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**CONCORDIA PARISH POLICE JURY
Vidalia, Louisiana**

**Primary Government Financial Statements and
Independent Auditor's Reports
As of and for the Year Ended
December 31, 2003
(With Comparative Totals for December 31, 2002)**

With Supplemental Information Schedules

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7-14-04

**JERI SUE TOSSPON
Certified Public Accountant**

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With Supplemental Information Schedules

**CONCORDIA PARISH POLICE JURY
Vidalia, Louisiana**

**Primary Government Financial Statements
and Independent Auditor's Report
As of and for the Year Ended December 31, 2003
With Supplemental Information Schedules**

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SECTION I
PRIMARY GOVERNMENT FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT

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INDEPENDENT AUDITOR'S REPORT

CONCORDIA PARISH POLICE JURY

Vidalia, Louisiana

I have audited the accompanying primary government financial statements of the Concordia Parish Police Jury, as of December 31, 2003, and for the year then ended, as listed in the foregoing table of contents. These financial statements are the responsibility of management of the Concordia Parish Police Jury. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the 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. I believe that my audit provides a reasonable basis for my opinion.

A primary government is a legal entity or body politic and includes all funds, organizations, institutions, agencies, departments, and offices that are not legally separate. Such legally separate entities are referred to as component units. In my opinion, the primary government financial statements present fairly, in all material respects, the financial position of the primary government of the Concordia Parish Police Jury, as of December 31, 2003, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

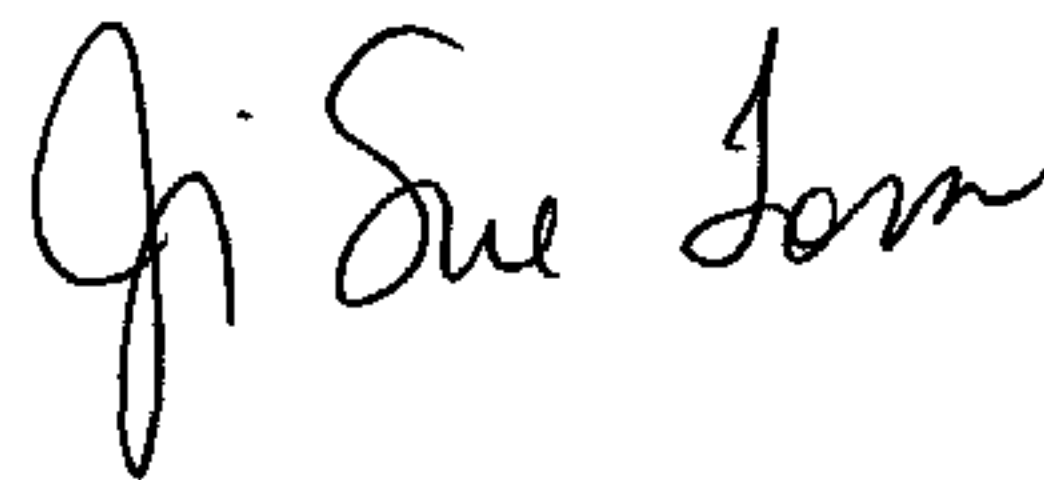
However, the primary government financial statements, because they do not include the financial data of component units of the Concordia Parish Police Jury, do not purport to, and do not, present fairly the financial position of the Concordia Parish Police Jury, as of December 31, 2003, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, I have also issued my report dated June 24, 2004, on my consideration of the Concordia Parish Police Jury

Independent Auditor's Report
Page 2

internal control over financial reporting, and on my tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of my audit.

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



Ferriday, Louisiana
June 24, 2004

**Concordia Parish Police Jury
Vidalia, Louisiana
All Fund Types and Account Groups**

**Combined Balance Sheet
December 31, 2003
(With Comparative Totals at December 31, 2002)**

	Governmental Funds		Proprietary Fund	Account Groups		Totals	
	General Fund	Special Revenue Funds	Internal Service Fund	General Fixed Assets	General Long-Term Obligations	2003	(Memorandum Only) 2002
ASSETS							
Cash and cash equivalents (Note 1-H)	\$ 14,008	\$ 1,701,080	\$ 57,763			\$ 1,772,851	\$ 1,907,805
Receivables (Note 4)	695,447	1,608,481				2,303,928	2,227,737
Land, buildings and equipment (Note 5)				\$ 8,198,498		8,198,498	7,454,289
Amount to be provided for retirement of long-term obligations					\$ 0	0	14,028
Total Assets	\$ 709,455	\$ 3,309,561	\$ 57,763	\$ 8,198,498	\$ 0	\$ 12,275,277	\$ 11,603,859
LIABILITIES AND FUND EQUITY							
Liabilities							
Accounts payable	\$ 5,383	\$ 53,733				\$ 59,116	\$ 85,944
Notes payable					\$ 0	0	14,028
Total Liabilities	\$ 5,383	\$ 53,733			\$ 0	\$ 59,116	\$ 99,972
Equity and other credits							
Investment in general fixed assets				\$ 8,198,498		\$ 8,198,498	\$ 7,454,289
Retained earnings			\$ 57,763			57,763	52,633
Fund balances:							
Reserved for debt service							
Reserved for fixed asset acquisition and maintenance	\$ 38,861					38,861	38,861
Unreserved - undesignated	665,211	\$ 3,255,828				3,921,039	3,958,104
Total Equity and Other Credits	\$ 704,072	\$ 3,255,828	\$ 57,763	\$ 8,198,498	\$ 0	\$ 12,216,161	\$ 11,503,887
Total Liabilities, Equity and Other Credits	\$ 709,455	\$ 3,309,561	\$ 57,763	\$ 8,198,498	\$ 0	\$ 12,275,277	\$ 11,603,859

(4)

See accountant's audit report and accompanying notes to the financial statements.

**Concordia Parish Police Jury
Vidalia, Louisiana
Governmental Funds**

**Combined Schedule of Revenues, Expenditures
and Changes in Fund Balance
For the Year ended December 31, 2003
(With Comparative Totals for the Year Ended December 31, 2002)**

	General Fund	Special Revenue Funds	2003	2002	Totals (Memorandum Only)
REVENUES					
Taxes					
Ad valorem	\$ 416,240	\$ 1,529,091	\$ 1,945,331	\$ 2,051,982	
Sales		670,475	670,475	569,145	
Other taxes, penalties and interest	27,118	27,118	27,118	28,944	
Licenses and permits	148,711		148,711	134,536	
Intergovernmental revenues					
Federal funds- federal grants	20,056	840,116	860,172	182,610	
State funds					
Parish transportation funds	24,737	199,731	199,731	201,501	
State revenue sharing (net)	259,351	85,187	109,924	114,228	
Severance	288,528		288,528	238,116	
Other				91,901	
⑤ Fees, charges and commissions for services		4,384	4,384	3,878	
Fines and forfeitures		89,812	89,812	95,020	
Use of money and property	5,298	31,058	36,356	59,824	
Other	28,548	16,399	44,947	30,598	
Total Revenues	\$ 1,218,587	\$ 3,466,253	\$ 4,684,840	\$ 3,802,284	
EXPENDITURES					
General government:					
Legislative	158,015		158,015	163,259	
Judicial	111,391	141,476	252,867	271,770	
Elections	31,263		31,263	27,283	
Finance and administrative	168,825	35,790	204,615	178,048	
Other	539,433		539,433	445,224	
Public safety	166,154		166,154	161,802	
Public works	2,569	2,172,461	2,175,030	1,780,291	
Health and welfare	23,906	67,791	91,697	96,000	
Culture and recreation	57,392	801,261	858,653	1,246,638	

**Concordia Parish Police Jury
Vidalia, Louisiana
Governmental Funds**

**Combined Schedule of Revenues, Expenditures
and Changes in Fund Balance
For the Year ended December 31, 2003
(With Comparative Totals for the Year Ended December 31, 2002)**

	General Fund	Special Revenue Funds	2003	2002
Economic development and assistance	30,312		30,312	8,968
Transportation	49,471		49,471	36,037
Debt service:				
Principal	11,362		11,362	14,078
Interest				3,922
Other charges		153,033	153,033	135,787
Total expenditures	\$ 1,350,093	\$ 3,371,812	\$ 4,721,905	\$ 4,569,105
Excess (Deficiency) of Revenues over Expenditures	\$ (131,506)	\$ 94,441	\$ (37,065)	\$ (766,821)
Other Financing Sources (Uses)				
Capital financing	64,000	559,000	623,000	595,067
Operating transfers in	59,000	564,000	623,000	595,067
Operating transfers out	5,000	(5,000)	0	0
Total other financing sources (uses)	\$ (126,506)	\$ 89,441	\$ (37,065)	\$ (766,821)
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	791,717	3,166,387	3,958,104	4,249,925
Fund Balances (Deficit) at Beginning of Year	\$ 665,211	\$ 3,255,828	\$ 3,921,039	\$ 3,558,104
Fund Balances (Deficit) at End of Year				

(6)

See accountant's audit report and accompanying notes to the financial statements.

**Concordia Parish Police Jury
Vidalia, Louisiana**

**General and Special Revenue Funds
(Excluding Criminal Court Special Revenue Fund)
Combined Schedule of Revenues, Expenditures
and Changes in Fund Balance
Budget (Cash Basis) and Actual
For the Year ended December 31, 2003**

	General Fund			Special Revenue Funds		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES						
Taxes						
Ad valorem	\$ 462,700	\$ 431,488	\$ (31,212)	\$ 1,578,400	\$ 1,580,707	\$ 2,307
Sales				670,000	670,475	475
Other taxes, penalties and interest	27,623	27,623	0			
Licenses and permits	149,687	148,711	(976)			
Intergovernmental revenues						
Federal funds- federal grants	21,809	13,241	(8,568)	772,536	840,116	67,580
State funds						
Parish transportation funds	24,000	17,367	(6,633)	200,180	215,116	14,936
State revenue sharing (net)	240,141	240,141	0	88,000	60,239	(27,761)
Severance	301,354	164,528	(136,826)	21,300	21,300	0
Other						
Fees, charges and commissions for services					4,384	4,384
Fines and forfeitures					1,662	1,662
Use of money and property	5,000	5,298	298	28,000	31,012	3,012
Other	30,610	28,548	(2,062)	14,000	17,599	3,599
Total Revenues	\$ 1,262,924	\$ 1,076,945	\$ (185,979)	\$ 3,372,416	\$ 3,442,610	\$ 70,194
EXPENDITURES						
General government:						
Legislative	\$ 158,893	\$ 158,015	\$ 878			
Judicial	112,661	111,691	970	\$ 15,620	\$ 5,409	\$ 10,211
Elections	34,008	34,203	(195)			
Finance and administrative	174,312	168,827	5,485	35,843	35,790	53
Other	568,124	539,392	28,732			
Public safety	195,879	189,543	6,336			
Public works	2,604	2,569	35			
Health and welfare	25,000	23,906	1,094	2,116,623	2,183,254	(66,631)
				67,188	68,673	(1,485)

Concordia Parish Police Jury
Vidalia, Louisiana
General and Special Revenue Funds
(Excluding Criminal Court Special Revenue Fund)
Combined Schedule of Revenues, Expenditures
and Changes in Fund Balance
Budget (Cash Basis) and Actual
For the Year ended December 31, 2003

	General Fund			Special Revenue Funds		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
Culture and recreation	57,465	57,392	73	755,000	791,019	(36,019)
Economic development and assistance	29,750	30,312	(562)	135,000		135,000
Transportation	49,771	49,471	300			
Other charges	500	11,361	(10,861)		153,033	(153,033)
Total expenditures	\$ 1,408,967	\$ 1,376,682	\$ 32,285	\$ 3,125,274	\$ 3,237,178	\$ (111,904)
Excess (Deficiency) of Revenues over Expenditures	\$ (146,043)	\$ (299,737)	\$ (153,694)	\$ 247,142	\$ 205,432	\$ (41,710)
Other Financing Sources (Uses)						
Operating transfers in	\$ 64,000	\$ 64,000	\$ 0	\$ 515,000	\$ 504,000	\$ (11,000)
Operating transfers out	59,000	59,000	0	564,000	564,000	0
Total other financing sources (uses)	\$ 5,000	\$ 5,000	\$ 0	\$ (49,000)	\$ (60,000)	\$ (11,000)
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	\$ (141,043)	\$ (294,737)	\$ (153,694)	\$ 198,142	\$ 145,432	\$ (52,710)
Fund Balances (Deficit) at Beginning of Year	343,912	343,912	0	2,084,330	2,084,330	0
Fund Balances (Deficit) at End of Year	\$ 202,869	\$ 49,175	\$ (153,694)	\$ 2,282,472	\$ 2,229,762	\$ (52,710)

(6)

See accountant's audit report and accompanying notes to the financial statements.

**Concordia Parish Police Jury
Vidalia, Louisiana
Proprietary Fund**

**Statement of Revenues, Expenses
and Changes in Retained Earnings
For the Year ended December 31, 2003
(With Comparative Totals for the Year ended December 31, 2002)**

	Internal Service Fund	
	2003	2002
<u>OPERATING REVENUES</u>		
Fees, charges and commissions for services	\$ 6,498	\$ 6,446
Other	722	1,074
 Total Revenues	\$ 7,220	\$ 7,520
 <u>OPERATING EXPENSES</u>		
Fees and charges	\$ 1,959	\$ 3,367
Claims paid	131	0
 Total Expenses	\$ 2,090	\$ 3,367
 Net Income	\$ 5,130	\$ 4,153
 Retained Earnings (Deficit) at Beginning of Year	52,633	48,480
 Retained Earnings (Deficit) at End of Year	\$ 57,763	\$ 52,633

See accountant's audit report and accompanying notes to the financial statements.

**Concordia Parish Police Jury
Vidalia, Louisiana
Proprietary Fund**

**Statement of Cash Flows
For the Year ended December 31, 2003
(With Comparative Totals for the Year ended December 31, 2002)**

	Internal Service Fund	
	2003	2002
<u>Cash flows from operating activities</u>		
Net income (loss) for year	\$ 5,130	\$ 4,153
Net cash provided (used) by operating activities	\$ 5,130	\$ 4,153
Net increase (decrease) in cash and cash equivalents	\$ 5,130	\$ 4,153
Cash and Cash Equivalents at Beginning of Year	52,633	48,480
Cash and Cash Equivalents at End of Year	\$ 57,763	\$ 52,633

See accountant's audit report and accompanying notes to the financial statements.

CONCORDIA PARISH POLICE JURY

Vidalia, Louisiana

Notes to the Financial Statements

As of and for the Year ended December 31, 2003

INTRODUCTION

The Concordia Parish Police Jury is the governing authority for Concordia 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 8, 2004.

Concordia Parish is 709 square miles in size with a population of 20,247. The police jury maintains 226.7 miles of roads, of which 76.6 are paved and 150.1 are gravel. Police jury offices are located in the Concordia Parish Courthouse located in Vidalia. The police jury's road maintenance facility is located at Frogmore on U. S. Highway 84. The police jury currently has a total staff of 96 employees: 4 in the central office, 2 in the registrar of voters office, 5 janitors, 19 road and drainage employees, 39 other employees and 27 elected officials.

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 these are the powers 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, sales taxes, beer and alcoholic beverage permits, state revenue sharing, and various other state and federal grants.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. REPORTING ENTITY - As the governing authority of the parish, for reporting purposes, the Concordia Parish Police Jury is the financial reporting entity for Concordia Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which 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 Concordia 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.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

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

<u>Component Unit</u>	<u>Fiscal Year End</u>	<u>Criteria Used</u>
Concordia Parish Airport Authority	Dec 31	1
Hospital Service District No. 1	Jun 30	1
Concordia Parish Library	Dec 31	1
Seventh Judicial District Criminal Court of Concordia Parish	Dec 31	1
Concordia Parish Recreation District No. 1	Dec 31	1
Concordia Parish Recreation District No. 2	Dec 31	1
Concordia Parish Recreation District No. 3	Dec 31	1
Monterey Fire Protection District No. 1	Dec 31	1
Lake St. John Waterworks District	Dec 31	1
Concordia Parish Waterworks District	Jun 30	1
Concordia Parish Sewerage District No. 1	Dec 31	1
Concordia Fire District No. 2	Dec 31	1
Concordia Parish Communications District	Dec 31	1
Concordia Parish Economic & Industrial Development District	Jun 30	1
Concordia Parish Assessor	Jun 30	2
Concordia Parish Clerk of Court	Dec 31	2
Concordia Parish District Attorney	Dec 31	2
Concordia Parish Sheriff	Jun 30	2

The police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the previously listed component units are included in the accompanying financial statements except for the inclusion of the Concordia Parish Library and the Seventh Judicial District Criminal Court as special revenue funds, whose accounting records are maintained by the Concordia Parish Police Jury.

GASB Statement No. 14 provides for the issuance of primary government financial statements that are separate from those of the reporting entity. However, the primary government's (police jury) financial statements are not a substitute for the reporting entity's financial statements. The accompanying primary government financial statements have been prepared in conformity with generally accepted accounting principles as applied to governmental units. These financial statements are not intended to and do not report on the reporting entity but rather are intended to reflect only the financial statements of the primary government (police jury).

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

B. 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. 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 financial statements are described as follows:

Governmental Fund Types

General Fund

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

Special Revenue Funds

The General Funds of the Concordia Parish Library and the Seventh Judicial District Criminal Court (component units) are reported as special revenue funds. In addition, special revenue funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for

specified purposes.

Courthouse Debt Service Fund

The Courthouse Debt Service Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs associated with the September 1, 1973, general obligation bond issue. Financing is provided by funds remaining from the annual assessment of a dedicated ad valorem tax that has expired. These bonds have been paid in full as of December 31, 1998.

Proprietary Fund Type

Unemployment Internal Service Fund

The unbudgeted Internal Service Fund accounts for the financing of services provided by one department to other department of the Police Jury on a cost reimbursement basis. The Unemployment Internal Service Fund accounts for the financing of a self-insurance fund for the payment of unemployment claims by former employees of the Police Jury. It is a proprietary fund whose focus is on income measurement, which together with the maintenance of equity, is an important financial indicator

C. FIXED ASSETS AND LONG-TERM DEBT - Fixed assets used in governmental fund operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in the governmental funds. Public domain or infrastructures are not capitalized. No depreciation has been provided on general fixed assets. Approximately 85 percent of general fixed assets are valued at historical cost, while the remaining 15 percent are valued at estimated cost, based on the historical cost of like items. The composition for each component unit follows:

<u>Component Unit</u>	<u>Actual Cost</u>	<u>Percent</u>	<u>Estimated Cost</u>	<u>Percent</u>
Police Jury	\$4,978,692	94%	\$338,341	6%
Criminal Court	63,379	40%	94,659	60%
Library	2,147,801	79%	575,727	21%

Long-term liabilities expected to be financed from governmental funds are accounted for in the general long-term obligations account group, not in the governmental funds.

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

D. BASIS OF ACCOUNTING - Basis of accounting refers to when revenues and

expenditures are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. Governmental funds are accounted for using a flow of current financial resources measurement focus. The governmental funds are reported on the modified accrual basis of accounting using the following practices in recording revenues and expenditures.

Revenues

Ad valorem taxes and the related state revenue sharing 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 on December 31. The taxes are generally collected in December of the current year and January and February of the ensuing year.

Sales and use taxes and occupational license fees are recognized when received by the police jury's collection agents, the Concordia Parish School Board and the Louisiana Department of Public Safety and Corrections, Public Safety Services - Office of Motor Vehicles.

Fines and forfeitures are recognized in the period they are collected by the Concordia Parish Sheriff.

Federal and state grants are recorded when the police jury is entitled to the funds.

Interest income on certificates of deposit is recorded when the certificates have matured and the interest is available. Interest income on interest bearing demand deposits is recorded at the end of each month when credited by the bank.

Substantially all other revenues are recorded when they become available to the police jury.

Expenditures

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

Other Financing Sources (Uses)

Operating transfers between funds that are not expected to be repaid, sales of assets, and insurance recoveries are accounted for as other financing sources (uses). Operating transfers are recognized in the period in which the transfer is approved; sales of assets are recognized when the sales occur; and insurance recoveries are recognized when the funds are due.

All proprietary fund are accounted for on a flow of economic resources measurement focus and a determination of net income and capital maintenance. With this measurement focus, all assets and liabilities associated with the operation of these funds are included on the balance sheet. The proprietary funds use the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized at the time liabilities are incurred.

E. BUDGET PRACTICES - Proposed budgets for the ensuing year are prepared by the secretary-treasurer, with assistance from the chairman of the finance committee, during the months of October and November of each year. Upon completion, copies of the proposed budgets are mailed to the jurors. The availability of the proposed budget for public inspection and the dates of the public hearing on the budgets are then advertised in the official journal. During its regular December meeting, the police jury conducts a public hearing to receive input from the public and other interested parties. Changes are made to the proposed budgets based on the public hearing and the desires of the police jury as a whole. The budgets are then adopted, and notice is published in the official journal.

During the year, the police jury receives at least quarterly budget comparison statements, which are used as a tool to control the operations of the parish. The secretary-treasurer presents necessary budget amendments to the police jury during the year when, in her judgment, actual operations differ materially from those anticipated in the original budget. During a regular meeting, the police jury reviews the proposed amendments, makes changes as it feels necessary, and formally adopts the amendments. The adoption of the amendments is included in the police jury minutes published in the official journal.

The police jury exercised budgetary control at the functional level. Within functions, the secretary-treasurer has the authority to make amendments as necessary. The police jury does not use encumbrance accounting in its budget practices. Unexpended appropriations lapse at year end and must be reappropriated in the next year's budget to be expended. For the year ended December 31, 2003, the police jury adopted cash basis budgets for the General Fund and all special revenue funds, except the Criminal Court Fund, which is exempt by law.

Budget comparison statements included in the accompanying financial statements include the original adopted budgets and all subsequent amendments. The following reconciles the excess (deficiency) of revenues and other sources over expenditures and other uses for the General Fund and special revenue funds:

	<u>General Fund</u>	<u>Special Revenue Funds</u>
Excess (deficit) of revenues and other sources over expenditures and other uses (budget basis)	(\$294,737)	\$145,432
Adjustments for:		
Receivables	141,641	(64,553)
Payables	<u>26,590</u>	<u>1,433</u>
Excess (deficit) of revenues and other sources over expenditures and other uses (GAAP basis)	<u>(\$126,506)</u>	<u>\$ 82,312</u>

F. ENCUMBRANCES - Encumbrance accounting, under which purchase orders are recorded in order to reserve that portion of the applicable appropriation, is not employed. However, outstanding purchase orders are taken into consideration before expenditures are incurred in order to assure that applicable appropriations are not exceeded.

G. CASH AND CASH EQUIVALENTS - Under state law, the police jury may deposit funds in 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. At December 31, 2003, the police jury had cash and cash equivalents (bank balances) totaling \$1,803,156 as follows:

Demand deposits	\$ 378,156
Time certificate of deposit	<u>1,425,000</u>
Total	<u>\$1,803,156</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance 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 in a holding or custodial bank that is mutually acceptable to both parties. Deposits at December 31, 2003 are secured as follows:

Federal deposit insurance	\$ 200,000
Pledged securities (Category 3)	<u>3,890,402</u>
Total	<u>\$4,190,402</u>

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.

H. ANNUAL AND SICK LEAVE - Permanent employees of the police jury and criminal court earn from 5 to 15 days of annual and sick leave each year, depending on their length of service. Annual leave must be taken in the year earned. Unused annual leave cannot be accumulated. Employees may accumulate an unlimited amount of sick leave; however, they cannot be paid for any unused sick leave upon retirement or termination.

Permanent employees of the library earn from 10 to 18 days of annual leave each year, depending on their length of service. Annual leave must be taken in the year earned. Unused annual leave cannot be accumulated. Employees are also entitled to 12 days of sick leave each year and may accumulate up to 30 days; however, they cannot be paid for any unused sick leave upon retirement or termination.

At December 31, 2003, employee leave benefits requiring recognition in accordance with GASB Codification Section C60 were determined to be immaterial and are not included within the general long-term obligations account group. The cost of leave privileges, computed in accordance with the above codification, is recognized as a current-year expenditure within the various funds when leave is actually taken.

I. SALES TAXES - The voters of Concordia Parish passed a one percent sales and use tax at a special election on November 8, 1977. The tax went into effect on January 1, 1977. On January 16, 1988, voters renewed the one percent sales and use tax for 15 years. The tax went into effect February 1, 1988, and will remain in effect until January 31, 2003. The tax is to be used to acquire, construct, and maintain a solid waste disposal program, with any remaining balance to be used to construct and maintain roads and drainage.

By an agreement between the police jury and the Concordia Parish School Board, the school board serves as the sales tax collection agent. As compensation, the school board receives two and one-half percent of the taxes collected plus necessary costs of collection. *The contract is for an indefinite period and may be canceled at any time by either party.*

J. TOTAL COLUMNS ON COMBINED STATEMENTS - Total columns on the combined statements are captioned Memorandum Only (overview) to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 2 - FUND DEFICITS

At December 31, 2003, no fund had a deficit balance.

NOTE 3 - LEVIED TAXES

The following is a summary of authorized and levied ad valorem taxes for the year ended December 31, 2003:

	<u>Authorized Millage</u>	<u>Levied</u>	<u>Expiration Date</u>
Parish wide taxes:			
Parish	4.00	2.45	Indefinite
Library maintenance	8.50	8.45	2008
Health unit maintenance	1.78	.80	2010
Drainage, general	10.00	9.94	2008

The differences between authorized and levied millages are the result of reassessment of taxable property, required by Article 7, Section 23 of the Louisiana Constitution of 1974.

NOTE 4 - RECEIVABLES

The following is a summary of receivables at December 31, 2003:

<u>Class of Receivable</u>	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Total</u>
Taxes:			
Ad valorem	\$443,844	\$1,502,415	\$1,946,259
Other taxes	11,159		11,159
Grants:			
Federal	9,348		9,348
State	231,096	106,066	337,162
Other	-0-	-0-	-0-
Total	<u>\$695,447</u>	<u>\$1,608,481</u>	<u>\$2,303,928</u>

NOTE 5 - CHANGES IN GENERAL FIXED ASSETS

The following presents the changes in general fixed assets for the year ended December 31, 2003

	Balance at January 1, 2003	Additions	Deletions	Balance at December 31, 2003
Police Jury				
Land and buildings	\$ 3,412,810	\$ 201,847		\$ 3,614,657
Equipment	1,603,256	77,202	\$	1,680,458
Furniture and fixtures	14,342	7,578		21,920
Sub-total	<u>\$ 5,030,408</u>	<u>\$ 286,627</u>	<u>\$ 0</u>	<u>\$ 5,317,035</u>
Library				
Buildings	\$ 887,662	\$ 277,853		\$ 1,165,515
Equipment	298,372		\$ 18,465	279,907
Furniture and fixtures	116,152	132,409		248,561
Library books and videos	970,210	59,739		1,029,949
Sub-total	<u>\$ 2,272,396</u>	<u>\$ 470,001</u>	<u>\$ 18,465</u>	<u>\$ 2,723,932</u>
Criminal Court				
Equipment	\$ 43,592			\$ 43,592
Furniture and fixtures	40,258	\$ 600		40,858
Law library books	67,635	5,446		73,081
Sub-total	<u>\$ 151,485</u>	<u>\$ 6,046</u>	<u>\$ 0</u>	<u>\$ 157,531</u>
Total	<u>\$ 7,454,289</u>	<u>\$ 762,674</u>	<u>\$ 18,465</u>	<u>\$ 8,198,498</u>

NOTE 6 - PENSION PLAN

Substantially all employees of the Concordia Parish Police Jury are members of the Parochial Employees Retirement System of Louisiana (System), a multiple-employer (cost-sharing), 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 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. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent 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 earned prior to January 1, 1980. 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.

Contributions to the system 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 Plan A and Plan B based proportionately on the salaries of the active members of each plan. State statute requires covered employees to contribute a percentage of their salaries to the System. 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 following provides certain disclosures for the police jury and Plan A of the retirement system that are required by GASB Codification Section P20.129:

	<u>Year Ended December 31, 2003</u>	
<u>Concordia Parish Police Jury</u>		
Total current year payroll		<u>\$1,101,329</u>
Total current year covered payroll		<u>\$866,851</u>
Total current year DROP payroll		<u>\$26,399</u>
Contributions:		
Required by statute:		
Employees* **	9.50%	\$ 82,351
Employer	7.75%	69,227
Total	<u>16.75%</u>	<u>\$ 151,578</u>

* In excess of \$100 per month

Actual:		
Employees**	9.50%	\$ 82,351
Employer	7.75%	69,227
Total	<u>16.75%</u>	<u>\$ 151,578</u>
Actuarially required:		
Employees**	9.50%	\$ 82,351
Employer	11.22%	97,261
Total	<u>17.28%</u>	<u>\$ 179,612</u>

** Employees in the DROP program do not make employee contributions

	<u>Year ended December 31, 2002</u>
Net Assets	\$ 1,214,971,041
Pension benefit obligation	<u>1,313,900,436</u>
Unfunded (excess) pension benefit obligation	<u>\$ 98,929,395</u>

The pension benefit obligation is presented as of December 31, 2002, because the December 31, 2003 information is not available. The pension benefit obligation is a standardized measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rated benefits, estimated to be payable in the future as a result of employee service to date. The measure, which is the actuarial present value of credited projected benefits, is intended to help users assess the System's funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among PERS and employers. The System does not make separate measurements of asset and pension benefit obligations for individual employers.

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is presented in the System's December 31, 2002, comprehensive annual financial report. The police jury does not guarantee the benefits granted by the System.

NOTE 7 - POST-RETIREMENT HEALTH, DENTAL AND LIFE INSURANCE BENEFITS

The Concordia Parish Police Jury provides continuing health, dental, and life insurance benefits to retired employees that meet certain criteria. These benefits for retirees and similar benefits for active employees are provided through an insurance company whose monthly premiums are paid jointly by the employee and the police jury. The premiums paid to the insurance company for coverage in 2003 were \$126,888. The police jury recognizes the cost of providing benefits (police jury's portion of premiums) as an expenditure when paid during the year, which were \$55,144 for 2003.

NOTE 8 - LEASES

The police jury has no capital or material operating leases at December 31, 2003.

NOTE 9 - CHANGES IN LONG-TERM DEBT

The following is a summary of the general long-term debt transactions for the year ended December 31, 2003:

Bank debt payable at January 1, 2003	\$ 14,028
Principal paid - 2003	14,028
Bank debt payable at December 31, 2003	<u>\$ -0-</u>

The police jury has no outstanding issues of general obligation bonds. The

previous issue, dated September 1, 1973, in the amount of \$1,750,000, was to construct a new courthouse for the parish. Debt retirement payments were made from the Courthouse Debt Service Fund.

During 2000, the police jury incurred debt in the amount of \$48,790 to provide funds for roof repair and replacement for the parish courthouse. The note was due monthly in the amount of \$923.21 including 5% interest for 60 months. The debt was jointly financed by both banks in the parish. Debt retirement payments were made from the General Fund.

General obligation bonds in the amount of \$345,000 were secured by an annual ad valorem tax levy. In accordance with Louisiana Revised Statute 39:562, the police jury is legally restricted from incurring long-term bonded debt in excess of 10 percent of the assessed value of taxable property in the parish. At December 31, 2003, the statutory limit was \$9,339,610.

NOTE 10 - RESERVE FOR FIXED ASSET ACQUISITION AND MAINTENANCE

The fund balance reserve of \$38,861 in the General Fund at December 31, 2003 is the residual amount appropriated by Act 38 of the 1981 Session of the Louisiana Legislature. The appropriation was made for the Local Government Fiscal Assistance Fund and is restricted to expenditures for acquiring land, buildings, equipment, or other permanent properties or for their preservation, development, or permanent improvement. Restrictions imposed by the act also require that the police jury submit a report to its legislative delegation detailing the use of such funds prior to their commitment. There has been no change in the reserve balance during 2003.

NOTE 11 - LITIGATION AND CLAIMS

At December 31, 2003, the police jury is involved in a number of lawsuits. In the opinion of the police jury and their legal counsel, the police jury has no material exposure to liability in any of the cases.

NOTE 12 - RISK MANAGEMENT

Beginning March 1, 1998, the Jury established a self-insurance plan for unemployment compensation benefits, to be administered by Employers Unity, Inc. Prior to this time, the Jury was a member of the Unemployment Cost Control System. The fund is liable for all claims from the date of its establishment.

Claims are paid by the Jury under the direction of the third party administrator under the terms of a contractual agreement. Administrative fees are included within the provisions of that agreement.

Claims are totally funded by interfund transactions. Accordingly, they are treated as operating revenues of the Internal Service Fund and operating expenditures of the General Fund and Special Revenue Funds. Government Accounting Standards Board No. 10 requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonable estimated. This includes an amount for claims that have been incurred but not reported. There have been no employee actions that would probably give rise to such claims subsequent to the financial statement date, therefore no such liability has been accrued.

NOTE 13 - JOB TRAINING PARTNERSHIP ACT

The LaSalle Community Action Association, which is a component unit of the LaSalle Parish Police Jury, administers the Job Training Partnership Act Program for six parishes, one of which is Concordia. The Concordia Parish Police Jury exercises its oversight responsibility for this program by having a representative on the board and by reviewing audits that are performed on the program. The financial statements presented in this report do not reflect the activity of the Job Training Partnership Act Program.

NOTE 14 - EXCESS OF EXPENDITURES OVER REVENUES

The following funds experienced an excess of expenditures over revenues during the year ended December 31, 2003:

General Fund	\$126,506
Highway Fund	26,547
Public Health Fund	2,189
Witness & Juror	919

SECTION II
SUPPLEMENTAL INFORMATION SCHEDULES

CONCORDIA PARISH POLICE JURY
Vidalia, Louisiana
SUPPLEMENTAL INFORMATION SCHEDULES
As of and for the Year Ended December 31, 2003

SPECIAL REVENUE FUNDS

PUBLIC WORKS AND FEDERAL FUNDS

Highway Maintenance Fund

The Highway Maintenance Fund accounts for the construction of new roads and bridges and the maintenance of existing roads and roadside areas. Major means of financing is provided by the State of Louisiana Parish Transportation Fund. A portion of sales tax collections is also transferred to this fund.

Drainage Maintenance Fund

The Drainage Maintenance Fund accounts for the operation and maintenance of all off-road drainage projects. Financing is provided by ad valorem taxes and state revenue sharing funds. Operations are also financed by transfers from the General Fund.

Solid Waste Disposal Fund

The Solid Waste Disposal Fund accounts for parish garbage collection. The major means of financing is provided by sales tax collections.

Sales Tax Fund

The Sales Tax Fund accounts for the one percent sales tax approved by the voters in 1977. The sales tax was renewed by the voters in January of 1988 for 15 years. The tax is restricted to the operation of a solid waste program, with any remaining taxes used for construction and maintenance of roads and drainage.

Section 8 Housing Fund

The Section 8 Housing Fund accounts for grants received from the United States Department of Housing and Urban Development for a housing assistance program for low income persons.

Louisiana Community Development Block Grant (LCDBG) Fund

The LCDBG Fund accounts for grants received from the State of Louisiana under the Department of Housing and Urban Development block grant program for community improvements. This year's program is for Street Improvements.

Delta Share Grant Fund

The Delta Share program accounts for a grant received from the Louisiana Housing Finance Agency through the Department of Health and Human Services, TANF program. It provides funds for assistance to low income individuals and families and residing in dwellings that are substandard.

LIBRARY FUND

The Library Fund accounts for the costs of operating and maintaining the parish library. Financing is provided by ad valorem taxes and state revenue sharing funds.

CRIMINAL COURT FUND

The Criminal Court Fund accounts for the costs of the criminal court of the parish. Expenditures are made from the fund on motion of the district attorney and approval of the district judges. Financing is provided from fines and forfeitures imposed by the district courts and district attorney conviction fees in criminal cases. Operation is also financed by transfers from the General Fund.

HOSPITAL MAINTENANCE FUND

The Hospital Maintenance Fund accounts for the receipt of ad valorem taxes and state revenue sharing funds and the transfer of funds to the Concordia Parish Hospital to subsidize its operations. These taxes have expired.

PUBLIC HEALTH SERVICES FUND

The Public Health Services Fund accounts for the receipt of ad valorem taxes and state revenue sharing funds, which are used to subsidize a pro rata share of the costs of operating the parish health unit.

WITNESS AND JUROR FUND

The Witness and Juror Fund accounts for fees paid to witnesses in the district court. Financing is provided by transfers from the General Fund.

**Concordia Parish Police Jury
Vidalia, Louisiana
Special Revenue Funds**

**Combining Balance Sheet
December 31, 2003**

	Public Works and Federal	Library	Criminal Court	Public Health Service	Witness and Juror	Total
ASSETS						
Cash and Cash Equivalents	\$ 599,913	\$ 833,624	\$ 8,987	\$ 253,606	\$ 4,950	\$ 1,701,080
Receivables	724,503	802,333	5,684	75,961		1,608,481
Total Assets	\$ 1,324,416	\$ 1,635,957	\$ 14,671	\$ 329,567	\$ 4,950	\$ 3,309,561
LIABILITIES AND FUND EQUITY						
Liabilities						
Accounts Payable	\$ 41,095	\$ 9,801	\$ 1,876	\$ 961		\$ 53,733
Total Liabilities						
Fund Equity - fund balances (deficit) unreserved and undesignated	1,283,321	1,626,156	12,795	328,606	4,950	3,255,828
Total Liabilities and Fund Equity	\$ 1,324,416	\$ 1,635,957	\$ 14,671	\$ 329,567	\$ 4,950	\$ 3,309,561

(28)

See accountant's audit report and accompanying notes to the financial statements.

**Concordia Parish Police Jury
Vidalia, Louisiana
Special Revenue Funds**

**Combining Schedule of Revenues, Expenditures
and Changes in Fund Balance
For the Year ended December 31, 2003**

	Public Works and Federal	Library	Criminal Court	Public Health Service	Witness and Juror	Total
REVENUES						
Taxes						
Ad valorem	\$ 681,861	\$ 772,866		\$ 74,364		\$ 1,529,091
Sales	670,475					670,475
Intergovernmental revenues						
Federal funds- federal grants	833,800	5,770		546		840,116
State funds						
Parish transportation funds	199,731					199,731
State revenue sharing (net)	40,014	42,357		2,816		85,187
Other						
Fees, charges and commissions for services		4,384				4,384
Fines and forfeitures		1,662	\$ 88,150			89,812
Use of money and property	9,932	17,164	46	3,876	\$ 40	31,058
Other	330	15,619			450	16,399
Total Revenues	\$ 2,436,143	\$ 859,822	\$ 88,196	\$ 81,602	\$ 490	\$ 3,466,253
EXPENDITURES						
General government-judicial			\$ 136,067			\$ 141,476
General government-finance and administrative	\$ 35,790				\$ 5,409	35,790
Public works	2,172,461					2,172,461
Health and welfare				\$ 67,791		67,791
Culture and recreation		\$ 801,261				801,261
Other	153,033					153,033
Total expenditures	\$ 2,361,284	\$ 801,261	\$ 136,067	\$ 67,791	\$ 5,409	\$ 3,371,812
Excess (Deficiency) of Revenues over Expenditures	\$ 74,859	\$ 58,561	\$ (47,871)	\$ 13,811	\$ (4,919)	\$ 94,441
Other Financing Sources (Uses)						
Operating transfers in	\$ 500,000		\$ 55,000		\$ 4,000	\$ 559,000
Operating transfers out	548,000			\$ 16,000		564,000
Total other financing sources (uses)	\$ (48,000)	\$ 0	\$ 55,000	\$ (16,000)	\$ 4,000	\$ (5,000)
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and other uses	\$ 26,859	\$ 58,561	\$ 7,129	\$ (2,189)	\$ (919)	\$ 89,441
Fund Balances (Deficit) at Beginning of Year	1,256,462	1,567,595	5,666	330,795	5,869	3,166,387
Fund Balances (Deficit) at End of Year	\$ 1,283,321	\$ 1,626,156	\$ 12,795	\$ 328,606	\$ 4,950	\$ 3,255,828

See accountant's audit report and accompanying notes to the financial statements.

**Concordia Parish Police Jury
Vidalia, Louisiana
Special Revenue
Public Works and Federal Funds**

**Combining Balance Sheet
December 31, 2003**

	Public Works Funds				Federal Funds			Total
	Highway Maintenance	Drainage Maintenance	Solid Waste Disposal	Sales Tax	Section 8 Housing	Community Development Block Grant	Delta Share Grant Program	
ASSETS								
Cash and Cash Equivalents	\$ 30,791	\$ 202,555	\$ 14,284	\$ 343,233	\$ 9,040	\$ 5	\$ 5	\$ 599,913
Receivables	16,649	707,854						724,503
Total Assets	\$ 47,440	\$ 910,409	\$ 14,284	\$ 343,233	\$ 9,040	\$ 5	\$ 5	\$ 1,324,416

LIABILITIES AND FUND EQUITY

Liabilities								
Accounts Payable	\$ 31,275	\$ 2,820			\$ 7,000			\$ 41,095
Total Liabilities								
Fund Equity - fund balances (deficit) unreserved and undesignated	16,165	907,589	\$ 14,284	\$ 343,233	2,040	\$ 5	\$ 5	1,283,321
Total Liabilities and Fund Equity	\$ 47,440	\$ 910,409	\$ 14,284	\$ 343,233	\$ 9,040	\$ 5	\$ 5	\$ 1,324,416

See accountant's audit report and accompanying notes to the financial statements.

Concordia Parish Police Jury
Vidalia, Louisiana
Special Revenue
Public Works and Federal Funds

Combining Schedule of Revenues, Expenditures
and Changes in Fund Balance
For the Year ended December 31, 2003

	Public Works Funds				Federal Funds			Total
	Highway Maintenance	Drainage Maintenance	Solid Waste Disposal	Sales Tax	Section 8 Housing	Community Development Block Grant	Delta Share Program	
REVENUES								
Taxes								
Ad valorem		\$ 681,861		\$ 670,475				\$ 681,861
Sales								670,475
Intergovernmental revenues								
Federal funds- federal grants		2,442			\$ 159,565	\$ 405,317	\$ 266,476	833,800
State funds								
Parish transportation funds	\$ 199,731	40,014						199,731
State revenue sharing (net)			\$ 123					40,014
Other		5,785		3,583	102			9,932
Use of money and property	339							330
Other	330							
Total Revenues	\$ 200,400	\$ 730,102	\$ 123	\$ 674,058	\$ 159,667	\$ 405,317	\$ 266,476	\$ 2,436,143
EXPENDITURES								
General government-finance and administrative								
Public works	\$ 301,947	\$ 703,367	\$ 399,272	\$ 35,790		\$ 405,317	\$ 266,471	\$ 35,790
Other				96,087				2,172,461
Total expenditures	\$ 301,947	\$ 703,367	\$ 399,272	\$ 131,877	\$ 153,033	\$ 405,317	\$ 266,471	\$ 2,361,284
Excess (Deficiency) of Revenues over Expenditures	\$ (101,547)	\$ 26,735	\$ (399,149)	\$ 542,181	\$ 6,634	\$ 0	\$ 5	\$ 74,859
Other Financing Sources (Uses)								
Operating transfers in	\$ 75,000	\$ 16,000	\$ 425,000	\$ 516,000				\$ 500,000
Operating transfers out		\$ (16,000)	\$ 16,000	\$ (516,000)				548,000
Total other financing sources (uses)	\$ 75,000	\$ (16,000)	\$ 409,000	\$ (516,000)	\$ 0	\$ 0	\$ 0	\$ (48,000)
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and other uses	\$ (26,547)	\$ 10,735	\$ 9,851	\$ 26,181	\$ 6,634	\$ 0	\$ 5	\$ 26,859
Fund Balances (Deficit) at Beginning of Year	42,712	896,854	4,433	317,052	(4,594)	5	0	1,256,462
Fund Balances (Deficit) at End of Year	\$ 16,165	\$ 907,589	\$ 14,284	\$ 343,233	\$ 2,040	\$ 5	\$ 5	\$ 1,283,321

See accountant's audit report and accompanying notes to the financial statements.

CONCORDIA PARISH POLICE JURY
Vidalia, Louisiana
SUPPLEMENTAL INFORMATION SCHEDULES
For the Year Ended December 31, 2003

COMPENSATION PAID POLICE JURORS

The schedule of compensation paid to police jurors is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the police jurors is included in the legislative expenditures of the General Fund. In accordance with Louisiana Revised Statute 33:1233, the police jury has elected the monthly payment method of compensation. Under this method, all of the jurors receive a maximum of \$1,200 per month.

CONCORDIA PARISH POLICE JURY
Vidalia, Louisiana

Schedule of Compensation Paid Police Jurors
For the Year ended December 31, 2003

Gene Allen	\$	14,123
Charles Blaney		14,123
Carey Cook		14,123
Cathy Darden		14,123
Willie Dunbar		14,123
William M. Ferrington		14,123
Rodney Smith		14,123
Randy Temple		14,123
Thomas Tiffie		14,123
		<hr/>
	\$	<u>127,107</u>

SECTION III

OTHER REPORTS REQUIRED BY GOVERNMENT AUDITING STANDARDS

The following pages contain a report on internal control structure and compliance with laws and regulations required by Government Auditing Standards, issued by the Comptroller General of the United States. The portion of the report on internal control structure is based solely on the audit of the financial statements and includes, where appropriate, any reportable conditions and/or material weaknesses. The portion of the report on compliance with laws and regulations is, likewise, based solely on the audit of the presented financial statements and presents, where applicable, compliance matters that would be material to the presented financial statements.

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

CONCORDIA PARISH POLICE JURY
Vidalia, Louisiana

I have audited the general purpose financial statements of Concordia Parish Police Jury, Vidalia, Louisiana, as of and for the year ended December 31, 2003, and have issued my report thereon dated June 24, 2004. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

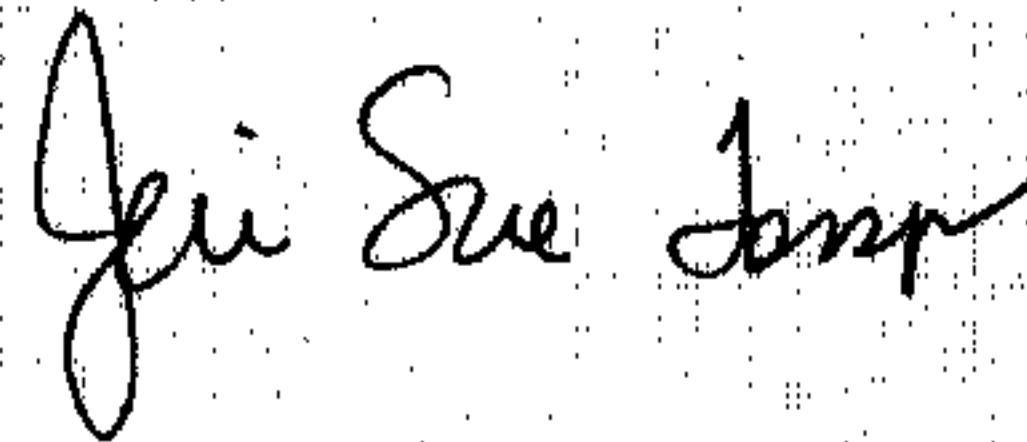
As part of obtaining reasonable assurance about whether Concordia Parish Police Jury's general purpose financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*. However, I noted certain immaterial instances of noncompliance that I have reported to management of Concordia Parish Police Jury, in a separate letter dated June 24, 2004.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered Concordia Parish Police Jury's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the

normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended solely for the information and use of the management, others within the organization, members of the Police Jury, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



June 24, 2004

SECTION IV

OTHER REPORTS REQUIRED BY SINGLE AUDIT ACT

JERI SUE TOSSPON

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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

CONCORDIA PARISH POLICE JURY
Vidalia Louisiana

Compliance

I have audited the compliance of the Concordia Parish Police Jury, Vidalia, Louisiana, 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, 2003. Concordia Parish Police Jury's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Concordia Parish Police Jury's management. My responsibility is to express an opinion on Concordia Parish Police Jury's compliance based on my audit.

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

In my opinion, Concordia Parish 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, 2003.

Internal Control Over Compliance

The management of Concordia Parish Police Jury, is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing my audit, I considered Concordia Parish 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 my auditing procedures for the purpose of expressing my opinion on compliance and to test and report on the internal control over compliance in accordance with OMB Circular A-133.

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

Schedule of Expenditures of Federal Awards

I have audited the general purpose financial statements of the Concordia Parish Police Jury as of and for the year ended December 31, 2003 and have issued my report thereon dated June 24, 2004. My audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the general purpose financial statements of the Concordia Parish Police Jury. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements, and, in my opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as whole.

This report is intended solely for the information and use of the management, others within the organization, members of the Police Jury, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Jeri Sue Jomp

June 24, 2004

Concordia Parish Police Jury
Schedule of Findings and Questioned Costs
Year ended December 31, 2003

Summary of Audit Results

1. The auditor's report expresses an unqualified opinion on the general purpose financial statements of the Concordia Parish Police Jury.
2. No reportable conditions disclosed during the audit of the general purpose financial statements were reported.
3. No instances of noncompliance material to the general purpose financial statements of the Concordia Parish Police Jury were disclosed during the audit.
4. No reportable conditions were disclosed during the audit of the major federal award programs were reported.
5. The auditor's report on compliance for the major federal award programs for the Concordia Parish Police Jury expresses an unqualified opinion on all major federal programs.
6. No audit findings relative to the major federal award programs for the Concordia Parish Police Jury are reported in this Schedule.
7. The programs tested as major programs included:
 - Department of Housing and Urban Development, Community Development Block Grant, CFDA 14.228
 - Department of Health and Human Services, Temporary Assistance for Needy Families, CFDA 93.558
8. The threshold for distinguishing between Types A and B programs was \$300,000.
9. Concordia Parish Police Jury was not determined to be a low-risk auditee.

CONCORDIA PARISH POLICE JURY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended December 31, 2003

Federal Grantor/Pass Through Grantor Program Title	Federal CFDA Number	Program Amount	Beginning Balance at January 1, 2003	Receipts	Expenditures	Ending Balance at December 31, 2003
<u>United States Department of Housing and Urban Development</u> Direct Programs - Lower Income Housing Assistance Program	14.156	\$ 159,565	\$ 15,777	\$ 159,565	\$ 166,302	\$ 9,040
Community Development Block Grant - Roadway Improvements (LCDBG 584074)	14.228	405,317	0	405,317	405,317	0
<u>United States Department of the Interior</u> Direct Program - Payment in-lieu-of Taxes	N/A	12,128	0	12,128	12,128	0
<u>Federal Emergency Management Agency</u> Passed through Louisiana Department of Public Safety and Corrections, Public Safety Services - Civil Defense - State and Local Emergency Management Assistance	83.503	16,686	0	16,686	16,686	0
<u>United States Department of Health and Human Services</u> Passed through Louisiana Housing Finance Agency - Delta SHARE Grant Program - Temporary Assistance to Needy Families	93.558	266,476	0	266,476	266,476	0
		<u>\$ 860,172</u>	<u>\$ 15,777</u>	<u>\$ 860,172</u>	<u>\$ 866,909</u>	<u>\$ 9,040</u>

CONCORDIA PARISH POLICE JURY
Vidalia, Louisiana
Notes to Schedule of Expenditures of Federal Awards
As of and For the Year ended December 31, 2003

NOTE 1 - BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Concordia Parish Police Jury and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the presentation of, the basic financial statements.

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Police Jurors and Management
CONCORDIA PARISH POLICE JURY
Vidalia, Louisiana

I have audited the primary government financial statements of the Concordia Parish Police Jury for the year ended December 31, 2003, and have issued my reports dated June 25, 2004. As a part of my examination, I made a study and evaluation of the Police Jury's system of internal accounting control to the extent I considered necessary to evaluate the system as required by generally accepted auditing standards. Under these standards, the purposes of such evaluation are to establish a basis for reliance on the system of internal accounting control in determining the nature, timing, and extent of other auditing procedures that are necessary for expressing an opinion on the financial statements and to assist the auditor in planning and performing his examination of the financial statements. My study was more limited than would be necessary to express an opinion on the system of internal accounting control taken as a whole.

The management of the Concordia Parish Police Jury is responsible for establishing and maintaining a system of internal accounting control. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and costs of control procedures. The objectives of a system are to provide management with reasonable, but not absolute assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles.

Because of inherent limitations in any system of internal accounting control, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the system to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

My study and evaluation made for the limited purposes described in the first paragraph would not necessarily disclose all material weaknesses in the system. Accordingly, I do not express an opinion on the system of internal accounting control of the Concordia Parish Police Jury taken in as a whole. However, my study and evaluation disclosed no condition that I believed to be a material weakness.

My comments on specific financial and accounting matters and recommendations developed during my examination which do not represent material weaknesses, are detailed below.

1. PRIORITY LIST OF ROADS

During my review of compliance with the Parish Transportation Act, it was noted that the Police Jury has not had their priority list of roads revised in accordance with the needs within the parish. This needs to be prepared in order to ensure compliance with the Act and to facilitate efficient and effective road maintenance. It is advisable to involve the Parish Engineer with the preparation of the new priority list. The jury is being urged to remind the parish engineer of the necessity to complete this list.

MANAGEMENT RESPONSE

The jury began work on a new priority list of roads during 2002. As of the audit date, communication with the Parish Engineer shows that he has been gathering information to complete the update of this list. He is waiting to see which roads will be upgraded automatically due to a parish wide sewer project and therefore do not need to be included with the Police Jury list. After that time, an entirely revised list will be prepared.

2. BUDGET AMOUNTS

It was found that the actual revenues for the General Fund were less than budgeted amounts in excess of 14.7% and actual expenditures. The main component of this under budget condition was a grant payment that was expected to be received that was not received until early January, 2004.

MANAGEMENT RESPONSE

It was noted that due to timing of application for the grant funds, they were not actually received until 2004. Management will monitor such transactions to be sure all possible items are included in the budget. The new Police Jury Secretary has instituted new budget procedures to enable him to better monitor the budget situation.

PRIOR FINDINGS

1. BUDGET AMOUNTS

It was found that the actual revenues for the General Fund were less than budgeted amounts in excess of 16% and actual expenditures were less than budgeted amounts in excess of 20%. The main component of this under budget condition in both revenues and expenditures was a grant payment that was expected to be earned and received that was not completed in 2002. The Special Revenue fund actual expenditures exceeded budgeted amounts in excess of 9% because of capital outlay construction of library improvements paid for with internally generated funds.

MANAGEMENT RESPONSE

It was noted that due to the inability of the Jury to expend the grant funds to be received in 2002, they were included in the budget but not received and expended. They have been extended into 2003. Management will monitor such transactions to be sure all possible items are included in the budget. The new Police Jury Secretary has instituted new budget procedures to enable him to better monitor the budget situation and will develop a better communication procedure with the Library to ensure such projects as theirs are included in budget numbers.

SUBSEQUENT TESTING

See item 2 above. It is noted that the Jury has now included changes and projects from the Library in the updated budgets.

2. PARISH TRANSPORTATION ACT

During my review of compliance with the Parish Transportation Act, it was noted that the Police Jury has not had their priority list of roads revised in accordance with the needs within the parish. This needs to be prepared in order to ensure compliance with the Act and to facilitate efficient and effective road maintenance. It is advisable to involve the Parish Engineer with the preparation of the new priority list.

MANAGEMENT RESPONSE

The jury began work on a new priority list of roads during 2002. As of the audit date, communication with the Parish Engineer shows that he has been gathering information to complete the update of this list. He is waiting to see which roads will be upgraded automatically due to a parish wide sewer project and therefore do not need to be included with the Police Jury list. After that time, an entirely revised list will be prepared.

SUBSEQUENT TESTING

See item 1. above.

This report is intended for the use of Concordia Parish Police Jury's management and others within the organization.

I thank all the personnel at the Concordia Parish Police Jury for their cooperation during my examination.

Jeri Sue Lorr

Ferriday, Louisiana
June 25, 2004