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**BOSSIER PARISH SHERIFF**  
**Benton, Louisiana**

**General Purpose Financial Statements**  
**With Independent Auditor's Report**  
**As of and for the Year Ended**  
**June 30, 2005**  
**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 12-7-05

BOSSIER PARISH SHERIFF  
Benton, Louisiana

General Purpose Financial Statements  
With Independent Auditor's Report  
As of and for the Year Ended  
June 30, 2005  
With Supplemental Information Schedules

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**MARY JO FINLEY, CPA, INC.**

A PROFESSIONAL CORPORATION

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**Independent Auditor's Report**

HONORABLE LARRY C. DEEN  
BOSSIER PARISH SHERIFF  
Benton, Louisiana

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Bossier Parish Sheriff as of and for the year ended June 30, 2005, which collectively comprise the agency's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Bossier Parish Sheriff's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with U.S. 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. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Bossier Parish Sheriff as of June 30, 2005, and the respective changes in financial position for the year then ended in conformity with U. S. generally accepted accounting principles.

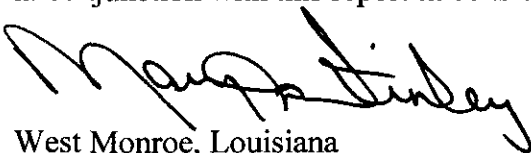
As described in Note 1 to the financial statements, the sheriff has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, as of June 30, 2005.

Management's discussion and analysis, the budgetary information on pages 6 through 10 and 34 through 35, respectively are not a required part of the basic financial statements. Management's discussion and analysis and the budgetary comparison schedule are supplementary information required by the Governmental Accounting Standards Board. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information and reviewing the source of selected information. However, I did not audit the information and express no opinion on it.

Bossier Parish Sheriff  
Benton, Louisiana  
Independent Auditor's Report,  
June 30, 2005

My audit was performed for the purpose of forming an opinion on the financial statements of the Bossier Parish Sheriff, taken as a whole. The 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 basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in my opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

In accordance with *Government Auditing Standards*, I have also issued a report dated October 31, 2005, on my consideration of the Bossier Parish Sheriff's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of my audit.

A handwritten signature in black ink, appearing to read "M. J. [unclear]".

West Monroe, Louisiana  
October 31, 2005

**REQUIRED SUPPLEMENTARY INFORMATION**  
**PART I**

Bossier Parish Sheriff  
Benton, Louisiana

**Management's Discussion and Analysis**  
June 30, 2005

As management of the Bossier Parish Sheriff, I offer readers of the Bossier Parish Sheriff's financial statements this narrative overview and analysis of the financial activities of the Bossier Parish Sheriff for the fiscal year ended June 30, 2005. Please read it in conjunction with the basic financial statements and the accompanying notes to the financial statements.

**Overview of the Financial Statements**

This Management Discussion and Analysis document introduces the Sheriff's basic financial statements. The annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (Government-wide Financial Statements) provide information about the financial activities as a whole and illustrate a longer-term view of the Sheriff's finances. The Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Fund (Fund Financial Statements) tell how these services were financed in the short term as well as what remains for future spending. Fund Financial Statements also report the operations in more detail than the Government-Wide Financial Statements by providing information about the most significant funds. This report also contains other supplementary information in addition to the basic financial statements themselves.

Our auditor has provided assurance in her independent auditor's report that the Basic Financial Statements are fairly stated. The auditor, regarding the Required Supplemental Information and the Supplemental Information is providing varying degrees of assurance. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each of the other parts in the Financial Section.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the Bossier Parish Sheriff's finances, in a manner similar to a private-sector business.

The *statement of net assets* presents information on all of the Bossier Parish Sheriff's assets and liabilities, with the difference between the two 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 Bossier Parish Sheriff is improving or deteriorating.

The *statement of activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (for example, earned, but unused, sick leave).

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Bossier Parish Sheriff, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Bossier Parish Sheriff can be divided into two categories: governmental funds and fiduciary (agency) funds.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Bossier Parish Sheriff adopts an annual appropriated budget for the general fund and the special revenue fund. A budgetary comparison statement is provided for the major funds to demonstrate compliance with this budget.

**Fiduciary funds.** Fiduciary (agency) funds are used to account for resources held for the benefit of parties outside the government. Since these resources are not available to support the Bossier Parish Sheriff's programs, Fiduciary (agency) funds are not reflected in the government-wide financial statement.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information** in addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the Bossier Parish Sheriff's performance.

The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the required supplementary information.

### **Government-wide Financial Analysis**

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, assets of the Bossier Parish Sheriff exceeded liabilities by \$27,241,182. The largest portion of the Bossier Parish Sheriff's net assets reflects its investment in capital assets (e.g., land, buildings and improvements and equipment), less any related debt used to acquire those assets that is still outstanding. These assets are not available for future spending. Although the investment



in capital assets is reported net of related debt, the resources needed to repay this debt must be provided from other sources.

An additional portion of the Bossier Parish Sheriff's net assets represents resources that are subject to external restrictions (e.g., debt service). The balance in unrestricted net assets is affected by two factors: 1) resources expended, over time, by the Bossier Parish Sheriff to acquire capital assets from sources other than internally generated funds (i.e., debt), and 2) required depreciation (since construction and/or acquisition) on assets of very long-lived assets having been included in the statement of net assets.

#### STATEMENT OF NET ASSETS

	2004	2005
<b>ASSETS</b>		
Cash and cash equivalents	\$10,449,493	\$10,660,698
Investments	39,594	2,034,494
Receivables	1,536,167	1,808,294
Prepaid charges	267,919	268,162
Inventory	9,675	
Capital assets (net of accumulated depreciation)	12,935,314	13,545,709
<b>TOTAL ASSETS</b>	<b>\$25,238,162</b>	<b>\$28,317,357</b>
<b>LIABILITIES</b>		
Accounts payable	\$743,012	\$565,660
Accrued wages and related payable	462,922	24,259
Long-term liabilities:		
Due within one year	25,407	9,176
Due in more than one year	486,279	477,080
<b>TOTAL LIABILITIES</b>	<b>1,717,620</b>	<b>1,076,175</b>
<b>NET ASSETS</b>		
Invested in capital assets, net of related debt	12,918,509	13,545,709
Unrestricted	10,602,033	13,695,473
<b>TOTAL NET ASSETS</b>	<b>\$23,520,542</b>	<b>\$27,241,182</b>

#### STATEMENT OF ACTIVITIES

	2004	2005
Public safety:		
Personal services	\$9,548,859	\$14,470,341
Operating services	1,348,597	1,672,480
Materials and supplies	1,297,153	1,459,893
Travel	86,396	57,129
Debt service - interest	20,308	32,317
Depreciation expense	766,664	1,037,507
Total Program Expenses	<u>13,067,977</u>	<u>18,729,667</u>
Program revenues:		

	2004	2005
Civil and criminal fees	\$977,405	\$1,194,396
Transporting prisoners	65,456	151,665
Feeding and keeping prisoners	1,485,754	3,890,055
Tax notices, etc.	55,565	65,457
Probation fees	466,696	523,006
Gaming fees	1,034,313	1,317,903
Commissary sales	223,228	31,344
Other fees, charges, and commissions for services	187,830	196,701
Total program revenues	<u>4,496,247</u>	<u>7,370,527</u>
Net Program Expenses	<u>(8,571,730)</u>	<u>(11,359,140)</u>
General revenues:		
Taxes		
Ad valorem	5,259,271	5,336,342
Sales tax	3,570,592	7,253,755
Federal sources	217,704	465,599
State sources	2,660,896	1,330,478
Local sources	61,268	153,403
Other revenues	43,291	187,873
Interest earned	96,059	340,742
Special items - Gain on sale/disposition of assets		5,261
Change in Net Assets	3,337,351	3,714,313
Net Assets - Beginning of year	<u>20,183,191</u>	<u>23,526,869</u>
Net Assets - End of year	<u>\$23,520,542</u>	<u>\$27,241,182</u>

### **Financial Analysis of the Government's Funds**

As noted earlier, the Bossier Parish Sheriff uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the governmental funds is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of June 30, 2005, combined governmental fund balances of \$14,181,729 showed an increase of \$3,084,816 over June 30, 2004. All of this fund balance is unreserved and undesignated. The General Fund's portion of the unreserved, undesignated fund balance of \$12,949,087 shows an increase (of approximately \$2,604,019) from the prior year amount.

### **General Fund Budgetary Highlights**

There were no budget amendments for the General Fund or the Correctional Facility special revenue fund.

## **Capital Asset and Debt Administration**

**Capital assets.** The Bossier Parish Sheriff's investment in capital assets for its governmental activities as of June 30, 2005, amounts to \$13,545,709 (net of accumulated depreciation). This investment includes land, buildings and improvements, furniture and equipment, and construction in progress. The increase in capital assets for the year was \$1,690,722, the majority of which was attributable to the construction in progress and purchase of vehicles.

The reduction in capital assets is primarily attributable to the deletions of vehicles traded-in or sold when replaced by newer model vehicles.

**Long-term debt.** At the end of the fiscal year, Bossier Parish Sheriff had total bonded debt outstanding, in the form of general obligation bonds, of \$486,256. During the year, \$22,374 of debt was paid in accordance with the debt agreement.

## **Requests for Information**

This financial report is designed to provide a general overview of the Bossier Parish Sheriff's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Bossier Parish Sheriff, P.O. Box 850, Benton, LA 71006.

October 31, 2005

## **BASIC FINANCIAL STATEMENTS**

**Statement A****BOSSIER PARISH SHERIFF**  
Benton, Louisiana**STATEMENT OF NET ASSETS**  
June 30, 2005**ASSETS**

Cash and cash equivalents	\$10,660,698
Investments	2,034,494
Receivables	1,808,294
Prepaid charges	268,162
Capital assets (net of accumulated depreciation)	<u>13,545,709</u>
<b>TOTAL ASSETS</b>	<u><b>28,317,357</b></u>

**LIABILITIES**

Accounts payable	565,660
Accrued wages and related payable	24,259
Long-term liabilities:	
Due within one year	9,176
Due in more than one year	<u>477,080</u>
<b>TOTAL LIABILITIES</b>	<u><b>1,076,175</b></u>

**NET ASSETS**

Invested in capital assets, net of related debt	13,545,709
Unrestricted	<u>13,695,473</u>
<b>TOTAL NET ASSETS</b>	<u><b>\$27,241,182</b></u>

The accompanying notes are an integral part of this statement.

**Statement B****BOSSIER PARISH SHERIFF**  
Benton, Louisiana**STATEMENT OF ACTIVITIES**  
For the Year Ended June 30, 2005**EXPENSES**

## Public Safety:

Personal services	\$14,470,341
Operating services	1,672,480
Materials and supplies	1,459,893
Travel and other	57,129
Interest on long-term debt	32,317
Depreciation expense	<u>1,037,507</u>
Total Expenses	<u>18,729,667</u>

**REVENUES**

## Program revenues:

Civil and criminal fees	1,194,396
Transporting prisoners	151,665
Feeding and keeping prisoners	3,890,055
Tax notices, etc.	65,457
Probation fees	523,006
Gaming fees	1,317,903
Commissary sales	31,344
Other fees, charges, and commissions for services	<u>196,701</u>
Total program revenues	7,370,527

## General revenues:

Taxes:	
Ad valorem	5,336,342
Sales and use	7,253,755
Federal sources	465,599
State sources	1,330,478
Local sources	153,403
Other revenues	187,873
Interest earned	340,742
Special item - Gain on sale of assets	<u>5,261</u>
Total Revenues	22,443,980

Change in Net Assets	3,714,313
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**NET ASSETS**

Beginning of year	<u>23,526,869</u>
End of year	<u>\$27,241,182</u>

The accompanying notes are an integral part of this statement.

## Statement C

BOSSIER PARISH SHERIFF  
Benton, Louisiana  
GOVERNMENTAL FUNDS

Balance Sheet, June 30, 2005

	MAJOR FUNDS			
	GENERAL FUND	SPECIAL REVENUE - CORRECTIONAL FACILITY FUND	CAPITAL PROJECTS - CONSTRUCTION FUND	TOTAL
<b>ASSETS</b>				
Cash and cash equivalents	\$9,963,435	\$628,008	\$69,255	\$10,660,698
Investments	2,034,494			2,034,494
Receivables	1,288,642	519,652		1,808,294
Prepaid charges	193,921	74,241		268,162
Due from other funds	18,341	24,455	1,775	44,571
<b>TOTAL ASSETS</b>	<b>\$13,498,833</b>	<b>\$1,246,356</b>	<b>\$71,030</b>	<b>\$14,816,219</b>
<b>LIABILITIES AND FUND EQUITY</b>				
Liabilities:				
Accounts payable	\$499,383	\$63,538	\$2,739	\$565,660
Accrued wages and related payable	24,259			24,259
Due to other funds	26,104	18,341	126	44,571
Total Liabilities	549,746	81,879	2,865	634,490
Fund Equity - fund balances: Unreserved - undesignated	12,949,087	1,164,477	68,165	14,181,729
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$13,498,833</b>	<b>\$1,246,356</b>	<b>\$71,030</b>	<b>\$14,816,219</b>

The accompanying notes are an integral part of this statement.

BOSSIER PARISH SHERIFF  
Benton, Louisiana

Reconciliation of Governmental Funds  
Balance Sheet to the Statement of Net Assets

For the Year Ended June 30, 2005

Total Fund Balances at June 30, 2005 - Governmental Funds (Statement C)	<u>\$14,181,729</u>
Amounts reported for governmental activities in the statement of net assets (Statement A) are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	13,545,709
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds	<u>(486,256)</u>
Net Assets at June 30,2005 (Statement A)	<u>\$27,241,182</u>

The accompanying notes are an integral part of this statement.



BOSSIER PARISH SHERIFF  
Benton, Louisiana  
GOVERNMENTAL FUNDS

Statement of Revenues, Expenditures, and  
Changes in Fund Balances  
For the Year Ended June 30, 2005

	MAJOR FUNDS			NON-MAJOR SPECIAL REVENUE - COMMISSARY FUND	TOTAL
	GENERAL FUND	SPECIAL REVENUE - CORRECTIONAL FACILITY FUND	CAPITAL PROJECTS - CONSTRUCTION FUND		
<b>REVENUES</b>					
Taxes:					
Ad valorem	\$5,336,342				\$5,336,342
Sales and use	6,753,755	\$500,000			7,253,755
Intergovernmental revenues:					
Federal grants	465,599				465,599
State grants:					
State supplemental pay	535,172	79,518			614,690
State revenue sharing	397,089				397,089
Other	210,869		\$107,830		318,699
Local grants	153,403				153,403
Fees, charges, and commissions for services:					
Commissions on licenses and taxes	4,677				4,677
Civil and criminal fees	1,174,044				1,174,044
Court attendance	15,675				15,675
Transportation of prisoners	68,066	83,599			151,665
Feeding and keeping of prisoners	601,226	3,288,829			3,890,055
Tax notices, etc.	65,457				65,457
Probation fees	523,006				523,006
Gaming fees	1,317,903				1,317,903
Other	228,045				228,045
Use of money and property	178,650	162,092			340,742
Other	90,390	66,139		\$31,344	187,873
Total revenues	<u>18,119,368</u>	<u>4,180,177</u>	<u>107,830</u>	<u>31,344</u>	<u>22,438,719</u>
<b>EXPENDITURES</b>					
Public safety:					
Current:					
Personal services and related benefits	12,001,112	2,469,229			14,470,341
Operating services	1,293,081	379,399			1,672,480
Materials and supplies	1,018,837	416,618		24,438	1,459,893
Travel and other charges	55,982	1,147			57,129
Debt Service	14,205	40,486			54,691
Capital outlay	1,006,787	92,131	591,804		1,690,722
Total expenditures	<u>15,390,004</u>	<u>3,399,010</u>	<u>591,804</u>	<u>24,438</u>	<u>19,405,256</u>

(Continued)

## Statement D

BOSSIER PARISH SHERIFF  
 Benton, Louisiana  
 GOVERNMENTAL FUND  
 Statement of Revenues, Expenditures, and  
 Changes in Fund Balance

	MAJOR FUNDS				
	GENERAL FUND	SPECIAL REVENUE - CORRECTIONAL FACILITY FUND	CAPITAL PROJECTS - CONSTRUCTION FUND	NON-MAJOR SPECIAL REVENUE - COMMISSARY FUND	TOTAL
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	\$2,729,364	\$781,167	(\$483,974)	\$6,906	\$3,033,463
OTHER FINANCING SOURCES (Use):					
Proceeds from Sale of Assets	51,353				51,353
Transfers in	418,302		595,000		1,013,302
Transfers out	(595,000)			(418,302)	(1,013,302)
Total Other Financing Source (Use)	(125,345)	NONE	595,000	(418,302)	51,353
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USE	2,604,019	781,167	111,026	(411,396)	3,084,816
FUND BALANCES AT BEGINNING OF YEAR	10,345,068	383,310	(42,861)	411,396	11,096,913
FUND BALANCES AT END OF YEAR	\$12,949,087	\$1,164,477	\$68,165	NONE	\$14,181,729

(Concluded)

The accompanying notes are an integral part of this statement.

BOSSIER PARISH SHERIFF  
Benton, Louisiana

Reconciliation of Governmental Funds  
Statement of Revenue, Expenditures, and Changes  
in Fund Balances to the Statement of Activities

For the Year Ended June 30, 2005

Total net change in fund balances - governmental funds (Statement D)	\$3,084,816
Amounts reported for governmental activities in the Statement of Activities are different because:	
Proceeds from the disposal of assets is reported as revenue in governmental funds. However, in the Statement of Activities, any proceeds are used to determine any gain or loss on the disposal of assets. This is the gross amount of gains for the year before applying proceeds from the disposal.	(5,261)
Principal payments on long-term debt are reported as expenditures in governmental funds. However, those amounts are a reduction of long-term liabilities in the Statement of Net Assets and are not reflected in the Statement of Activities.	(22,374)
Capital outlays are reported in governmental funds as expenditures. However, in the statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the period.	<u>657,132</u>
Change in net assets of governmental activities (Statement B)	<u><u>\$3,714,313</u></u>

The accompanying notes are an integral part of this statement.

**Statement E**

BOSSIER PARISH SHERIFF  
Benton, Louisiana  
STATEMENT OF FIDUCIARY NET ASSETS  
FIDUCIARY FUNDS

June 30, 2005

	OTHER EMPLOYEE BENEFIT TRUST FUND	AGENCY FUNDS
<b>ASSETS</b>		
Cash	\$411,488	\$2,572,222
Investments	1,710	
Total assets	<u>\$413,198</u>	<u>\$2,572,222</u>
<b>LIABILITIES</b>		
Accounts Payable		\$26,114
Due to taxing bodies and others		2,546,108
Total liabilities	<u>NONE</u>	<u>\$2,572,222</u>
<b>NET ASSETS</b>		
Held in trust for other employee benefits	<u>\$413,198</u>	

The accompanying notes are an integral part of this statement.

**BOSSIER PARISH SHERIFF**  
Benton, Louisiana

Notes to the Financial Statements  
As of and for the Year Ended June 30, 2005

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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 also administers the parish jail system and exercises duties required by the parish court system, such as providing bailiffs, executing orders of the court, serving subpoenas, et cetera. As the ex-officio tax collector of the parish, the sheriff is responsible for the collection and distribution of ad valorem property taxes, parish occupational licenses, state revenue sharing funds, and fines, costs, and bond forfeitures imposed by the district court.

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

**A. BASIS OF PRESENTATION**

The accompanying financial statements of the Bossier Parish Sheriff have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments. Certain of the significant changes in the Statement include the following:

For the first time the financial statements include:

A Management Discussion and Analysis (MD&A) section providing an analysis of the Sheriff’s overall financial position and results of operations.

Financial statements prepared using full accrual accounting for all of the Sheriff’s activities.

These and other changes are reflected in the accompanying financial statements (including notes to financial statements).

## **BOSSIER PARISH SHERIFF**

Benton, Louisiana

### **Notes to the Financial Statements (Continued)**

#### **B. REPORTING ENTITY**

As the governing authority of the parish, for reporting purposes, the Bossier Parish Police Jury is the financial reporting entity for Bossier Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Bossier Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial responsibility. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and:
  - a. The ability of the police jury to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury maintains and operates the parish courthouse in which the sheriff's office is located and provides funds for equipment and furniture of the sheriff's office, the sheriff was determined to be a component unit of the Bossier Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the sheriff and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

#### **C. FUND ACCOUNTING**

The sheriff uses funds 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.

## **BOSSIER PARISH SHERIFF**

Benton, Louisiana

### **Notes to the Financial Statements (Continued)**

A fund is a separate accounting entity with a self-balancing set of accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. 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 service to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others.

The sheriff's current operations require the use of governmental and fiduciary fund types and are described as follows:

#### **Governmental Fund Type -**

##### **General Fund**

The General Fund, as provided by Louisiana Revised Statute 33:1422, is the principal fund and is used to account for the operations of the sheriff's office. The sheriff's primary source of revenue is an ad valorem tax. Other sources of revenue include commissions on state revenue sharing, state supplemental pay for deputies, civil and criminal fees, fees for court attendance and maintenance of prisoners, et cetera. General operating expenditures are paid from this fund.

##### **Special Revenue Fund**

Special revenue funds are used to account for the proceeds of specific revenue sources such as sales taxes. Those revenues are legally restricted, either by tax proposition or grant agreement, for only expenditures with specified purposes.

##### **Capital Projects Fund**

Capital projects funds account for financial resources received and used for the acquisition, construction, or improvement of capital facilities not reported in the other governmental funds.

#### **Fiduciary Fund Type - Agency Funds**

The agency funds are used as depositories for civil suits, cash bonds, taxes, fees, et cetera. Disbursements from the funds are made to various parish agencies, litigants in suits, et cetera, in the manner prescribed by law. The agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

BOSSIER PARISH SHERIFF

Benton, Louisiana

Notes to the Financial Statements (Continued)

**D. MEASUREMENT FOCUS/BASIS OF ACCOUNTING**

**Government-Wide Financial Statements (GWFS)**

The Statement of Net Assets (Statement A) and the Statement of Activities (Statement B) display information about the reporting government as a whole. These statements include all the financial activities of the sheriff, except for fiduciary funds. Fiduciary funds are reported only in the Statement of Fiduciary Net Assets at the fund financial statement level.

The GWFS were prepared using 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*.

**Program Revenues** - Program revenues included in the Statement of Activities (Statement B) derive directly from parties outside the sheriff's taxpayers or citizenry, as a whole; program revenues reduce the cost of the function to be financed from the sheriff's general revenues.

**Allocation of Indirect Expenses** - The sheriff reports all direct expenses by function in the Statement of Activities (Statement B). Direct expenses are those that are clearly identifiable with a function. Indirect expenses of other functions are not allocated to those functions but are reported separately in the Statement of Activities. Depreciation expense, which can be specifically identified by function, is included in the direct expenses of each function. Depreciation on buildings is assigned to the "general administration" function due to the fact that buildings serve multiple purposes. Interest on general long-term debt is considered an indirect expense and is reported separately on the Statement of Activities.

**Fund Financial Statements (FFS)**

**Governmental funds** 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 balances 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 differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.



## **BOSSIER PARISH SHERIFF**

Benton, Louisiana

### **Notes to the Financial Statements (Continued)**

Fund financial statements report detailed information about the sheriff. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column.

The modified accrual basis of accounting is used for reporting all governmental and fiduciary fund types. 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 sheriff 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, 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, 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 income on demand deposits is recorded at the end of each month when the interest has been earned and credited by the bank to the sheriff's account. Interest on time deposits is recorded when the time deposit has matured and the interest is available.

Substantially, all other revenues are recorded when they become available to the sheriff. Based on the above criteria, intergovernmental revenues and fees, charges, and commissions for services are treated as susceptible to accrual.

#### **Expenditures**

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

#### **Other Financing Sources**

Proceeds from the sale of fixed assets, transfers between funds, and compensation from loss or damaged assets are accounted for as other financing sources and are recognized when the underlying events occur.

BOSSIER PARISH SHERIFF  
Benton, Louisiana  
Notes to the Financial Statements (Continued)

**E. CASH AND CASH EQUIVALENTS**

Under state law, the sheriff 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. At June 30, 2005, the sheriff has cash (book balances net of overdraft) totaling \$13,644,408, as follows:

Demand deposits	\$7,672,358
Petty cash	2,050
Time deposits	<u>5,970,000</u>
Total	<u>\$13,644,408</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent 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. Cash and cash equivalents (bank balances) at June 30, 2005, are secured in total as follows:

Bank balances	<u>\$13,897,868</u>
Federal deposit insurance	\$2,448,707
Pledged securities (uncollateralized)	<u>19,506,206</u>
Total	<u>\$21,954,913</u>

Because the pledged securities are held by a custodial bank in the name of the fiscal agent bank rather than in the name of the sheriff, they are considered uncollateralized (Category 3) under the provisions of GASB Codification C20.106; 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 sheriff that the fiscal agent has failed to pay deposited funds upon demand.

**F. INVESTMENTS**

Investments held at June 30, 2005 consist of \$2,036,204 in the Louisiana Asset Management Pool (LAMP), a local government investment pool. In accordance with GASB Codification Section 150.126, the investment in LAMP at June 30, 2005 is not categorized in the three risk categories provided by GASB Codification Section 150.125 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form.

## BOSSIER PARISH SHERIFF

Benton, Louisiana

### Notes to the Financial Statements (Continued)

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LSA - R.S. 33:2955.

Effective August 1, 2001, LAMP's investment guidelines were amended to permit the investment in government-only money market funds. In its 2001 Regular Session, the Louisiana Legislature (Senate Bill No. 512, Act 701) enacted LSA - R.S. 33:2955(A)(1)(h) which allows all municipalities, parishes, school boards, and any other political subdivisions of the State to invest in "investment grade (A-1/P-1) commercial paper of domestic United States corporations." Effective October 1, 2001, LAMP's Investment Guidelines were amended to allow the limited investment in A-1 or A-1+ commercial paper.

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. LAMP is designed to be highly liquid to give its participants immediate access to their account balances. The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company. .

## G. LEVIED TAXES

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

	Authorized Millage	Levied Millage	Expiration Date
Law enforcement district	6.55	6.57	NONE
Special operation and detention center	5.50	5.06	NONE

The difference between the authorized and levied millage is the result of the reassessment of taxable property required by Article 7, of the Louisiana Constitution of 1974.

On April 5, 2000, voters of the parish approved a one-half of one percent sales and use tax submitted by the Bossier Parish Police Jury. Seventy percent (70%) of the avails of the tax are for the police jury and are used for the acquisition, operation, maintenance, and furnishing of a maximum security jail and courthouse facilities. Those taxes are remitted directly to the parish police jury. The remaining thirty

## BOSSIER PARISH SHERIFF

Benton, Louisiana

### Notes to the Financial Statements (Continued)

percent (30%) of the avails of the tax are, in accordance with an intergovernmental agreement dated April 5, 2000, are remitted directly to the sheriff's office to be used for the purposes of operating and improving a maximum security jail and meeting other costs of law enforcement in the parish. On January 17, 2005, voters of the parish approved a one-fourth of one percent sales and use tax to be used for paying deputy salaries and law enforcement operations. Both taxes are collected by the Bossier Parish Sales Tax Commission. For its collection services the commission receives one percent (1%) of gross taxes collected.

## H. CAPITAL ASSETS

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. 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 \$500 or more for capitalizing capital assets.

Capital assets are recorded in the GWFS, but are not reported in the FFS. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public school purposes by the sheriff, 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>Description</u>	<u>Estimated Lives</u>
Buildings and building improvements	20 - 40 years
Furniture and fixtures	5 - 10 years
Vehicles	5 - 15 years
Equipment	5 - 20 years

## I. VACATION AND SICK LEAVE

After one year of service, employees receive two weeks of noncumulative vacation leave. After ten years of continuous service, employees receive one additional day of vacation per year until the number of vacation days reaches the maximum of fifteen days annually. Employees are allowed up to twelve days noncumulative sick leave per calendar year. At June 30, 2005, there are no accumulated and vested benefits relating to vacation and sick leave which require accrual or disclosure.

## J. RISK MANAGEMENT

The sheriff is exposed to various risk of loss related to law enforcement liability; torts; theft of, damage to, and destruction of assets; errors and omissions; and injuries to employees. To handle such risk of loss, the sheriff maintains commercial insurance policies covering; automobile liability; general

**BOSSIER PARISH SHERIFF**

Benton, Louisiana

**Notes to the Financial Statements (Continued)**

liability; commercial crime; law enforcement; public officials liability; and worker's compensation and employer's liability. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts.

**2. RECEIVABLES**

The receivables of \$1,808,294, at June 30, 2005, are as follows:

<u>Class of receivables</u>	<u>General Fund</u>	<u>Correctional Facility Fund</u>	<u>Total</u>
Sales Tax	\$665,584		\$665,584
Ad valorem Tax	13,744		13,744
Intergovernmental revenues:			
Federal grants	26,154		26,154
State funds	56,281	\$431,490	487,771
Gaming proceeds	93,629		93,629
Fees, charges, and commissions for services	208,215	82,891	291,106
Reimbursements	123,815		123,815
Others	101,220	5,271	106,491
Total	<u>\$1,288,642</u>	<u>\$519,652</u>	<u>\$1,808,294</u>

**3. DUE FROM/TO OTHER FUNDS**

Individual balances due from/to other funds at June 30, 2005, are as follows:

	<u>Due From</u>	<u>Due To</u>
General Fund	\$18,341	\$26,104
Correctional Facility Fund	24,455	126
Construction Fund	1,775	18,341
Total	<u>\$44,571</u>	<u>\$44,571</u>

**4. CHANGES IN CAPITAL ASSETS**

A summary of changes in general fixed assets for the year ended June 30, 2005, follows:

**BOSSIER PARISH SHERIFF**

Benton, Louisiana

**Notes to the Financial Statements (Continued)**

	Balance July 1, 2004	Additions	Deletions	Balance June 30, 2005
Land	\$429,605	\$106,703		\$536,308
Buildings and improvements	9,458,783	29,164		9,487,947
Vehicles	2,905,815	634,304	(\$326,442)	3,213,677
Office furniture and equipment	1,157,752	186,243	(17,205)	1,326,790
Law enforcement weapons and equipment	1,365,700	233,207	(67,952)	1,530,955
Grant funds and other	204,426			204,426
Construction in progress	59,481	501,101		560,582
Infrastructure	789,268			789,268
Total capital assets at cost	16,370,830	1,690,722	(411,599)	17,649,953
Less accumulated depreciation for:				
Buildings and improvements	224,035	242,466		466,501
Vehicles	1,609,316	500,426	(292,760)	1,816,982
Office furniture and equipment	515,270	145,042	(16,557)	643,755
Law enforcement weapons and equipment	876,566	118,003	(56,190)	938,379
Grant funds and other	204,426			204,426
Infrastructure	2,631	31,570		34,201
Total depreciation	3,432,244	1,037,507	(365,507)	4,104,244
Net capital assets	<u>\$12,938,586</u>	<u>\$653,215</u>	<u>(\$46,092)</u>	<u>\$13,545,709</u>

**5. PENSION PLAN**

Substantially all employees of the Bossier Parish Sheriff's office are members of the Louisiana Sheriff's Pension and Relief Fund (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

All sheriffs and all deputies who are 18 years or older at the time of original employment, who earn not less than \$400 per month if employed after September 7, 1979 and before January 1, 1991; \$550 if employed between January 1, 1991 and December 31, 1999; and \$800 if employed after January 1, 2000 are required to participate in the System. Employees are eligible to retire at or after age 55 with at least 12 years of credited service and receive a benefit, payable monthly for life, equal to 3.33 percent of their final-average salary for each year of credited service. The retirement benefit cannot exceed 100 per cent of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination as indicated previously. Employees who terminate with at least 20 years of credited service are also eligible to elect early benefits between ages 50 and 55 with reduced benefits equal to the

## **BOSSIER PARISH SHERIFF**

Benton, Louisiana

### **Notes to the Financial Statements (Continued)**

actuarial equivalent of the benefit to which they would otherwise be entitled at age 55. The System also provides death and disability benefits. Benefits are established or amended 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 Louisiana Sheriffs Pension and Relief Fund, 6554 Florida Blvd., Suite 215, Baton Rouge, Louisiana 70806, or by calling (800) 586-9049.

Plan members are required by state statute to contribute 10 percent of their annual covered salary and the Bossier Parish Sheriff is required to contribute at an actuarially determined rate. The current rate is 9.75 percent of annual covered payroll. Contributions to the System also include one-half of one percent of the taxes shown to be collectible by the tax rolls of each parish and funds as required and available from insurance premium taxes. The contribution requirements of plan members and the Bossier Parish Sheriff are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Bossier Parish Sheriff's contributions to the System for the years ended June 30, 2005, 2004, and 2003 were \$1,151,849, \$696,124, and \$458,050, respectively, equal to the required contributions for each year.

## **6. OTHER POST EMPLOYMENT BENEFITS**

The Bossier Parish Sheriff provides certain continuing health care and life insurance benefits for sheriffs and deputy sheriffs retired with at least fifteen years of service who are at least fifty-five years of age, or retired with at least thirty years of service at any age. These benefits for retirees and similar benefits for active employees are provided through an insurance company whose monthly premiums are paid by the sheriff. The sheriff recognizes the cost of providing these benefits as an expenditure when the monthly premiums are due. The sheriff's cost of benefits provided to employees and retirees was \$1,447,671 for the year ended June 30, 2005. The cost of retiree benefits for 2005 totaled \$175,439.

R.S. 33:1448(G) requires that the premium cost of group hospital, surgical, medical expense, and dental insurance, and the first ten thousand dollars of life insurance, shall be paid in full from the sheriff's general fund for all sheriffs and deputy sheriffs retired with at least fifteen years of service who are at least fifty-five years of age or retired with at least thirty years of service at any age.

The Bossier Parish Sheriff has created the Bossier Parish Retired Employees Insurance Fund (BREIF) to fund future payment of the above noted premium costs. The sheriff is required to deposit one percent of the monies received in the Bossier Parish Sheriff's general fund, twenty-five percent of the revenues received from the tax levied by R.S. 27:391(B), and any other monies that the sheriff may contribute to BREIF each year until the total amount of monies, including principal and earnings, in the BREIF equals the sum of seven million five hundred thousand dollars.

**BOSSIER PARISH SHERIFF**

Benton, Louisiana

**Notes to the Financial Statements (Continued)**

To provide recommendation concerning the investment of these funds, the sheriff has established an investment advisory board consisting of seven members. The board consists of the comptroller of the sheriff's office, five retired sheriffs or retired deputy sheriffs of the department, and one active deputy sheriff of the department.

At June 30, 2005 the total amount of deposits and earnings equals \$413,198 including principal deposits of \$402,000 and earnings of \$11,198. The earnings shall be available for withdrawal only for the purpose of paying the insurance premium costs for retired sheriffs and retired deputy sheriffs of Bossier Parish, provided that no such earnings shall be withdrawn until the amount of principal and accumulated earnings in the BREIF is equal to the sum of seven million five hundred thousand dollars. In the event that the total amount of monies derived from deposits and investment earnings fall below the sum of seven million five hundred thousand dollars, no earnings shall be withdrawn.

**7. DEPOSITS DUE OTHERS**

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

	<u>Balance at July 1, 2004</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance at June 30, 2005</u>
Agency funds:				
Tax collector	\$724,406	\$49,627,163	(\$49,193,976)	\$1,157,593
Civil	549,490	3,778,529	(3,534,894)	793,125
Criminal	293,458	3,094,593	(2,830,574)	557,477
Inmate	29,265	859,456	(824,694)	64,027
Total	<u>\$1,596,619</u>	<u>\$57,359,741</u>	<u>(\$56,384,138)</u>	<u>\$2,572,222</u>

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

The following is a summary of long-term debt transactions for the year ended June 30, 2005:

	<u>Capital Lease</u>	<u>Revenue Bonds</u>	<u>Total</u>
Balance at July 1, 2004	\$13,749	\$494,881	\$508,630
Additions	NONE	NONE	
Retirements	<u>(13,749)</u>	<u>(8,625)</u>	<u>(22,374)</u>
Balance at June 30, 2005	<u>NONE</u>	<u>\$486,256</u>	<u>\$486,256</u>

The annual requirements to amortize all debt outstanding at June 30, 2005, including interest of \$461,439, are as follows:



**BOSSIER PARISH SHERIFF**

Benton, Louisiana

**Notes to the Financial Statements (Continued)**

Year Ended June 30:	Revenue <u>Bonds</u>
2006	\$40,486
2007	40,486
2008	40,486
2009	40,486
2010	40,486
2011-2015	202,430
2016-2020	202,430
2021-2025	202,430
2026-2029	<u>137,975</u>
	<u>\$947,695</u>

**9. LITIGATION AND CLAIMS**

At June 30, 2005, the Bossier Parish Sheriff is involved in several lawsuits and claims which are either adequately covered by liability insurance or, in the opinion of legal counsel, will not result in any liability to the sheriff.

**10. EXPENDITURES OF THE SHERIFF'S OFFICE  
PAID BY THE PARISH POLICE JURY**

The Bossier Parish Sheriff's office is located in the parish courthouse. The cost of maintaining and operating the courthouse, as required by Louisiana Revised Statute 33:4715, is paid by the Bossier Parish Police Jury.

**REQUIRED SUPPLEMENTARY INFORMATION**

**PART II**

BOSSIER PARISH SHERIFF  
Benton, Louisiana

BUDGETARY COMPARISON SCHEDULE

For the Year Ended June 30, 2005

	GENERAL FUND			CORRECTIONAL FACILITIES FUND		
	FINAL BUDGET	ACTUAL (BUDGETARY BASIS)	VARIANCE FAVORABLE (UNFAVORABLE)	FINAL BUDGET	ACTUAL (BUDGETARY BASIS)	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>						
Taxes:						
Ad valorem	\$5,311,000	\$5,336,342	\$25,342			
Sales taxes	6,116,000	6,753,755	637,755	\$500,000	\$500,000	
Intergovernmental revenues:						
Federal grants - federal revenue	450,000	465,599	15,599			
State grants:						
State revenue sharing (net)	397,000	397,089	89			
State supplemental pay	535,000	535,172	172	80,000	79,518	(\$482)
Other state grants	203,000	210,869	7,869			
Local grant	40,000	153,403	113,403			
Fees, charges, and commissions for services:						
Commissions on licenses and taxes	5,000	4,677	(323)			
Civil and criminal fees	1,122,000	1,174,044	52,044			
Court attendance	15,000	15,675	675			
Transportation of prisoners	65,000	68,066	3,066	73,000	83,599	10,599
Feeding and keeping of prisoners	585,000	601,226	16,226	3,286,000	3,288,829	2,829
Tax notices, etc	59,000	65,457	6,457			
Probation fees	500,000	523,006	23,006			
Gaming	1,295,000	1,317,903	22,903			
Other	216,000	228,045	12,045			
Use of money and property	173,000	178,650	5,650	158,000	162,092	4,092
Other revenue	83,000	90,390	7,390	66,000	66,139	139
Total revenues	17,170,000	18,119,368	949,368	4,163,000	4,180,177	17,177

**EXPENDITURES**

## Public safety:

## Current:

Personal services and benefits	12,164,000	12,001,112	162,888	2,689,000	2,469,229	219,771
Operating services	2,057,000	1,293,081	763,919	762,000	379,399	382,601
Materials and supplies	1,010,000	1,018,837	(8,837)	485,000	416,618	68,382
Travel and other charges	57,000	55,982	1,018	6,000	1,147	4,853
Debt service	17,000	14,205	2,795	41,000	40,486	514
Capital outlay	1,010,000	1,006,787	3,213	106,000	92,131	13,869
Total expenditures	16,315,000	15,390,004	924,996	4,089,000	3,399,010	689,990

**EXCESS (Deficiency) OF REVENUES  
OVER EXPENDITURES**

	855,000	2,729,364	1,874,364	74,000	781,167	707,167
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**OTHER FINANCING****SOURCES (uses)**

Proceeds from sale of assets	45,000	51,353	6,353			
Transfers in		418,302	418,302			
Transfers out	(600,000)	(595,000)	5,000			
Total financing sources (uses)	(555,000)	(125,345)	429,655	NONE	NONE	NONE

**EXCESS (Deficiency) OF REVENUES  
AND OTHER SOURCES OVER  
EXPENDITURES AND OTHER USES**

	300,000	2,604,019	2,304,019	74,000	781,167	707,167
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**FUND BALANCES AT BEGINNING OF**

	10,345,000	10,345,068	68	383,000	383,310	310
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**FUND BALANCES AT END OF YEAR**

	\$10,645,000	\$12,949,087	\$2,304,087	\$457,000	\$1,164,477	\$707,477
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(Continued)

**BOSSIER PARISH SHERIFF**  
Benton, Louisiana

**BUDGETARY COMPARISON SCHEDULE**

For the Year Ended June 30, 2005

**Budget Practices Note**

Proposed budgets, prepared on the modified accrual basis of accounting, are published in the official journal at least ten days prior to the public hearing. Public hearings are held at the Bossier Parish Sheriff's office during the month of June for comments from taxpayers. The budgets are then legally adopted by the sheriff and amended during the year, as necessary. Budgets are established and controlled by the sheriff at the object level of expenditure. Appropriations lapse at year-end and must be reappropriated for the following year to be expended. Encumbrance accounting is not utilized.

Formal budgetary integration is employed as a management control device during the year. Budgeted amounts included in the accompanying financial statements include the original adopted budget amounts. There were no budget amendments.

(Concluded)

**OTHER SUPPLEMENTARY INFORMATION**

**PART III**

**BOSSIER PARISH SHERIFF  
SUPPLEMENTAL INFORMATION SCHEDULES  
As of and For the Year Ended June 30, 2005**

**FIDUCIARY FUND TYPE - AGENCY FUNDS**

**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, licenses, and fees. The Tax Collector Fund is used to collect and distribute these taxes, licenses, and fees to the appropriate taxing bodies.

**CIVIL FUND**

The Civil Fund accounts for the collection of funds in 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.

**CRIMINAL FUND**

The Criminal Fund accounts for the collection and settlement of fines, bonds, and forfeitures levied by the district court and settlement of these collections to the sheriff's General Fund and other recipients in accordance with applicable laws.

**INMATE FUND**

The Inmate Fund accounts for individual prisoner account balances. Funds are deposited in the name of the prisoner and are payable upon request. Balances in the individual prisoner accounts are returned upon completion of their jail sentences.

**Schedule 2**

**BOSSIER PARISH SHERIFF**  
Benton, Louisiana  
FIDUCIARY FUND TYPE - AGENCY FUNDS

Combining Schedule of  
Fiduciary Net Assets

June 30, 2005

	<u>TAX COLLECTOR FUND</u>	<u>CIVIL FUND</u>	<u>CRIMINAL FUND</u>	<u>INMATE FUND</u>	<u>TOTAL</u>
<b>ASSETS</b>					
Cash	<u>\$1,157,593</u>	<u>\$793,125</u>	<u>\$557,477</u>	<u>\$64,027</u>	<u>\$2,572,222</u>
Total assets	<u><u>\$1,157,593</u></u>	<u><u>\$793,125</u></u>	<u><u>\$557,477</u></u>	<u><u>\$64,027</u></u>	<u><u>\$2,572,222</u></u>
<b>LIABILITIES</b>					
Accounts Payable				\$26,114	\$26,114
Due to taxing bodies and others	<u>\$1,157,593</u>	<u>\$793,125</u>	<u>\$557,477</u>	<u>37,913</u>	<u>2,546,108</u>
Total liabilities	<u><u>\$1,157,593</u></u>	<u><u>\$793,125</u></u>	<u><u>\$557,477</u></u>	<u><u>\$64,027</u></u>	<u><u>\$2,572,222</u></u>



BOSSIER PARISH SHERIFF  
Benton, Louisiana  
FIDUCIARY FUND TYPE - AGENCY FUNDS

Combining Schedule of Changes in Balances  
Due to Taxing Bodies and Others  
For the Year Ended June 30, 2005

	TAX COLLECTOR FUND	CIVIL FUND	CRIMINAL FUND	INMATE FUND	TOTAL
<b>UNSETTLED BALANCES AT BEGINNING OF YEAR</b>	<u>\$724,406</u>	<u>\$549,490</u>	<u>\$293,458</u>	<u>\$29,265</u>	<u>\$1,596,619</u>
<b>ADDITIONS</b>					
Ad valorem taxes:					
Current year	46,450,045				46,450,045
Current year protested	516,135				516,135
Prior year	117,450				117,450
State revenue sharing	2,041,730				2,041,730
Parish licenses	5,540				5,540
Interest on:					
Checking accounts	39,812				39,812
Delinquent taxes	53,823				53,823
Prior year taxes	20,988				20,988
Protest taxes	14,944				14,944
Sheriff's sales		3,487,955			3,487,955
Bonds, Fines and costs			3,094,593		3,094,593
Inmate deposits				859,456	859,456
Redemptions	142,680				142,680
Other additions	<u>224,016</u>	<u>290,574</u>			<u>514,590</u>
Total additions	<u>49,627,163</u>	<u>3,778,529</u>	<u>3,094,593</u>	<u>859,456</u>	<u>57,359,741</u>
Total	<u>50,351,569</u>	<u>4,328,019</u>	<u>3,388,051</u>	<u>888,721</u>	<u>58,956,360</u>
<b>REDUCTIONS</b>					
Louisiana Dept. of Agriculture & Forestry	18,831				18,831
Louisiana Tax Commission	9,582				9,582
Bossier Parish:					
Assessor	1,931,706				1,931,706
Sheriff's General Fund	5,732,696	470,036	488,175		6,690,907
Police jury	6,855,844		808,091		7,663,935
School board	25,565,090				25,565,090
Clerk of court	2,355	106,663	164,815		273,833
Red River Waterworks	1,267,474				1,267,474
Fire protection districts	2,413,351				2,413,351
District Levee	1,292,996				1,292,996
North Bossier Levee District	2,516				2,516
North Bossier Acreage	3,109				3,109
Cypress Black Bayou Recreation and Water Conservation District	569,070				569,070
Ambulance District	631,199				631,199

(Continued)

## Schedule 3

## BOSSIER PARISH SHERIFF

Benton, Louisiana

## FIDUCIARY FUND TYPE - AGENCY FUNDS

Combining Schedule of Changes in Balances

Due to Taxing Bodies and Others, etc.

	TAX COLLECTOR FUND	CIVIL FUND	CRIMINAL FUND	INMATE FUND	TOTAL
<b>REDUCTIONS (Contd.)</b>					
Bossier Parish: (Contd.)					
City of Bossier			\$500		\$500
Town of Haughton			220		220
Town of Plain Dealing			174		174
Caddo/Bossier Port Commission	\$1,106,637				1,106,637
Twenty-sixth Judicial District:					
District attorney			307,805		307,805
Judge's fund			54,212		54,212
Indigent defender board			330,495		330,495
Pension funds	1,331,407				1,331,407
Refunds, redemptions, etc.	460,113				460,113
North Louisiana Crime Lab			99,372		99,372
Attorneys, litigants, etc.		\$2,336,800			2,336,800
Louisiana Commission on Law Enforcement			26,802		26,802
Louisiana Traumatic Head and Spinal Cord Injury			23,706		23,706
Other reductions		621,395	526,207	\$824,694	1,972,296
Total reductions	<u>49,193,976</u>	<u>3,534,894</u>	<u>2,830,574</u>	<u>824,694</u>	<u>56,384,138</u>
<b>UNSETTLED BALANCES AT END OF YEAR - DUE TO TAXING BODIES AND OTHERS</b>	<u>\$1,157,593</u>	<u>\$793,125</u>	<u>\$557,477</u>	<u>\$64,027</u>	<u>\$2,572,222</u>

(Concluded)

**REPORTS REQUIRED BY  
GOVERNMENT AUDITING STANDARDS  
PART IV**

**Independent Auditor's Report Required  
by *Government Auditing Standards***

The following independent auditor's reports on compliance and internal control over financial reporting are presented in compliance with the requirements of *Government Auditing Standards*, issued by the Comptroller General of the United States and the *Louisiana Governmental Audit Guide*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

**MARY JO FINLEY, CPA, INC.**

*A PROFESSIONAL CORPORATION*

116 Professional Drive - West Monroe, LA 71291

Phone (318) 329-8880 - Fax (318) 329-8883

**Independent Auditor's Report on Compliance and  
Internal Control Over Financial Reporting**

**BOSSIER PARISH SHERIFF**  
Benton, Louisiana

I have audited the general purpose financial statements of the Bossier Parish Sheriff, a component unit of the Bossier Parish Police Jury, as of and for the year ended June 30, 2005 and have issued my report thereon dated October 31, 2005. I conducted my audit in accordance with U.S. 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 Bossier Parish Sheriff's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial 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*.

**Internal Control Over Financial Reporting**

In planning and performing my audit, I considered the Bossier Parish Sheriff's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. 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.

BOSSIER PARISH SHERIFF

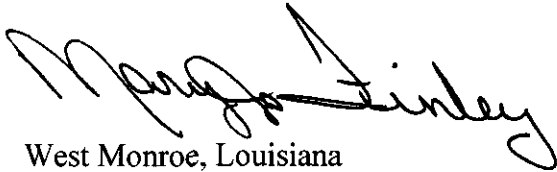
Benton, Louisiana

Independent Auditor's Report on Compliance

And Internal Control Over Financial Reporting

June 30, 2005

This report is intended solely for the information and use of the Bossier Parish Sheriff, management of the sheriff's office, the Louisiana Legislative Auditor, federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

A handwritten signature in black ink, appearing to read "Mary Jo Linley", is written over the printed name.

West Monroe, Louisiana

October 31, 2005

**BOSSIER PARISH SHERIFF**  
Benton, Louisiana

**Schedule of Findings and Questioned Costs**  
For the Year Ended June 30, 2005

**A. SUMMARY OF AUDIT RESULTS**

1. The auditor's report expresses an unqualified opinion on the general purpose financial statements of the Bossier Parish Sheriff.
2. No instances of noncompliance material to the financial statements of the Bossier Parish Sheriff were disclosed during the audit.
3. No reportable conditions relating to the audit of the financial statements are reported in the Independent Auditors' Report on Internal Control Over Financial Reporting.

**B. FINDINGS - FINANCIAL STATEMENTS AUDIT**

None

**Schedule 5**

**BOSSIER PARISH SHERIFF  
Benton, Louisiana**

**Summary Schedule of Prior Audit Findings  
For the Year Ended June 30, 2005**

There were no findings reported in the audit for the year ending June 30, 2004.