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EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
PRIMARY GOVERNMENT FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2003

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

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INDEPENDENT AUDITOR'S REPORT

May 28, 2004

The Honorable James F. Hunt, President
and Members of the East Feliciana Parish Police Jury
Clinton, Louisiana

I have audited the primary government financial statements of the East Feliciana Parish Police Jury, Clinton, Louisiana, as of and for the year ended **December 31, 2003**, as listed in the table of contents. These primary government financial statements are the responsibility of the Police Jury. My responsibility is to express an opinion on these primary government 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 for financial audits contained in the Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the Primary Government financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the primary government financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall Primary Government 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 separated entities are referred to as component units. In my opinion, the primary government financial statements referred to above present fairly, in all material respects, the financial position of the primary government of East Feliciana Parish Police Jury, Clinton, Louisiana, 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 components of East Feliciana Parish Police Jury, Clinton, Louisiana, do not purport to, and do not, present fairly the financial position of the East Feliciana Parish Police Jury, Clinton, Louisiana, as of **December 31, 2003**, and its 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 a report dated May 28, 2004, on our consideration of East Feliciana Parish Police Jury, Clinton, Louisiana's internal control over financial reporting and our tests of its compliance with laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Governmental Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

My audit was made for the purpose of forming an opinion on the primary government financial statements taken as a whole. The combining individual fund and account group primary government financial statements and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the Primary Government financial statements of the East Feliciana Parish Police Jury, Clinton, Louisiana. The accompanying schedule of expenditures 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 primary government financial statements. 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 financial statements taken as a whole.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Donald C. Beville". The signature is written in a cursive style with a large initial "D" and "C".

**PRIMARY GOVERNMENT FINANCIAL STATEMENTS
(COMBINED STATEMENTS - OVERVIEW)**

EAST FELICIANA PARISH POLICE JURY
 CLINTON, LOUISIANA
 PRIMARY GOVERNMENT
 COMBINED BALANCE SHEET
 ALL FUND TYPES AND ACCOUNT GROUPS
 December 31, 2003

	GENERAL	SPECIAL REVENUE	AGENCY	GENERAL FIXED ASSETS	GENERAL LONG-TERM OBLIGATIONS	TOTALS (MEMORANDUM ONLY)
ASSETS:						
Cash	\$19,364	\$4,873,805	\$0	\$0	\$0	\$4,893,169
Ad Valorem Taxes Receivable	155,906	198,064	145,212	0	0	499,182
Sales Taxes Receivable	0	0	111,933	0	0	111,933
Other Taxes Receivables	17,737	0	0	0	0	17,737
Intergovernmental Receivable	136,320	114,821	26,074	0	0	277,215
Accounts Receivable	2,790	83,817	0	0	0	86,607
Interfund Receivables	28,146	101,615	0	0	0	129,761
Fixed Assets	0	0	0	7,991,069	0	7,991,069
Amounts To Be Provided	0	0	0	0	178,545	178,545
Total Assets	<u>360,263</u>	<u>5,372,122</u>	<u>283,219</u>	<u>7,991,069</u>	<u>178,545</u>	<u>14,185,218</u>
LIABILITIES AND FUND EQUITY						
LIABILITIES:						
Bank Overdraft	\$0	\$0	\$1,020	\$0	\$0	\$1,020
Accounts Payable	0	3,325	21	0	0	3,346
Employee Withholdings	0	0	0	0	0	0
Interfund Payable	22,946	37,160	69,655	0	0	129,761
Intergovernmental Payable	19,824	9,830	212,523	0	0	242,177
Compensated Absences Payable	0	0	0	0	38,545	38,545
Certificate of Indebtedness	0	0	0	0	140,000	140,000
Total Liabilities	<u>42,770</u>	<u>50,315</u>	<u>283,219</u>	<u>0</u>	<u>178,545</u>	<u>554,849</u>
FUND EQUITY:						
Investment in General Fixed Assets	0	0	0	7,991,069	0	7,991,069
Fund Balance-Unreserved-Undesignated	317,493	5,321,807	0	0	0	5,639,300
Total Fund Equity	<u>317,493</u>	<u>5,321,807</u>	<u>0</u>	<u>7,991,069</u>	<u>0</u>	<u>13,630,369</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>360,263</u>	<u>5,372,122</u>	<u>283,219</u>	<u>7,991,069</u>	<u>178,545</u>	<u>14,185,218</u>

The accompanying notes are an integral part of this statement.

**EAST FELICIANA PARISH POLICE JURY
 CLINTON, LOUISIANA
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 ALL GOVERNMENTAL FUND TYPES
 YEAR ENDED DECEMBER 31, 2003**

	<u>GENERAL FUND TYPES</u>		<u>TOTAL</u>
	<u>GENERAL</u>	<u>SPECIAL REVENUE</u>	<u>(MEMORANDUM ONLY)</u>
REVENUES:			
Taxes	\$368,244	\$2,093,462	\$2,461,706
Intergovernmental	173,339	472,956	646,295
Fines and Forfeits	0	7,858	7,858
Licenses and Permits	100,740	0	100,740
Charges For Services	0	31,972	31,972
Rental Income	25,985	0	25,985
Interest Income	1,150	37,886	39,036
Miscellaneous Income	85,857	28,232	114,089
Total Revenue	<u>755,315</u>	<u>2,672,366</u>	<u>3,427,681</u>
EXPENDITURES:			
Current			
General Government	631,375	573	631,948
Public Safety	421,135	293,932	715,067
Highway and Streets	0	832,055	832,055
Health	0	137,825	137,825
Welfare	0	0	0
Sanitation	0	956,574	956,574
Economic Development	10,913	21,014	31,927
Culture and Recreation	5,670	0	5,670
Capital Outlay	2,016	2,708	4,724
Total Expenditures	<u>1,071,109</u>	<u>2,244,681</u>	<u>3,315,790</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(315,794)	427,685	111,891
OTHER SOURCES:			
Proceeds of Certificate of Indebtedness	140,000	0	0
EXCESS (DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	(175,794)	427,685	111,891
FUND BALANCE, BEGINNING OF YEAR	492,177	4,895,232	5,387,409
RESIDUAL EQUITY TRANSFER	1,110	(1,110)	0
FUND BALANCE, END OF YEAR	<u>317,493</u>	<u>5,321,807</u>	<u>5,499,300</u>

The accompanying notes are an integral part of this statement.

EAST FELICIANA PARISH POLICE JURY
 CLINTON, LOUISIANA
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET (BUDGETARY BASIS) AND ACTUAL
 YEAR ENDED DECEMBER 31, 2003

	GENERAL FUND				SPECIAL REVENUE FUNDS				TOTALS (MEMORANDUM ONLY)			
	REVENUES		VARIANCE		REVENUES		VARIANCE		REVENUES		VARIANCE	
	REVISED BUDGET	ACTUAL	FAVORABLE (UNFAVORABLE)		REVISED BUDGET	ACTUAL	FAVORABLE (UNFAVORABLE)		REVISED BUDGET	ACTUAL	FAVORABLE (UNFAVORABLE)	
REVENUES:												
Taxes	\$150,500	\$368,244	\$217,744	\$1,816,500	\$2,093,462	\$276,962	\$1,967,000	\$2,461,706	\$494,706			
Intergovernmental	321,140	173,339	(147,801)	258,000	316,375	58,375	579,140	489,714	(89,426)			
Fines and Forfeits	0	0	0	7,500	7,858	358	7,500	7,858	358			
Licenses and Permits	108,500	100,740	(7,760)	0	0	0	108,500	100,740	(7,760)			
Charges For Services	0	0	0	0	31,972	31,972	0	31,972	31,972			
Rental Income	25,800	25,985	185	0	0	0	25,800	25,985	185			
Interest Income	1,000	1,150	150	37,300	37,512	212	38,300	38,662	362			
Miscellaneous Income	88,250	85,857	(2,393)	25,500	28,027	2,527	113,750	113,884	134			
Total Revenue	695,190	755,315	60,125	2,144,800	2,515,206	370,406	2,839,990	3,270,521	430,531			
EXPENDITURES:												
Current												
General Government	661,237	631,375	29,862	0	0	0	661,237	631,375	29,862			
Public Safety	428,200	421,135	7,065	146,400	130,768	15,632	574,600	551,903	22,697			
Highway and Streets	0	0	0	1,026,300	832,055	194,245	1,026,300	832,055	194,245			
Health	0	0	0	0	137,825	(137,825)	0	137,825	(137,825)			
Welfare	0	0	0	0	0	0	0	0	0			
Sanitation	0	0	0	1,017,500	956,574	60,926	1,017,500	956,574	60,926			
Economic Development	11,000	10,913	87	2,600	21,014	(18,414)	13,600	31,927	(18,327)			
Culture and Recreation	11,800	5,670	6,130	0	0	0	11,800	5,670	6,130			
Capital Outlay	0	2,016	(2,016)	20,000	2,708	17,292	20,000	4,724	15,276			
Total Expenditures	1,112,237	1,071,109	41,128	2,212,800	2,080,944	131,856	3,325,037	3,152,053	172,984			
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(417,047)	(315,794)	101,253	(68,000)	434,262	238,550	(485,047)	118,468	257,547			

OTHER SOURCES:										
Proceeds of										
Certificate of Indebtedness	0	140,000	140,000	0	0	0	0	0	0	140,000
EXCESS (DEFICIENCY) OF REVENUE AND OTHER SOURCES OVER EXPENDITURES										
	(417,047)	(175,794)	241,253	(68,000)	434,262	238,550	#	(485,047)	258,468	397,547
FUND BALANCE, BEGINNING OF YE	492,177	492,177	0	4,895,232	4,895,232	0	0	5,387,409	5,387,409	0
RESIDUAL EQUITY TRANSFER	0	1,110	0	0	0	0	0	0	0	0
FUND BALANCE, END OF YEAR	75,130	317,493	241,253	4,827,232	5,329,494	238,550		4,902,362	5,505,877	257,547

The accompanying notes are an integral part of this statement.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

INTRODUCTION

The East Feliciana Parish Police Jury (Police Jury) is the governing authority for East Feliciana 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.

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, sales taxes, beer and alcoholic beverage permits, state revenue sharing and various state and federal grants.

The area of East Feliciana Parish is 455 square miles and the Police Jury maintains 288 miles of roads. The population of East Feliciana Parish is 21,360 persons and the Police Jury employs about 55 persons.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying financial statements of the East Feliciana Parish Police Jury have been prepared in conformity with generally accepted accounting principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

B. PRINCIPLES DETERMINING SCOPE OF REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the East Feliciana Parish Police Jury is the reporting entity for the East Feliciana 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. GASB Statement 14, established criteria for determining which component units should be considered part of the East Feliciana Parish Police Jury for financial reporting purposes.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
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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. 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 reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

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

<u>Component-Units</u>	<u>Year End</u>	<u>Criteria</u>
Audubon Regional Library	December 31	2
Water District No. 1	December 31	1
Gas Utility District No. 1	April 30	1
Gas Utility District No. 2	August 31	1
East Feliciana Council on Aging	June 30	2
East Feliciana Parish Sheriff	December 31	1
East Feliciana Parish Clerk of Court	June 30	1
East Feliciana Tax Assessor	June 30	1
20th Judicial District District Attorney	December 31	1
Industrial Development Board	December 31	1
Fire Protection District	December 31	1

The police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the previous listed component units are included in the accompanying financial statements.

GASB Statement 14 provides for the issuance of primary government financial statements that separate from those of the reporting entity. However, an primary government's 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.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

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).

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

C. FUND ACCOUNTING

The Police Jury uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the Police Jury are classified into two categories: governmental and fiduciary. Each category, in turn, is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

Governmental 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 operating fund of the Police Jury accounts for all financial resources, except those required to be accounted for in other funds.

Special Revenue Funds - account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specific purposes.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

Capital Projects Funds - account for financial resources to be used for the acquisition, construction or improvement of capital facilities not reported in the other governmental funds.

Fiduciary Funds

Fiduciary Funds are used to account for assets held on behalf of outside parties, including other governments or on behalf of other funds within the Police Jury. Fiduciary funds include:

Agency Funds - account for assets that the Police Jury holds on behalf of others as their agent. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement or results of operation.

D. BASIS OF ACCOUNTING

The accounting and reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheets. Operating statements of these funds represent increases and decreases in net current assets. The modified accrual basis of accounting is used by all governmental funds and agency funds. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Revenues are recognized when they become measurable and available as net current assets.

Taxpayer-assessed income, gross receipts, and sales taxes are considered "measurable" when received by the collecting governments and are recognized as revenue at that time. Anticipated refunds of such taxes are recorded as liabilities and reductions of revenues when they are measurable and their validity seems certain.

Utility and franchise taxes, licenses and permits, fines and forfeitures and miscellaneous revenue are recorded as revenues when received in cash. Charges for services and investment earnings are recorded as earned since they are measurable and available. Where grant revenue is dependent upon expenditures by the Police Jury, revenue is recognized when the related expenditures are incurred.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
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Property tax revenue is recognized when it becomes available. Available means when due, or past due and the receivables are collected, generally within 60 days after year end.

Under the modified accrual basis of accounting, some revenues are susceptible to accrual while others are not. Major revenues treated as susceptible to accrual are sales taxes, property taxes, gross receipts business taxes, and certain state shared revenues such as tobacco tax, beer tax and parish transportation funds.

Expenditures

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

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid (and any other financing source/use) are accounted for as other financing sources (uses).

E. BUDGETS

The Police Jury uses the following budget practices:

1. A proposed operating budget for the fiscal year is presented by either the finance committee or secretary-treasurer of the Police Jury. The operating budget includes proposed expenditures and the means of financing them.
2. The Police Jury conducts public hearings on the budget, which must be adopted by December 15.
3. Budget amendments involving the transfer of funds from one department, program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the respective Governing Board.
4. All unencumbered budget appropriations, except project budgets, lapse at the end of each fiscal year.
5. Budgets are adopted on the GAAP Basis.

F. ENCUMBRANCES

The Police Jury does not follow the encumbrance method of accounting.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
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G. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits, interest bearing demand deposits and money market accounts. Cash equivalents include amounts in time deposits with maturities of 90 days or less. Under state law, the Police Jury may deposit funds in demand deposits, interest bearing demand deposits, money market accounts or time deposits with state banks organized under Louisiana law and national banks having principal offices in Louisiana.

H. 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.

I. ADVANCES TO OTHER FUNDS

Non-current portions of long-term interfund loan receivables are reported as advances and are offset equally by a fund balance reserve account, which indicates that they do not constitute expendable available financial resources and, therefore, are not available for appropriation.

J. INVENTORIES

Inventories in the governmental funds are considered immaterial and the expenditures are recognized when the items are purchased.

K. PREPAID ITEMS

Insurance and similar services which extend over more than one accounting period have been recorded as prepaid.

L. FIXED ASSETS

Fixed assets of governmental funds are recorded as expenditures at the time purchased or constructed, and the related assets are reported in the general fixed assets account group. Public domain or infrastructure is not capitalized. Construction period interest is immaterial and is not capitalized. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated cost if historical cost is not available. No costs were estimated as all costs were available.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

M. COMPENSATED ABSENCES

The Police Jury has the following policy relating to vacation and sick leave:

Annual Leave - Hourly Employees

1 Week after 1 year of service
2 Weeks after 3 years of service
3 Weeks after 6 years of service
4 Weeks after 12 years of service

Annual Leave - Salaried Employees

1 Week after 1 year of service
2 Weeks after 2 years of service
3 Weeks after 5 years of service
4 Weeks after 10 years of service

Sick Leave - Full Time Employees

5 Days after 1 year of service plus
1 1/2 days for each year of service.

Sick Leave - Part Time Employees

Prorated on number of days worked per year as follows:

3 days a week - 156 days yearly = 62% or 7 hours per year
2 days a week - 104 days yearly = 40% of 10 hours per year
5 days per month - 60 days yearly = 23% or 3 hours per year

N. LONG-TERM OBLIGATIONS

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due.

O. FUND EQUITY

Reserves

Reserves represent those portions of fund equity not appropriate for expenditure or legally segregated for a specific future use.

Designated Fund Balances

Designated fund balances represent tentative plans for future use of financial resources.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

P. INTERFUND TRANSACTIONS

Quasi-external transactions are accounted for as revenues and expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

Q. SALES TAXES

The East Feliciana Parish Police Jury receives the following sales taxes: 1.00% Designated for Roads and Bridges and 1.00% Designated for Solid Waste approved by the voters of the parish. The police jury has entered into an agreement with the East Feliciana 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.

R. TOTAL COLUMN ON COMBINED STATEMENTS

Total Column on the Combined Statements is captioned "Memorandum Only" to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles, nor is such data comparable to consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

B. Expenditures Exceeding Appropriations

The following individual funds have actual expenditures over budgeted expenditures for the year ended **December 31, 2003**:

<u>SPECIAL REVENUE FUNDS</u>	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>UNFAVORABLE VARIANCE</u>
EPA Grant	\$2,600	\$21,014	\$(18,414)

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Continued)

D. Budget (GAAP Basis) - Actual Reporting Reconciliation

The accompanying Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget (GAAP Basis) and Actual - All Governmental Fund Types presents comparisons of legally adopted budgets (more fully described in Note 1) with actual data. The Police Jury did not prepare a budget for its Criminal Court Fund. A reconciliation is provided for the year end as follows:

SPECIAL REVENUE:

Excess (deficiency) of revenues and other financing sources over expenditures (budgetary basis)	\$434,262
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Adjustments:

To record excess of revenues and other sources over expenditures for non-budgeted funds:	
Criminal Court Fund	(6,004)
Payroll Fund	(573)

Excess (deficiency) of revenues and other sources over expenditures (GAAP basis)	427,685
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NOTE 3 - LEVIED TAXES

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

<u>FUND</u>	<u>AUTHORIZED MILLAGE</u>	<u>LEVIED MILLAGE</u>
Parishwide Taxes:		
General Fund		
General Fund	1.38	1.38
General Fund	2.77	2.77
Special Revenue		
Health Unit	2.50	2.50
Emergency 911	.91	.91
Agency Fund		
Library Tax	2.50	2.50

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 3 - LEVIED TAXES (Continued)

The following are the principal taxpayers for the parish and related ad valorem tax revenue for the policy jury:

<u>BUSINESS</u>	<u>ASSESSED VALUATION</u>	<u>ASSESSED VALUATION</u>	<u>TAX REVENUE</u>	<u>% OF TOTAL TYPE OF AD VALOREM TAXPAYER</u>	
Colonial Pipeline	Gas & Oil	\$9,296,850		1.16%	\$416,961
Mieco Product Serv	Product	4,945,850		0.62%	221,376
Transcontinental Gas	Gas & Oil	4,469,070		0.56%	200,783
Entergy Gulf States	Electrical	4,353,460		0.54%	194,932
Dixie Electric Coop	Electrical	2,302,560		0.28%	103,293
	Totals		<u>25,367,790</u>	<u>3.16%</u>	<u>1,137,345</u>

NOTE 4 - CASH AND CASH EQUIVALENTS

At December 31, 2003, the Police Jury has cash and cash equivalents (book balances) as follows:

Demand Deposits - Interest Bearing	<u>\$4,892,149</u>
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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 bank in a holding or custodial bank that is mutually acceptable to both parties. At year end, the Police Jury has \$5,128,397 in deposits (collected bank balances). These deposits are insured from risk by \$300,000 of federal deposit insurance and \$5,298,625 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3).

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 5 - RECEIVABLES

A. A Summary of Receivables as of December 31, 2003, Follows:

<u>CLASS OF RECEIVABLE</u>	<u>GENERAL</u>	<u>SPECIAL REVENUE</u>	<u>AGENCY</u>	<u>TOTAL</u>
Taxes:				
Ad Valorem	\$155,906	\$198,064	\$145,212	\$499,182
Sales Taxes	-0-	-0-	111,933	111,933
Franchise & Other	17,737	-0-	-0-	17,737
Other	-0-	-0-	-0-	-0-
	<u>173,643</u>	<u>198,064</u>	<u>257,145</u>	<u>628,852</u>
Intergovernmental:				
Federal	-0-	-0-	-0-	-0-
State	136,320	114,821	-0-	251,141
Local	-0-	-0-	26,074	26,074
	<u>136,320</u>	<u>114,821</u>	<u>26,074</u>	<u>277,215</u>
Accounts Receivable:				
Accounts	2,790	14,162	-0-	16,952
	<u>2,790</u>	<u>14,162</u>	<u>-0-</u>	<u>16,952</u>
Total	<u>312,753</u>	<u>327,047</u>	<u>283,219</u>	<u>923,019</u>

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

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

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 6 - CHANGES IN FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance <u>1/1/2003</u>	Additions	Deletions	Balance <u>12/31/2003</u>
Land	\$1,204,230	\$-0-	\$-0-	\$1,204,230
Buildings	5,279,110	-0-	-0-	5,279,110
Equipment	1,139,245	4,724	-0-	1,143,969
Sewer	87,201	-0-	-0-	87,201
Building Renovation	248,941	-0-	-0-	248,941
Parking Lot	27,618	-0-	-0-	27,618
	<u>7,986,345</u>	<u>4,724</u>	<u>-0-</u>	<u>7,991,069</u>
Total	<u>7,986,345</u>	<u>4,724</u>	<u>-0-</u>	<u>7,991,069</u>

NOTE 7 - PENSION PLAN AND RETIREMENT COMMITMENTS

Plan Description.

Substantially all Police Jury's employees 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 separate benefit provisions. All employees of the Police Jury are members of Plan A. All permanent Police Jury employees working at least 28 hours a 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 credited service, at or after age 55 with 25 years of credited service, or at any age with at least 30 years of credited 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 most employees who were members of the supplemental plan only prior to January 1, 1980, the benefit is equal to one per cent of final average salary plus \$24 for each year of supplemental plan only service earned 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 credited 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.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 7 - PENSION PLAN AND RETIREMENT COMMITMENTS

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 Employee's Retirement System, Post Office Box 14619, Baton Rouge, Louisiana 70898-4619, or by calling (504) 928-1361.

Funding Policy

Under Plan A, members are required by state statute to contribute 9.5 percent of their annual covered salary and the Police Jury is required to contribute at an actuarially determined rate. The current rate is 8.0 percent of annual covered payroll. Contributions to the System also include one-fourth of one per cent 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. The contribution requirements of plan members and the 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 Police Jury's contributions to the System under Plan A for the years ended December 31, 2003, 2002, and 2001, were \$39,968, \$39,540, and \$39,325, respectively, equal to the required contributions for each year.

NOTE 8 - POST-RETIREMENT BENEFITS

The Police Jury does not provide continuing health care and life insurance benefits for its retired employees.

NOTE 9 - ACCOUNTS, SALARIES AND OTHER PAYABLES

The payables of \$3,325 at December 31, 2003, are as follows:

<u>CLASS OF PAYABLE</u>	<u>GENERAL</u>	<u>SPECIAL REVENUE</u>	<u>AGENCY</u>	<u>TOTAL</u>
Accounts	\$-0-	\$3,325	\$21	\$3,346

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 10 - CERTIFICATE OF INDEBTNESS

On September 25, 2003, the Policy Jury obtained a Certificate of Indebtedness for \$140,000 at 3 3/4% interest which matures March 1, 2004. \$140,000 was outstanding at year end.

NOTE 11 - COMPENSATED ABSENCES

At December 31, 2003, employees of the Police Jury have accumulated and vested \$38,545 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. This amount is recorded within the general long-term obligations account group.

NOTE 12 - CHANGES IN GENERAL LONG-TERM OBLIGATIONS

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

	<u>COMPENSATED ABSENCES</u>	<u>CERTIFICATE OF INDEBTNESS</u>	<u>TOTAL</u>
Long-term obligations, January 1	\$42,629	\$-0-	\$42,629
Additions	-0-	140,000	140,000
Deductions	(4,084)	-0-	(4,084)
Long-term obligations, December 31	<u>38,545</u>	<u>140,000</u>	<u>178,545</u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 13 - LEASES

The Police Jury does not record immaterial items under capital leases as assets and obligations in the accompanying financial statements.

The Police Jury is committed under various leases for buildings and office space.

The minimum annual commitments under noncancelable operating leases are as follows:

<u>FISCAL YEAR END</u>	<u>BUILDING & OFFICE FACILITIES</u>	<u>EQUIPMENT</u>	<u>TOTAL</u>
12-31-2004	\$26,400	\$-0-	\$26,400
12-31-2005	26,400	-0-	26,400
12-31-2006	26,400	-0-	26,400
12-31-2007	26,400	-0-	26,400
12-31-2008	13,200	-0-	13,200
	<u>118,800</u>	<u>-0-</u>	<u>118,800</u>

NOTE 14 - CHANGES IN AGENCY FUNDS

A summary of changes in assets and liabilities follows:

	<u>BALANCE 1-1-03</u>	<u>ADDITIONS</u>	<u>REDUCTIONS</u>	<u>BALANCE 12-31-03</u>
ASSETS				
CASH	\$21	\$-0-	\$21	\$-0-
RECEIVABLE-AD VALOREM	146,607	145,212	146,607	145,212
RECEIVABLE-SALES TAX	72,408	111,933	72,408	111,933
INTERGOVERNMENTAL RECEIVABLE	40,858	26,074	40,858	26,074
TOTAL ASSETS	<u>259,894</u>	<u>283,219</u>	<u>259,894</u>	<u>283,219</u>
LIABILITIES				
BANK OVERDRAFT	\$136	\$1,020	136	\$1,020
ACCOUNTS PAYABLE	-0-	21	-0-	21
DUE TO OTHER FUNDS	44,828	69,655	44,828	69,655
DUE TO OTHER GOVERNMENTS	214,930	212,523	214,930	212,523
TOTAL LIABILITIES	<u>259,894</u>	<u>283,219</u>	<u>259,894</u>	<u>283,219</u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 15 - 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, 2003:

Balance due at January 1, 2003	\$52,672
Amount due for 2003	1,110
Total	53,782
Remitted during year	(42,161)
Balance due at December 31, 2003	11,621

Residual Equity Transfers:

A residual equity transfer in the amount of \$1,110 was made from the Criminal Court Fund to the General Fund.

NOTE 16 - INTERFUND ASSETS/LIABILITIES

Due To/From Other Funds:

<u>RECEIVABLE FUND</u>	<u>PAYABLE FUND</u>	<u>AMOUNT</u>
General Fund	Health Unit	\$640
General Fund	Payroll	8,222
General Fund	Criminal Court	11,621
General Fund	EPA	1,679
General Fund	911 Fund	5,984
Road & Bridges Fund	Sales Tax	69,655
Health Unit	Payroll Fund	804
Emergency 911t	Payroll Fund	469
Clerk of Court	General Fund	22,947
Payroll	Road & Bridges	7,081
Payroll	Criminal Court	659
Total		129,761

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 17 - INTERGOVERNMENTAL PAYABLES

The following is a summary of the intergovernmental payable due to other governments at December 31, 2003:

<u>PAYABLE TO:</u>	<u>GENERAL</u>	<u>SPECIAL REVENUE</u>	<u>AGENCY</u>	<u>TOTAL</u>
Sheriff	\$7,506	\$7,712	\$5,631	\$20,849
District Attorney	-0-	1,076	-0-	1,076
E F School Board	-0-	1,042	-0-	1,042
Audubon Library	-0-	-0-	165,656	165,656
Town of Slaughter	-0-	-0-	4,234	4,234
Town of Jackson	-0-	-0-	16,286	16,286
Village of Norwood	-0-	-0-	2,540	2,540
Village of Wilson	-0-	-0-	4,423	4,423
Town of Clinton	12,318	-0-	13,753	26,071
Total	<u>19,824</u>	<u>9,830</u>	<u>212,523</u>	<u>242,177</u>

NOTE 18 - E911 SYSTEM ACTIVITY

The following activity is presented in compliance with Act 1029 of 1999, which amends and reenact Louisiana Revised Statutes (R.S.) 33:9101 through 9131.

\$100,642 Emergency telephone service charges were collected for 2003.

\$130,766 total expenditures made for the implementation of the E911 system for the current fiscal year.

The Wireless E911 system was activated on August 3, 2001.

NOTE 19 - RELATED PARTY TRANSACTIONS

Some of the more significant related party transactions during the year ended December 31, 2003, were as follows:

Disbursements To:	
Component Units	
Audubon Regional Library	\$167,064

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

NOTE 20 - RISK MANAGEMENT

The Police Jury is exposed to various risks of loss related to torts theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the Police Jury carries commercial insurance. There have been no significant reductions in coverage from the previous year and settlements have not exceeded coverage in the past three years.

NOTE 21 - LITIGATION AND CLAIMS

At December 31, 2003, the Police Jury is defendant in several pending lawsuits filed in the 20th Judicial District Court. Although the suit are still pending, the Police Jury denies any liability and is actively defending its position along with its liability insurance carrier. While the ultimate outcome of the above matters cannot be predicted at this time, it is the opinion of management that the disposition of these matters will not have a material adverse effect on the financial position of the Police Jury.

It is also the opinion of the District Attorney that the Police Jury does not have any reasonable estimated or probable liability using the criteria established under F.A.S.B. Statement 5.

No claims or litigation cost were paid out during the year ended December 31, 2003.

NOTE 22 - FEDERAL COMPLIANCE CONTINGENCIES

The Police Jury receives large amounts of Federal and State grants for specific purposes that are subject to audit by the grantor agencies. Such audits could lead to requests for reimbursements to the grantor agency for expenditures disallowed under terms of the grant. Based on past experience, disallowed cost, if any, for grants will be immaterial.

NOTE 23 - FEDERALLY ASSISTED PROGRAMS

Federal and State grant programs represent an important source of funding to finance employment, construction and social programs which are beneficial to the Parish. These funds are recorded in the Special Revenue Funds. The grants normally specify the purpose for which the funds may be used and are audited annually in accordance with the Office of Management and Budget's Circular A-133. Accordingly, a Schedule of Federal Financial Assistance is presented in this report.

SUPPLEMENTAL INFORMATION

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES

SPECIAL REVENUE FUNDS

Special Revenue Funds account for the proceeds of specific revenue sources (other than expendable trusts, or for major capital projects) that are legally restricted to expenditures for specific purposes.

Roads and Bridges Fund accounts for the construction of roads and bridges; also, the maintenance of existing roads and bridges. The major sources of financing are provided by the State of Louisiana Parish Road Fund, Parish Royalty Fund and grants from the Louisiana Department of Transportation and Development. Use of the funds is restricted by Louisiana Revised Statute 48:753.

Health Unit Fund accounts for a parish-wide ad valorem tax collected for the purpose of constructing, maintaining and operating the public health unit in the Parish.

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 attorney's conviction fees in criminal cases, be transferred to the Parish treasurer and deposited into a special "Criminal Court Fund" account to be used for the expenses of the criminal court of the Parish. Expenditures are made from the fund on motion of the district attorney and approval of the district judge. The statutes also require that one-half of the fund balance remaining in the Criminal Court Fund at December 31 of each year be transferred to the Parish General Fund.

Solid Waste Fund accounts for expenditures associated with paying the cost of providing solid waste collection and disposal in the Parish. Revenue is derived from an one percent sales tax.

Coroner Fund accounts for the receipt and expenditure of funds to operate the coroner's office.

EPA Grant Fund accounts for the receipt and expenditures of a grant from the U S Environmental Protection Agency for the Superfund Site Redevelopment Pilot Program of the Central Wood Superfund site.

Emergency 911 Fund accounts for the receipt and expenditure of ad valorem and telephone surtax for the purpose of initiating, maintaining and operating an enhanced 911 emergency telephone system.

Clerk of Court Fund accounts for the receipt and expenditure of funds for the purpose of maintaining and operating the clerks office.

Payroll Fund accounts for the payroll for the various funds.

EAST FELICIANA PARISH POLICE JURY
 CLINTON, LOUISIANA
 COMBINING BALANCE SHEET
 SPECIAL REVENUE FUND
 December 31, 2003

	ROAD & BRIDGES	PAYROLL	HEALTH UNIT	CRIMINAL COURT	SOLID WASTE	CORONER	EPA	E911	CLERK OF COURT	TOTAL
Cash	\$198,290	\$1,756	\$1,361,699	\$7,208	\$3,185,373	\$36,986	\$5,014	\$8,328	\$69,151	\$4,873,805
Receivables										
Ad Valorem Receivable	0	0	145,212	0	0	0	0	52,852	0	198,064
Intergovernmental Receivable	33,293	0	24,388	9,839	111,933	520	0	0	4,503	184,476
Accounts Receivable	0	0	0	0	0	0	0	14,162	0	14,162
Due From Other Funds	69,655	7,740	804	0	0	0	469	22,947	22,947	101,615
Total Assets	301,238	9,496	1,532,103	17,047	3,297,306	37,506	5,014	75,811	96,601	5,372,122

LIABILITIES AND FUND EQUITY

LIABILITIES:										
Accounts Payable	1,125	0	0	2,200	0	0	0	0	0	3,325
Due To Other Funds	7,081	9,496	640	12,280	0	0	1,679	5,984	0	37,160
Due To Other Governments	0	0	5,629	2,152	0	0	0	2,049	0	9,830
Total Liabilities	8,206	9,496	6,269	16,632	0	0	1,679	8,033	0	50,315

FUND EQUITY:

Fund Balance-Unreserved-Undesigned	293,032	0	1,525,834	415	3,297,306	37,506	3,335	67,778	96,601	5,321,807
TOTAL LIABILITIES AND FUND EQUITY	301,238	9,496	1,532,103	17,047	3,297,306	37,506	5,014	75,811	96,601	5,372,122

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
SPECIAL REVENUE FUND
YEAR ENDED DECEMBER 31, 2003

	ROAD & BRIDGES	PAYROLL	HEALTH UNIT	CRIMINAL COURT	SOLID WASTE	CORONER	EPA	E911	CLERK OF COURT	TOTAL
REVENUES:										
Taxes	\$723,374	\$0	\$132,617	\$0	\$1,088,492	\$0	\$0	\$148,979	\$0	\$2,093,462
Intergovernmental	261,318	0	36,584	156,581	0	0	18,473	0	0	472,956
Fines	0	0	0	0	0	7,858	0	0	0	7,858
Charges For Services	0	0	0	0	0	0	0	0	31,972	31,972
Interest	916	0	10,894	374	24,388	263	49	352	650	37,886
Miscellaneous	28,027	0	0	205	0	0	0	0	0	28,232
Total Revenue	1,013,635	0	180,095	157,160	1,112,880	8,121	18,522	149,331	32,622	2,672,366

EXPENDITURES:

Current										
General Government	0	573	0	0	0	0	0	0	0	573
Public Safety	0	0	0	163,164	0	0	0	130,768	0	293,932
Highway and Streets	832,055	0	0	0	0	0	0	0	0	832,055
Health	0	0	136,855	0	0	970	0	0	0	137,825
Welfare	0	0	0	0	0	0	0	0	0	0
Sanitation	0	0	0	0	956,574	0	0	0	0	956,574
Economic Development	0	0	0	0	0	0	21,014	0	0	21,014
Capital Outlay	2,100	0	0	0	0	608	0	0	0	2,708
Total Expenditures	834,155	573	136,855	163,164	956,574	1,578	21,014	130,768	0	2,244,681

EXCESS (DEFICIENCY) OF

REVENUE OVER EXPENDITURES	179,480	(573)	43,240	(6,004)	156,306	6,543	(2,492)	18,563	32,622	427,685
FUND BALANCE, BEGINNING OF YEAR	113,552	573	1,482,594	7,529	3,141,000	30,963	5,827	49,215	63,979	4,895,232
RESIDUAL EQUITY TRANSFER	0	0	0	(1,110)	0	0	0	0	0	(1,110)
FUND BALANCE, END OF YEAR	293,032	0	1,525,834	415	3,297,306	37,506	3,335	67,778	96,601	5,321,807

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET (GAAP BASIS) AND ACTUAL

ROADS AND BRIDGES
YEAR ENDED DECEMBER 31, 2003

	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES:			
TAXES			
SALES TAX	\$675,000	\$723,374	\$48,374
INTERGOVERNMENTAL			
FEDERAL GRANTS	-0-	-0-	-0-
PARISH TRANSPORTATION	36,000	213,307	177,307
OTHER STATE GRANTS	175,000	48,011	(126,989)
INTEREST	800	916	116
MISCELLANEOUS			
LOGGING PERMITS	1,500	2,932	1,432
OTHER	24,000	25,095	1,095
 TOTAL REVENUES	 <u>912,300</u>	 <u>1,013,635</u>	 <u>101,335</u>
 EXPENDITURES:			
CURRENT:			
HIGHWAY AND STREETS			
SALARIES	315,000	297,310	17,690
EMPLOYEE BENEFITS	70,000	75,623	(5,623)
REPAIRS & MAINTENANCE	190,000	176,687	13,313
RENT	6,000	4,600	1,400
INSURANCE	45,000	33,580	11,420
ENGINEERING	13,000	11,881	1,119
ROAD MATERIAL & SUPPLIES	193,300	162,592	30,708
MISCELLANEOUS	50,000	69,782	(19,782)
CAPITAL OUTLAY			
EQUIPMENT	15,000	2,100	12,900
 TOTAL EXPENDITURES	 <u>897,300</u>	 <u>834,155</u>	 <u>63,145</u>
 EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	 15,000	 179,480	 164,480
 FUND BALANCE, JANUARY 1,	 <u>113,552</u>	 <u>113,552</u>	 <u>-0-</u>
 FUND BALANCE, DECEMBER 31	 <u><u>128,552</u></u>	 <u><u>293,032</u></u>	 <u><u>164,480</u></u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET (GAAP BASIS) AND ACTUAL

HEALTH UNIT
YEAR ENDED DECEMBER 31, 2003

	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES:			
TAXES			
AD VALOREM	\$57,500	\$132,617	\$75,117
INTERGOVERNMENTAL			
STATE REVENUE SHARING	14,500	36,584	22,084
INTEREST INCOME	10,000	10,894	894
MISCELLANEOUS INCOME	-0-	-0-	-0-
	<u>82,000</u>	<u>180,095</u>	<u>98,095</u>
EXPENDITURES:			
CURRENT:			
HEALTH			
SALARIES	36,000	36,717	(717)
EMPLOYEE BENEFITS	5,500	5,686	(186)
OPERATING	100,000	88,823	11,177
PENSION FUND	2,500	5,629	(3,129)
CAPITAL OUTLAY			
EQUIPMENT	5,000	-0-	5,000
	<u>149,000</u>	<u>136,855</u>	<u>12,145</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(67,000)	43,240	110,240
FUND BALANCE, JANUARY 1,	<u>1,482,594</u>	<u>1,482,594</u>	<u>-0-</u>
FUND BALANCE, DECEMBER 31	<u><u>1,415,594</u></u>	<u><u>1,525,834</u></u>	<u><u>11,240</u></u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET (GAAP BASIS) AND ACTUAL

SOLID WASTE
YEAR ENDED DECEMBER 31, 2003

	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES:			
TAXES			
SALES TAX	\$950,000	\$1,088,492	\$138,492
INTEREST	25,000	24,388	(612)
TOTAL REVENUES	<u>975,000</u>	<u>1,112,880</u>	<u>137,880</u>
EXPENDITURES:			
CURRENT:			
SANITATION			
TAX COLLECTION FEE	14,500	12,500	2,000
FINANCIAL ADMINISTRATION	3,000	309	2,691
WASTE COLLECTION & DISPOSAL	1,000,000	943,765	56,235
TOTAL EXPENDITURES	<u>1,017,500</u>	<u>956,574</u>	<u>60,926</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(42,500)	156,306	198,806
FUND BALANCE, JANUARY 1,	<u>3,141,000</u>	<u>3,141,000</u>	<u>-0-</u>
FUND BALANCE, DECEMBER 31	<u><u>3,098,500</u></u>	<u><u>3,297,306</u></u>	<u><u>198,806</u></u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET (GAAP BASIS) AND ACTUAL

CORONER
YEAR ENDED DECEMBER 31, 2003

	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES:			
FINES	\$7,500	\$7,858	\$358
INTEREST	300	262	(38)
TOTAL REVENUES	<u>7,800</u>	<u>8,120</u>	<u>320</u>
EXPENDITURES:			
OPERATING	12,000	969	11,031
CAPITAL OUTLAY	-0-	608	(608)
TOTAL EXPENDITURES	<u>12,000</u>	<u>1,577</u>	<u>10,423</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(4,200)	6,543	10,743
FUND BALANCE, JANUARY 1,	<u>30,970</u>	<u>30,970</u>	<u>-0-</u>
FUND BALANCE, DECEMBER 31	<u><u>26,770</u></u>	<u><u>37,513</u></u>	<u><u>10,743</u></u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET (GAAP BASIS) AND ACTUAL

EPA GRANT
YEAR ENDED DECEMBER 31, 2003

	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES:			
INTERGOVERNMENTAL			
FEDERAL GRANT	\$2,500	\$18,473	\$15,973
INTEREST	100	42	(58)
	<u>2,600</u>	<u>18,515</u>	<u>15,915</u>
EXPENDITURES:			
CURRENT:			
ECONOMIC DEVELOPMENT			
OPERATING	2,600	21,014	(18,414)
CAPITAL OUTLAY	-0-	-0-	-0-
	<u>2,600</u>	<u>21,014</u>	<u>(18,414)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-0-	(2,499)	(2,499)
FUND BALANCE, JANUARY 1,	<u>5,827</u>	<u>5,827</u>	<u>-0-</u>
FUND BALANCE, DECEMBER 31	<u><u>5,827</u></u>	<u><u>3,328</u></u>	<u><u>(2,499)</u></u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET (GAAP BASIS) AND ACTUAL

EMERGENCY 911
YEAR ENDED DECEMBER 31, 2003

	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES:			
TAXES			
AD VALOREM	\$54,000	\$48,338	\$(5,662)
SURTAX	80,000	100,641	20,641
INTEREST	500	352	(148)
	<u>134,500</u>	<u>149,331</u>	<u>14,831</u>
EXPENDITURES:			
CURRENT:			
PUBLIC SAFETY			
SALARIES	20,500	20,395	105
EMPLOYEE BENEFITS	4,900	2,509	2,391
PENSION FUND	2,000	2,049	(49)
OPERATING	107,000	105,815	1,185
CAPITAL OUTLAY			
EQUIPMENT	-0-	-0-	-0-
	<u>134,400</u>	<u>130,768</u>	<u>3,632</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	100	18,563	18,463
FUND BALANCE, JANUARY 1,	<u>49,215</u>	<u>49,215</u>	<u>-0-</u>
FUND BALANCE, DECEMBER 31	<u><u>49,315</u></u>	<u><u>67,778</u></u>	<u><u>18,463</u></u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET (GAAP BASIS) AND ACTUAL

CLERK OF COURT
YEAR ENDED DECEMBER 31, 2003

	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES:			
FEES FOR OFFICE SPACE	\$30,000	\$31,972	\$1,972
INTEREST	600	650	50
	<u>30,600</u>	<u>32,622</u>	<u>2,022</u>
EXPENDITURES:			
CURRENT:			
GENERAL GOVERNMENT			
OPERATING	-0-	-0-	-0-
CAPITAL OUTLAY	-0-	-0-	-0-
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL EXPENDITURES	-0-	-0-	-0-
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	30,600	32,622	2,022
FUND BALANCE, JANUARY 1,	63,979	63,979	-0-
	<u>63,979</u>	<u>63,979</u>	<u>-0-</u>
FUND BALANCE, DECEMBER 31	94,579	96,601	2,022
	<u>94,579</u>	<u>96,601</u>	<u>2,022</u>

FIDUCIARY FUNDS

Agency Funds are used to account for assets held by a governmental unit as agent for individuals, private organizations, and other units of government.

Sales Tax Fund accounts for the collection of the Parish 2% sales tax and distribution thereof to the Roads and Bridges Fund (1%) and the Solid Waste Fund (1%).

Library Tax Fund accounts for the collection of the Library's 2.50 mill ad valorem tax and distribution thereof to the Audubon Regional Library.

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
COMBINING BALANCE SHEET
AGENCY FUNDS
DECEMBER 31, 2003

	<u>SALES TAX</u>	<u>LIBRARY TAX</u>	<u>TOTAL</u>
ASSETS			
CASH AND CASH EQUIVALENTS	\$-0-	\$-0-	\$-0-
AD VALOREM TAXES RECEIVABLE	-0-	145,212	145,212
SALES TAXES RECEIVABLE	111,933	-0-	111,933
INTERGOVERNMENTAL RECEIVABLE	-0-	26,074	26,074
	<u>111,933</u>	<u>171,286</u>	<u>283,219</u>
LIABILITIES			
BANK OVER DRAFT	\$1,020	\$-0-	\$1,020
ACCOUNTS PAYABLE	21	-0-	21
INTERFUND PAYABLE	69,655	-0-	69,655
INTRGOVERNMENTAL PAYABLES	41,237	171,286	212,523
	<u>111,933</u>	<u>171 286</u>	<u>283,219</u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
COMBINING STATEMENT OF ACTIVITY
AGENCY FUNDS
YEAR ENDED DECEMBER 31, 2003

	<u>SALES TAX</u>	<u>LIBRARY TAX</u>	<u>TOTAL</u>
BALANCE AT BEGINNING OF YEAR	\$-0-	\$-0-	\$-0-
Additions:			
Sales and Use Tax	1,088,492	-0-	1,088,492
Ad Valorem Taxes	-0-	133,315	133,315
State Revenue Sharing	-0-	39,111	39,111
Use of Money	97	270	367
Total Additions	<u>1,088,589</u>	<u>172,696</u>	<u>1,261,285</u>
Deductions:			
Collection Fees	12,500	5,632	18,132
Road and Bridge Fund	676,005	-0-	676,005
Audubon Regional Library	-0-	167,064	167,064
Town of Clinton	133,292	-0-	133,292
Town of Jackson	158,055	-0-	158,055
Town of Slaughter	41,091	-0-	41,091
Village of Wilson	42,932	-0-	42,932
Village of Norwood	24,654	-0-	24,654
Other-Printing	60	-0-	60
Total Deductions	<u>1,088,589</u>	<u>172,696</u>	<u>1,261,285</u>
BALANCE AT END OF YEAR	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SUPPLEMENTAL INFORMATION SCHEDULE
FOR THE YEAR ENDED DECEMBER 31, 2003

COMPENSATION PAID TO BOARD MEMBERS

The schedule of compensation paid to Police Jurors is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the Police Jurors is included in the legislative expenditures of the General Fund. In accordance with Louisiana Revised Statute 33:1233, the Police Jury has elected the monthly payment method of compensation. Under this method, the maximum salary allowed is \$1,200 per month. Police Jurors can receive cash in lieu of medical coverages. Compensation paid to the Police Jury is as follows:

John M. Barnett	\$6,408
Edward L. Brooks, Sr.	6,408
Richard C. Dudley	6,408
Charles F. Haynes	6,408
James F. Hunt, President	7,008
Ann Reiley Jones	6,408
Louis J. Kent	6,408
Linton J. Manuel	6,408
Buck Richardson	6,408

Certified Public Accountant



Donald C. DeVille

Member
American Institute CPAs

Member
Louisiana Society CPAs

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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**

May 28, 2004

The Honorable James F. Hunt, President
and Members of the East Feliciana Parish Police Jury
Clinton, Louisiana

I have audited the financial statements of the East Feliciana Parish Police Jury as of and for the year ended December 31, 2003, and have issued my report thereon dated May 28, 2004. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

COMPLIANCE

As part of obtaining reasonable assurance about whether East Feliciana Parish Police Jury's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial 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 an instances of noncompliance that are required to be reported under Government Auditing Standards.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing my audit, I considered East Feliciana Parish Police Jury's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, I noted certain matters involving the internal control over financial reporting and its operations that I consider to be reportable conditions. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in my judgement, could adversely affect its ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of current year's findings.

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. My 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, of the reportable conditions described in the Schedule of Current Year's Findings we considered the first finding to be material weaknesses.

This report is intended solely for the information and use of management, others within the organization, and state Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties.

Under Louisiana Revised Statutes 24:513, this report is distributed by the Legislative Auditor as a public document.



EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF PRIOR YEARS AUDIT FINDINGS
YEAR ENDED DECEMBER 31, 2003

<u>REF NO.</u>	<u>FISCAL YEAR FINDING INITIALLY OCCURRED</u>	<u>DESCRIPTION OF FINDING</u>	<u>CORRECTIVE ACTION TAKEN (YES, NO, PARTIALLY)</u>	<u>CORRECTIVE ACTION/PARTIAL CORRECTIVE ACTION TAKEN</u>
1.	12-31-01	Expenditures Exceed Budgets For:		
		General Fund By \$15,352	Yes	Operated Within Budget
		Emergency 911 By 1,682	Yes	Same
		* * * *		
2.	12-31-02	No Competitive Bidding On Furniture Costing Over \$15,000. As Authorized	Yes	Competitive Bidding Was Followed
		* * * *		

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
SCHEDULE OF CURRENT YEAR'S FINDINGS
DECEMBER 31, 2003

REPORTABLE CONDITION: The following individual funds have actual expenditures over budgeted expenditures for the year ended December 31, 2003:

	<u>REVISED BUDGET</u>	<u>ACTUAL</u>	<u>UNFAVORABLE VARIANCE</u>
<u>SPECIAL REVENUE FUNDS</u>			
EPA Grant	\$2,600	\$21,014	\$(18,414)

CRITERIA: LSA R.S. 39:1310 states that actual expenditures should not exceed total budgeted expenditures by five percent.

CAUSE: The over expenditures occurred due to operations.

EFFECT: Expenditures exceeded appropriations.

RECOMMENDATION: I recommend that the Police Jury periodically compare its expenditures and proposed expenditure to the budget for the availability of funds.

MANAGEMENT RESPONSE: See corrective action plan.

* * * *

EAST FELICIANA PARISH POLICE JURY
CLINTON, LOUISIANA
CORRECTIVE ACTION PLAN
DECEMBER 31, 2003

<u>REF NO.</u>	<u>DESCRIPTION OF FINDING</u>	<u>CORRECTIVE ACTION PLANNED</u>	<u>NAME OF CONTACT PERSON</u>	<u>ANTICIPATED COMPLETION DATE</u>
1.	The EPA Fund Had Expenditures Exceed Budgeted Expenditures	Improved Software Will Improve Control Over Budgeting. Jury Is Also Considering Additional Funding Sources	Phil Graham, CPA	12-31-04

* * * *