

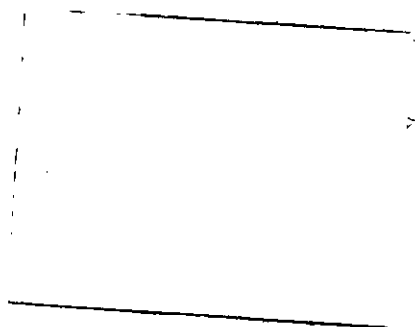
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ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Financial Report

Year Ended June 30, 2004



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 1-26-05

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INDEPENDENT AUDITOR'S REPORT

The Honorable Michael J. Waguespack
Assumption Parish Sheriff
Napoleonville, Louisiana

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Assumption Parish Sheriff (hereinafter "Sheriff") as of and for the year ended June 30, 2004, as listed in the table of contents. These financial statements are the responsibility of the Sheriff. Our responsibility is to express an opinion on these financial statements based on our audit. The prior year comparative information has been derived from the Sheriff's 2003 financial statements and, in our report dated October 31, 2003, we expressed unqualified opinions on the respective financial statements of the governmental activities, the major fund, and the aggregate fund information.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the Assumption Parish Sheriff as of June 30, 2004, and the changes in its financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued a report dated September 7, 2004 on our consideration of the Assumption Parish Sheriff's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

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The management's discussion and analysis and the required supplementary information on pages 3 through 11 and 39, respectively, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements of the Assumption Parish Sheriff taken as a whole. The other supplementary information on pages 42 through 45 is presented for purposes of additional analysis and is not a required part of the basic financial statements of the Assumption Parish Sheriff. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly presented in all material respects in relation to the basic financial statements taken as a whole.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Morgan City, Louisiana
September 7, 2004

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

Within this section of the Assumption Parish Sheriff's annual financial report, the Assumption Parish Sheriff's management is pleased to provide this narrative discussion and analysis of the financial activities of the Assumption Parish Sheriff for the fiscal year ended June 30, 2004. The Assumption Parish Sheriff's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

FINANACIAL HIGHLIGHTS

- The Assumption Parish Sheriff's assets exceeded its liabilities by \$797,876 (net assets) for the fiscal year reported.
- The net assets are comprised of the following:
 - (1) Capital assets, net of related debt, of \$413,010 include equipment, net of accumulated depreciation, and reduced for outstanding debt related to the purchase of capital assets.
 - (2) Restricted net assets of \$73,492 which represent amounts limited to use in grant programs or are pending adjudication by the district court.
 - (3) Unrestricted net assets of \$311,374 represent the portion available to maintain the Assumption Parish Sheriff's continuing obligations to citizens and creditors.
- The Assumption Parish Sheriff's governmental funds reported total ending fund balance of \$611,054 this year. This compares to the prior year ending fund balance of \$708,655 showing a decrease of \$97,601 during the current year. Unreserved fund balance of \$519,635 for fiscal year 2004 shows a \$118,576 decrease from the prior year.
- At the end of the current fiscal year, unreserved fund balance for the General Fund was \$519,635 or 11% of total General Fund expenditures and 13% of total General Fund revenues including transfers.
- Overall, the Assumption Parish Sheriff's Office continues to maintain a solvent financial position, in spite of being a rural parish with a minimal growth in its tax base and limits to other sources of revenues.

The above financial highlights are explained in more detail in the "financial analysis" section of this document.

OVERVIEW OF THE FINANCIAL STATEMENTS

This Management Discussion and Analysis document introduces the Assumption Parish Sheriff's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements and (3) notes to the basic financial statements. The Assumption Parish Sheriff also includes in this report additional information to supplement the basic financial statements.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

Government-wide Financial Statements

The Assumption Parish Sheriff's annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the Assumption Parish Sheriff's overall financial status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in accrual accounting and elimination or reclassification of activities between funds.

The first of these government-wide statements is the Statement of Net Assets. This is the government-wide statement of position presenting information that includes all of the Assumption Parish Sheriff's assets and liabilities, with the difference reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Assumption Parish Sheriff as a whole is improving or deteriorating. Evaluation of the overall health of the Assumption Parish Sheriff would extend to other nonfinancial factors such as diversification of the taxpayer base, in addition of the financial information provided in this report.

The second government-wide statement is the Statement of Activities, which reports how the Assumption Parish Sheriff's net assets changed during the current fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statement of activities is to show the financial reliance of the Assumption Parish Sheriff's distinct activities or functions on revenues provided by the Assumption Parish Sheriff's taxpayers.

The government-wide financial statements present governmental activities of the Assumption Parish Sheriff that are principally supported by property taxes. The sole purpose of these governmental activities is public safety.

The government-wide financial statements are presented on pages 14 & 15 of this report.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Assumption Parish Sheriff uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Assumption Parish Sheriff's most significant funds rather than the Assumption Parish Sheriff as a whole.

The Assumption Parish Sheriff has two kinds of funds:

Governmental funds are reported in the fund financial statements and encompass the same function reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the Assumption Parish Sheriff's governmental funds, including object classifications. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the differences between these two perspectives.

The basic governmental fund financial statements are presented on pages 18 - 21 of this report.

Fiduciary funds are reported in the fund financial statements and report taxes collected for other taxing bodies, deposits held pending court action and the individual prison inmate accounts. The Assumption Parish Sheriff only reports agency funds.

The basic agency fund financial statement is presented on page 22 of this report.

Notes to the basic financial statements

The accompanying notes to the financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the financial statements begin on page 23 of this report.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Assumption Parish Sheriff's budget presentations. Budgetary comparison statements are included as "required supplementary information" of the general fund. These statements and schedules demonstrate compliance with the Assumption Parish Sheriff's adopted and final revised budget. Required supplementary information can be found on page 39 and 40 of this report.

In addition, more detailed general fund budget information and details of the individual agency funds are presented as supplementary information presented on pages 41 - 45 of this report.

FINANCIAL ANALYSIS OF THE PARISH SHERIFF AS A WHOLE

The Assumption Parish Sheriff implemented the new financial reporting model used in this report beginning with the current fiscal year ended June 30, 2002. Over time, as year-to-year financial information is accumulated on a consistent basis, changes in net assets may be observed and used to discuss the changing financial position of the Assumption Parish Sheriff as a whole.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

The Assumption Parish Sheriff's net assets at fiscal year ended June 30, 2004 and 2003 are \$797,876 and \$934,346, respectively. The following table provides a summary of the Assumption Parish Sheriff's net assets:

	Summary of Net Assets			
	June 30, 2004		June 30, 2003	
	Governmental Activities	Percentage Total	Governmental Activities	Percentage Total
Assets:				
Current assets and other assets	\$ 758,288	64%	\$ 864,756	65%
Capital assets	<u>427,068</u>	<u>36%</u>	<u>459,745</u>	<u>35%</u>
Total assets	<u>\$ 1,185,356</u>	<u>100%</u>	<u>\$ 1,324,501</u>	<u>100%</u>
Liabilities:				
Current liabilities	\$ 162,855	42%	\$ 199,329	51%
Long-term liabilities	<u>224,625</u>	<u>58%</u>	<u>190,826</u>	<u>49%</u>
Total liabilities	<u>\$ 387,480</u>	<u>100%</u>	<u>\$ 390,155</u>	<u>100%</u>
Net Assets:				
Investment in capital assets, net of debt	\$ 413,010	52%	\$ 432,410	46%
Restricted for special programs	73,492	9%	46,753	5%
Unrestricted	<u>311,374</u>	<u>39%</u>	<u>455,183</u>	<u>49%</u>
Total net assets	<u>\$ 797,876</u>	<u>100%</u>	<u>\$ 934,346</u>	<u>100%</u>

The Assumption Parish Sheriff continues to maintain a high positive ratio. The current ratio compares current assets to current liabilities and is an indication of the ability to pay current obligations. The current ratio for governmental activities is 3.8 to 1.

The Assumption Parish Sheriff reported positive balances in net assets for the governmental activities. Although net assets decreased \$136,470 for governmental activities in fiscal year 2004, the Assumption Parish Sheriff still reports \$797,876 of net assets.

Note that 54% of the governmental activities' net assets are tied up in capital assets. The Assumption Parish Sheriff uses these capital assets to provide services to its citizens.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

The following table provides a summary of the Assumption Parish Sheriff's changes in net assets:

	<u>June 30, 2004</u>		<u>June 30, 2003</u>	
	<u>Governmental Activities</u>	<u>Percentage of Total</u>	<u>Governmental Activities</u>	<u>Percentage of Total</u>
Revenues:				
Programs:				
Charges for services	\$ 956,095	24%	\$ 864,397	22%
Operating grants	379,956	9%	602,155	15%
Capital grants	-	0%	3,804	0%
General:				
Property taxes	2,198,872	54%	2,062,843	52%
State sources	386,604	10%	418,897	11%
Interest	7,910	0%	12,750	0%
Miscellaneous	124,292	3%	20,287	1%
Special item-gain on sale of surplus equipment	<u>-</u>	<u>0%</u>	<u>2,590</u>	<u>0%</u>
Total Revenues:	<u>\$ 4,053,729</u>	<u>100%</u>	<u>\$ 3,987,723</u>	<u>100%</u>
Program Expenses:				
Public safety	4,183,004	100%	4,044,344	100%
Interest	<u>7,195</u>	<u>0%</u>	<u>8,062</u>	<u>0%</u>
Total Expenses	<u>4,190,199</u>	<u>100%</u>	<u>4,052,406</u>	<u>100%</u>
Changes in net assets	(136,470)		(64,683)	
Beginning net assets	<u>934,346</u>		<u>999,029</u>	
Ending net assets	<u>\$ 797,876</u>		<u>\$ 934,346</u>	

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

GOVERNMENTAL REVENUES

The Assumption Parish Sheriff is heavily reliant on property taxes to support its operations. Property taxes provided 54% of the Assumption Parish Sheriff's total revenues. Because the Assumption Parish Sheriff invests its idle cash, we have been able to earn \$7,910 in interest earnings to support governmental activities. Also, note that program revenues cover 32% of governmental operating expenses. This means that the government's taxpayers and the Assumption Parish Sheriff's other general revenues fund 68% of its operations.

GOVERNMENTAL FUNCTIONAL EXPENSES

The total function of Assumption Parish Sheriff's office is public safety activities. Of the total costs, depreciation on the office equipment and vehicles was \$148,200 or 3% of total expenses.

GOVERNMENTAL FUNCTIONAL EXPENSES

Governmental funds

As discussed, governmental funds are reported in the fund statements with a short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements. Governmental funds reported ending fund balances of \$611,054. Of this year-end total, \$519,635 or 85% is unreserved indicating availability for continuing the Assumption Parish Sheriff activities.

The total ending fund balances of governmental funds shows a decrease of \$97,601 or 14% from the prior year.

Major Governmental Funds

The General Fund is the Assumption Parish Sheriff's primary operating fund and the largest source of day-to-day service delivery. The General Fund's fund balance decreased by \$97,601 from the prior year. In fiscal year 2003, the fund balance increased \$55,997. In fiscal year 2004, revenues increased \$68,596; however, expenditures increased \$181,989.

Three key factors contributed to this change. The increase in ad valorem taxes relates to an increase of approximately \$136,029 or 6% due to additions to the tax rolls and an overall increase in property values. The increases were offset by a decrease in intergovernmental revenues which relates primarily to a decrease in federal grants of approximately \$109,020 or 33% and video poker commissions of approximately \$41,795 or 22%. The increase in fees, charges and commissions for services relates primarily to increase in civil, criminal fees, telephone commissions and other fees of approximately \$21,818 or 6%. However, there was a decrease in miscellaneous revenues of approximately \$31,600 or 20% due primarily to decreases in insurance claim reimbursements and bail bond fees.

Operating expenditures were approximately \$181,989 greater than fiscal year 2004. The primary reason is because personal services and related benefit costs increased approximately \$152,541 or 6% over the prior year. See Budgetary Highlights on Page 9 for further details.

Although the General Fund's ending fund balance was less than the prior year, we consider this

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

amount solvent but minimal as it only represents 12% of fiscal year 2004's annual expenditures.

BUDGETARY HIGHLIGHTS

The General Fund

The General Fund's original revenue budget was less than the actual amounts reported in fiscal year 2004. The General Fund's final revenue budget was slightly less than actual amounts reported in fiscal year 2004.

The original expenditure budget reported a total increase of 10% over the actual 2004 amounts. The increase relates primarily to personal service and related benefit costs and an increase in operation and maintenance costs.

The final amended budget reported revenues increasing 7% over the original budget. The expenditure amended budget increased 10% over the original budget.

Although the overall increase in the amended budget was more than expected, some of the reasons for the changes in the expenditure budget are as follows:

- An increase in salaries along with related retirement contributions due to increase in the amount of overtime hours paid. The overtime pay was associated with a gas leak at a local industrial site which required extra patrols and personnel for road closures and security for a month.
- An increase in auto fuel and maintenance costs due to rise in fuel prices and maintaining an aging fleet of vehicles.
- An increase in deputy supplies due to the amount of needed replacement supplies.
- An increase in costs of feeding and maintaining prisoners costs associated with an increase in our average daily parish inmate count.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital assets

The Assumption Parish Sheriff's investment in capital assets, net of accumulated depreciation as of June 30, 2004, was \$427,068. The overall decrease was 7% for the Assumption Parish Sheriff as a whole. See Note 6 for additional information about changes in capital assets during the fiscal year and outstanding at the end of the year. The following table provides a summary of capital asset activity:

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

	Governmental Activities	
	2004	2003
Depreciable assets:		
Office equipment & furniture	\$ 302,915	\$ 266,592
Vehicles	975,305	898,105
Total depreciable assets	\$ 1,278,220	\$ 1,164,697
Less accumulated depreciation	851,152	704,952
Book value-depreciable assets	\$ 427,068	\$ 459,745
Percentage depreciated	67%	61%

At June 30, 2004, the depreciable capital assets for governmental activities were 67% depreciated versus 61% in the prior year.

The major additions to the vehicles account includes:

Eight (8) new vehicles \$77,200 (an average cost of \$9,650)

Long-term debt

At the beginning of the fiscal year, the Assumption Parish Sheriff had indebtedness in the form of capital leases outstanding of \$27,335. These lease agreements contain "non-appropriation" clauses so that in the event the Assumption Parish Sheriff determines that funding is not available the Assumption Parish Sheriff does not have to appropriate funding for this indebtedness. During the year, the Assumption Parish Sheriff retired \$13,277 or 48% of the outstanding capital lease balance. Within one year, all indebtedness will be retired. See note 10 for additional information regarding long-term debt.

The Assumption Parish Sheriff also had indebtedness in the form of compensated absences of \$226,188 for the year ending June 30, 2004. Additions during this fiscal year amounts to \$19,469 or 9% of the beginning balance of accrued compensated absences.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
Management's Discussion and Analysis (Unaudited)

ECONOMIC CONDITIONS AFFECTING THE PARISH SHERIFF

Currently, there are no known economic conditions which could cause a serious disruption in our primary services as a result of a possible declining ad valorem tax base which is our major source of revenue. Locally, the oil field service and related manufacturing sector has maintained its activity. The agricultural segment of our local economy as it relates to harvesting sugar cane has improved significantly compared to recent years when the harvest was affected due to inclement weather conditions. At this time, we do not feel that any economic sector will have a significant impact on the Sheriff's operations or its ability to continue to collect the needed revenues in order to provide primary, public safety services.

CONTACTING THE PARISH SHERIFF'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the Assumption Parish Sheriff's finances, comply with finance-related laws and regulations and demonstrate the Assumption Parish Sheriff's commitment to public accountability. If you have questions about this report or would like to request additional information contact the Assumption Parish Sheriff, Michael J. Waguespack at (985) 369-7281.

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)**

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Statement of Net Assets
June 30, 2004

	Governmental Activities	2003
ASSETS		
Cash and interest-bearing deposits	\$ 97,454	\$ 78,519
Investments	454,751	485,845
Receivables, net	6,972	10,875
Due from other governmental units	107,692	219,073
Prepaid insurance	17,927	23,691
Restricted Cash	73,492	46,753
Capital assets, net	427,068	459,745
TOTAL ASSETS	1,185,356	1,324,501
LIABILITIES		
Accounts, salaries, and other payables	147,234	156,101
Long term liabilities:		
Due within one year	15,621	43,228
Due in more than one year	224,625	190,826
TOTAL LIABILITIES	387,480	390,155
NET ASSETS		
Invested in capital assets, net of related debt	413,010	432,410
Restricted for special programs	73,492	46,753
Unrestricted	311,374	455,183
TOTAL NET ASSETS	\$ 797,876	\$ 934,346

The accompanying notes are an integral part of the basic financial statements.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Statement of Activities
Year Ended June 30, 2004

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue And Changes in Net Assets
		Charges for Services	Operating Grants and Contributions	
Governmental activities:				
Public safety:				
Police	\$ 4,183,004	956,095	379,956	\$ (2,846,953)
Interest on debt	7,195	-	-	(7,195)
Total governmental activities	<u>4,190,199</u>	<u>956,095</u>	<u>379,956</u>	<u>(2,854,148)</u>
Taxes:				
Property taxes, levied for general purposes				2,198,872
Grants and contributions not restricted to specific programs:				
State sources				386,604
Interest and investment earnings				7,910
Miscellaneous				<u>124,292</u>
Total general revenues				<u>2,717,678</u>
Change in net assets				(136,470)
Net assets - July 1, 2003				<u>934,346</u>
Net assets - June 30, 2004				<u>\$ 797,876</u>

The accompanying notes are an integral part of the basic financial statements.

FUND FINANCIAL STATEMENTS (FFS)

MAJOR FUND DESCRIPTION

General Fund

The General Fund is used to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Balance Sheet
Governmental Fund - General Fund
June 30, 2004
With Comparative Totals as of June 30, 2003

	Totals (Memorandum Only)	
	2004	2003
ASSETS		
Cash and interest-bearing deposits	\$ 97,454	\$ 78,519
Investments	454,751	485,845
Receivables -		
Due from other governmental agencies	107,692	219,073
Other receivables	6,972	10,875
Prepaid items	17,927	23,691
Restricted assets:		
Cash	73,492	46,753
Total assets	\$ 758,288	\$ 864,756
LIABILITIES AND FUND BALANCES		
Liabilities:		
Accounts payable	\$ 103,693	\$ 116,480
Due to taxing bodies and other	43,541	39,621
Total liabilities	147,234	156,101
Fund balance:		
Reserved for prepaid items	17,927	23,691
Reserved for special programs	73,492	46,753
Unreserved and undesignated	519,635	638,211
Total fund balance	611,054	708,655
Total liabilities and fund balance	\$ 758,288	\$ 864,756

The accompanying notes are an integral part of the basic financial statements.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Assets
June 30, 2004

Total fund balances for governmental funds at June 30, 2004 \$ 611,054

Total net assets reported for governmental activities in the statement of net assets is different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of

Vehicles, net of \$703,783 accumulated depreciation	\$271,522	
Equipment, net of \$86,572 accumulated depreciation	102,290	
Computer, net of \$54,663 accumulated depreciation	42,143	
Radio, net of \$6,134. accumulated depreciation	<u>11,113</u>	427,068

Compensated absences and capital leases are not expected to be liquidated with expendable available financial resources and, therefore, are not reported in the funds. Those consist of

Capital leases	(14,058)	
Compensated absences	<u>(226,188)</u>	(240,246)

Net assets at June 30, 2004 \$ 797,876

The accompanying notes are an integral part of the basic financial statements.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Fund - General Fund
Year Ended June 30, 2004

With Comparative Totals for the Year Ended June 30, 2003

	Totals	
	(Memorandum Only)	
	2004	2003
Revenues:		
Ad valorem taxes	\$2,198,872	\$2,062,843
Intergovernmental revenues -		
Federal grants	212,432	321,452
State grants - state revenue sharing (net)	245,683	236,181
State supplemental pay	159,524	148,902
Video poker commissions	140,921	182,716
Reimbursement programs	180,747	99,709
Fees charges and commissions for services -		
Commissions on taxes	68,968	75,360
Civil and criminal fees	259,853	253,837
Court attendance	3,600	2,925
Telephone commissions	29,733	16,554
Feeding and keeping prisoners	363,015	368,456
Other fees	50,179	47,556
Donations	8,000	-
Interest income	7,910	12,750
Miscellaneous	124,292	155,892
Total revenues	4,053,729	3,985,133
Expenditures:		
Current -		
Public safety:		
Personal services and related benefits	2,574,836	2,422,295
Operating services	668,912	705,740
Operations and maintenance	756,820	679,540
Travel and other charges	11,768	12,793
Debt service	679,888	691,264
Capital outlay	118,523	117,126
Total expenditures	4,810,747	4,628,758
(Deficiency) of revenues over expenditures	(757,018)	(643,625)
Other financing sources (uses):		
Sales of surplus equipment	-	2,590
Interest	(5,583)	(7,190)
Debt proceeds	665,000	704,222
Net other financing sources (uses)	659,417	699,622
Excess (Deficiency) of revenues and other sources over expenditures and other uses	(97,601)	55,997
Fund balance, beginning	708,655	652,658
Fund balance, ending	\$ 611,054	\$ 708,655

The accompanying notes are an integral part of the basic financial statements.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balance of Governmental Funds
to the Statement of Activities
Year Ended June 30, 2004

Total net changes in fund balance for the year ended June 30, 2004 per Statement of Revenues, Expenditures and Changes in Fund Balances	\$ (97,601)
--	-------------

The change in net assets reported for governmental activities in the
statement of activities is different because:

Compensated absences are not expected to be liquidated with expendable available financial resources and, therefore, are not reported in the funds.	(19,469)
--	----------

Governmental funds report capital leases as expenditures. However, this expenditure does not appear in the statement of activities since the payment is applied against the capital lease payable balance on the statement of net assets	13,277
---	--------

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	
Capital outlay which is considered expenditures on Statement of Revenues, Expenditures and Changes in Fund Balances	\$118,523
Depreciation expense for the year ended June 30, 2004	(148,200)
Current year deletions of capital assets, net of accumulated depreciation	<u>(3,000)</u> <u>(32,677)</u>

Total changes in net assets for the year ended June 30, 2004 per Statement of Activities	<u>\$ (136,470)</u>
---	---------------------

The accompanying notes are an integral part of the basic financial statements.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Statement of Fiduciary Net Assets
June 30, 2004
With Comparative Totals as of June 30, 2003

	Agency Funds	
	<u>2004</u>	<u>2003</u>
ASSETS		
Cash and interest-bearing deposits	\$ 355,370	\$ 310,860
Receivables	<u>3,060</u>	<u>12,309</u>
Total assets	<u>\$ 358,430</u>	<u>\$ 323,169</u>
LIABILITIES		
Liabilities:		
Due to other taxing bodies	\$ 352,607	\$ 319,622
Due to inmates	<u>5,823</u>	<u>3,547</u>
Total liabilities	<u>\$ 358,430</u>	<u>\$ 323,169</u>

The accompanying notes are an integral part of the basic financial statements.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements

INTRODUCTION

As provided by Article V, Section 27 of the Louisiana Constitution of 1974, the sheriff serves a four-year term as the chief executive officer of the law enforcement district and ex-officio tax collector of the parish. The sheriff administers the parish jail system and exercises duties required by the parish court system, such as providing bailiffs, executing orders of the court, and serving subpoenas.

As the chief law enforcement officer of the parish, the sheriff has the responsibility for enforcing state and local laws and ordinances within the territorial boundaries of the parish. The sheriff provides protection to the residents of the parish through on-site patrols and investigations and serves the residents of the parish through the establishment of neighborhood watch programs, anti-drug abuse programs, et cetera. In addition, when requested, the sheriff provides assistance to other law enforcement agencies within the parish.

As the ex-officio tax collector of the parish, the sheriff is responsible for collecting and distributing ad valorem property taxes, parish occupational licenses, state revenue sharing funds, and fines, costs, and bond forfeitures imposed by the district court.

The accounts of the tax collector are established to reflect the collections imposed by law, distributions pursuant to such law, and unsettled balances due various taxing bodies and others.

The accounting and reporting policies of the Assumption Parish Sheriff conform to generally accepted accounting principles as applicable to governments. Such accounting and reporting procedures also conform to the requirements of the industry audit guide, Audits of State and Local Governmental Units.

(1) Summary of Significant Accounting Policies

A. Reporting Entity

For financial reporting purposes, the Sheriff includes all funds, account groups, activities, et cetera, that are controlled by the Sheriff as an independently elected parish official. As an independently elected parish official, the Sheriff is solely responsible for the operations of his office, which include the hiring and retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds. Other than certain operating expenditures of the Sheriff's office that are paid or provided by the parish police jury as required by Louisiana law, the Sheriff is financially independent.

Accordingly, the Sheriff is a separate governmental reporting entity. Certain units of local government, over which the sheriff exercises no oversight responsibility, such as the parish council, parish school board, other independently elected parish officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the parish Sheriff.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

B. Basis of Presentation

The accompanying basic financial statements of the Assumption Parish Sheriff have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and the Statement of Activities display information about the Sheriff as a whole. These statements include all the financial activities of the Sheriff. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, "Accounting and Financial Reporting for Nonexchange Transactions."

The statement of activities presents a comparison between direct expenses and program revenues for the Sheriff's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of services offered by the Sheriff, and (b) grants and contributions that are restricted to meeting the operational or capital requirement of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS)

The sheriff uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain sheriff functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The various funds of the Sheriff are classified into two categories: governmental and fiduciary. The emphasis on fund financial statements is on major funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the Sheriff or its total assets, liabilities, revenues, or expenditures of the individual governmental fund is at least 10 percent of the corresponding total for all governmental funds. The general fund of the Sheriff is considered to be a major fund. The funds of the Sheriff are described below:

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

Governmental Fund -

General Fund – This fund is the primary operating fund of the sheriff and it accounts for the operations of the Sheriff's office. The general fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to sheriff policy.

Fiduciary Funds -

Fiduciary fund reporting focuses on net assets and changes in net assets. The only funds accounted for in this category by the sheriff are agency funds. The agency funds account for assets held by the sheriff as an agent for various taxing bodies (tax collections) and for deposits held pending court action. These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Consequently, the agency funds have no measurement focus, but use the modified accrual basis of accounting.

C. Measurement Focus/Basis of Accounting

The amounts reflected in the general fund are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of sheriff operations.

The amounts reflected in the general fund use the modified accrual basis of accounting. 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 pay liabilities of the current period. The sheriff considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental fund uses the following practices in recording revenues and expenditures:

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

Revenues

Ad valorem taxes and the related state revenue sharing are recorded in the year taxes are due and payable. Ad valorem are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December, January, and February of the fiscal year.

Intergovernmental revenues and fees, charges and commissions for services are recorded when the Sheriff is entitled to the funds.

Interest on interest-bearing deposits is recorded or accrued as revenues when earned.

Substantially all other revenues are recorded when received.

Expenditures

The Sheriff's primary expenditures include salaries and insurance, which are recorded when the liability is incurred. Capital expenditures and purchases of various operating supplies are regarded as expenditures at the time purchased.

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) when the transfer is authorized by the Sheriff.

Deferred Revenues

Deferred revenues arise when resources are received by the sheriff before it has a legal claim to them, as when grant monies are received before the incurrence of qualifying expenditures. In subsequent periods, when the sheriff has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and the revenue is recognized.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

D. Budgets

The Sheriff follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The chief administrative deputy prepares a proposed budget for the general fund and submits it to the Sheriff for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.
2. A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
3. A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
5. All budgetary appropriations lapse at the end of each fiscal year.
6. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as finally amended by the Sheriff. Such amendments were not material in relation to the original appropriations.

E. Cash and Interest-Bearing Deposits

Cash and interest-bearing deposits include amounts in demand deposits, interest-bearing demand deposits, and time deposits. They are stated at cost, which approximates market.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

F. Investments

Under state law, the Sheriff may deposit funds with a fiscal agent organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The Sheriff may invest in United States bonds, treasury notes and bills, government backed agency securities, or certificates and time deposits of state banks organized under Louisiana Law and national banks having principal offices in Louisiana. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool (LAMP), a nonprofit corporation formed by the State Treasurer and organized under the laws of the State of Louisiana, which operates a local government investment pool. At June 30, 2004, all of the Sheriff's investments are in LAMP, which are stated at amortized cost.

G. 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.

H. Prepaid Items

Insurance payments made to insurance agencies that will benefit periods beyond June 30, 2004 are recorded as prepaid items.

I. Capital Assets

Capital assets are capitalized at historical cost or estimated cost (the extent to which fixed asset costs have been estimated and the methods of estimation should be disclosed) if historical cost is not available (or describe other method of valuation). Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The sheriff maintains a threshold level of \$1,000 or more for capitalizing capital assets.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

Capital assets are recorded in the Statement of Net Assets. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Vehicles	5
Office furniture	5-10
Equipment, including radio	5-10

J. Compensated Absences

Employees of the Sheriff earn two weeks of annual leave and five days of sick leave each year. Annual and sick leave must be used in the year it is earned. Additional leave of absence, without pay, may be granted at the discretion of the Sheriff.

In lieu of payment for certain hours worked, employees of the Assumption Parish Sheriff may elect to receive comp-time. Comp-time may be used for paid time off from work or left to accumulate, up to a maximum of 480 hours per employee. Any unused comp-time at the time of retirement, or separation from employment, is paid to the employee.

In prior years, compensated absences have typically been liquidated by the Sheriff's general fund.

K. Restricted Net Assets

For government-wide statement of net assets, net assets are reported as restricted when constraints placed on net asset use are either:

1. externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; and
2. imposed by law through constitutional provisions or enabling legislation.

L. Fund Equity

In the fund financial statements, the governmental fund reports reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Any designations of fund balance represent tentative management plans that are subject to change.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

M. Interfund Transactions

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 are reported as transfers.

N. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

O. Total Columns on Statements

Total columns on the statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles.

(2) Cash and Interest-Bearing Deposits

Under state law, the Sheriff may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The Sheriff may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2004, the Sheriff has cash and interest-bearing deposits (book balances) totaling \$452,824, as follows:

	Government-wide Statement of Net Assets	Fiduciary Funds Statement of Net Assets	Total
Noninterest-bearing deposits	\$ 562	\$ 27,995	\$ 28,557
Interest-bearing deposits	<u>96,892</u>	<u>327,375</u>	<u>424,267</u>
Total	<u>\$ 97,454</u>	<u>\$355,370</u>	<u>\$ 452,824</u>

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

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 bank. 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. Deposit balances (bank balances) at June 30, 2004, are secured as follows:

Bank balances	<u>\$ 706,664</u>
Federal deposit insurance	176,665
Pledged securities (category 3)	<u>530,505</u>
Total	<u>\$ 707,170</u>

Pledged securities in Category 3 includes uninsured or unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Sheriff's name. Even though the pledged securities are considered uncollateralized (Category 3) Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Sheriff that the fiscal agent has failed to pay deposited funds upon demand.

(3) Investments

The Sheriff can invest in direct debt securities of the United States unless law expressly prohibits such an investment. The Sheriff's investments are categorized to give an indication of the level of risk assumed by it at year end. Category 1 includes investments that are insured or registered or for which the securities are held by the Sheriff or its agent in the Sheriff's name. Category 2 includes uninsured and unregistered investments with securities held by the counterparty's trust department or agent in the Sheriff's name. Category 3 includes uninsured and unregistered investments with securities held by the counterparty, or by its trust department or agent, but not in the Sheriff's name.

In accordance with GASB Codification Section I50.165, the investment in LAMP is not categorized in the three risk categories provided by GASB Codification Section I50.164 because the investment is in the pool of funds and thereby not evidenced by securities that exist in physical or book entry form. LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana, and is governed by a board of directors comprised of representatives from various local governments and statewide professional organizations. Only local governments having contracted to participate in LAMP have an investment interest in its pool of assets. While LAMP is not required to be a registered investment company under the Investment Company Act of 1940, its investment policies are similar to those established by Rule 2a7, which governs registered money market funds. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U. S. Treasury, the U. S. Government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by those securities. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. The fair market value of investments is determined on a weekly basis to monitor any variances between amortized cost and market value. For purposes of determining participants' shares, investments are valued at amortized cost. GASB Statement No. 31 requires that investments, that fall within the definitions of said statement, be recorded at fair value. However, Statement No. 31 also states that investments in an external investment pool can be reported at amortized cost if the external investment pool operates in a manner consistent with the Security Exchange Commission's (SEC's) Rule 2a7. LAMP is an external investment pool that operates in a manner consistent with SEC Rule 2a7.

At June 30, 2004, the Sheriff's investments totaled \$454,751 as follows:

Description	Category	Rate	Cost	Market Value
LAMP:				
Government-wide statement of net assets	N/A	variable	\$ 454,751	\$ 454,751

(4) Ad Valorem Taxes

The Sheriff is the ex-officio tax collector of the parish and is responsible for the collection and distribution of ad valorem property taxes. Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the parish government in June or July and are actually billed to taxpayers by the Sheriff in November. Billed taxes are due by December 31, becoming delinquent on January 1 of the following year. The taxes are based on assessed values determined by the Tax Assessor of Assumption Parish and are collected by the Sheriff. The taxes are remitted to the appropriate taxing bodies net of deductions for assessor's compensation and pension fund contributions.

Ad valorem taxes are budgeted and recorded in the year levied and billed. For the year ended June 30, 2004, law enforcement taxes applicable to the Sheriff's General Fund, were levied at the rate of 29.06 mills on property with net assessed valuations totaling \$77,131,320.

Total law enforcement taxes levied during 2004 were \$2,241,436.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

(5) Receivables and Due From Other Governmental Units

Receivables and amounts due from other governmental units at June 30, 2004 consist of the following:

	Receivables	Due from Other Governments
Government wide statement of net assets:		
Assumption Parish and others for prisoner maintenance, fees, and other charges	\$ -	\$ 34,482
State of Louisiana for video poker commissions	-	21,506
State of Louisiana for grants	-	18,802
U. S. Department of Justice federal grant	-	32,902
Miscellaneous receivables	<u>6,972</u>	<u>-</u>
	<u>\$ 6,972</u>	<u>\$ 107,692</u>

(6) Capital Assets

Capital asset activity for the year ended June 30, 2004 was as follows:

	Balance 7/1/2003	Additions	Deletions	Balance 6/30/2004
Governmental activities:				
Vehicles	\$ 898,105	\$ 77,200	\$ -	\$ 975,305
Equipment	169,064	24,798	(5,000)	188,862
Computers	80,281	16,525	-	96,806
Radio	<u>17,247</u>	<u>-</u>	<u>-</u>	<u>17,247</u>
Total	<u>1,164,697</u>	<u>118,523</u>	<u>(5,000)</u>	<u>1,278,220</u>
Less: accumulated depreciation				
Vehicles	598,713	105,070	-	703,783
Equipment	64,267	24,305	(2,000)	86,572
Computers	37,563	17,100	-	54,663
Radio	<u>4,409</u>	<u>1,725</u>	<u>-</u>	<u>6,134</u>
Total	<u>704,952</u>	<u>148,200</u>	<u>(2,000)</u>	<u>851,152</u>
Net capital assets	<u>\$ 459,745</u>	<u>\$ (29,677)</u>	<u>\$ (3,000)</u>	<u>\$ 427,068</u>

Depreciation expense in the amount of \$148,200 was charged to public safety.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

(7) Accounts, Salaries, and Other Payables

The accounts, salaries, and other payables consisted of the following at June 30, 2004:

	Government-wide Statement of Net Assets	Fiduciary Funds Statement of Net Assets	Total
Accounts payable	\$ 103,693	\$ -	\$ 103,693
Due to inmates	-	5,823	5,823
Due to other governmental units	-	352,607	352,607
Evidence seizures	43,541	-	43,541
Total	\$ 147,234	\$ 358,430	\$ 505,664

(8) Pension Plan

Plan Description. The Assumption Parish Sheriff contributes to the Sheriff's Pension and Relief Fund (Retirement System), a cost-sharing, multiple-employer defined benefit pension plan administered by the Sheriff's Pension and Relief Fund, a public corporation created in accordance with the provisions of Louisiana Revised Statute 11:2171 to provide retirement, disability and survivor benefits to sheriff and deputy sheriff members throughout the State of Louisiana. The Sheriff's Pension and Relief Fund issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Sheriff's Pension and Relief Fund, 1225 Nicholson Drive, Baton Rouge, Louisiana 70802.

Funding Policy. Plan members are required to contribute 9.8% of their annual covered salary and the Assumption Parish Sheriff is required to contribute at an actuarially determined rate. The current rate is 9.25% of annual covered payroll. The contribution requirements of plan members and the Assumption Parish Sheriff are established and may be amended by the Sheriff's Pension and Relief Fund. The Assumption Parish Sheriff contributes the employees' portion on behalf of the department's employees. The Sheriff's aggregate contributions to the Retirement System for the years ended June 30, 2004, 2003, and 2002 were \$392,105, \$345,405, and \$314,571, respectively.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

(9) Changes in Agency Fund Balances

A summary of changes in agency fund balances due to taxing bodies and others and due to prisoners follows:

	Sheriff's Fund	Tax Collector Fund	Bond Fund	
Balances, June 30, 2003	\$ 58,471	\$ 50,486	\$ 224,123	
Additions	415,793	8,831,942	632,932	
Reductions	<u>(421,316)</u>	<u>(8,833,943)</u>	<u>(617,891)</u>	
Balances, June 30, 2004	<u>\$ 52,948</u>	<u>\$ 48,485</u>	<u>\$ 239,164</u>	

	Prison Inmate Trust Fund	Garnishment Fund	Detail Fund	Hazardous Materials
Balances, June 30, 2003	\$ 3,547	\$ 78	\$ 7,513	\$ -
Additions	64,899	92,914	167,681	55,470
Reductions	<u>(62,623)</u>	<u>(92,877)</u>	<u>(170,277)</u>	<u>(48,492)</u>
Balances, June 30, 2004	<u>\$ 5,823</u>	<u>\$ 115</u>	<u>\$ 4,917</u>	<u>\$ 6,978</u>

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

(10) Changes in Long-term Debt

The following is a summary of long-term debt transactions of the Sheriff for the year ended June 30, 2004:

	<u>6/30/2003</u>	<u>Additions</u>	<u>Payments/ Reductions</u>	<u>6/30/2004</u>	<u>Due Within One Year</u>
Capital leases	\$ 27,335	\$ -	\$ 13,277	\$ 14,058	\$14,058
Compensated absenses	<u>206,719</u>	<u>19,469</u>	<u>-</u>	<u>226,188</u>	<u>1,563</u>
Total general long-term debt	<u>\$234,054</u>	<u>\$19,469</u>	<u>\$ 13,277</u>	<u>\$240,246</u>	<u>\$15,621</u>

Capital leases at June 30, 2004 are comprised of the following:

\$42,222 due in annual installments
of \$14,888 through 07/15/2004;
interest at 5.9% per annum \$ 14,058

The annual requirements to amortize all capital leases outstanding as of June 30, 2004, including interest payments of \$830, are as follows:

<u>Year Ending June 30</u>	<u>Capital Leases</u>
2005	<u>14,888</u>
	<u>\$ 14,888</u>

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Financial Statements (Continued)

(11) Short Term Debt

During the year, the Sheriff issued Revenue Anticipation Notes, Series 2002 to supplement the costs of operations due to temporary cash flow deficiencies. The following is a summary of short term debt activity for the year ended June 30, 2004:

	<u>6/30/2003</u>	<u>Additions</u>	<u>Payments/ Reductions</u>	<u>6/30/2004</u>
Revenue Anticipation Notes, Series 2003	\$ -	\$ 665,000	\$ 665,000	\$ -

(12) Taxes Paid Under Protest

The unsettled balances due to taxing bodies and others in the agency funds at June 30, 2004, include \$35,211 of taxes paid under protest plus interest earned to date on the investment of these funds. These funds are held pending resolution of the protest and are accounted for in the Tax Collector Agency Fund.

(13) Litigation and Claims

At June 30, 2004, the Sheriff is involved in several lawsuits claiming damages. In the opinion of the Sheriff's legal counsel, resolution of these lawsuits would not create a liability to the Sheriff in excess of insurance coverage.

(14) Risk Management

The Sheriff is exposed to risks of loss in the areas of auto liability, professional law enforcement liability, and workers' compensation. All of these risks are handled by purchasing commercial insurance coverage. There have been no significant reductions in the insurance coverage during the year.

(15) Expenditures of the Sheriff's Office Paid by the Parish Police Jury

The Sheriff's office is located in the annex to the parish courthouse. The cost of maintaining and operating the annex parish courthouse, and Assumption Parish Detention Center, as required by statute, is paid by the Assumption Parish Police Jury. These expenditures are not included in the accompanying financial statements.

**REQUIRED SUPPLEMENTARY
INFORMATION**

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Fund Type - General Fund
Budget (GAAP Basis) and Actual
Year Ended June 30, 2004

	Budget		Actual	Variance with Final Budget	2003
	Original	Final		Positive (Negative)	
Revenues:					
Ad valorem taxes	\$2,100,000	\$2,194,621	\$2,198,872	\$ 4,251	\$2,062,843
Intergovernmental revenues -					
Federal grants	175,000	186,208	212,432	26,224	321,452
State grants - state revenue sharing (net)	224,700	227,891	245,683	17,792	236,181
State supplemental pay	144,000	157,432	159,524	2,092	148,902
Video poker commissions	150,000	137,509	140,921	3,412	182,716
Reimbursement programs	64,900	62,677	180,747	118,070	99,709
Fees charges and commissions for services -					
Commissions on taxes	45,000	62,125	68,968	6,843	75,360
Civil and criminal fees	196,000	260,319	259,853	(466)	253,837
Court attendance	3,000	3,225	3,600	375	2,925
Telephone commissions	25,000	44,022	29,733	(14,289)	16,554
Feeding and keeping prisoners	375,000	358,270	363,015	4,745	368,456
Other fees	-	137,070	50,179	(86,891)	47,556
Donations	-	-	8,000	8,000	-
Interest income	12,500	7,329	7,910	581	12,750
Miscellaneous	172,000	138,355	124,292	(14,063)	155,892
Total revenues	<u>3,687,100</u>	<u>3,977,053</u>	<u>4,053,729</u>	<u>76,676</u>	<u>3,985,133</u>
Expenditures:					
Current -					
Public safety:					
Personal services and related benefits	2,322,950	2,567,528	2,574,836	(7,308)	2,422,295
Operating services	656,500	677,760	668,912	8,848	705,740
Operations and maintenance	598,775	720,316	756,820	(36,504)	679,540
Travel and other charges	12,000	12,443	11,768	675	12,793
Debt service	686,875	682,471	679,888	2,583	691,264
Capital outlay	75,000	127,535	118,523	9,012	117,126
Total expenditures	<u>4,352,100</u>	<u>4,788,053</u>	<u>4,810,747</u>	<u>(22,694)</u>	<u>4,628,758</u>
(Deficiency) of revenues over expenditures	(665,000)	(811,000)	(757,018)	53,982	(643,625)
Other financing sources (uses):					
Sales of surplus equipment	-	-	-	-	2,590
Interest	-	-	(5,583)	5,583	(7,190)
Debt proceeds	665,000	662,000	665,000	(3,000)	704,222
Net other financing sources (uses)	<u>665,000</u>	<u>662,000</u>	<u>659,417</u>	<u>2,583</u>	<u>699,622</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	-	(149,000)	(97,601)	51,399	55,997
Fund balance, beginning	708,655	708,655	708,655	-	652,658
Fund balance, ending	<u>\$ 708,655</u>	<u>\$ 559,655</u>	<u>\$ 611,054</u>	<u>\$ 51,399</u>	<u>\$ 708,655</u>

The accompanying notes are an integral part of this statement.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Notes to Budgetary Comparison Schedule

(1) Basis of Accounting

The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as finally amended by the Sheriff. Such amendments were not material in relation to the original appropriations.

**OTHER SUPPLEMENTARY
INFORMATION**

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana
General Fund

Statement of Expenditures Compared to Budget (GAAP Basis)
Year Ended June 30, 2004

	Budget		Actual	Variance with Final Budget	2003
	Original	Final		Positive (Negative)	
Current:					
Public safety -					
Personal services and related benefits:					
Sheriff's salary	\$ -	\$ -	\$ 109,559	\$(109,559)	\$ 84,700
Deputies salaries	1,900,000	2,100,080	1,990,708	109,372	1,910,705
Pension and payroll taxes	<u>422,950</u>	<u>467,448</u>	<u>474,569</u>	<u>(7,121)</u>	<u>426,890</u>
Total personal services and related benefits	<u>2,322,950</u>	<u>2,567,528</u>	<u>2,574,836</u>	<u>(7,308)</u>	<u>2,422,295</u>
Operating services:					
Hospitalization insurance	445,000	474,414	462,122	12,292	505,956
Life insurance	-	-	-	-	-
Employee medical	-	1,711	1,741	(30)	15,480
Auto insurance	110,000	99,355	113,325	(13,970)	83,622
Other liability insurance	<u>101,500</u>	<u>102,280</u>	<u>91,724</u>	<u>10,556</u>	<u>100,682</u>
Total operating services	<u>656,500</u>	<u>677,760</u>	<u>668,912</u>	<u>8,848</u>	<u>705,740</u>
Operations and maintenance:					
Auto fuel and oil	125,000	127,501	133,298	(5,797)	126,710
Auto maintenance	77,500	102,289	113,037	(10,748)	105,556
Deputy uniforms, supplies, etc.	67,500	74,544	81,026	(6,482)	87,647
Office supplies and expenses	72,500	119,376	127,835	(8,459)	104,230
Telephone	45,000	56,974	55,689	1,285	50,296
Prisoner feeding and maintenance	110,000	126,721	132,509	(5,788)	111,493
Professional fees	85,000	99,197	92,596	6,601	75,715
Criminal investigation expense	10,000	8,170	9,854	(1,684)	8,007
Other	<u>6,275</u>	<u>5,544</u>	<u>10,976</u>	<u>(5,432)</u>	<u>9,886</u>
Total operations and maintenance	<u>598,775</u>	<u>720,316</u>	<u>756,820</u>	<u>(36,504)</u>	<u>679,540</u>
Travel and other charges	<u>12,000</u>	<u>12,443</u>	<u>11,768</u>	<u>675</u>	<u>12,793</u>
Debt service	<u>686,875</u>	<u>682,471</u>	<u>679,888</u>	<u>2,583</u>	<u>691,264</u>
Capital outlay	<u>75,000</u>	<u>127,535</u>	<u>118,523</u>	<u>9,012</u>	<u>117,126</u>
Total expenditures	<u>\$4,352,100</u>	<u>\$4,788,053</u>	<u>\$4,810,747</u>	<u>\$ (22,694)</u>	<u>\$4,628,758</u>

AGENCY FUNDS

Sheriff's Fund -

Sheriff's Fund - To account for funds held in connection with civil suits, sheriff's sales, and garnishments and payment of these collections to the Sheriff's General Fund and other recipients in accordance with applicable laws.

Tax Collector Fund -

Article V, Section 27 of the Louisiana Constitution of 1974, provides that the Sheriff will serve as the collector of state and parish taxes and fees. The Tax Collector Fund is used to collect and distribute these taxes and fees to the appropriate taxing bodies.

Bond Fund -

To account for the collection of cash bonds and payment of these collections to the eligible recipients in accordance with applicable laws.

Prison Inmate Trust Fund -

To account for the receipts and disbursements made to the individual prison inmate accounts.

Commissary Fund -

To account for the sale of commissary merchandise and supplies.

Detail Fund -

To account for the receipts and disbursements for detail services.

Hazardous Material Fund -

To account for the receipt and distribution of special services charges on the manufacture, use, storage or transport of hazardous materials as enacted by Ordinance 00-19 of the Assumption Parish Police Jury, as amended by Ordinances 01-01 and 02-11.

ASSUMPTION PARISH SHERIFF
 Napoleonville, Louisiana
 Agency Funds

Combining Balance Sheet
 June 30, 2004

	Sheriff's Fund	Tax Collector Fund	Bond Fund	Prison Inmate			Hazardous Material	Totals	
				Garnishment Fund	Detail Fund	2004		2003	
Cash	\$ -	\$ 13,222	\$ -	\$ 5,823	\$ 1,857	\$ 6,978	\$ 27,995	\$ 18,421	
Interest-bearing deposits	52,948	35,263	239,164	-	-	-	327,375	292,439	
Receivables	-	-	-	-	3,060	-	3,060	12,309	
Total assets	<u>\$ 52,948</u>	<u>\$ 48,485</u>	<u>\$ 239,164</u>	<u>\$ 5,823</u>	<u>\$ 4,917</u>	<u>\$ 6,978</u>	<u>\$ 358,430</u>	<u>\$ 323,169</u>	
LIABILITIES									
Due to taxing bodies and others	\$ 52,948	\$ 48,485	\$ 239,164	\$ -	\$ 4,917	\$ 6,978	\$ 352,607	\$ 319,622	
Due to inmates	-	-	-	5,823	-	-	5,823	3,547	
Total liabilities	<u>\$ 52,948</u>	<u>\$ 48,485</u>	<u>\$ 239,164</u>	<u>\$ 5,823</u>	<u>\$ 4,917</u>	<u>\$ 6,978</u>	<u>\$ 358,430</u>	<u>\$ 323,169</u>	

ASSUMPTION PARISH SHERIFF
 Napoleonville, Louisiana
 Agency Funds

Combining Statement of Changes in Assets and Liabilities
 Year Ended June 30, 2004

	Sheriff's Fund	Tax Collector Fund	Bond Fund	Prison Inmate Trust Fund	Garnishment Fund	Detail Fund	Hazardous Material	Totals
	2004	2004	2004	2004	2004	2004	2004	2003
Balances, beginning of year	\$ 58,471	\$ 50,486	\$ 224,123	\$ 3,547	\$ 78	\$ 7,513	\$ -	\$ 344,218
Additions:								
Deposits -								
Sheriff's sales	369,435	-	-	-	-	-	-	369,435
Bonds	-	-	577,946	-	-	-	-	577,946
Garnishments	-	-	-	-	91,613	-	-	91,613
Inmates	-	-	-	64,899	-	-	-	64,899
Taxes, fees, etc. paid to tax collector	-	8,831,942	-	-	-	-	-	8,831,942
Interest on investments	358	-	1,296	-	-	15	-	1,669
Other additions	46,000	-	53,690	-	1,301	167,666	55,470	324,127
Total additions	415,793	8,831,942	632,932	64,899	92,914	167,681	55,470	10,261,631
Total	474,264	8,882,428	857,055	68,446	92,992	175,194	55,470	10,605,849
Reductions:								
Taxes, fees, etc. distributed to taxing bodies and others	-	8,833,943	-	-	-	-	-	8,833,943
Deposits settled to -								
Sheriff's General Fund	79,359	-	121,158	10,977	7,524	1,325	7,919	228,262
Police Jury	-	-	157,132	4,207	-	-	37,906	199,245
District attorney	-	-	100,898	-	-	-	-	100,898
Clerk of court	140,159	-	34,820	-	1,350	-	-	176,329
Indigent defender board	-	-	106,107	-	-	-	-	106,107
Litigants	181,225	-	-	-	82,423	-	-	263,648
Attorneys, appraisers, etc.	14,786	-	-	-	-	-	-	14,786
Inmate commissary purchases	-	-	-	34,307	-	-	-	34,307
Inmate withdrawals	-	-	-	13,085	-	-	-	13,085
Other settlements	-	-	-	-	-	-	-	40,913
Other reductions	5,787	-	39,333	-	1,580	-	-	47,700
Total reductions	421,316	8,833,943	617,891	62,623	92,877	170,277	48,492	10,247,419
Balances, end of year	\$ 52,948	\$ 48,485	\$ 239,164	\$ 5,823	\$ 115	\$ 4,917	\$ 6,978	\$ 358,430
								\$ 300,036

**COMPLIANCE
AND
INTERNAL CONTROL**

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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**

The Honorable Micheal J. Waguespack
Assumption Parish Sheriff
Napoleonville, Louisiana

We have audited the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Assumption Parish Sheriff (the Sheriff) as of and for the year ended June 30, 2004, and have issued our report thereon dated September 7, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Sheriff's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws and regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Sheriff's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. The reportable condition is described in the accompanying corrective action plan for current year findings as Item 2004-1.

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A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe the reportable condition described above is a material weakness.

This report is intended for the information of management and is not intended to be and should not be used by anyone other than specified parties. However, under the provisions of Louisiana Revised Statutes 24:513 and 44:6, this report is a matter of public record and its distribution is not limited.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Morgan City, Louisiana
September 7, 2004

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Summary Schedule of Audit Results
Year Ended June 30, 2004

Part I. Summary of Auditor's Results:

An unqualified opinion was issued on the financial statements.

A reportable condition in internal control was disclosed by the audit of the financial statements and the condition is considered a material weakness.

The audit did not disclose any instances of noncompliance which are material to the financial statements.

A management letter was not issued.

Part II. Findings required to be reported in accordance with generally accepted Governmental Auditing Standards:

(a) Segregation of Duties

CONDITION: Accounting and financial functions are not adequately segregated.

CRITERIA: SAS55, Consideration of Internal Control in a Financial Statement Audit, as amended by SAS78, Consideration of Internal Control in a Financial Statement Audit: An Amendment to Statement on Auditing Standards No. 55, AU §319.06 defines internal control as follows:

“Internal control is a process – effected by an entity’s board of directors, management, and other personnel – designed to provide reasonable assurance regarding the achievement of objectives in the following categories: (a) reliability of financial reporting, (b) effectiveness and efficiency of operations, and (c) compliance with applicable laws and regulations.

CAUSE: The cause of the conditions is the result of a failure to design and implement policies and procedures necessary to achieve adequate internal control.

EFFECT: Failure to adequately segregate accounting and financial functions increases the risk that errors and/or irregularities including fraud and/or defalcations may occur and not be prevented and/or detected.

RECOMMENDATION: Due to the size of the operation and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Summary Schedule of Audit Results (continued)
Year Ended June 30, 2004

Part III. Findings and questioned costs for federal awards required to be reported in accordance with Office of Management and Budget Circular A-133:

not applicable

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Summary Schedule of Prior Audit Findings
Year Ended June 30, 2004

Ref. No.	Fiscal Year Finding Initially Occurred	Description of Finding	Corrective Action Taken (Yes, No, Partially)	Planned Corrective Action/Partial Corrective Action Taken
----------	--	------------------------	--	---

Section I - Internal control and compliance material to the financial statements

Compliance

No items were reported in this section.

Internal Control

99-2	1999 or prior	Inadequate segregation of functions within the accounting system.	No	See corrective action plan for current year findings
------	---------------	---	----	--

Section Ia - Other Internal control and compliance

Compliance

No items were reported in this section.

Internal Control

No items are applicable to this section.

Section II - Management letter

No items were reported in this section.

ASSUMPTION PARISH SHERIFF
Napoleonville, Louisiana

Corrective Action Plan for Current Year Findings
Year Ended June 30, 2004

Ref. No.	Description of Finding	Corrective Action Planned	Contact Person(s)	Anticipated Completion Date
----------	------------------------	---------------------------	-------------------	-----------------------------

Section I - Internal control and compliance material to the financial statements.

Compliance

No items are applicable to this section.

Internal Control

2004-1 *Inadequate segregation of functions within the accounting system.*

Due to budget limitations, we cannot justify the additional expense to hire the personnel necessary to completely segregate all accounting functions. The costs of hiring the additional personnel would, in our opinion, outweigh the benefits derived from segregation of all accounting functions.

Michael J. Waguespack, Sheriff

Undetermined

Section Ia - Other Internal control and compliance

Compliance

No items are applicable to this section.

Internal Control

No items are applicable to this section.

Section II - Management letter

No items are applicable to this section.