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WINN PARISH POLICE JURY  
Winnfield, Louisiana

**Primary Government Financial Statements  
and Independent Auditor's Reports  
As of and for the Year Ended December 31, 1999  
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 JUL 12 2000

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana

Primary Government Financial Statements  
and Independent Auditor's Reports  
As of and for the Year Ended December 31, 1999  
With Supplemental Information Schedules

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**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
Contents, December 31, 1999

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**INDEPENDENT AUDITOR'S REPORT**

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana

I have audited the accompanying primary government financial statements of the Winn Parish Police Jury, as of and for the year ended December 31, 1999, as listed in the foregoing table of contents. These financial statements are the responsibility of management 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 generally accepted auditing standards and generally accepted governmental auditing standards 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 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 separate 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 the Winn Parish Police Jury, as of December 31, 1999, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

However, the primary government financial statements, because they do not include the financial data of component units of the Winn Parish Police Jury, do not purport to, and do not, present fairly the financial position of the Winn Parish Police Jury as of December 31, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
Audit Report, December 31, 1999

As discussed in note 11, the Winn Parish Police Jury is a defendant in several lawsuits. These lawsuits are in various stages of resolution, and their ultimate outcome cannot presently be determined. Accordingly, no provision for any liability that may result has been made in the accompanying primary government financial statements.

In accordance with *Government Auditing Standards*, I have also issued a report dated June 23, 2000, on my consideration of internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

My audit was made for the purpose of forming an opinion on the primary government financial statements of the Winn Parish Police Jury. 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 Winn Parish Police Jury. Such information has been subjected to the procedures applied in the audit of the primary government financial statements and, in my opinion, is fairly stated in all material respects in relation to the primary government financial statements taken as a whole.

*Herbie W. Way*

Herbie W. Way  
Alexandria, Louisiana  
June 23, 2000

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
ALL FUND TYPES AND ACCOUNT GROUPS

Combined Balance Sheet, December 31, 1999

	GOVERNMENTAL FUND TYPE			ACCOUNT GROUPS		TOTAL (MEMORANDUM ONLY)
	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND - BLOCK GRANT	GENERAL FIXED ASSETS	GENERAL LONG-TERM DEBT	
<b>ASSETS AND OTHER DEBITS</b>						
<b>Assets:</b>						
Cash and cash equivalents	\$388,908	\$994,852	\$933			\$1,384,693
Receivables	375,281	984,427	44,230			1,403,938
Interfund receivables	159,822	2,784				162,607
Land, buildings, and equipment				\$3,368,117		3,368,117
Other debits - amount to be provided for retirement of general long-term debt					\$160,535	160,535
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$924,012</b>	<b>\$1,982,063</b>	<b>\$45,162</b>	<b>\$3,368,117</b>	<b>\$160,535</b>	<b>\$6,479,890</b>
<b>LIABILITIES, OTHER CREDITS AND FUND EQUITY</b>						
<b>Liabilities:</b>						
Accounts payable	\$71,805	\$144,122	\$41,495			\$257,421
Interfund payables	2,592	160,014				162,607
Deferred revenues		83,023	3,667			86,691
Bank loans					\$34,836	34,836
Lease/purchases payable					125,699	125,699
<b>Total liabilities</b>	<b>74,397</b>	<b>387,159</b>	<b>45,162</b>	<b>NONE</b>	<b>160,535</b>	<b>667,254</b>
<b>Fund Equity:</b>						
Other credits - investment in general fixed assets				\$3,368,117		3,368,117
Fund balances - unreserved - undesignated	849,615	1,594,905				2,444,520
<b>Total Fund Equity</b>	<b>849,615</b>	<b>1,594,905</b>	<b>NONE</b>	<b>3,368,117</b>	<b>NONE</b>	<b>5,812,636</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$924,012</b>	<b>\$1,982,063</b>	<b>\$45,162</b>	<b>\$3,368,117</b>	<b>\$160,535</b>	<b>\$6,479,890</b>

The accompanying notes are an integral part of this financial statement.

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
GOVERNMENTAL FUND TYPE

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances  
For the Year Ended December 31, 1999

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND - BLOCK GRANT	TOTAL (MEMORANDUM ONLY)
<b>REVENUES</b>				
-----				
Taxes:				
Ad valorem	\$153,534	\$515,196		\$668,730
Sales and use		743,339		743,339
Licenses and permits	70,231			70,231
Intergovernmental revenues:				
Federal funds	80,564	463,038	\$85,040	628,642
State funds	1,089,864	432,289		1,522,154
Local funds	10,305	40,000		50,305
Fees, charges, and commissions for services		88,941		88,941
Fines and forfeitures		117,811		117,811
Use of money - interest earnings	16,697	21,895		38,592
Miscellaneous	11,697	3,553		15,251
	-----	-----	-----	-----
Total revenues	1,432,893	2,426,062	85,040	3,943,995
	-----	-----	-----	-----
<b>EXPENDITURES</b>				
-----				
Current:				
General government:				
Legislative	68,493			68,493
Judicial	191,309	542,475		733,784
Elections	39,510			39,510
Finance and administration	177,751	71,603		249,354
Other	100,886	151,749		252,635
Public safety	166,842	60,657		227,499
Public works	253,970	1,383,550		1,637,520
Health and welfare	89,051	286,841		375,892
Culture and recreation	43,477	273,864		317,341
Economic development	20,997			20,997
Capital outlay			85,040	85,040
Debt service:				
Principal	4,359	22,582		26,941
Interest	748	7,941		8,689
	-----	-----	-----	-----
Total expenditures	1,157,392	2,801,263	85,040	4,043,694
	-----	-----	-----	-----
<b>EXCESS (Deficiency) OF REVENUES OVER</b>				
-----				
EXPENDITURES	275,501	(375,200)	NONE	(99,699)
	-----	-----		-----

(Continued)

The accompanying notes are an integral part of this financial statement.

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
GOVERNMENTAL FUND TYPE

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances  
For the Year Ended December 31, 1999

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND - BLOCK GRANT	TOTAL (MEMORANDUM ONLY)
OTHER FINANCING SOURCES (Uses)				
Increase in general long-term debt		\$407,661		\$407,661
Operating transfers in				(407,661)
Operating transfers out	(\$407,661)			
Total other financing sources (uses)	(407,661)	407,661	NONE	NONE
EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	(132,160)	32,461	NONE	(99,699)
FUND BALANCES AT BEGINNING OF YEAR	981,775	1,562,444	NONE	2,544,219
FUND BALANCES AT END OF YEAR	\$849,615	\$1,594,905	NONE	\$2,444,520

(Concluded)

The accompanying notes are an integral part of this financial statement.



WINN PARISH POLICE JURY  
Winnfield, Louisiana  
GOVERNMENTAL FUND TYPE - GENERAL AND SPECIAL REVENUE FUNDS

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances  
Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 1999

	GENERAL FUND			SPECIAL REVENUE FUNDS		
	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>						
-----						
Taxes:						
Ad valorem	\$147,661	\$147,661		\$497,014	\$496,506	(\$508)
Sales and use				736,637	736,637	
Licenses and permits	70,231	70,231				
Intergovernmental revenues -						
Federal funds	81,081	81,081		302,329	302,329	
State funds	1,594,533	1,594,533		389,069	391,564	2,496
Local funds				4,798	3,599	(1,200)
Fees, charges, and commissions for services				6,449	5,032	(1,417)
Fines and forfeitures	1,580	2,230	\$650	165,464	197,840	32,376
Use of money and property	15,200	16,697	1,497	15,386	18,213	2,826
Miscellaneous	12,317	19,015	6,698	1,361	1,361	
	-----	-----	-----	-----	-----	-----
Total revenues	1,922,603	1,931,448	8,845	2,118,508	2,153,081	34,573
	-----	-----	-----	-----	-----	-----
<b>EXPENDITURES</b>						
-----						
Current:						
General government:						
Legislative	68,876	69,858	(982)			
Judicial	195,822	200,055	(4,233)	405,189	540,052	(134,864)
Elections	37,690	38,866	(1,176)			
Finance and administration	151,441	159,807	(8,366)	31,566	31,566	
Other general government	92,962	99,768	(6,806)	151,278	151,064	214
Public works				2,093,893	1,463,192	630,701
Public safety	628,978	608,115	20,863			
Health and welfare	269,818	269,981	(163)	104,492	105,361	(869)
Economic development	20,294	20,997	(703)			
Culture and recreation	192,663	192,163	500	309,726	303,186	6,540
	-----	-----	-----	-----	-----	-----
Total expenditures	1,658,544	1,659,608	(1,064)	3,096,144	2,594,422	501,722
	-----	-----	-----	-----	-----	-----
<b>EXCESS (Deficiency) OF REVENUES</b>						
<b>OVER EXPENDITURES</b>	264,059	271,840	7,781	(977,636)	(441,341)	536,295
	-----	-----	-----	-----	-----	-----

(Continued)

The accompanying notes are an integral part of this financial statement.

WINN PARISH POLICE JURY  
 Winnfield, Louisiana  
 GOVERNMENTAL FUND TYPE - GENERAL AND SPECIAL REVENUE FUNDS

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances  
 Budget (Non-GAAP Basis) and Actual  
 For the Year Ended December 31, 1999

	GENERAL FUND			SPECIAL REVENUE FUNDS		
	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
OTHER FINANCING SOURCES (Uses)						
Operating transfers in				\$466,461	\$466,461	
Operating transfers out	(\$466,461)	(\$407,661)	\$58,800			
Total other financing sources (uses)	(466,461)	(407,661)	58,800	466,461	466,461	NONE
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	(202,402)	(135,821)	66,581	(511,175)	25,120	\$536,295
FUND BALANCES AT BEGINNING OF YEAR	252,575	252,575		944,155	944,155	
FUND BALANCES AT END OF YEAR	\$50,173	\$116,754	\$66,581	\$432,980	\$969,275	\$536,295

(Concluded)

The accompanying notes are an integral part of this financial statement

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana

Notes to the Primary Government Financial Statements  
As of and for the Year Ended December 31, 1999

**INTRODUCTION**

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

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

In accomplishing its objectives, the police jury also has the authority to create special districts within the parish. The districts perform functions, such as fire protection, water distribution, sewerage collection and disposal, drainage control, library facilities, and health care facilities.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. REPORTING ENTITY**

As the governing authority of the parish, for reporting purposes, the Winn Parish Police Jury is the financial reporting entity for Winn 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) organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 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 police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the component units that comprise the reporting entity are included in the accompanying 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).

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
Notes to the Primary Government Financial Statements  
(Continued)

**B. FUND ACCOUNTING**

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

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

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

**Governmental Fund Types:**

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

**Special Revenue Funds** -- are used to account for the proceeds of specific revenue sources such as ad valorem taxes, sales taxes, and federal grants. Those revenues are legally restricted, either by tax proposition or grant agreement, to expenditures for specified purposes such as road and drainage maintenance, fire protection, etc.

**C. GENERAL FIXED ASSETS AND LONG-TERM DEBT**

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures (capital outlay) in governmental funds and the related assets are reported in the general fixed assets account group. All purchased fixed assets are valued at cost where historical records are available and at estimated cost where no historical records are available.

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
Notes to the Primary Government Financial Statements  
(Continued)

The costs of normal maintenance and repairs that do not add to the value of fixed assets or materially extend their useful lives are not capitalized but are only recognized as a normal current expenditure of the governmental funds. Public domain or infrastructure general fixed assets consisting of roads, bridges and drainage systems are not capitalized, as these assets are immovable and of value only to the police jury. No depreciation is recognized on general fixed assets.

Long-term debt expected to be financed from governmental funds are accounted for in the general long-term debt account group. Only that portion expected to be financed from expendable available financial resources is reported as a liability of a governmental fund. 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**

The financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets. The modified accrual basis of accounting is used for reporting all governmental fund types and the fiduciary fund type agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The police jury uses the following practices in recognizing and reporting revenues and expenditures:

**Revenues**

Ad valorem taxes and the related state revenue sharing are recorded in the year the taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis and attach as an enforceable lien and become due and payable on the date the tax rolls are filed with the recorder of mortgages. Louisiana Revised Statute 47:1994 requires that the tax roll be filed on or before November 15 of each year. Ad valorem taxes become delinquent if not paid by December 31. The taxes are normally collected in December of the current year and January and February of the ensuing year.

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

Sales and use taxes are recognized in the month received by the police jury's collection agents, the Winn Parish School Board Sales and Use Tax Office and the Louisiana Department of Public Safety and Corrections - Office of Motor Vehicles.

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
Notes to the Primary Government Financial Statements  
(Continued)

Fines and forfeitures are recognized in the period they are collected by the parish sheriff.

Interest income on time deposits is recorded when the time deposits have matured and the income is available.

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

Based on the above criteria, ad valorem taxes, state revenue sharing, federal and state grants, sales and use taxes, fines and forfeitures, and licenses and permits are treated as susceptible to accrual.

**Expenditures**

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

**Other Financing Sources (Uses)**

Transfers between funds which are not expected to be repaid and increases in long-term debt are accounted for as other financing sources (uses) and are recognized when the underlying events occur.

**Deferred Revenues**

Deferred revenues arise when resources are received by the police jury before it has legal claim to the revenue, as when grant funds are received before qualifying expenditures are incurred. In subsequent periods, when the police jury establishes legal claim to the funds, the liability for deferred revenue is removed from the balance sheet and the revenue is recognized.

**E. BUDGET PRACTICES**

Preliminary cash basis budgets for the ensuing year are prepared by the treasurer beginning in October. The finance committee reviews the proposed budgets and makes changes as it deems appropriate. The availability of the proposed budgets for public inspection and the date of the public hearing on the budgets are then advertised in the official journal. During its regular December meeting, the jury holds a public hearing on the proposed budgets in order to receive comments from citizens. Changes are made to the proposed budgets based on the public hearing and the desires of the police jury as a whole. The budgets are then adopted during the regular December meeting, and notice is published in the official journal.

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
Notes to the Primary Government Financial Statements  
(Continued)

During the year, the police jury receives monthly budget comparison statements which are used as a tool to control the operations of the parish. The treasurer presents necessary budget amendments to the jury when he determines that actual operations are differing materially from those anticipated in the original budget. The jury in regular session reviews the proposed amendments, makes necessary changes, and formally adopts the amendments. The adoption of amendments is included in jury minutes published in the official journal.

The police jury exercises budgetary control at the functional level. Within functional levels, the treasurer has the authority to make amendments as necessary. The police jury does not utilize encumbrance accounting in its budget practices. Unexpended appropriations lapse at year end and must be re-appropriated in the next year's budget to be expended.

Budget comparison statements included in the accompanying primary government financial statements include the original adopted budgets and all subsequent amendments. The following reconciles the excess of revenues and other sources over expenditures and other uses as shown on budgetary comparison financial statements to the same amounts shown on GAAP basis financial statements:

	General Fund	Special Revenue Funds
	-----	-----
Excess (deficiency) of revenues and other sources over expenditures and other uses (cash basis) Statement C	(\$135,821)	\$25,120
Adjustments:		
Revenues/Receivables (net)	(498,555)	272,981
Expenditures/Payables (net)	502,216	(206,841)
Other		(58,800)
	-----	-----
Excess (deficiency) of revenues and other uses over expenditures and other sources (GAAP basis) Statement B	(\$132,160)	\$32,461
	-----	-----

**F. ENCUMBRANCES**

Encumbrances accounting, under which purchase orders are recorded in order to reserve that portion of the applicable appropriation, is not employed for other commitments of the police jury. However, outstanding purchase orders are taken into consideration before expenditures are incurred in order to assure that applicable appropriations are not exceeded.

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
Notes to the Primary Government Financial Statements  
(Continued)

**G. CASH AND CASH EQUIVALENTS**

Under state law, the police jury may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having principal offices in Louisiana.

**H. INVENTORIES**

Inventories, consisting of office supplies and road maintenance materials are considered expenditures when purchased; therefore, physical inventories are not taken. Inventories on hand at December 31, 1999, are considered immaterial; therefore, they have not been included in the financial statements.

**I. COMPENSATED ABSENCES**

**Police Jury** -- employees earn 10 days of annual and 6 days sick leave each year, depending on their length of service. Vacation leave does not accumulate. Sick leave may be accumulated to a maximum of 12 days; however, accumulated sick leave is forfeited upon termination of employment.

**Registrar of Voters** -- the registrar of voters and the chief deputy of Winn Parish are employees of the State of Louisiana, Department of Elections and Registration, and are paid in part by the police jury. Employees accrue and accumulate annual and sick leave in accordance with state law and administrative regulations. The leave is accumulated without limitation; however, upon separation of employment, classified personnel or their heirs are compensated for accumulated annual leave not to exceed 300 hours.

**Library** -- employees earn from 12 to 21 days of vacation leave each year depending on their length of service and professional training. Vacation leave accumulates with up to 10 days being carried forward at the end of the calendar year. Employees shall be paid for any accumulated annual leave upon dismissal or resignation. Employees earn 12 days of sick leave each year which may be accumulated to a maximum of 30 days. Sick leave is forfeited upon termination of employment.

**Criminal Court** -- employees of the Eighth Judicial District Criminal Court earn from 10 to 20 days of vacation leave and 45 days of sick leave each year, depending on their length of service. Vacation and sick leave does not accumulate, and employees are not paid for unused leave upon termination of employment.

The cost of current leave privileges, if any, as provided by the aforementioned policies, computed in accordance with GASB Codification Section C60, is recognized as a current-year expenditure in the governmental funds when leave is actually taken. The cost of leave privileges not requiring current resources is recorded in the general long-term debt account group.



WINN PARISH POLICE JURY  
Winnfield, Louisiana  
Notes to the Primary Government Financial Statements  
(Continued)

**J. INTERFUND TRANSACTIONS**

Quasi-external transactions are accounted for as revenues or 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. All other interfund transfers are reported as operating transfers.

**K. 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.

**L. SALES TAX**

Voters of Winn Parish on January 15, 1994, approved a one-half of one per cent sales and use tax with the net proceeds of the tax to be dedicated and used first to establish, construct, acquire, maintain, improve, and operate a solid waste collection and disposal system for Winn Parish, with the balance to be used for the purpose of maintaining and supporting the Winn Parish Courthouse. The tax, collected by the Winn Parish School Board, was approved for a period of ten (10) years beginning March 1, 1994.

**2. CASH AND EQUIVALENTS**

At December 31, 1999, the police jury has cash and equivalents (book balances, net of overdrafts) as follows:

Petty cash	\$300
Interest bearing demand deposits	1,071,902
Time and certificates of deposit	<u>312,491</u>
Total	<u>\$1,384,693</u>

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.

**WINN PARISH POLICE JURY**

Winnfield, Louisiana

Notes to the Primary Government Financial Statements

(Continued)

Cash and cash equivalents (bank balances) totaling \$1,399,176 are secured by \$300,000 of federal deposit insurance (GASB Category 1), and \$1,099,176 of securities held in the trust department of the fiscal agent bank, but not in the name of the police jury (GASB Category 3). Because the pledged securities are held in the trust department of the fiscal agent bank in the name of the fiscal agent bank rather than in the name of the police jury, they are considered uncollateralized under the provisions of GASB Codification 150.163(b); however, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the police jury that the fiscal agent bank has failed to pay deposited funds upon demand.

**3. RECEIVABLES**

The following is a summary of receivables at December 31, 1999:

Class of Receivable	General Fund	Special Revenue Funds	Capital Projects Funds	Total
Taxes:				
Ad valorem	\$156,871	\$525,707		\$682,578
Sales and use		60,398		60,398
Licenses and permits				
Intergovernmental revenues:				
Federal		257,830	\$44,230	302,060
State	218,290	117,528		335,818
Other	120	22,963		23,083
<b>Total</b>	<b>\$375,281</b>	<b>\$984,427</b>	<b>\$44,230</b>	<b>\$1,403,938</b>

**4. CHANGES IN GENERAL FIXED ASSETS**

The following schedule presents changes in general fixed assets for the year ended December 31, 1999:

	Balance at Beginning of Year	Additions	Deletions	Balance at End of Year
Land	\$21,495			\$21,495
Buildings	1,287,741			1,287,741
Equipment, furniture, and fixtures	1,452,257	\$51,279		1,503,536
Library books	514,694	51,986	(\$11,335)	555,345
<b>Total</b>	<b>\$3,276,186</b>	<b>\$103,265</b>	<b>(\$11,335)</b>	<b>\$3,368,117</b>

At December 31, 1999, approximately \$2,927,382 or 86.91 per cent of the general fixed assets are recorded at estimated historical costs and \$440,735 or 13.09 per cent are valued at actual historical cost.

**WINN PARISH POLICE JURY**

Winnfield, Louisiana

Notes to the Primary Government Financial Statements

(Continued)

**5. PENSION PLANS**

Substantially all employees of the police jury are members of the Parochial Employees Retirement System of Louisiana ("system"), a multiple-employer, public employee retirement system (PERS), controlled and administered by a separate board of trustees. The system is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. 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 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 compensation multiplied by the employee's years of credited service. However, for those employees who were members of the supplemental plan only prior to January 1, 1980, the benefit is equal to 1 per cent of final compensation, plus \$24 for each year of supplemental plan only service earned prior to January 1, 1980. Final compensation is the employee's monthly earnings during the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of credited service stated previously and who do not withdraw their employee contributions, may retire at the ages specified previously and receive the benefit accrued to their date of termination. The system also provides death and disability benefits. Benefits are established by state statute.

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

Under Plan A, members are required by state statute to contribute 9.5 percent of their annual covered salary and the employer is required to contribute at an actuarially determined rate. The current rate is 7.75 percent of annual covered payroll. Contributions to the System include one-fourth of one percent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of the parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the employers 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 of the prior fiscal year. The employer contributions to the System under Plan A for the years ending December 31, 1999, 1998, and 1997, were \$59,130, \$53,532, and \$57,671, respectively, equal to the required contributions for each year.

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
Notes to the Primary Government Financial Statements  
(Continued)

6. LEASE/PURCHASES

During 1997, the police jury entered into a four year lease/purchase agreement for the acquisition of an excavator. The agreement requires 48 monthly payments of \$1,392. The obligation is paid from the Road Maintenance Special Revenue Fund. Title to the equipment transfers to the police jury immediately upon acceptance of the equipment.

During 1998, the police jury entered into a five year lease/purchase agreement for the acquisition of a tractor. The agreement requires 60 monthly payments of \$1,151. The obligation is paid from the Road Maintenance Special Revenue Fund. Title to the equipment transfers to the police jury immediately upon acceptance of the equipment.

During 1998, the police jury entered into a three year lease agreement for the acquisition of computer software. The agreement requires 36 monthly payments of \$426. The obligation is paid from the General Fund. The agreement contains a provision which allows the police jury to purchase the software for a nominal sum of \$1 at the expiration of the lease term.

The following is a schedule of future minimum payments under the agreements together with the present value of the minimum payments as of December 31, 1999:

Year End December 31, -----	Lease/ Purchases -----
2000	\$35,631
2001	87,670
2002	13,817
	-----
Totals	137,117
Less - amount representing interest	(11,418)
	-----
Present value of net minimum lease payments	\$125,699 -----

7. BANK LOAN

In November 1999, the police jury entered into a four-year bank loan for the acquisition of a dump truck in the amount of \$44,987, with an annual percentage rate of 6.20 per cent. The agreement requires 48 monthly payments in the amount of \$1,064. Loan payments are made from the Road Fund Special Revenue Fund. At December 31, 1999, the loan balance is \$38,271, including interest of \$3,434.

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
Notes to the Primary Government Financial Statements  
(Continued)

**8. CHANGES IN LONG-TERM DEBT**

The following is a summary of long-term debt transactions for the year ended December 31, 1999:

	Bank Loans	Lease/ Purchases	Compensated Absences	Total
Beginning Balance	\$44,987	\$152,641	\$1,405	\$199,033
Additions				
Deductions	(10,151)	(26,941)	(1,405)	(38,498)
Ending Balance	\$34,836	\$125,699	NONE	\$160,535

**9. INDUSTRIAL REVENUE BONDS**

The parish has issued revenue bonds to provide revenue for constructing, acquiring and installing certain industrial facilities. The funding to pay the bonds is provided solely from sales, leases, or other revenues of the various facilities. The bonds do not constitute an indebtedness or pledge of the general credit of the police jury and are not included in the accompanying financial statements.

**10. LITIGATION**

At December 31, 1999, the police jury is involved in several lawsuits. In the opinion of the police jury's legal counsel, the potential for claims in excess of insurance coverage is remote or undeterminable. No provision for any liability that may result from settlement of these lawsuits has been made in the accompanying financial statements.

**11. 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; injuries to employees; and natural disasters.

The police jury carries commercial insurance for all the aforementioned risks of loss and settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
**SUPPLEMENTAL INFORMATION SCHEDULES**  
For the Year Ended December 31, 1999

**SPECIAL REVENUE FUNDS**

**ROAD MAINTENANCE FUND** -- accounts for the maintenance of roads and bridges in the parish with revenues provided by state and federal grants and parish ad valorem taxes.

**HEALTH UNIT FUND** -- accounts for the operations of the parish health unit with revenues provided by state grants and parish ad valorem taxes.

**LIBRARY FUND** -- accounts for the operations and maintenance of the parish library system with revenues provided by state grants, parish ad valorem taxes, and self-generated revenues.

**CRIMINAL COURT FUND** -- accounts for operations of the criminal court system of the parish. Financing is provided by fines and forfeitures imposed by the district court and district attorney conviction fees in criminal cases. Expenditures are made from the fund on a motion of the district attorney and approval of the district judges. The statute also requires one-half of the fund balance remaining at December 31 of each year be transferred to the General Fund of the parish.

**HOUSING AUTHORITY FUND** -- accounts for funds provided by the United States Department of Housing and Urban Development, through the Section 8 Housing Voucher Program (CFDA No. 14.871). The federal grant is used to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income.

**SALES TAX FUND** -- accounts for the maintenance and operation of a solid waste collection and disposal system for Winn Parish, with the balance to be used for the purpose of maintaining and supporting the Winn Parish Courthouse. Financing is provided by a one-half cent sales and use tax.

**COMMUNICATIONS DISTRICT FUND** -- accounts for the operation and maintenance of the Winn Parish Communications District created by Louisiana Revised Statute 33:9101 et seq. Financing is provided by service fees charged telephone users in the parish.

**WINN PARISH POLICE JURY  
WINNFIELD, LOUISIANA  
GOVERNMENTAL FUND TYPE - SPECIAL REVENUE FUNDS**

**PRIMARY GOVERNMENT COMBINING SCHEDULES  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 1999**

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
GOVERNMENTAL FUND TYPE - SPECIAL REVENUE FUNDS

Combining Balance Sheet, December 31, 1999

	ROAD	HEALTH UNIT	LIBRARY	CRIMINAL COURT	HOUSING AUTHORITY
<b>ASSETS</b>					
Cash and cash equivalents	\$15,395	\$526,276	\$102,850	\$522	\$84,334
Receivables	522,055	143,502	235,508	17,849	
Interfund receivables	687		1,202	895	
<b>TOTAL ASSETS</b>	<b>\$538,137</b>	<b>\$669,778</b>	<b>\$339,560</b>	<b>\$19,266</b>	<b>\$84,334</b>
<b>LIABILITIES AND FUND EQUITY</b>					
<b>Liabilities:</b>					
Accounts payable	\$46,957	\$6,712	\$11,059	\$23,922	\$1,311
Interfund payables	57,740		29,530	68,865	
Deferred revenues					83,023
<b>Total liabilities</b>	<b>104,697</b>	<b>6,712</b>	<b>40,588</b>	<b>92,787</b>	<b>84,334</b>
<b>Fund Equity:</b>					
Fund balances - unreserved - undesignated	433,440	663,066	298,972	(73,521)	
<b>Total Fund Equity</b>	<b>433,440</b>	<b>663,066</b>	<b>298,972</b>	<b>(73,521)</b>	<b>NONE</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$538,137</b>	<b>\$669,778</b>	<b>\$339,560</b>	<b>\$19,266</b>	<b>\$84,334</b>



SALES TAX	COMMUNICATIONS DISTRICT	TOTAL
\$162,280	\$103,196	\$994,852
60,398	5,114	984,427
		2,784
<b>\$222,678</b>	<b>\$108,309</b>	<b>\$1,982,063</b>
\$54,161		\$144,122
3,880		160,014
		83,023
58,041	NONE	387,159
164,638	\$108,309	1,594,905
164,638	108,309	1,594,905
<b>\$222,678</b>	<b>\$108,309</b>	<b>\$1,982,063</b>

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
GOVERNMENTAL FUND TYPE - SPECIAL REVENUE FUNDS

Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances  
For the Year Ended December 31, 1999

	ROAD MAINTENANCE	HEALTH UNIT	LIBRARY	CRIMINAL COURT	HOUSING AUTHORITY
<b>REVENUES</b>					
-----					
Taxes:					
Ad valorem	\$178,222	\$126,469	\$210,505		
Sales and use					
Intergovernmental revenues:					
Federal funds	257,830				\$205,207
State funds	335,513	21,435	75,341	\$40,000	
Local funds					
Fees, charges, and commissions for services			27,595		
Fines and forfeitures				117,811	
Use of money - interest earnings	2,909	8,974	3,422		
Miscellaneous					3,553
	-----	-----	-----	-----	-----
Total revenues	774,475	156,877	316,862	157,811	208,761
	-----	-----	-----	-----	-----
<b>EXPENDITURES</b>					
-----					
Current:					
General government:					
Judicial				542,475	
Elections					
Finance and administration	2,471	589	750	37,912	3,566
Other	6,498	4,637	7,719		
Public safety					
Public works	820,298				
Health and welfare		81,646			205,195
Culture and recreation			273,864		
Debt service:					
Principal	22,582				
Interest	7,941				
	-----	-----	-----	-----	-----
Total expenditures	859,791	86,872	282,333	580,387	208,761
	-----	-----	-----	-----	-----
<b>EXCESS (Deficiency) OF REVENUES</b>					
-----					
<b>OVER EXPENDITURES</b>	(85,317)	70,005	34,529	(422,576)	NONE
-----					

SALES TAX	COMMUNICATIONS DISTRICT	TOTAL
		\$515,196
743,339		743,339
		463,038
		432,289
		40,000
	\$61,347	88,941
		117,811
2,909	3,682	21,895
		3,553
746,248	65,029	2,426,062
		542,475
26,315		71,603
132,894		151,749
	60,657	60,657
563,252		1,383,550
		286,841
		273,864
		22,582
		7,941
722,462	60,657	2,801,263
23,786	4,372	(375,200)

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
GOVERNMENTAL FUND TYPE - SPECIAL REVENUE FUNDS

Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances  
For the Year Ended December 31, 1999

	ROAD MAINTENANCE	HEALTH UNIT	LIBRARY	CRIMINAL COURT	HOUSING AUTHORITY
OTHER FINANCING SOURCES					
Operating transfers in	\$61,200			\$346,461	
Total other financing sources	61,200	NONE	NONE	346,461	NONE
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES	(24,117)	\$70,005	\$34,529	(76,115)	NONE
FUND BALANCES AT BEGINNING OF YEAR	457,557	593,061	264,443	2,594	
FUND BALANCES AT END OF YEAR	\$433,440	\$663,066	\$298,972	(\$73,521)	NONE

SALES TAX	COMMUNICATIONS DISTRICT	TOTAL
		\$407,661
NONE	NONE	407,661
\$23,786	\$4,372	32,461
140,852	103,937	1,562,444
\$164,638	\$108,309	\$1,594,905

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana

**SUPPLEMENTAL INFORMATION SCHEDULE**  
For the Year Ended December 31, 1999

**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, jurors receive \$600 per month, while the president receives an additional \$100 per month for performing the additional duties of the office.

Crain, Delane	\$7,200
Flowers, Samuel E.	7,200
Hamilton, Edward L.	7,200
Kuhn, Alden, Jr.	7,200
Lasyone, Earl	7,200
Martin, Todd H	7,200
Tarver, Lamar	8,400
Total	----- \$51,600 =====

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
**SUPPLEMENTAL INFORMATION SCHEDULES**  
For the Year Ended December 31, 1999

**WIRELESS E-911 SERVICE**

The following schedule is presented in compliance with Act 1029 of the 1999 Session of the Louisiana Legislature which requires the Communications District to submit an annual report to the legislative auditor which includes information on the revenues derived from the authorized service charge and the use of such revenues, including the status on the implementation of wireless E911 service.

As of December 31, 1999, the Communications District has not levied an emergency telephone service charge on Commercial Mobile Radio Service (CMRS) service users who can utilize the service to access the 911 emergency telephone number.

**OTHER REPORTS REQUIRED BY  
GOVERNMENT AUDITING STANDARDS**

The following pages contain reports on compliance with laws and regulations and internal control over financial reporting required by *Government Auditing Standards*, issued by the Comptroller General of the United States. The reports are based solely on the audit of the financial statements.



**HERBIE W. WAY**  
**CERTIFIED PUBLIC ACCOUNTANT**

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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**

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana

I have audited the primary government financial statements of the Winn Parish Police Jury as of and for the year ended December 31, 1999, and have issued my report thereon dated June 23, 2000. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

*Compliance*

As part of obtaining reasonable assurance about whether the 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*.

Although the results of my tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*, I communicated a possible instance of noncompliance, that arose subsequent to December 31, 1999, to the Winn Parish Police Jury in a separate letter dated June 23, 2000.

*Internal Control Over Financial Reporting*

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

**WINN PARISH POLICE JURY**  
Compliance Report  
December 31, 1999  
(Continued)

*Prior Audit Findings*

The audit for the year ended December 31, 1998, disclosed an instance of noncompliance that was required to be reported under *Government Auditing Standards*.

This finding concerned the police jury awarding bids on the anticipated purchase of gravel to maintain parish roads during 1998. An error in the tabulation of the bids resulted in the bid for maintenance gravel being awarded to a company other than the low bidder. The error in awarding the bids resulted in a lawsuit being filed by the low bidder alleging violation of the bid law and seeking compensation from the police jury for its loss resulting from the error.

The suit was settled in November 1999, with the company being awarded damages from the police jury in the amount of approximately \$25,115.

In addition to the aforementioned finding, the District Attorney for the Eighth Judicial District conducted an investigation relating to possible questioned costs in the operation of the Section 8 Housing Voucher Program administered by the Winn Parish Housing Authority and possible misuse of public funds by an employee of the Winn Parish Police Jury.

**SECTION 8 HOUSING VOUCHER PROGRAM** -- for the period from January 1, 1995 through December 31, 1998, the Winn Parish Housing Authority in its operation of the United States Housing and Urban Development Section 8 Housing Voucher Program may have expended funds that are not permitted by the regulations contained in the program.

The investigation resulted in \$436.95 in questioned costs. In January 2000, the director of the Winn Parish Housing Authority voluntarily reimbursed the housing authority the \$436.95 in costs that were questioned by the district attorney.

The Winn Parish District Attorney, as of the date of this report, is in the process of reviewing the results of the investigation.

**SALE OF SCRAP** - during 1998, the parish manager sold approximately \$900 worth of various scrap metal and tires, without approval of the police jury, and deposited the proceeds into an existing petty cash fund maintained at the parish maintenance facility.

In violation of Louisiana law, specifically, Article 7 Section 14 of the 1994 Louisiana Constitution, which states that "the funds, credit, property, or things of value of the state or of any political subdivision shall not be loaned, pledged, or donated to or for any person, association, or corporation, public or private," approximately \$790 of the proceeds from the sale of scrap was used by the previous parish manager to purchase food (lunches) for himself and other employees of the parish road maintenance department.

**WINN PARISH POLICE JURY**  
Compliance Report  
December 31, 1999  
(Continued)

Upon discovery of this situation, the police jury took possession of the petty cash fund, demoted the parish manager and hired a new parish manager.

The Winn Parish District Attorney, as of the date of this report, is in the process of reviewing the results of the investigation.

*General*

This report is intended for the information of the Winn Parish Police Jury. However, this report is a matter of public record and its distribution is not limited.

*Herbie W. Way*

Herbie W. Way  
Alexandria, Louisiana  
June 23, 2000

**OTHER REPORTS REQUIRED BY**

**OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133**

The following pages contain reports on the schedule of federal financial assistance, consideration of internal control, and compliance with laws and regulations required by OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, the *Single Audit Act*, and the *Louisiana Governmental Audit Guide*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

**HERBIE W. WAY**  
**CERTIFIED PUBLIC ACCOUNTANT**

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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**

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana

I have audited the compliance of Winn Parish Police Jury with the types of compliance requirements described in the *U. S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of the major federal programs for the year ended December 31, 1999. Winn 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 the police jury's management. My responsibility is to express an opinion on the 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 Nonprofit Organizations*. Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the police jury's compliance with those requirements and performing other procedures as we 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 the police jury's compliance with those requirements.

In my opinion, the police jury complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 1999.

WINN PARISH POLICE JURY  
Winnfield, Louisiana  
A-133 Compliance Report  
(Continued)

*Internal Control over Compliance*

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

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

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

*Herbie W. Way*

Herbie W. Way  
Alexandria, Louisiana  
June 23, 2000

WINN PARISH POLICE JURY  
 Winnfield, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 1999

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/ PROGRAM NAME	CFDA NUMBER	GRANT NUMBER	EXPENDITURES
<u>UNITED STATES DEPARTMENT OF AGRICULTURE</u>			
Passed through Louisiana Department of Education - Summer Feeding Program	10.559	SF0037	\$69,626
Passed through Louisiana Department of Treasury - Schools and Roads - Grants to States	10.665		257,830
Total United States Department of Agriculture			<u>327,456</u>
<u>UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</u>			
Direct program - Section 8 Housing Choice Voucher Program	14.871	LA48V257004008	208,761
Passed through Louisiana Division of Administration - Office of the Governor - Community Development Block Grants - Small Cities Program	14.219	107-900359	85,040
Total United States Department of Housing and Urban Development			<u>293,800</u>
<u>UNITED STATES DEPARTMENT OF THE INTERIOR</u>			
Passed through Louisiana Department of the Treasury - Payments in-lieu-of taxes	15.000		10,938
Total Expenditures			<u>\$632,194</u>

## Notes to the Schedule:

The police jury follows the modified accrual basis of accounting in preparing the schedule. This method is consistent with the preparation of the police jury's financial statements.

**HERBIE W. WAY**  
**CERTIFIED PUBLIC ACCOUNTANT**  
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**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana

1. FINANCIAL STATEMENT ITEMS

- A. The audit contained an unqualified opinion on the financial statements.
- B. The audit contained no reportable conditions.
- C. The audit contained no material weaknesses.

2. SINGLE AUDIT ITEMS

- A. The audit contained no reportable conditions in internal controls over major programs.
- B. The audit contained no reportable conditions that were considered to be material weaknesses in internal control over major programs.
- C. The audit contained an unqualified opinion on the Schedule of Expenditures of Federal Awards of the Winn Parish Police Jury at December 31, 1999, and that the Schedule is fairly presented in all material respects in relation to the financial statements taken as a whole.
- D. The police jury has been determined to be a low risk auditee under Section 530.
- E. As evidenced by the accompanying Schedule of Expenditures of Federal Awards, the police jury had no Federal programs with expenditures of \$300,000 or more. To meet the "percentage of coverage rule," the Section 8 Housing Choice Voucher Program (CFDA No. 14,871) from the United States Department of Housing and Urban Development was selected as a major Federal program.
- F. The audit report contained no findings required to be reported under Section 510(a) of OMB Circular A-133.
- G. The Schedule of Expenditures of Federal Awards was prepared on the modified accrual basis of accounting.



WINN PARISH POLICE JURY  
Winnfield, Louisiana  
A-133 Compliance Report  
(Continued)

3. The Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* contained no reportable conditions relating to compliance with laws, regulations, contracts, and grants applicable to the major federal program.
4. The Report on Compliance with Requirements Applicable to each Major Program and Internal Control over Compliance in Accordance with OMB Circular A-133 contained no reportable conditions required to be reported under Section 510(a).

*Herbie W. Way*

Herbie W. Way  
Alexandria, Louisiana  
June 23, 2000

**HERBIE W. WAY**  
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**WINN PARISH POLICE JURY**  
Winnfield, Louisiana

In planning and performing my audit of the financial statements of the Winn Parish Police Jury as and for the year ended December 31, 1999, I considered the internal control structure relating to compliance with laws and regulations, that could have a direct and material impact on the financial statements, to determine my auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide an opinion on compliance with those provisions.

However, during my audit I became aware of a matter that may be a possible violation of State law relating to the expenditure of public funds for private purposes. The memorandum that accompanies this letter summarizes my comments and suggestions regarding that matter. I previously reported on compliance with laws and regulations and on the internal control structure in my report dated June 23, 2000. This letter does not affect my report dated June 23, 2000, on the financial statements of the Winn Parish Police Jury.

I will review the status of these comments during my next engagement. At your request and convenience, I will be pleased to discuss these matters in further detail, to perform any additional study of these matters, or to assist you in implementing any recommendations.

Sincerely,

*Herbie W. Way*

Herbie W. Way  
June 23, 2000

**WINN PARISH POLICE JURY**  
Winnfield, Louisiana  
Management Letter Point  
For the Year Ended December 31, 1999

**INSTALLATION OF GAS TANKS  
ON PRIVATE PROPERTY**

During January 2000, the police jury assisted a local convenience store in the installation of its gas tanks. Louisiana law, specifically Article 7, Section 14 of the Louisiana Constitution of 1974, prohibits public entities from performing work on private property.

Owners of the convenience store contacted the police jury to provide assistance in the installation of the fuel tanks. Upon arrival on site, the police jury, through its parish road superintendent, and supported by the presence of a representative from the EPA and the Fire Chief from the Town of Winnfield who were already on-site, determined that a public safety issue was a real concern if immediate assistance was not provided.

The police jury president, in a written response dated June 14, 2000, stated that the assistance provided by the police jury served a "public purpose" and the commitment of public resources were within the "public safety" function of the police jury.