-term debt group of accounts in accordance with GASB Codification Section C60.

#### SALES AND USE TAX

The Assumption Parish Police Jury has a total of two per cent parishwide sales and use tax approved by the voters of the parish. The police jury has entered into an agreement with the Assumption Parish School Board whereby the school board will collect the police jury's sales and use tax for a stipulated fee. The school board remits the proceeds of the sales and use tax to the police jury on a monthly basis.

In accordance with the sales tax proposition, the proceeds derived by the police jury from the one per cent sales tax shall be used for the purpose of acquiring, constructing, improving, maintaining and operating library and jail facilities, including the necessary equipment and furnishings thereof, constructing and maintaining parish roads, and for acquiring, constructing, improving, maintaining and operating public buildings within the parish. The proceeds derived from the one fourth per cent sales tax shall be used for purpose of opening, constructing and improving public drain and drainage facilities. The proceeds derived from the one half per cent sales tax shall be used for the purpose of opening, constructing, and improving public roads and bridges. An additional one fourth per cent sales tax is collected with the proceeds to be used for constructing, operating and maintaining the parish libraries.

#### CASH AND CASH EQUIVALENTS AND INVESTMENTS

Cash and cash equivalents includes cash on hand, amounts in demand deposits and interest-bearing demand deposits. Amounts are classified as cash equivalents if the original maturities are 90 days or less. The police jury maintains a cash and investment pool that is available for use by all funds except for the funds that account for the activities of the federal programs. In addition, demand deposit accounts and investments are separately held by several of the police jury's funds and by each of the police jury's component units. 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 their principal offices in Louisiana.

Under state law, the police jury 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 each equivalents. Investments are stated at cost or amortized cost.

#### **INVENTORIES**

Inventories are valued at the lower of cost or market. Inventories in the governmental funds consist of expendable supplies held for consumption. The expenditures are recognized when the items are purchased.

#### FIXED ASSETS AND LONG-TERM LIABILITIES

During the year of 1985, the Police Jury completed its fixed asset inventory. Asset values were established based on historical cost (if available) or estimated historical cost if historical cost was not available. The aggregate value of the estimated cost is not material to total general fixed assets. Interest is not capitalized.

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Current capital expenditures of the governmental funds are recorded as expenditures at the time of purchase. The related assets are then recorded in the General Fixed Assets Account Group. The Parish does not record certain public domain (infrastructure) general fixed assets consisting of improvements to streets, bridges, and drainage systems, nor does it capitalize interest costs. The Parish does not depreciate general fixed assets.

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the governmental fund type operations. The account group is not a "fund." It is concerned only with the measurement of financial position and is not involved with measurement of results of operations.

#### COMPARATIVE DATA

Comparative data for the prior year has been presented in the accompanying general-purpose financial statements to provide an understanding of changes in the police jury's financial position and operations. However, presentation of comparative data by fund type has not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

#### TOTAL COLUMNS ON COMBINED STATEMENTS - OVERVIEW

The total columns on the combined statements - overview are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns does 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.

#### NOTE B - CASH AND CASH EQUIVALENTS

At December 31, 1998, the police jury has cash and cash equivalents (book balances) totaling \$2,625,146 as follows:

Cash on hand Interest-bearing demand deposits Demand deposits	\$ 150 2,567,657 57,339
Total Total	<u>\$2,625,146</u>

The interest-bearing demand deposits and demand deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. 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. Deposits (bank balances) which include \$3,000 of certificates of deposit included in investments (See Note C) at December 31, 1998, are secured by federal deposit insurance or by pledged securities as follows:

#### NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE B - CASH AND CASH EQUIVALENTS - Continued

Bank balances	<u>\$ 2,730,494</u>
Federal deposit insurance Pledged securities (Category 3)	\$ 299,417 <u>4,789,512</u>
Total insurance and pledged securities	\$_5,088,929

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, 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 has failed to pay deposited funds upon demand.

#### **NOTE C - INVESTMENTS**

At December 31, 1998, the police jury holds investments which are stated at cost or amortized cost totaling \$2,148,570 as follows:

	Carrying <u>Amount</u>	Market Value
Certificate of Deposit - 12 months	<u>\$3,000</u>	<u>\$3,000</u>
Equity in Investment Pool:		
Louisiana Asset Management Pool	1,065,135	1,065,135
U.S. Government & Agency - Sponsored	•	
Corporations Securities	<u>1,080,435</u>	1,094,128
Total Equity in Investment Pool	2,145,570	2,159,263
Total Investments	\$2,148 <u>,570</u>	<u>\$2,162,263</u>

Under state law, the police jury may invest in United States bonds, treasury notes or certificates. These are classified as investments. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool, Inc. (LAMP), a nonprofit 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. Investments are stated at cost.

At December 31, 1998, investments of \$1,065,135 are in the Louisiana Asset Management Pool, Inc. (LAMP). In accordance with GASB Codification Section 150.165, the investment in LAMP is not categorized in the three risk categories provided by GASB Codification Section 150.164 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. LAMP is administered by LAMP, Inc., a nonprofit corporation organized under the laws of the State of Louisiana, which was formed by an initiative of the State Treasury in 1993. The corporation is governed by a board of directors comprising the State Treasurer, representatives from various organizations of local government, the Government Finance Officers Association of Louisiana, and the Society

#### NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE C - INVESTMENTS - Continued

of Louisiana CPA's. 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, the 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 approximately 60 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances.

At December 31, 1998, the Police Jury also had \$1,080,435 in investments of U.S. Government and agency - sponsored corporation securities. The police jury invests through its broker/dealer in United States Government Securities. It is the intent of the police jury to hold these investments to maturity. In order to provide an indication of the level of risk assumed by the entity at year end, the investments in United States Government Securities are Category 1. Category 1 includes investments that are insured or registered or for which the securities are held by the police jury or its agent in the police jury's name.

#### NOTE D - RECONCILIATION OF STATEMENT B TO C

The accompanying reconciliation presents comparisons of the legally adopted budget (more fully described in Note 1, C) with actual data on a budgetary basis and reconciles Statements B and C.

	General Fund	Special Revenue <u>Funds</u>	Capital Project Funds
REVENUES Statement B Revenue Funds not budgeted*	\$1,252,533 	\$6,985,708 (153,738)	\$ 483,470
Statement C Revenue	<u>\$1,252,533</u>	\$6, <u>831,9</u> 70	<u>\$</u> 483,470
EXPENDITURES Statement B Expenditures Funds not budgeted*	\$1,308,514	\$5,691,932 (76,827)	\$ 540,464
Statement C Expenditures	<u>\$1,308,514</u>	\$ <u>5,615,105</u>	\$ 5 <u>40,464</u>

#### NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE D - RECONCILIATION OF STATEMENT B TO $\mathcal C$ - Continued

\* Funds which were not budgeted are as follows:

Special Revenue Funds:	
Drainage District No. One	Drainage District No. Nine
Drainage District No. Two	Drainage District Hard Times
Drainage District No. Three	Drainage District Marais
Drainage District No. Five	Drainage District No. Eleven
Drainage District No. Seven	Drainage District No. Twelve
Drainage District No. Eight	Recreation District No. One

#### NOTE E - OPERATING DEFICITS

The following funds had operating deficits (excess of expenditures and transfers out over revenues and transfers in) for the year ended December 31, 1998:

	Deficit
<u>Fund</u>	_Amount_
General Fund	\$93,657
Special Revenue Funds:	
Criminal Court	3,973
Road Lighting No. 1	6,318
Community Development Fund	5,783
Solid Waste Fund	9,438
Drainage District Marais	3,295
Emergency Food and Shelter Fund	4,386
Road Improvement Tax Fund	26,757
CAA Board Fund	1,740
Emergency Medical Service Fund	12
Family Preservation Family Support	1
Communications District Fund	3,034
Weatherization	25
Fire Protection District No. 2	4,043
Capital Project Funds:	
Community Development Block Grant	60,000

The operating deficits were covered by the fund balances carried forward from previous years or transfers from the general fund. The above operating deficits were properly budgeted in accordance with the Louisiana Local Government Budget Act.

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE F - REVENUES AND EXPENDITURES - ACTUAL AND BUDGET

There are no funds having actual revenues under budgeted revenues for the year ended December 31, 1998.

The following funds had actual expenditures over budgeted expenditures for the year ended December 31, 1998:

<u>Fund</u>	Budget	Actual	_Variance
Special Revenue Funds:			
Criminal Court Fund	\$ 63,583	\$ 64,992	\$ 1,409
Road Lighting No. 1	37,914	37,972	58
Fire Protection District No. 1	285,277	287,216	1,939
Council on Aging	126,376	127,593	1,217
Fire Protection District No. 2	29,434	29,604	170
Lewisville Sewer Fund	3,607	3,656	49
Vo-Tech School Fund	1,788	2,167	379
Communications District Fund	82,672	83,672	1,000
Needy Family Program Fund	4,620	4,621	1
Community Services Block Grant	63,529	63,745	216
Family Preservation Family Support	8,328	8,329	1
Library Fund	455,870	491,057	35,187
Project Read	1,182	17,453	16,271
La Cooperative Extension Fund	1,788	2,167	<u>379</u>
Total Special Revenue Funds	<b>\$1,165,968</b>	<u>\$1,224,244</u>	\$58,276

#### **NOTE G - AD VALOREM TAXES**

The police jury levies taxes on real and business personal property located within the boundaries of Assumption Parish. Property taxes are levied by the police jury on property values assessed by the Assumption Parish Tax Assessor and approved by the State of Louisiana Tax Commission.

The Assumption Parish Sheriff's Office bills and collects property taxes for the police jury. Collections are remitted to the police jury monthly. The police jury recognizes property tax revenues when levied.

#### Property Tax Calendar

Assessment date	January 1, 1998
Levy date	June 30, 1998
Tax bills mailed	November 15, 1998
Total taxes are due	December 31, 1998
Penalties and interest added	January 31, 1999
Lien date	January 31, 1999
Tax sale	May 15, 1999

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE G - AD VALOREM TAXES - Continued

The police jury is permitted to levy taxes up to 10% of the assessed property valuation for each specified purpose, or, in the aggregate for all purposes 25% of the assessed valuation for the payment of principal and interest on long-term debt after the approval by the voters of the Parish. Property taxes are recorded as receivables and revenues in the year assessed.

Assessed values are established by the Assumption Parish Tax Assessor each year on a uniform basis at the following ratios to fair market value:

10% land	15% machinery
10% residential improvements	15% commercial improvements
15% industrial improvements	25% public service properties
	excluding land

A revaluation of all property is required to be completed no less than every four years. The last revaluation was completed for the roll of January 1, 1996. Total assessed value for all taxpayers was \$78,403,881 in 1998. Louisiana state law exempts the first \$75,000 of assessed value of a taxpayer's primary residence from parish property taxes. This homestead exemption was a total of \$21,823,501 of the parish wide assessed value in 1998.

The following are the principal taxpayers for the parish:

		1998	Percentage of
	Type of	Assessed	Total Assessed
Tax Payer	Business	Valuation	Valuation
J. Ray McDermott	Oil company	\$ 7,490,660	10%
Dow Chemical	Chemical plant	6,406,820	8%
Koch Gateway Pipeline	Pipelines	2,362,640	3%
Entergy	Power company	2,230,870	3%
Bell South Communications	Telephone company	2,042,080	3%
Enron/LA Resources	Pipelines	1,685,120	2%
M-I Drilling Company	Pipelines	1,509,420	2%
Pontchartrain Natural Gas	Pipelines	1,466,830	2%
Lula-Westfield	Farming/Sugar Mills	1,178,920	1%
LA Intrastate Gas	Pipelines	<u>1,151,690</u>	<u>1%</u>
TOTALS		<u>\$ 27,525,050</u>	<u>35%</u>

The total assessed valuation for all taxpayers at December 31, 1998 was \$78,403,881. This figure was used in calculating the percentage of the "1998 assessed valuation of each of the ten largest taxpayers" to the "total assessed valuation for all taxpayers."

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE G - AD VALOREM TAXES - Continued

The distribution of the police jury and its component units levy (tax rate per \$1,000 assessed value) to its funds excluding the Hospital Service District No. 1 and Waterworks District No. 1 is as follows for 1998:

<u>Fund</u>	Authorized <u>Millage</u>	Levied  Millage	Expiration  Date
General Fund	4.41 M	4.41 M	N/A
Special Revenue Funds:			
Council on Aging #1	2.21 M	2.21 M	2000
Road Lighting No. 1	23.56 M	13.00 M	2006
Consolidated Road Lighting No. 1	14.66 M	10.00 M	2007
Gravity Drainage District No. 1	60/parcel	\$ 50/parcel	2006
Gravity Drainage District No. 2	\$.35/acre	\$.35/acre	2002
Gravity Drainage District No. 3	3.35/acre	\$.35/acre	1998
Gravity Drainage District No. 5	3.35/acre	\$.35/acre	2000
Gravity Drainage District No. 7	60/parcel	\$ 50/parcel	2006
	35/parcel	\$ 35/parcel	2012
Gravity Drainage District No. 9	50/parcel	\$ 50/parcel	2007
Gravity Drainage District No. 11	60/parcel	\$ 50/parcel	2007
Gravity Drainage District No. 12	\$ 25/parcel	\$ 25/parcel	2007
Drainage District - Marais	3.35/acre	\$.35/acre	2007
Drainage District - Hard Times	3.35/acre	\$.35/acre	2007
Recreation District No. 1	3.00 M	3.00 M	2007
Fire District No. 1	5.59 M	5.59 M	1999
Fire District No. 2	5.59 M	5.25 M	1999
Vo-Tech School	1.00 M	1.00 M	2007
LA Cooperative Extension	1.00 M	1.00 M	2007
Library	2.00 M	2.00 M	2007
Council on Aging #2	1.00 M	1.00 M	2007

Total ad valorem tax revenues recognized by the Police Jury was \$1,160,555 for the year ended December 31, 1998.

#### NOTE TO FINANCIAL STATEMENTS December 31, 1998

#### **NOTE H - RECEIVABLES**

The following is a summary of receivables at December 31, 1998:

Receivables	General Fund	Special Revenue Funds	Total
Ad Valorem Tax	\$ 249,519	\$ 914,716	\$ 1,164,235
Sales Tax	-	-	Ψ 1,104,255
Severance Tax	34,012	_	34,012
Franchise Tax	85,931	_	85,931
Beer tax	7,215	_	7,215
Parish Transportation Program	•	45,556	45,556
Federal Grants	51,407	69,033	120,440
State Grants	,	5,738	5,738
Video Poker Revenue	26,340	-	26,340
Fines and Forfeitures	,	13,739	13,739
Service Fees	_	85,954	85,954
Licenses	100	0.5,551	100
Other	10,397	41,167	51 <u>,564</u>
Total Receivables	\$ <u>464,</u> 921	\$1, <u>175,903</u>	<u>\$ 1,640,824</u>

Receivable amounts are written-off under the direct write-off method whereby bad debts are recorded when a receivable is deemed uncollectable. If they are subsequently collected, they are recorded as miscellaneous income.

The direct write-off method is not a material departure from GAAP as it approximates the valuation method.

#### NOTE 1 - SELF-INSURANCE PROGRAM

In 1983, the police jury established a self-insurance health program for employees of the police jury and the Waterworks District No. 1. A third party administrator processes the claims and maintains records of the allowable costs, deductible costs, et cetera, with the activity of this program being reported in the General Fund. The police jury maintains an insurance policy which pays all claims exceeding \$20,000 per year per person up to \$1,000,000 per year.

#### NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE J - CHANGES IN GENERAL FIXED ASSETS

	Balance 12/31/97	1998 Additions	1998 <u>Deletions</u>	Balance 12/31/98
Land	\$ 281,500	\$ -	\$ -	\$ 281,500
Buildings	4,124,488	-	-	4,124,488
Improvements other				
than buildings	43,138	-	-	43,138
Equipment & other	2,076,612	102,726	17,363	2,161,975
Construction in progress	142,807	<del></del>	<del></del>	142,807
Total	\$6, <u>668,545</u>	<b>\$_102,726</b>	<u>\$ 17,363</u>	<u>\$6,753,908</u>

#### NOTE K - PENSION PLAN - POLICE JURY

Substantially all employees of the Assumption Parish Police Jury are members of the Parochial Employees Retirement System of Louisiana (System), a multiple employer public employee retirement system (PERS), controlled 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 benefit provisions. All employees of the Assumption Parish Police Jury are members of Plan A.

All permanent employees working at least 28 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. However, as of January 1, 1997, elected officials, except coroners and justices of the peace, may no longer join the retirement system. Those elected officials enrolled as of January 1, 1997 will maintain membership as long as they hold office. 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 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 prior to January 1, 1980, the benefit is equal to one percent of final-average salary plus \$24 for each year of supplemental-plan-only service carned prior to January 1, 1980, plus 3 per cent of final-average 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 benefit accrued to 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 Parochial Employees Retirement System, Post Office Box 14619, Baton Rouge, Louisiana 70819-4619 or by calling (225) 928-1361.

Under Plan A, members are required by Statute to contribute 9.5 percent of their annual salary and the Assumption Parish Police Jury is required to contribute at an actuarially determined rate. The current rate is 7.75% of annual covered payroll. Contributions to the System also include one-fourth of one percent of the taxes shown to be collectible by the tax rolls of each parish, except Orleans and East Baton Rouge parishes. These tax dollars are divided between

#### NOTES TO FINANCIAL STATEMENT December 31, 1998

#### NOTE K - PENSION PLAN - POLICE JURY - Continued

Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and Assumption 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 Assumption Parish Police Jury's contributions to the System under plan A for years ending December 31, 1998, 1997 and 1996 were \$84,451, \$80,661, and \$68,138.

#### NOTE L - DEFERRED COMPENSATION PLAN

Employees of the Assumption Parish Police Jury may participate in the deferred compensation plan adopted under the provisions of Internal Revenue Code Section 457 (Deferred Compensation Plans With Respect to Service For State and Local Governments).

The deferred compensation plan is available to all employees of the police jury. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until the withdrawal date. The deferred compensation amount is not available for withdrawal by employees until termination, retirement, death, or unforeseeable emergency.

The deferred compensation plan is administered by the Public Employees Benefit Services Corporation (PEBSCO), an independent entity. All assets of the plan are shown below at fair market value and are administered by an independent entity. As part of its fiduciary role, the police jury has an obligation of due care in selecting the third party administrator.

The deferred compensation plan laws and related plan provisions were amended so that the plan assets are no longer subject to the claims of the police jury creditors. The plan assets belong only to the employees and are held in trust for the employees' exclusive benefit. Therefore, GASB Statement 32 no longer requires the assets of the plan to be reported in the combined balance sheet as a fiduciary fund. This disclosure is being made for informational purposes only during this transition period.

The following is a summary of activity in the plan for the year ended December 31, 1998:

Asset balance at January 1, 1998	\$ 205,090
Deferrals of compensation	13,126
Earnings	13,523
Less withdrawals	(6,838)
Asset balance at December 31, 1998	<u>\$ 224,901</u>

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE M - CONTRACTUAL AGREEMENTS

EMERGENCY MEDICAL SERVICE AGREEMENT - At December 31, 1998, the parish was obligated contractually to Acadian Ambulance Service, Incorporated, for emergency medical services as follows:

January 1, 1999, to August 31, 1999

\$ 23,333

Current payments under the agreements are \$2,917 per month.

#### NOTE N - GENERAL LONG-TERM DEBT AND OBLIGATIONS PAYABLE

The following is a summary of the long-term debt and obligation transactions for the year ended December 31, 1998:

	Beginning Balance	Additions/ <u>Issues</u>	Redeemed	Ending Balance
General obligation Accrued leave balances	\$ 398,503 <u>70,156</u>	\$ - 	\$ 69,942	\$ 328,561 
Total General Long-Term Debt and Obligations Payable	<u>\$_468,659</u>	<u>\$7,247</u>	\$ 69 <u>,942</u>	\$ 405,964

Interest to maturity amounts to \$72,501.

#### General obligation bonds:

\$840,000 Series 1982 Parish Jail Construction Bonds due in annual installments through 2002 with interest rates from 10.6 percent to 10.7 percent. Payable from 1% Sales and Use Tax Fund.

\$40,000 Certificate of Indebtedness, Series 1995 for Gravity Drainage District Number 7 dated March 1, 1995 due in annual installments of \$7,165.40 through March 1, 2002 at 6.00 percent interest.

The annual maturity requirements to amortize the general long-term debt outstanding as of December 31, 1998, including interest payments of \$72,501, are as follows:

# NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE N - GENERAL LONG-TERM DEBT AND OBLIGATIONS PAYABLE - Continued

		Jail	Drainage District
	Total	Construction	<u>No. 7</u>
Year ended:	104,874	<b>9</b> 7,709	7,165
1999 2000	104,877	96,662	7,165
2001	97,826 94,5 <u>35</u>	94,914 94,535	2,912
2002	<u>94,333</u>		
Total payments	\$_401,062	<u>\$ 383,820</u>	\$ 17,242
Less: interest payments	72,501		
Total general long-term debt	<u>\$ 328,561</u>		

#### NOTE O - DUE TO/FROM FUNDS

Receivable Fund	Payable Fund	_Amount_
General Fund Community Development Fund Community Development Fund Community Development Fund	Criminal Court Fund General Fund Weatherization Fund Community Service Block Grant	\$ 44,324 454 27 3,750
		\$48,555

#### NOTE P - DUE FROM OTHER GOVERNMENTS

	General	
Receivable From	<u>Fund</u>	
Council on Aging	<u>\$ 25,000</u>	
Total	\$ <u>25,000</u>	

#### NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE Q - DUE TO OTHER GOVERNMENTS

Payable To	Special Revenue <u>Funds</u>	
Twenty-Third Judicial District Attorney Assumption Parish Sheriff	\$ 1,557 1,558	
Total	\$ 3,115	

#### NOTE R - CRIMINAL COURT FUND

Louisiana Revised Statute 15:571.11 requires that one-half of any balance remaining in the criminal court fund at year end be transferred to the parish General Fund. The following details the amount due at December 31, 1998:

Balance due at January 1, 1998	\$	48,295
Amount due for 1998		44,324
Total		92,619
Remitted during 1998		48,295
Balance due at December 31, 1998	<u>\$_</u>	44,324

#### **NOTE S - LITIGATION**

At December 31, 1998, the police jury is involved in various litigation. According to legal counsel for the police jury, a suit has been filed against the police juries of Assumption, Ascension and East Baton Rouge Parishes for the refund of sales tax and Declaratory Judgement. The amount involved in this suit is \$33,381. While plaintiffs have agreed not to pursue this matter until similar litigation against East Baton Rouge parish is complete, the ultimate outcome is uncertain at this time.

In the opinion of the legal counsel for the police jury, the remaining lawsuits are adequately covered by insurance or have little likelihood of successful judgement against the police jury.

#### NOTE T - FEDERAL GRANT CONTINGENCY

The police jury and certain component units participate in a number of federally assisted grant programs. These programs may be subject to additional program compliance audits by the various grantors and sub-grantors. The amount, if any, of expenditures which may be disallowed by the granting agencies, especially with regard to non-major programs, cannot be determined at this time. Based on prior experience, the police jury's management feels such disallowances, if any, will be immaterial.

#### NOTES TO FINANCIAL STATEMENTS December 31, 1998

#### NOTE U - THE YEAR 2000 ISSUE

The year 2000 issue is a result of shortcomings in many electronic data-processing systems and other equipment that may adversely affect operations in the year 1999 and beyond if date sensitive coding is not corrected. The police jury has completed an inventory of computer systems and other electronic equipment that may be affected by the year 2000 issue and that are necessary to conduct the police jury's operations. Based on this assessment, the police jury is in the remediation stage in that cost estimates have been obtained to purchase from outside vendors the hardware and software needed to be year 2000 compliant for financial reporting systems. Testing and validation of the systems will need to be completed after the hardware and software are installed.

SUPPLEMENTAL INFORMATION

December 31, 1998

# SUPPLEMENTAL INFORMATION SPECIAL REVENUE FUNDS AND CAPITAL PROJECT FUNDS

#### SPECIAL REVENUE FUNDS

ROAD AND BRIDGE MAINTENANCE FUND - The Road and Bridge Maintenance Fund accounts for the construction of new roads and bridges and for the maintenance of existing roads and roadside areas. Major means of financing is provided by the State of Louisiana Parish Transportation Fund and through transfers from the Sales and Use Tax Fund. Use of funds is restricted by Louisiana Revised Statute 48:753.

ROAD LIGHTING DISTRICT MAINTENANCE FUNDS - The Road Lighting District Number 1 and Consolidated Road Lighting District Number 1 Maintenance Funds account for the lighting of parish roads. Financing is provided by ad valorem taxes and State revenue sharing funds.

SALES AND USE TAX FUND - The Sales and Use Tax Fund accounts for revenues received from collections of the one per cent sales taxes within the parish. Expenditures are made in accordance with the sales tax proposition.

**FOOD STAMP PROGRAM FUND** - The Food Stamp Program Fund accounts for the operation of the Parish Food Stamp Program. Financing is provided by transfers from the General Fund and pro-rata cost sharing by the Department of Health and Hospitals.

SOLID WASTE PROGRAM FUND - The Solid Waste Program Fund accounts for the operation of the parish's solid waste program. Financing is provided by monthly service fees for solid waste collection and disposal.

CRIMINAL COURT FUND - The Criminal Court Fund was created by Section 571.11 of Title 15 of the Louisiana Revised Statutes of 1950, which provides that fines and forfeitures imposed by district courts and district attorneys' conviction fees in criminal cases be transferred to the parish treasurer and deposited in a special "Criminal Court Fund" account, to be used for the expenses of the criminal court of the parish. Expenditures shall be 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 surplus (fund balance) remaining in the fund at December 31 of each year be transferred to the parish General Fund.

LIBRARY FUND - The Library Fund accounts for proceeds of the quarter per cent sales tax dedicated to the libraries, transfers from the Sales and Use tax fund, and fines and lost book fees received by the parish library.

SECTION EIGHT HOUSING - The Section Eight Housing Fund accounts for grants from the United States Department of Housing and Urban Development for a housing assistance program for low income persons.

ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana December 31, 1998

# SUPPLEMENTAL INFORMATION - CONTINUED SPECIAL REVENUE FUNDS AND CAPITAL PROJECT FUNDS

COMMUNITY DEVELOPMENT FUND - The Community Development Fund accounts for the federal and state grant activities and monies received for the grant programs and operation of the Community Development department.

EMERGENCY FOOD AND SHELTER - The Emergency Food and Shelter Fund is used to account for the receipt and disbursement of the grants received from the United Way Emergency Food and Shelter Program.

**DRAINAGE DISTRICT FUNDS** - The eleven drainage district funds are used to account for funds provided for maintenance work to drain parish lands. Drainage districts are created by the police jury under the authority of Louisiana Revised Statutes 38:1751-1759. The districts are each governed by a five member board of commissioners appointed by the police jury.

NEEDY FAMILY PROGRAM - The Needy Family Program is used to account for the grant received from the Department of Agriculture for commodity administration.

ENERGY ASSISTANCE PROGRAM - The Energy Assistance Program Fund is used to account for the grant for utility assistance.

FAMILY PRESERVATION/SUPPORT PROGRAM - The Family Preservation/Support Program is used to account for the funds provided by the United States Department of Health and Human Services through the Louisiana Office of Community Services. The monies are used to promote the well-being of children and families by enhancing family functioning and child development.

COMMUNITY ACTION ADVISORY BOARD FUND - The Community Action Advisory Board Fund is used to account for the self-generated funds of the board.

DRAINAGE TAX FUND - The Drainage Tax Fund is used to account for the proceeds of the quarter per cent sales tax.

ROAD IMPROVEMENT TAX FUND - The Road Improvement Tax Fund is used to account for the proceeds of the half per cent sales tax for the use of maintaining parish roads and servicing the related bonded indebtedness.

SEWER DISTRICT FUNDS - The three sewer district funds are used to account for the operations of the Marais, Violet Street, and Lewisville Street sewer facilities.

COMMUNICATIONS DISTRICT FUND - The Communications District Fund is used to account for the proceeds of the communications district tax.

#### ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana December 31, 1998

# SUPPLEMENTAL INFORMATION - CONTINUED SPECIAL REVENUE FUNDS AND CAPITAL PROJECT FUNDS

FIRE PROTECTION DISTRICTS - The Fire Protection District Funds are used to account for the proceeds from the fire protection districts' ad valorem tax and the remittance of the proceeds to the two fire districts.

COUNCIL-ON-AGING FUND - The Council-on-Aging Fund is used to account for the proceeds of the Council-on-Aging ad valorem tax and the remittance of the proceeds to the Assumption Council on Aging.

PROJECT READ FUND - The Project Read Fund is used to account for the proceeds of the project read grant.

WEATHERIZATION FUND - The Weatherization Fund accounts for the activities of the weatherization program.

RURAL DEVELOPMENT GRANT FUNDS – The Rural Development grant funds account for the funds received from the Governor's Office of Rural Development/Louisiana Division of Administration. The monies are being used for projects such as the renovation of the Parish Courthouse, levee projects and road overlays.

MEDICAID - The Medicaid Fund is used to account for the grants received for preparing medicaid applications.

EMERGENCY MEDICAL SERVICE FUND - The Emergency Medical Service Fund accounts for the funds received from the Louisiana Department of Treasury. The monies are used to assist low to moderate income persons with their emergency medical needs.

COMMUNITY SERVICES BLOCK GRANT FUND - The Community Services Block Grant Fund is used to account for the receipt and disbursement of grant monies provided by United States Department of Health and Human Services through the Louisiana Department of Labor. These monies are used to assist the Community Development Fund with operation and maintenance of the Community Development office. This office assists the needs of persons of low or moderate income.

RECREATION DISTRICT NUMBER ONE – The Recreation District Fund is used to account for the proceeds of an ad valorem tax for the purpose of constructing, improving, maintaining and operating a recreation district.

LOUISIANA CO-OPERATIVE EXTENSION FUND – The Louisiana Co-Op Fund is used to account for the proceeds of an ad valorem tax for the purpose of acquiring, maintaining and operating a facility to house the Louisiana Cooperative Extension Service.

**VOCATIONAL TECHNICAL SCHOOL** – The Vocational Technical School Fund is used to account for the proceeds of an ad valorem tax for the purpose of acquiring, maintaining and operating a vocational technical school within the boundaries of the parish.

### ASSUMPTION PARISH POLICE JURY

Napoleonville, Louisiana December 31, 1998

# SUPPLEMENTAL INFORMATION - CONTINUED SPECIAL REVENUE FUNDS AND CAPITAL PROJECT FUNDS

### CAPITAL PROJECT FUNDS

COMMUNITY DEVELOPMENT BLOCK GRANT FUND - The Community Development Block Grant Fund accounts for the public sewer improvement and road improvement grant awards. These monies are received from the United States Department of Housing and Urban Development through the Louisiana Division of Administration.

RURAL DEVELOPMENT – VILLAGE SEWER FUND - The Rural Development – Village Sewer Fund accounts for the funds provided through the Governor's Office of Rural Development/Louisiana Division of Administration. The monies are used to develop communities by providing a suitable living environment principally for persons of low or moderate income. Specifically these funds are being used for a sewer system project in the Village of Napoleonville.

# Napoleonville, Louisiana SPECIAL REVENUE FUNDS - COMBINING BALANCE SHEET December 31, 1998 ASSUMPTION PARISH POLICE JURY

	Section	Eight	Housing		71,196	•	•
			İ		₩		
		Library	Fund		258,365	227,544	118,380
					S		
	Criminal	Court	Fund		41,785	38,509	14,098
	0				W		
	Solid	Waste	Fund		258,272	238,024	87.942
					S		
	Food	Stamp	Fund				
					S		
Consolidated	Road	Lighting	No. 1		17,633	16,251	20,231
		-			6		
	Sales &	Use Tax	Fund		876,388	807,683	8,416
				1	S		
	Road	Lighting	۷.o. 1		26,298	24,237	22,903
	_	ב			es)		
				1	86	74	28
	Road &	Bridge	Fund		144,198	132,894	60,858
	_				S		

•

TOTAL ASSETS

Cash and cash equivalents Equity in investment pool Receivables

ASSETS

Due from other funds Inventories

Liabilities:

Tax deductions payable

Due to other funds

Due to other governments

Salaries and wages payable

Payroll tax and withholding payable Accounts payable

Total Liabilities

FUND EQUITY - Fund Balance Fund balance undesignated

Total Fund Equity

TOTAL LIABILITIES AND FUND EQUITY

83			762	4	852	44	344	;
			• ~			70,344	70,344	i
49								•
20,422	•	,	8,974	751	30,147	574,142	574,142	
S								4
2,630	44,324	3,115	•		\$0,069	44,323	44,323	
<b>€</b>						Į		
68,993	. ,	,	2,743	283	72,019	512,219	512,219	
S				-				
•		٠	•		•	1	•	
<b>€</b> ?								
1.686	, es	•	•		2,455	\$1,660	51,660	
S								
58,373		٠	3,467	-	61,840	1,630,647	1,630,647	
s,								
3,941	808	,	٠	·į	4,809	68,629	68,629	
U3								
19,414		•	10,091	1,653	31,158	306,792	306,792	
v,								

ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
SPECIAL REVENUE FUNDS - COMBINING BALANCE SHEET - CONTINUED
December 31, 1998

ACCETE	ဦ <u>နိ</u>	Community Development Fund	Emergency Food and Shelter Fund		Drainage District No. 2	Drain; Distr No.	Drainage District No. 3	Drainage District No. 5	age ict 5	Drainage District Marais	Se St	Drainage District Hard Times	 	Needy Family Fund	Energy Assistance Program	1	Family Preservation Support Program
Cash and cash equivalents  Equity in investment pool  Receivables  Due from other funds  Inventories	₩	30.851	٠, ، ،	رم   ا	95,128	€	14,864	S 1(	10.034	<b>√</b>	840	\$ 15.019	ω	100	€0	· · · · ·	
TOTAL ASSETS	<b>₽</b>	37,628	\frac{1}{2}	ν 	103,028	<b>∽</b>	17,005	S 10	10,739	2	2777	\$ 15.518	~   	153	ς.	·    -	'     
JABILITIES AND EQUITY jabilities: Accounts payable Tax deductions payable Due to other funds Due to other governments Salaries and wages payable	<b>∽</b>	3,015	· · · · ·	€^	1,185	€0	321	₩	. 106	€	· = · · ·		€A	1 4 1 1	<b>√</b> >	<b>€</b> 0	( 1 1 1 1
Payroll tax and withholding payable Total Liabilities		4,086			1,185		321		-   38   138		·  =	75		·		 	
VD EQUITY - Fund Balance Fund balance undesignated		33,542	'		101,843		16.684		10,633		1,466	15,443		153		.  .	'   
Total Fund Equity	1	33,542			101,843		16,684		10,633		1,466	15,443	ایر	153		-   	
TOTAL LIABILITIES AND FUND EQUITY	<b>~</b>	37,628	· ·	<b>~</b>	103.028	<b>√</b>	17,005	~ 	10.739	S	1.577	\$ 15,518	~   	153	<b>∽</b> ,	·    - 	

ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
SPECIAL REVENUE FUNDS - COMBINING BALANCE SHEET - CONTINUED
December 31, 1998

	CAA Board Fund	Drainage Tax Fund	Road Improvement Tax Fand	Marais Sewer District	Communi- cations District Fund	Fire Protection District No. 1	Council on Aging Fund	Project Read Fund	Weatheri- zation Fund	Fire Protec Distr	Fire Protection District No. 2
ETS  Cash and cash equivalents  Equity in investment pool  Receivables  Due from other funds Inventories	\$ 2,100	\$ 222,329 204,899 59,577	\$ 372,291 343,105 3,144	\$ 17,122 15,780 1,052	\$ 14,162 13,052 6,511	289,238	S - 181,625	3,833	\$ 72 - 27 33	<i>∞</i>	25,333
TOTAL ASSETS	\$ 2,100	\$ 486,805	\$ 718,540	\$ 33,954	\$ 33,725	\$ 289.240	\$ 181,625	\$ 6,849	\$ 132	<b>₩</b>	25.333
LIABILITIES AND EQUITY Liabilities: Accounts payable Tax deductions payable Due to other funds Due to other governments Salaries and wages payable Paymil tax and withholding payable	•····································	\$ 8,715	\$ 412,280	\$ 279	\$ 963	11,078	. 6,956	<b>.</b>	\$	€0	, 076
Total Liabilities	,	9,148	412,280	300	1,115	11,078	6,956		27		970
D EQUITY - Fund Balance Fund balance undesignated	2,100	477,657	306,260	33,654	32,610	278,162	174,669	6,849	105		24,363
Total Fund Equity	2,100	477,657	306,260	33,654	32,610	278,162	174,669	6,849	105		24,363
TOTAL LÍABILITIES AND FUND EQUITY	\$ 2,100	\$ 486,805	\$ 718.540	\$ 33.954	\$ 33,725	\$ 289,240	\$ 181,625	\$ 6,849	\$ 132	\range   \range	25.333

ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
SPECIAL REVENUE FUNDS - COMBINING BALANCE SHEET - CONTINUED
December 31, 1998

	E O Z	Drainage District No. 11	Medicaid Fund	caid	Rural Development Courthouse		Drainage District No. 7		Drainage District No. 1	Emergency Medical Service Fund	· · · · · · · · · · · · · · · · · · ·	Community Service Block Grant	Recreation District No. 1	Drainage District No. 8	Drain; Distr	Drainage District No. 9
	€n	9,033	€3	210	ν. 	S	14,048	S	18,506	<b>√</b> >	<b>6</b> ∕?	5,738	\$ - - 45,767	5,880	S	4.800
TOTAL ASSETS	8	14,083	<b>→</b>	238	\$		34,148	\sqrt{\sq}\ext{\sqrt{\sq}}}}}}}}}}}}} \sqit{\sqrt{\sqrt{\sqrt{\sq}}}}}}}}} \eqiintition \sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sq}}}}}}}}}} \eqiintition \sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sq}}}}}}}}} \eqiintition \sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sqrt{\sq}}}}}}}}} \eqiintition \	73,256	\sqrt{\sq}\ext{\sqrt{\sq}}}}}}}}}}}}}}}}}}}}}}}}}}}}}}}}}}}}		5.738	\$ 45,767	\$ 5.880	ν	4.800
	<b>↔</b>	755	S	1 ) •	₽)	€>	3,015	₩ı	8,123	<b>⊳</b>	<i>\(\oldsymbol{\oldsymb</i>	3,750	\$ 6.865	\$ 882	<b>€</b>	720
Due to other governments Salaries and wages payable Payroll tax and withholding payable		' ' '		· · ·	' '		1 1 1		• • •			1.988	1 4 4			
		755		-	1		3,015		8,123		-	5,738	6,865	882		720
		13,328		238			31,133		65,133		.   .	'	38,902	4,998		4,080
		13,328		238	'		31,133		65,133		 	'	38,902	4,998		4,080
TOTAL LIABILITIES AND FUND EQUITY	so.	14.083	~	238	\$	₩.	34,148	<u>~</u>	73,256	S	∥.	5,738	\$ 45.767	\$ 5,880	~ <u> </u>	4.800

# ASSUMPTION PARISH POLICE JURY

Schedule 1

Napoleonville, Louisiana
SPECIAL REVENUE FUNDS - COMBINING BALANCE SHEET - CONTINUED December 31, 1998

ASSETS

Cash and cash equivalents Equity in investment pool Due from other funds Receivables Inventories

2,535,561 2,063,589 1,175,903 4,231

56.580

56.580

₩

**(/**)

791 729

6

60

e٩

533

1,750

956 881 551

8

Current

Vocational Technical

Co-operative

Lewisville Street Sewer

Violet

Street

Sewer

Development

Rural

Drainage District No. 12

Extension

Louisiana

School

Year

Total

5,779,317

S

56,580

56,580

S

2,388

S

2.053

1.750

33

TOTAL ASSETS

LIABILITIES AND EQUITY

Liabilities:

Due to other funds

Due to other governments

Salaries and wages payable

Payroll tax and withholding payable Tax deductions payable Accounts payable

Total Liabilities

Fund balance undesignated FUND EQUITY - Fund Balance

Total Fund Equity

TOTAL LIABILITIES AND FUND EQUITY

. . ..

613,911 34,939 48,101 3,115 29,702 2,687	732,455	5,046,862	5,046,862	5,779,317
<b>∞</b>		<b>₽</b>		ş
2,167	2,167	54,413	54,413	56,580_
€0				₩
2,167	2,167	54,413	54,413	56,580
80				۰
398	399	1,989	1,989	2,388
<b>₩</b> 3				<b>~</b>
254	254	1,799	1,799	2,053
<b>∽</b>				S
	<b>'</b>	.[	' {	٠
<b>∞</b>				Ś
263	263	1,487	1,487	1,750
<b>y</b> 5				٨

ASSUMPTION PARISH POLICE JURY

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SPECIAL REVENUE FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Year Ended December 31, 1998

- -- -- -

Community Development Fund	\$ , , 454	· · · · · ·	454	' ' ' ,	79,195	79,195
Section Eight Housing	s - - 277.535	, , ,	278,481	• • • • • •	238,278	238,278
Library	\$ 113,161 432,654	16,248 - - 7,181 18,628	29,963		491,057	491,057
Criminal Court Fund	· · · · · · · · · · · · · · · · · · ·	7.000 94.459 3.884	105,343	64,992	, , ,   	64,992
Solid Waste Fund	° , [09	951,957	980,010	992,454	, , <u> </u>	992,454
Food Stamp Fund	· · · · · ·	• • • •			• •	
Consolidated Road Lighting No. 1		2.028	22.070	- - - 15,702	' '  ;	5.381
Sales & Use Tax Fund	1,842,501	79.971	1,922,472	134,546 363,060 236,063	98,049	1,090,754
Road Lighting No. 1 S 22,625	5,795	3,234	31.654	1,066 36,906	37.972	(6,318)
Road & Bridge Fund	6,726	12,407	304,479	- - - 801,140 -	801,140	(496,661)
REVENUES  Taxes: Ad valorem tax  Sales tax	Federal grants State funds: Parish transportation State revenue sharing Grants Other	Fines and forfeitures Use of money and property Other revenue TOTAL REVENUES	EXPENDITURES General Government: Judicial	Executive Financial and administrative Other general administrative Public safety Public works Health and welfare Culture and recreation Debt Scrvice	TOTAL EXPENDITURES	Excess (deficiency) of Revenues  over Expenditures

ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
SPECIAL REVENUE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CONTINUED
For the Year Ended December 31, 1998

	Don't R	Peod	Sales	Consolidated Road	Food	Solid	Criminal		Section	Community
	Bridge Fund	Lighting No. 1	Use Tax Fund	Lighting No. 1	Stamp	Waste Fund	Court	Library Fund	Eight Housing	Development Fund
OTHER FINANCING SOURCES (USES) Operating transfers in Operating transfers out	500,000	1 1	- (690,000)	1 1		3,006	(44,324)	190.402	•	75,000
Total other financing sources (uses)	200,000	'	(000.069)	•		3,006	(44,324)	190,402		72,958
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER SOURCES (USES)	3,339	(6.318)	400.754	5,381	,	(9,438)	(3.973)	317,180	40,203	(5.783)
FUND BALANCES AT BEGINNING OF YEAR	303,453	74,947	1,229,893	46,279	,	521,657	48.296	256,962	30,141	39.325
FUND BALANCES AT END OF YEAR	\$ 306,792	\$ 68,629	\$ 1,630,647	\$ 51,660	8	\$ 512,219	\$ 44,323	\$ 574,142	\$ 70.344	\$ 33.542

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ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
SPECIAL REVENUE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CONTINUED
For the Year Ended December 31, 1998

	Food and Shelter Fund	Drainage District No. 2	Ω O .	Drainage District No. 3	Drainage District No. 5	Drainage District Marais		Drainage District Hard Times	Needy Family Fund	Energy Assistance Program	Preservation Support Program	CAA Board Fund
REVENUES Taxes:											ì	
Ad valorem tax	€5	\$ 7,899	S	2,141	\$ 705	S	735 S	499	U5	<b>∞</b>	• . ·	<b>S</b>
Sales tax Intergovernmental revenues: Federal grants	4,386	•		, ,					4,773	130,059	5,49	, ,
State funds: Parish Transportation	•	•		•	•			•	•	•	•	•
State Revenue Sharing Grants				1 1					• •	1 1		
Other Fees, charges and commissions		•		• •	•		, ,	• •		, ,	• •	
Fines and forfeitures Use of money and property Other revenue		2,642		265	331		36	251	• • •	• ' '	000,1	, , ,
TOTAL REVENUES	4,386	10,541		2,406	1,036		771	750	4,773	130,059	6,496	1
EXPENDITURES General Government: Judicial	•	•		•		,	•	ı	1	• 1		•
Executive Financial and administrative Other general administrative	,	1.771		1.860	320		- 541	, , 60			,	• •
Public safety	• •					· ·	525	, ,	, ,		• •	
Health and welfare	8,772			1 1			' '	',	4,621	130,059	8,329	1,740
Debt service	•						 	,		'       		•
TOTAL EXPENDITURES	8,772	1,77,1		1.860	320		4.066	400	4,621	130,059	8,329	1,740

(Continued)

of Revenues

Excess (deficiency) over Expenditures

# ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana SPECIAL REVENUE FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CONTINUED For the Year Ended December 31, 1998

	Emergency Food and Shelter	Drainage District	Drainage District	Dramage District	Drainage District	Drainage District	Needy Family	Energy Assistance	Family Preservation Support	CAA Board Eund
OTHER FINANCING SOURCES (USES) Operating transfers in Operating transfers out	r r	7.03.7			viaiais.	italo i		- । । । । । । । । । । । । । । । । । । ।	1,832	
Total other financing sources (uses)			'		'	•	,		1.832	1
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER SOURCES (USES)	(4,386)	8,770	546	716	(3,295)	350	152	•	(1)	(1,740)
FUND BALANCES AT BEGINNING OF YEAR	4,386	93,073	16,138	9,917	4.761	15,093		,		3.840
FUND BALANCES AT END OF YEAR	8	\$ 101.843	\$ 16,684	\$ 10,633	\$ 1,466	\$ 15,443	\$ 153	\$	\$	\$ 2,100

ASSUMPTION PARISH POLICE JURY

Napoleonville, Louisiana
SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUNDS
For the Year Ended December 31, 1998

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see December 31, 1998	

	Drainage	Road Improvement	Marais	Communi-	Fire					
REVENUES	Fund	Fax	Sewer	District	Protection District	Council	Project	Wonther	Fire	
Taxes:		Olin .	District	Fund	No.	on Aging	Read	zation	Protection	Drainage
Ad valorem tax						Fund	Fund	Fired		District
Sales tax	<b>~</b> ;	8	J	4					7.00.7	No. 11
Intergovernmental revenues:	432,654	865,349	•	۰,	\$ 287,811	191 056	,			
Federal grants			•	•	•	560,101	,	₹2)	11.30	
State funds:	33,745	•				•	•	•	15,54	\$ 5,050
Parish transportation funds			•	•	i				•	,
State Revenue Sharing	•	•				•	23,000	12 300		
Grants	•	•	•	,					•	•
Other	87,240	•	•	•	•	•	•			
Fees, charges and games.		•	•		•	•	•	•	,	
Fines and forfaithment		,		•	•	•	•	•	,	•
lish of money.	•	•	9,955	74.000	•	,	ſ	•	,	•
Other money and property	· (	•		4,980	•	,	•	,	•	•
Ourt revenue	13,300	32,419	1.626	, ,	•	•	•		' (	
	24,000			618,1	2,825	021	•	•		
TOTAL REVENUES				4.333	. ,	202	105	•	, 440	,
	\$90,939	897.768	11 501		1	12/2		,	<del>447</del>	7
EXPENDITURES			1 1027	80.638	290.636	181 610				
General Government:						010,101	23,105	12,300	25.67.	1
Judicial							<b>J</b>		190,02	5,057
Executive	•	•								1
Financial and administrative	,	•	•	•	•					
Other general administrative	•	•	•	•	•	•	•	•		
Public safety	•	•			12 075	, , , , , , , , , , , , , , , , , , ,		' '	•	•
Public works	•		,			1,354	•	ı	•	,
Health and welfare	212,395	924 525		83.672	275 141	,		. ,	1,230	
Culture and recreation	•			,		•	•	•		756
Debt service	•	•	7.082	,		•	•	•	28,374	,
		•			•	120,239	•	, , , , , ,		840
TOTAL EXPENDITINEES		   	1	,	<b>r</b> 1	•	17,453	14,535	•	, ,
CTATO	212,395	924,525	7.003			1		, ,	•	•
Excess (deficiency) of Danier			7000,	83,672	287,216	127,593	17,453		1	1
over Expenditures	378,544	(26.757)					   	\$557	29,604	1.596
			4,499	(3.034)	3 430					

(Continued)

(4,043)

(235)

54,017

3,420

ASSUMPTION PARISH POLICE JURY

Napoleonville, Louisiana

SPECIAL REVENUE FUNDS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CONTINUED

For the Year Ended December 31, 1998

		Road		Communi-	Fire				Fire	
	Drainage Tax Fund	Improvement Tax	Marais Sewer District	cations District Fund	Protection District	Council on Aging Fund	Project Read Fund	Weatheri- zation Fund	Protection District	Drainage District
OTHER FINANCING SOURCES (USES) Operating transfers in- Operating transfers out	(2.534)						(402)	210		
Total other financing sources (uses)	(2,534)			•	1	·	(402)	210	•	•
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER SOURCES (USES)	376,010	(26,757)	4,499	(3.034)	3,420	54.017	5,250	(25)	(4,043)	3,461
FUND BALANCES AT BEGINNING OF YEAR	101,647	333,017	29,155	35,644	274,742	120,652	1,599	130	28,406	6.867
FUND BALANCES AT END OF YEAR	\$ 477,657	\$ 306,260	\$ 33,654	\$ 32,610	\$ 278,162	\$ 174,669	\$ 6,849	\$ 105	\$ 24,363	\$ 13,328

ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
SPECIAL REVENUE FUNDS
FOR THEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CONTINUED
For the Year Ended December 31, 1998

Drainage Drainage District District No. 8	5.880 \$	, , , , , ,	5.880 4.800	- - - - - - - - - - - - - - - - - - -	· , , ,	882 720
Recreation District No. 1	\$ 45,767 \$	• • • • •	45,767		''''	6.865
Community Service Block Grant	S	• • • • • •	63,745	1 1 1 ,	63.745	63,745
Emergency Medical Service Fund	· · ·	436	436		448	448
Drainage District No. 1	\$ \$3,672		54,835	- - 10,911 - 31,203		42,114
Drainage District No. 7	\$ 20,100	, , , , , &	20,145	3.086	10,000	4,175
Rural Development Courthouse	•••	6,287	6,287	, , , , , ,	6.287	
Medicaid	238	· · · · ·	238	' ' ' ' ' ' ' ' ' '	·	238
REVENUES Taxes: Ad valorem tax	Sales tax Intergovernmental revenues: Federal grants State funds: Parish transportation funds State Revenue Sharing	Other  Fees, charges and commissions Fines and forfeitures Use of money and property Other revenue	TOTAL REVENUES  EXPENDITURES  General Government:  Judicial  Executive	Financial and administrative Other general administrative Public safety Health and welfare Culture and recreation	Debt service  TOTAL EXPENDITURES	Excess (deficiency) of Revenues over Expenditures

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(Continued)

4,080

4,998

38,902

# ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana SPECIAL REVENUE FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CONTINUED For the Year Ended December 31, 1998

					Emergency	Community				
		Rural	Drainage	Drainage	Medical	Service	Recreation	Drainage	Drainage	
	Medicaid	Development	District	District	Service	Block	District	District	District	
	Fund	Courthouse	No. 7	No. 1	Fund	Grant	No. 1	No. 8	No. 9	
OTHER FINANCING SOURCES (USES)			-		:					I
Operating transfers in-	•	•	1	•	1	•	•	•		
Operating transiers out	•	'  	•	'  	-	٠	'	•		1
Total other financing sources (uses)			,			'	1	,		.]
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER										
SOURCES (USES)	238	•	4,175	12,721	(12)	,	38,902	4,998	4,080	اہ
FUND BALANCES AT BEGINNING OF YEAR	,	1	26,958	\$2,412	12	•		,		.1
FUND BALANCES AT END OF YEAR	\$ 238	S.	\$ 31,133	\$ 65,133	\$	S	\$ 38,902	\$ 4,998	\$ 4,080	ال

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ASSUMPTION PARISH POLICE JURY
Napoleonville, Louisiana
SPECIAL REVENUE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CONTINUED
For the Year Ended December 31, 1998

Total Current Year		\$ 912,169	3,573,158	030 673	850,505	285,346	5,795	231,941	7,000	1,040,154	102,076	204,818	60,193	6,985,708			64,992	134,546	388,053	266,491	387,187	3,021,574	812,530	508,510	108,049		5,691,932	1,293,776
Vocational Technical School		56,580			•		•	•			•	•	'	56,580			•	•	2,167	,	•	•		•	-		7,16/	54,413
Louisiana Cooperative Extension		56,580	•			•	•	•	•		•			56,580			,	•	2,167	•	•	•	•				7.16/	54,413
Lewisville Street Sewer		S . S	•		ı	•	•		•	1,628	,	17	  - 	1,645			•	•	•	•	,	,	3,656	•	·   - 		2,050	(2.011)
Violet Street Sewer			•		•	•			•	1,628	•	15	'  	1.643			•	•	,	,	•	•	2,844	•	-	•	7,844	(1,201)
Rural Development		· •	•		1	•	•	122,166		•	•	ı	1	122,166			•	•	•	•	•	• (	124,700	•		000	124,700	(2,534)
Drainage District No. 12		\$ 1,750	•	1	1	,	•		•	1	•	•	'	1,750			•	•	•	263	,	,	•	•	•		507	1,487
	REVENUES Taxes:	Ad valorem tax	Sales tax	intergovernmental revenues: Federal grants	State funds:	Parish transportation funds	State Revenue Sharing	Grants	Other	Fees, charges and commissions	Fines and forfeitures	Use of money and property	Other revenue	TOTAL REVENUES	EXPENDITURES	General Government:	Judicial	Executive	Financial and administrative	Other general administrative	Public safety	Public works	Health and welfare	Culture and recreation	Debt service		101AL EAFENDIICKES	Excess (deficiency) of Revenues over Expenditures

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ASSUMPTION PARISH POLICE JURY
Napoleonville, Louislana
SPECIAL REVENUE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CONTINUED
For the Year Ended December 31, 1998

Total Current Year	779.984 (739.302)	40.682	1,334,458	3,712,404	\$ 5,046,862
Vocational Technical School	•	1	54,413	'	\$ 54.413
Louisiana Cooperative Extension		•	54,413	,	\$ 54,413
Lewisville Strect Sewer	4,000	4,000	1,989	,	\$ 1.989
Violet Street Sewer	3,000	3,000	1.799	,	\$ 1.799
Rural Development	2,534	2.534	, ,		\$
Drainage District No. 12			1,487	'	\$ 1.487
	OTHER FINANCING SOURCES (USES) Operating transfers in- Operating transfers out	Total other financing sources (uses)	EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER SOURCES (USES)	FUND BALANCES AT BEGINNING OF YEAR	FUND BALANCES AT END OF YEAR

### ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana

## CAPITAL PROJECT FUNDS - COMBINING BALANCE SHEET December 31, 1998

	Develo Blo	nunity pment ock ant	Develo Vill	ral opment lage wer	Cur	FAL rent
ASSETS	•	_			•	
Cash and cash equivalents	\$	-	\$	-	\$	-
Receivables		<del></del>				
Total current assets	_\$	<u>-</u>	<u>_\$</u>	<del></del>	_\$	
LIABILITIES AND EQUITY						
Liabilities:	_				_	
Accounts payable	\$	-	\$	-	\$	-
Due to other funds		-		-		•
Due to other governments		•		-		-
Salaries and wages payable	-				-	
Total liabilities		_		-		
FUND EQUITY - Fund Balance						
Fund balance unreserved		-				
Total fund equity		-		-		<del></del>
TOTAL LIABILITIES AND FUND EQUITY	_\$				_\$	

### ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana

# CAPITAL PROJECT FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES For the Year Ended December 31, 1998

REVENUES	Community Development Block Grant	Rural Development Village Sewer	TOTAL Current Year
Federal grants	\$ 481,720	\$ -	\$ 481.720
State grants	401,720	1,750	\$ 481,720 1,750
Total Revenues	481,720	1,750	483,470
EXPENDITURES			
Health and Welfare	538,714	1,750	<u>540,464</u>
Total Expenditures	538,714	1,750	540,464
Excess (deficiency) of revenues over expenditures	(56,994)		(56,994)
OTHER FINANCING SOURCES (USES) Operating transfers in			
Operating transfers out	(3,006)		(3,006)
Total other financing sources (uses)	(3,006)	<u> </u>	(3,006)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER SOURCES (USES)	(60,000)		(60,000)
Fund Balances at BEGINNING OF YEAR	60,000		60,000
Fund Balances at END OF YEAR		_\$	_\$

# ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana December 31, 1998

Schedule of Compensation Paid to Police Jurors for the Year ended December 31,1998

POLICE JUROR	AMOUNT
Edward J. Alleman	\$ 10,272
Charles Breaux, Jr.	10,272
Irving Comeaux	10,272
Henry Dupre	10,272
John Calvin James	10,272
Patrick Johnson	10,272
Ronald G. Jones	10,272
Lenny Tramonte	10,272
Martin S. Triche	11,556
Total	<u>\$ 93.732</u>

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SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS

AND OTHER SCHEDULES REQUIRED BY GOVERNMENT AUDITING

STANDARDS AND OMB-133

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# ASSUMPTION PARISH POLICE JURY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS For the Year Ended December 31, 1998

Federal Grantor/Passthrough Grantor/Program Title	Federal CFDA Number	Federal Assistance Number	Pass-Through Grantor's/Project ID Number	Total Current Year Expenditures	Total Amount Provided to Subrecipients
DIRECT PROGRAMS:					
Federal Emergency Management Assoc					
Emergency Food & Shelter National Program	83.523	16-3580-00		8,772	0
PASS-THROUGH PROGRAMS:					
U.S. Department of Agriculture -					
Louisiana Department of Agriculture & Forestry/Food Distribution Division- Commodity Distribution Distribution Reimbursement	10.550 10.550		EFAP06 EFAP06	3,203 1,417	0
U.S. Department of Health & Human Services-					
Louisiana Department of Labor/ Community Services Block Grant	93.569		98P0074	63,745	0
Louisiana Department of Social Services/ Low Income Housing Energy Assistance Program	93.568		528370	130,059	0
Louisiana Department of Social Services/ Weatherization Program Program Year 4-1-98 - 3-31-99 Program Year 4-1-97 - 3-31-98	81.042 81.042		515916 515916	8,877 3,448	0
Louisiana Department of Health & Hospitals/Medicaid Reimbursement	93.778		523865	0	0
Office of Community Services: Family Preservation/Support Program Program Year 10-1-97 -10-31-98	93.656		524490	5,496	0
Federal Emergency Management Agency -					•
Louisiana Department of Military Affairs/ Office of Emergency Preparedness FEMA - Hurricane Enhanced Hazmat Grant Program	83.505 83.544 83.535		N/A 1246-007-0000 N/A	9,589 45,304 5,029	0 0 0

# ASSUMPTION PARISH POLICE JURY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - continued For the Year Ended December 31, 1998

Federal Grantor/Passthrough Grantor/Program Title	Federal CFDA Number	Federal Assistance Number	Pass-Through Grantor'sID Number	Total rrent Year penditures	Pro	1 Amount vided to recipients
U.S. Department of Transportation & Development -						
Louisiana Department of Transportation & Development/Federal Transit Admin. Section 5311 Assistance Program Year 7-1-98 - 6-30-99 Program Year 7-1-97 - 6-30-98	20.509 20.509		741-04-0105 741-04-0104	\$ 27,457 62,272	\$	27,457 62,272
U.S. Department of Housing & Urban Development -						
Louisiana Division of Administration/ Community Development Block Grant Section Eight Housing	14.228 14.857		101-4012	481,720 238,278		0
Totals				\$ 1,094,666	<u>\$</u>	89,729

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# ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana

### NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

### December 31, 1998

### **GENERAL**

The Schedule of Federal Awards presents the activity of all Federal awards programs of the Assumption Parish Police Jury, Napoleonville, Louisiana (the Police Jury).

The Police Jury reporting entity is defined in Note A to the Police Jury's general-purpose financial statements. All Federal awards received directly from Federal agencies, as well as Federal awards passed through other government agencies, are included on the schedule.

### **BASIS OF ACCOUNTING**

The Schedule of Federal Awards is presented using the modified accrual basis of accounting. The basis of accounting for the various funds is described more fully in Note A to the Police Jury's general-purpose financial statements.

# ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS

### For the Year Ended December 31, 1998

### A. Summary of Audit Results

- Because of the effects of the matters discussed in the third paragraph of the independent auditor's report, an adverse opinion was issued on the general-purpose financial statements of the Assumption Parish Police Jury, Napoleonville, Louisiana (the Police Jury) as of and for the year ended December 31, 1998.
- The reportable conditions in internal control disclosed during the audit of the general-purpose financial statements are reported in the Report on Compliance and on Internal Control over Financial Reporting Based On An Audit Of Financial Statements Performed In Accordance With Government Auditing Standards. (See 98-1 and 98-2 in part B of this Schedule). These two conditions were considered material weaknesses.
- There were instances of noncompliance material to the general-purpose financial statements which were disclosed during the audit and reported in the Report On Compliance And Internal Control Over Financial Reporting Based On An Audit Of Financial Statements Performed In Accordance With Government Auditing Standards. (See 98-3 and 98-4 in Part B of the Schedule).
- A reportable condition in internal control disclosed during the audit of the major federal award programs is reported in the Report On Compliance And Internal Control Over Financial Reporting Based On An Audit Of Financial Statements Performed In Accordance With Government Auditing Standards. The condition is reported as a material weakness. (See 98-5 in Part C of this Schedule).
- The auditor's report on compliance for the major federal award programs for the Police Jury expresses an unqualified opinion.
- Audit findings relative to the major federal award program of the Police Jury are reported in Part C of this Schedule
  as required to be reported under OMB Circular A-133.
- The following program is identified as a major program for the year ended December 31, 1998:

Federal

CFDA Number

Community Development Block Grant

14.228

- The threshold for distinguishing Types A and B programs was \$300,000.
- The Police Jury was not determined to be a low-risk auditee.
- B. Findings Financial Statement Audit

### 98-1 SEPARATION OF DUTIES

Finding: Due to the size of the Police Jury's accounting staff, there is an insufficient segregation of duties to have an effective internal control.

ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana

Schedule 7

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS

### For the Year Ended December 31, 1998

### B. Findings - Financial Statement Audit - Continued

Recommendation: Since the cost of an internal control system should not outweigh the benefits derived from it, we can not recommend that additional personnel be added, and have no recommendation to make in this area.

Management's Response: Management of the Police Jury concurs with the finding. However, due to staff limitations, no action will be taken at this time.

### 98-2 NEED TO IMPROVE CONTROLS WITH RESPECT TO THE RECEIVING FUNCTION

Finding: Improvement is needed with respect to strengthening the controls surrounding the receiving function. Goods received are not always compared to the purchase order before acceptance of delivery. Also, prenumbered and controlled receiving reports are not used.

Recommendation: The Police Jury should improve its controls surrounding the receiving function. To improve this function, the Police Jury should use prenumbered and controlled receiving reports and always compare the receiving report to the purchase order before acceptance of delivery.

Management's Response: Management of the Police Jury concurs with the finding. However, due to staff limitations and the fact that the receiving function is not separate and apart from the purchasing, bookkeeping, or the storage functions, no improvement can be made in this area at this time.

### 98-3 LOCAL GOVERNMENT BUDGET ACT

Finding: The Assumption Parish Police Jury did not correctly amend the budgets of the Library Fund, Project Read Fund, Vo-Tech School Fund, and La. Cooperative Extension Fund as provided by the Local Government Budget Act. Louisiana Revised Statute 39:1309-1310 requires that the Police Jury amend the budgets when actual expenditures plus projected expenditures for the remainder of the year exceed budgeted expenditures by five (5) percent or more. The Police Jury failed to comply with Louisiana Revised Statute 39:1309-1310.

Recommendation: We recommend that management of the Police Jury monitor more closely budget to actual statements during the year to comply with this requirement.

Management's Response: Management of the Police Jury concurs with the finding. The Vo-Tech School Fund and La. Cooperative Extension Fund were newly created funds and management was unable to properly estimate the anticipated expenditures. With respect to the Library Fund and Project Read Fund, the local library branches incurred certain expenditures that were not included in the proposed and/or amended budgets. These budgets and respective variances will be monitored closely this year and the Police Jury will amend all future budgets as needed.

# ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana

Schedule 7

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended December 31, 1998

### 98-4 FAILURE TO PUBLISH COMMITTEE MINUTES

Finding: Some committee meeting minutes were not published in the official journal. Louisiana Revised Statute 43:141-144 and 144-168 requires the police jury to publish the minutes of all meetings.

Recommendation: We recommend that the police jury closely track the publication of all minutes to ensure compliance with the above mentioned Louisiana Revised Statute.

Management's Response: Management of the police jury concurs with this finding. This was an accidental oversight and the publication of all meetings will be closely monitored this year.

### C. Findings and Questioned Costs – Major Federal Award Programs Audit

### 98-5 SEPARATION OF DUTIES

Finding: Due to the size of the Police Jury's accounting staff, there is an insufficient segregation of duties to have an effective internal control.

Recommendation: Since the cost of an internal control system should not outweigh the benefits derived from it, we can not recommend that additional personnel be added, and have no recommendation to make in this area.

Management's Response: Management of the Police Jury concurs with the finding. However, due to staff limitations, no action will be taken at this time.

# ASSUMPTION PARISH POLICE JURY Napoleonville, Louisiana

### SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

### For the Year Ended December 31, 1998

### INTERNAL CONTROL STRUCTURE FINDINGS

### 97-1 - SEPARATION OF DUTIES

Condition: Due to the size of the Police Jury's accounting staff, there is an insufficient segregation of certain duties to have an effective internal control.

Current Status: This finding still applies and is noted in the current audit for year ending December 31, 1998. (See current finding noted as 98-1).

### 97-2 -NEED TO IMPROVE CONTROLS WITH RESPECT TO THE RECEIVING FUNCTION

Condition: Improvement is needed with respect to strengthening the controls surrounding the receiving function.

Current Status: These findings still apply and are noted in the current audit for the year ending December 31, 1998. (See current finding 98-2).

### COMPLIANCE FINDING

### 97-3 - LOCAL GOVERNMENT BUDGET ACT

Condition: The Assumption Parish Police Jury did not amend the budgets of the Drainage Tax Fund and Community Development Block Grant Fund as provided by the Local Government Budget Act.

Current Status: The Police Jury corrected this finding with respect to the above-mentioned funds during the current year. However, the Police Jury failed to comply with this statutory requirement by not properly amending its Library Fund, Project Read Fund, Vo-Tech School Fund, and La. Cooperative Extension Fund. (See current finding noted as 98-3).

### MAJOR FEDERAL AWARD PROGRAMS

### 97-4 - SEPARATION OF DUTIES

Condition: Due to the size of the Police Jury's accounting staff, there is an insufficient segregation of duties to have an effective internal control.

Current Status: This finding still applies and is noted in the current audit for the year ending December 31, 1998. (See current finding 98-5).







MARTIN THICHE - PRESIDENT

WARDS

RONALD JONES - VICE PRESIDENT WARD 1

CHARLES BREAUX, JR. WARD 2

IRVING COMEAUX WARDS

PATRICK JOHNSON WARD 4

P.O. BOX 518

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HENRY J. DUPRE WARD 7

CALVIN JAMES

WARD 6

E.J. ALLEMAN

LENNY TRAMONTE

& ORAW

WARDS

BETTIE MONSON SECRETARY TREASURER

Assumption Parish Police Jury
Corrective Action Plan for
Current Year Audit Findings
For the Year Ended December 31, 1998

Ref No.	Description of Finding	Corrective Action Planned	Name(s) of Contact Person(s)	Anticipated Completion Date
98-1	Separation of Duties	Not feasible at this time due to staff and budget limitations.	Mrs. Bettle Monson	N/A
98-2	Need to Improve Controls With Respect to the Receiving Function	Not feasible at this time due to staff limitations.	Mrs. Bettie Monson	N/A
98-3	Local Government Budget Act	Will closely monitor variances and amend budgets when necessary.	Mrs. Bettie Monson	12/31/99
98-4	Failure to Publish Committee Meeting Minutes	Will closely monitor the publication of all meeting minutes.	Mrs. Bettie Monson	<b>12</b> /31/99
98-5	Major Federal Award Program: Separation of Duties	Not feasible at this time due to staff and budget limitations.	Mrs. Bettie Monson	N/A

The above corrective action plan adresses the auditor's current year findings. If you need additional information concerning the corrective action plan, please feel free to contact me.

Bettie Monson, Secretary-Treasurer





### WAGUESPACK & ASSOCIATES

(A Professional Accounting Corporation)

CERTIFIED PUBLIC ACCOUNTANTS

P.O. Box 461

Belle Rose, LA 70341-0461

Michael J. Waguespack, CPA Elaine T. Waguespack, CPA (225) 473-9200 Telephone (225) 473-2945 Fax

Timothy J. Gallagher, CPA

# REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Assumption Parish Police Jury Napoleonville, Louisiana

We have audited the financial statements of the Assumption Parish Police Jury, Napoleonville, Louisiana (the Police Jury), as of and for the year ended December 31, 1998, and have issued our report thereon dated May 25, 1999. We conducted our audit in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States; and <u>Louisiana Governmental Audit Guide</u> issued by the Louisiana Legislative Auditor and the Louisiana Society of Certified Public Accountants.

### COMPLIANCE

As part of obtaining reasonable assurance about whether the Police Jury's financial statements are free of material misstatement, we 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 statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u> which are described in the accompanying schedule of findings and questioned costs as items 98-3 and 98-4.

### INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit, we considered the Police Jury's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Police Jury's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. The reportable conditions are described in the accompanying schedule of findings and questioned costs as items 98-1 and 98-2.

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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we consider the reportable conditions noted as items 98-1 and 98-2 to be material weaknesses.

This report is intended for the information of the Police Jury, management, the Legislative Auditor and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

Wagnespach & Associates (APAC)
Belle Rose, Louisiana

May 25, 1999

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# REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Assumption Parish Police Jury Napoleonville, Louisiana

### **COMPLIANCE**

We have audited the compliance of the Assumption Parish Police Jury, Napoleonville, Louisiana (the 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 each of its major federal programs for the year ended December 31, 1998. The 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 each of its major federal programs is the responsibility of the Police Jury's management. Our responsibility is to express an opinion on the Police Jury's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States and OMB Circular A-133, <u>Audits of States</u>, <u>Local Governments</u>, and <u>Non-Profit Organizations</u>. Those standards and OMB Circular A-133 require that we 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 Police Jury's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Police Jury's compliance with those requirements.

In our opinion, the Police Jury complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 1998.

### INTERNAL CONTROL OVER COMPLIANCE

The management of the 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 our audit, we considered the Police Jury's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

We noted certain matters involving the internal control over compliance and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in our judgment, could adversely affect the Police Jury's ability to administer a major federal program in accordance with applicable requirements of laws, regulations, contracts and grants. A reportable condition is described in the accompanying schedule of findings and questioned costs as item 98-5.

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. Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we consider the reportable condition noted as 98-5 to be a material weakness.

This report is intended for the information of the Police Jury, management, the Legislative Auditor, and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

Wagnespach + Associates (APAC)

Belle Rose, Louisiana

May 25, 1999