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WEST BATON ROUGE PARISH SHERIFF
Port Allen, Louisiana

Annual Financial Statements
with Independent Auditor's Reports
As of and for the Year Ended
June 30, 2004
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 1-26-05

WEST BATON ROUGE PARISH SHERIFF
Port Allen, Louisiana

Annual Financial Statements
Independent Auditor's Reports
As of and for the Year Ended June 30, 2004

With Supplemental Information Schedules

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WEST BATON ROUGE PARISH SHERIFF
Port Allen, Louisiana

Annual Financial Statements
Independent Auditor's Reports
As of and for the Year Ended June 30, 2004
With Supplemental Information Schedules

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December 10, 2004

Honorable Michael B. Cazes
West Baton Rouge Parish Sheriff
Port Allen, Louisiana

INDEPENDENT AUDITOR'S REPORT

I have audited the accompanying Annual financial statements of the governmental activities, major fund, and the fiduciary funds information of the West Baton Rouge Parish Sheriff, a component unit of the West Baton Rouge Parish Council, as of and for the year ended June 30, 2004, which collectively comprise the Sheriff's basic financial statements as listed in the table of contents. These basic financial statements are the responsibility of the West Baton Rouge Parish Sheriff's management. My responsibility is to express an opinion on these Annual financial statements based on my audit.

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

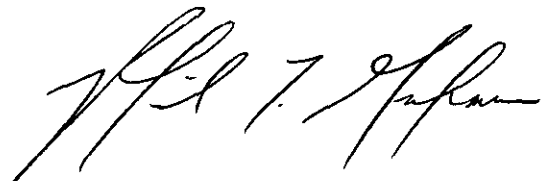
In my opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, major fund, and the fiduciary funds of the West Baton Rouge Parish Sheriff as of June 30, 2004, and the respective changes in financial position for the year ended June 30, 2004, in conformity with accounting principles generally accepted in the United States of America..

As described in Note 1 to the basic financial statements, the West Baton Rouge 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, 2004. This results in a change in the format and content of the basic financial statements.

In accordance with Government Auditing Standards, I have also issued my report dated December 10, 2004, on my consideration of the West Baton Rouge 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.

The accompanying required supplementary information, which consists of the Management's Discussion and Analysis, pages 3 through 5, and the Budgetary Comparison Schedule, page 24, is not a required part of the basic financial statements, but is supplementary information required by the Government 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 supplementary information. However, I did not audit the information and express no opinion on it.

My audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the West Baton Rouge Parish Sheriff's basic financial statements. The other accompanying supplementary information, as listed in the table of contents, is presented for the purpose of additional analysis and is not a required part of the basic financial statements of the West Baton Rouge Parish Sheriff. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is also not a required part of the Annual financial statements of the West Baton Rouge Parish Sheriff. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.



WEST BATON ROUGE SHERIFF
Port Allen, Louisiana

Management's Discussion and Analysis
June 30, 2004

As management of the West Baton Rouge Parish Sheriff, I offer readers of the West Baton Rouge Parish Sheriff's financial statements this narrative overview and analysis of the financial activities of the West Baton Rouge Parish Sheriff for the fiscal year ended June 30, 2004. 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. Comparative data for the prior year is only available on a limited basis. However, all applicable tables will present comparative data in fiscal year 2005.

Our auditor has provided assurance in his 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 West Baton Rouge Parish Sheriff's finances, in a manner similar to a private-sector business.

The Statement of Net Assets presents information on all of the West Baton Rouge Parish Sheriff's assets and liabilities, with the difference between the two reported as net assets. Over time, increases and decreases in net assets may serve as a useful indicator of whether the financial position of the West Baton Rouge 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 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 West Baton Rouge 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 West Baton Rouge 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

WEST BATON ROUGE SHERIFF
Port Allen, Louisiana

Management's Discussion and Analysis
June 30, 2004

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 the 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 West Baton Rouge Parish Sheriff adopts an annual appropriated budget for the general fund and special revenue funds. A budgetary comparison statement is provided 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 West Baton Rouge Parish Sheriff's programs, Fiduciary (agency) funds are not reflected in the government-wide financial statements.

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 West Baton Rouge Parish Sheriff's performance.

The combining schedules for 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 West Baton Rouge Parish Sheriff exceeded liabilities by \$10,441,671. Approximately 26% of the West Baton Rouge Parish Sheriff's net assets reflects its investments in capital assets (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.

Since this is the first year of implementing the new reporting model, comparative information is not available for further government-wide financial analysis. In future years, when prior year information is available, a comparative analysis of government-wide data will be presented.

Financial Analysis of the Government's Funds

As noted earlier, the West Baton Rouge 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.

WEST BATON ROUGE SHERIFF
Port Allen, Louisiana

Management's Discussion and Analysis
June 30, 2004

As of June 30, 2004, combined governmental fund balances, \$7,407,500 showed an increase of \$808,141 over June 30, 2003. This fund balance is unreserved and undesignated. The General Fund's unreserved, undesignated fund balance of \$5,042,951 shows an increase of \$7,976 from the prior year amount.

General Fund and Special Revenue Funds Budgetary Highlights

Differences between revenues of the original budget and the final budget were due primarily to increases in state source revenues and fees, charges, and commissions for services.

Requests for Information

This financial report is designed to provide a general overview of the West Baton Rouge 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 West Baton Rouge Parish Sheriff, P.O. Box 129, Port Allen, LA 70767.

Michael B. Cazes
December 10, 2004

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Government-Wide Financial Statements
 Statement of Net Assets
 June 30, 2004

Current Assets

Cash and cash equivalents	\$ 7,065,893
Accounts receivable	357,138
Due from other funds	192,649
Prepaid assets	<u>73,354</u>
Total Current Assets	7,689,034

Capital assets net of accumulated depreciation	<u>2,752,637</u>
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<u>Total Assets</u>	<u>\$10,441,671</u>
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Liabilities

Accounts payable	\$ 218,906
Payroll and related liabilities	20,665
Due to other funds	20,470
Due to others	<u>21,491</u>
<u>Total Liabilities</u>	<u>281,532</u>

Net Assets

Invested in capital assets	2,752,639
Unrestricted	<u>7,407,500</u>
<u>Total Net Assets</u>	<u>10,160,139</u>

<u>Total Liabilities and Net Assets</u>	<u>\$10,441,671</u>
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West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Government-Wide Financial Statements
 Statement of Activities
 June 30, 2004

Judicial

Personnel services	\$ 7,725,730
Operating services	1,203,764
Materials and supplies	244,047
Travel and training	33,889
Purchase of merchandise for resale	302,989
Operating transfers	26,222
Depreciation expense	<u>349,673</u>
Total Program Expense	9,886,314

Program Revenues

Commission on state revenue sharing	71,103
Civil and criminal fees	2,294,781
Court attendance	5,993
Feeding and keeping prisoners	1,327,195
Court costs	<u>24,257</u>
Total Program Revenues	3,723,329

Net Program Expenses (6,162,985)

General Revenues

Ad valorem taxes	3,128,685
Federal grants	133,116
State grants	
State revenue sharing (net)	53,614
State supplementary pay	313,180
Operation cleanup	36,000
Dare grant	22,784
Local grants	2,657,961
Interest earned	59,333
Sale of merchandise	440,285
Operating transfers	26,222
Miscellaneous	15,221
Special items-gain on sale of assets	<u>4,157</u>
Total General Revenues	6,890,558

Change in Net Assets \$ 727,573

Net Assets, Beginning of Year 9,432,566

Net Assets, End of Year \$10,160,139

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Governmental Funds
 Combining Balance Sheet
 For the Year Ended June 30, 2004

	<u>GENERAL</u>	<u>RIVER WEST DRUG TASK FORCE</u>	<u>PRISONER'S WELFARE</u>	<u>WORK RELEASE</u>	<u>TOTAL</u>
<u>ASSETS</u>					
Cash and cash equivalents	\$ 4,932,116	\$ 19,254	\$ 94,271	\$ 2,020,252	\$ 7,065,893
Accounts receivable	217,316	9,875		129,947	357,138
Due from other funds	45,921		16,767	129,959	192,647
Prepaid expenses	<u>29,013</u>			<u>44,341</u>	<u>73,354</u>
<u>TOTAL ASSETS</u>	<u>5,224,366</u>	<u>29,129</u>	<u>111,038</u>	<u>2,324,499</u>	<u>7,689,032</u>
<u>LIABILITIES</u>					
Accounts payable	112,382		39,146	67,378	218,906
Payroll and related liabilities	20,665				20,665
Due to other funds	10,595	9,875			20,470
Due to others	<u>8,761</u>	<u>12,730</u>			<u>21,491</u>
<u>TOTAL LIABILITIES</u>	<u>152,403</u>	<u>22,605</u>	<u>39,146</u>	<u>67,378</u>	<u>281,532</u>
<u>FUND EQUITY</u>					
Fund balance					
Unreserved - undesignated	<u>5,071,963</u>	<u>6,524</u>	<u>71,892</u>	<u>2,257,121</u>	<u>7,407,500</u>
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>\$ 5,224,366</u>	<u>\$ 29,129</u>	<u>\$ 111,038</u>	<u>\$ 2,324,499</u>	<u>\$ 7,689,032</u>

West Baton Rouge Parish Sheriff
Port Allen, Louisiana
Reconciliation of Governmental Funds
Balance Sheet to Statement of Net Assets
For the Year Ended June 30, 2004

Total Fund Balances at June 30, 2004 Governmental Funds (Statement B)		\$ 7,407,500
Cost of Capital Assets at June 30, 2004	\$ 4,955,743	
Less: Accumulated depreciation as of June 30, 2004	<u>2,203,104</u>	<u>2,752,639</u>
<u>Net Assets at June 30, 2004</u>		<u>\$10,160,139</u>

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Governmental Funds
 Statement of Revenues, Expenditures, and Changes in Fund Balance
 For the Year Ended June 30, 2004

	<u>GENERAL</u>	<u>RIVER WEST DRUG TASK FORCE</u>	<u>PRISONER WELFARE</u>	<u>WORK RELEASE CENTER</u>	<u>TOTAL</u>
<u>REVENUES</u>					
Taxes-ad valorem	\$ 3,128,685				\$ 3,128,685
Intergovernmental revenues:					
Federal grants	43,645	\$ 89,471			133,116
State grants:					
State revenue sharing (net)	53,614				53,614
State supplemental pay	313,180				313,180
Operation cleanup	36,000				36,000
Dare grant	22,784				22,784
Local grants	2,657,961				2,657,961
Fees, charges, and commissions for services:					
Commissions on state revenue sharing	71,103				71,103
Civil and criminal fees	1,045,863	6,647	\$ 6,848	\$ 1,235,423	2,294,781
Court attendance	5,993				5,993
Feeding and keeping prisoners				1,327,195	1,327,195
Court costs	24,257				24,257
Use of money and property - interest	45,752	83		13,498	59,333
Sale of merchandise			219,417	220,868	440,285
Miscellaneous	15,221				15,221
<u>Total Revenue</u>	<u>7,464,058</u>	<u>96,201</u>	<u>226,265</u>	<u>2,796,984</u>	<u>10,583,508</u>
<u>EXPENDITURES</u>					
Public safety:					
Current:					
Personnel services and related benefits	6,461,448			1,264,282	7,725,730
Operating services	617,157	30,524	21,194	534,889	1,203,764
Materials and supplies	177,295	1,815	10,569	54,167	243,846
					(Continued)

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Governmental Funds
 Statement of Revenues, Expenditures, and Changes in Fund Balance
 For the Year Ended June 30, 2004

(Concluded)

	<u>GENERAL</u>	<u>RIVER WEST DRUG TASK FORCE</u>	<u>PRISONER WELFARE</u>	<u>WORK RELEASE CENTER</u>	<u>TOTAL</u>
Travel and training	27,643	2,623		3,623	33,889
Capital outlay	202,697	30,910	50,349	14,141	298,097
Purchase of merchandise for resale			155,897	147,092	302,989
Total Expenditures	<u>7,486,240</u>	<u>65,872</u>	<u>238,009</u>	<u>2,018,194</u>	<u>\$9,808,315</u>
<u>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</u>	(22,182)	30,329	(11,744)	778,790	775,193
<u>OTHER FINANCING SOURCES</u>					
Sale of assets	18,275				18,275
Loss on damaged assets	14,675				14,675
Operating transfer	<u>26,222</u>	<u>(26,222)</u>			<u>0</u>
Total Other Financing Sources	<u>59,172</u>	<u>(26,222)</u>	<u>0</u>	<u>0</u>	<u>32,950</u>
<u>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES</u>	36,990	4,107	(11,744)	778,790	808,143
<u>FUND BALANCE BEGINNING OF YEAR</u>	<u>5,034,974</u>	<u>2,416</u>	<u>83,636</u>	<u>1,478,331</u>	<u>6,599,357</u>
<u>FUND BALANCE END OF YEAR</u>	<u>\$ 5,071,964</u>	<u>\$ 6,523</u>	<u>\$ 71,892</u>	<u>\$2,257,121</u>	<u>\$7,407,500</u>

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Reconciliation of Governmental Funds
 Statement of Revenues, Expenditures, and Changes in Fund Balance
 To Statement of Activities
 For the Year Ended June 30, 2004

Total Net Change in Fund Balances - Governmental Funds (Statement E) \$ 808,142

Amounts reported for governmental activities in the Statement of
 Activities are different because:

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 depreciation exceeds capital outlay in the period. (51,776)

Cost basis of assets retired during the year ended June 30, 2004, and proceeds for the sale of fixed assets retired during the year ended June 30, 2004. (28,793)

Changes in Net Assets of Governmental Activities (Statement B) \$ 727,573

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Fund Financial Statements
 Statement of Fiduciary Net Assets - Agency Funds
 For the Year Ended June 30, 2004

	<u>SHERIFF'S FUND</u>	<u>CLEARING ACCOUNT</u>	<u>INMATE TAX COLLECTOR</u>	<u>INMATE ACCOUNT (WRC)</u>	<u>ACCOUNT (JAIL)</u>	<u>TOTAL</u>
<u>ASSETS</u>						
Cash and cash equivalents	\$ 10	\$159,214	\$ 19,656	\$ 496,580	\$74,252	\$749,712
TOTAL ASSETS	<u>\$ 10</u>	<u>\$159,214</u>	<u>\$ 19,656</u>	<u>\$ 496,580</u>	<u>\$74,252</u>	<u>\$749,712</u>
<u>LIABILITIES</u>						
Due to taxing bodies and others	\$ 10	\$159,214	\$ 19,656	\$ 496,580	\$74,252	\$749,712
TOTAL LIABILITIES	<u>\$ 10</u>	<u>\$159,214</u>	<u>\$ 19,656</u>	<u>\$ 496,580</u>	<u>\$74,252</u>	<u>\$749,712</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
NOTES TO THE 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, sporting licenses, and fines, costs, and bond forfeitures imposed by the district court.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying basic financial statements of the West Baton Rouge Parish Sheriff have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, "Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments", issued in June, 1999. As a result, an entirely new financial presentation format has been implemented.

B. REPORTING ENTITY

As the governing authority of the Parish, for reporting purposes, the West Baton Rouge Parish Council is the financial reporting entity for West Baton Rouge Parish. The financial reporting entity consists of (a) the primary government (Parish Council), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Governmental Accounting Standards Board (GASB) Codification Section 2100 establishes criteria determining which component units should be considered part of the West Baton Rouge Parish Council 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 Parish Council 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 Parish Council.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

2. Organizations for which the Parish Council does not appoint a voting majority but are fiscally dependent on the Parish Council.
3. Organization 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 Parish Council 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 West Baton Rouge Parish Council, the financial reporting entity. The Annual financial statements present information only on the funds maintained by the Sheriff and do not present information on the Parish Council, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

C. GOVERNMENT-WIDE STATEMENTS (GWFS)

The Sheriff's basic financial statements include both government-wide (reporting the sheriff as a whole) and fund financial statements (reporting the sheriff's major fund). Both government-wide and fund financial statements categorize primary activities as either governmental or business type. All activities of the sheriff are classified as governmental.

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, which are considered to be governmental activities. Fiduciary funds are reported only in the Statement of Fiduciary Net Assets at the fund financial statement level.

The Statement of Activities (Statement B) presents a comparison between direct expenses and program revenues for each of the functions of 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.

D. FUND FINANCIAL STATEMENTS (FFS)

The accounts of the West Baton Rouge Parish Sheriff are organized on the basis of funds, each of which is considered a separate accounting entity. The various funds are reported by generic fund type in the financial statements. Each fund operates with a group of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. Revenues are accounted for in the individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following fund categories and fund types are used by the Sheriff.

Governmental Fund Type - Major

General Fund - The General Fund, as provided by Louisiana Revised Statute 33:1422, is the principal fund of the Sheriff's office and accounts for the operations of the Sheriff's office. The fund is used to account for the various sources of revenue received by the Sheriff's office. The Sheriff's primary source of revenue is an ad valorem tax levied by the law enforcement district. Other sources of revenue include commissions on state revenue sharing, state

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

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 Funds

PRISONERS WELFARE FUND

The prisoner welfare fund accounts for sales to prisoners in parish jail. Revenue is used to purchase recreational equipment, personal items, etc. and items for resale.

DRUG TASK FORCE FUND

The River West Drug Task Force is a federal anti-drug abuse grant awarded by the Louisiana Commission on Law Enforcement to local law enforcement authorities to enhance their efforts in the prevention of drug traffic.

WORK RELEASE FUND

The Work Release Fund was established by RS L5: 1111-1135 to enable inmates of the Department of Corrections to participate in a community rehabilitation program that will help equip participants to return to society.

Fiduciary Fund Type

Agency Funds - The agency funds are used as depositories for civil suits, cash bonds, taxes, fees, wages of inmates, etc., and are used to account for assets held as an agent for others. Disbursements from these funds are made to various parish agencies, litigants in suits, inmates, etc., 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 and, accordingly, have no measurement focus.

E. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

The amounts reflected in the governmental fund financial statements 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 is then reconciled, through adjustment to a government-wide view of Sheriff operations.

The amounts reflected in the governmental fund financial statements 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. As a general guideline, the Sheriff considers all revenues available if they are collected within 60 days after fiscal year end. Expenditures are recorded when the related liability is incurred.

The government-wide financial statements are accounted for using an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets and financial position. All assets and liabilities (whether current or non-current) associated with their activities are reported.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
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The government-wide financial statements are presented using the accrual basis of accounting. Under accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

F. CASH AND CASH EQUIVALENTS AND INVESTMENTS

Cash includes amounts in demand deposits, interest bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Sheriff may deposit funds in demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. Tax collections must be deposited in a bank domiciled in the parish where the funds are collected. At June 30, 2004, the Sheriff has cash and cash equivalents (book balances) totaling \$7,815,607 as follows:

Demand deposits	\$7,729,671
Interest bearing demand deposits	84,436
Petty cash	<u>1,500</u>
Total	<u>\$7,815,607</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, 2004, are as follows:

<u>Bank balances</u>	<u>\$ 8,104,605</u>
Federal deposit insurance	200,000
Pledged securities (uncollateralized)	<u>10,571,386</u>
Total security on deposits	<u>\$10,771,386</u>

Because the pledged securities are held by the 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. Further, LRS 39:1224 states that securities held by a third party shall be deemed to be held in the sheriff's name.

G. 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 \$1,000 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 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:

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
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Buildings	39 years
Furniture and fixtures	5 years
Vehicles	5 years
Equipment, law enforcement weapons and equipment	7 years
Land and building - work release center	39 years

A summary of changes in capital assets for the year ended June 30, 2004, is as follows:

Balance June 30, 2003	\$5,020,313
Additions	299,672
Deletions	<u>(364,244)</u>
Balance June 30, 2004	4,955,741
Less accumulated depreciation	<u>(2,203,104)</u>
Net capital assets at June 30, 2004	<u>\$2,752,637</u>

H. EQUITY CLASSIFICATIONS

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation.
- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets.”

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

I. VACATION AND SICK LEAVE

The Sheriff's office has the following policy related to vacation and sick leave.

Vacation is based on years of service and is not vested nor allowed to accumulate : One week after one year; two weeks after two to ten years; three weeks after ten to fifteen years; four weeks after fifteen or more years.

Employees are allowed to accrue seven (7) hours of sick leave per month and any unused sick leave may be carried forward from year to year.

There are no accumulated and vested vacation and sick leave benefits at June 30, 2004, which require accrual or disclosure to conform with generally accepted accounting principles.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
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J. RISK MANAGEMENT

The sheriff is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets and errors and omissions. To handle such risk of loss, the sheriff maintains commercial insurance policies covering his automobiles and surety bond coverage. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended June 30, 2004.

K. USE OF ESTIMATES

The preparation of financial statements conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from these estimates.

L. INTER-FUND TRANSFERS

All inter-fund transfers, except quasi-external transactions, are reported as operating transfers, These are eliminated in the government-wide statements.

2. RECEIVABLES

The receivables of \$357,138 at June 30, 2004, are as follows:

<u>Class of Receivable</u>	<u>Special Revenue Funds</u>	<u>General Fund</u>
Intergovernmental	<u>\$139,822</u>	<u>\$ 217,316</u>
Total	<u>\$139,822</u>	<u>\$ 217,316</u>

3. DUE FROM/TO OTHER FUNDS

Individual balance due from/to other funds at June 30, 2004, are as follows:

<u>Fund</u>	<u>Due from Other Funds</u>	<u>Due to Other Funds</u>
General fund	\$ 45,922	
Tax collection		\$ 448
Sheriff's clearing account		34,839
River West Drug Task Force		9,876
Work Release Fund	129,959	759
Inmate Fund (WRC)		129,959
Inmate Fund (Jail)		16,767
Prisoner Welfare Fund	<u>16,767</u>	
	<u>\$192,648</u>	<u>\$192,648</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
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4. PENSION PLAN

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

All sheriffs and deputies who are 18 years or older at the time of employment, who earn at least \$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% 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 employees'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 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 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, 1225 Nicholson Drive, Baton Rouge, Louisiana 70802 (800) 225-219-0500.

Plan members are required by state statute to contribute 9.8 percent of their annual covered salary and the West Baton Rouge Parish Sheriff is required to contribute at an actuarial determined rate. The current rate is 9.25 percent of annual covered payroll. Contributions to the System also include one-half of one percent of the taxes shown to be collectable 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 West Baton Rouge 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 West Baton Rouge Parish Sheriff's contributions to the System for the years ending June 30, 2004, 2003 and 2002 were \$469,480, \$364,794, and \$314,206 respectively, equal to the required contributions for each year.

As of July 1, 2001 the Sheriff began paying all of the employees contributions due the Louisiana Sheriff's Pension and Relief Fund which is \$469,480 for the year July 1, 2003 through June 30, 2004.

Retirement Summary

General Fund	\$ 834,939
Work Release Center	<u>146,154</u>
Total Paid	<u>981,093</u>
Less: Employee portion taken from reports to Sheriff's pension and relief fund	<u>(511,613)</u>
Sheriff's portion	<u>\$ 469,480</u>

5. POST RETIREMENT BENEFITS

The West Baton Rouge Parish Sheriff provides certain continuing health care and life insurance benefits for retired employees. Substantially all of the Sheriff's employees become eligible for these benefits if they reach normal retirement age while

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

working for the Sheriff's office. 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 \$1,565,326 at June 30, 2004. The cost of retiree benefits for nine retirees total \$42,120 for June 30, 2004.

6. CHANGES IN AGENCY FUND BALANCES

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

	<u>Agency Funds</u>					<u>Total</u>
	<u>Sheriff's</u> <u>Fund</u>	<u>Clearing</u> <u>Account</u>	<u>Tax</u> <u>Collector</u>	<u>Inmate</u> <u>Acct (WRC)</u>	<u>Inmate</u> <u>Acct(Jail)</u>	
07/01/03						
Balance	\$ 4,810	\$ 172,536	\$ 19,331	\$ 525,426	\$ 43,062	\$ 765,165
Additions	790,534	685,525	14,856,982	2,959,746	429,520	19,722,307
Deductions	<u>795,334</u>	<u>698,847</u>	<u>14,856,657</u>	<u>2,988,592</u>	<u>398,330</u>	<u>19,737,760</u>
6/30/04						
Balance	<u>\$ 10</u>	<u>\$ 159,214</u>	<u>\$ 19,656</u>	<u>\$ 496,580</u>	<u>\$ 74,252</u>	<u>\$ 749,712</u>

7. EXPENDITURES OF THE SHERIFF'S OFFICE PAID BY THE PARISH COUNCIL

Per agreement between the Parish Council and the Sheriff, all personnel will be provided by the Sheriff to manage, operate and administer the Parish Prison. The Sheriff shall pay all cost and submit bi-weekly to the Parish on itemized billing for reimbursement.

8. LITIGATION

At June 30, 2004, the West Baton Rouge Parish Sheriff was involved in several lawsuits. The Sheriff's legal advisors are unable to estimate the ultimate resolution of these matters.

9. RELATED PARTY TRANSACTION

The West Baton Rouge Parish Sheriff uses a repair shop and fuel dispensing facility which is located on land owned by the West Baton Rouge Parish Council. There is no rent paid by the Sheriff for the use of this property.

10. TAXES

A special ad valorem tax of sixteen and ten hundredths (16.10) mills was levied, assessed and imposed on all taxable property within West Baton Rouge Parish. Taxes are due on December 31st and become delinquent January 1st.

The 1974 Louisiana Constitution (Article 7 Section 18) provides for the following assessments based on fair market values:

Land and improvements for residential purposes	10%
Other property and electric cooperative properties excluding land	15%
Public service properties, excluding land	25%

Fair market value is determined by the elected assessor of the Parish except public service properties which are evaluated by the Louisiana Tax Commission according to Louisiana Revised Statute 47:1957. These assessments are subject to review and

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

certification by the Louisiana Tax Commission. Property subject to taxation is required to be reassessed at intervals of not more than four (4) years.

Property taxes are recognized in the accounting period in which they become available and measurable which is the calendar year of the tax levy. Accordingly, the tax roll is recorded as revenue in the current year.

The property tax calendar is as follows:

Due date December 31
Lien date January 1

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

	<u>AUTHORIZED</u> <u>MILLAGE</u>	<u>LEVIED</u> <u>MILLAGE</u>
Law Enforcement District	16.10	16.10

The following are the principal taxpayers for the parish:

TOP TEN AD VALOREM TAXPAYERS FOR THE TAX YEAR 2003

<u>TAXPAYER NAME</u>	<u>TAXES</u> <u>PAID</u>	<u>% OF</u> <u>TOTAL</u> <u>TAXES</u>	<u>ASSESSED</u> <u>VALUES</u>	<u>% OF</u> <u>TOTAL</u> <u>VALUES</u>
Dow Chemical Co.	\$3,076,793	21.4%	\$41,756,740	18.6%
Exxon Mobil Production Co.	1,394,782	9.7%	18,914,260	8.4%
Cargill, Inc.	739,548	5.1%	10,025,110	4.5%
Placid Refining Co.	632,415	4.4%	8,583,260	3.8%
Shintech LLC	573,839	4.0%	7,467,550	3.3%
DSM Copolymer, Inc.	379,033	2.6%	5,144,300	2.3%
Entergy	350,961	2.4%	4,746,710	2.1%
Thomas Pipe & Steel Inc.	246,088	1.7%	3,339,960	1.5%
Sid Richardson Co.	241,099	1.7%	3,271,840	1.5%
Union Pacific System	184,404	1.3%	2,525,840	1.1%
	<u>\$7,818,962</u>	<u>54.3%</u>	<u>\$105,775,570</u>	<u>47.1%</u>

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Budgetary Comparison Schedule
 For the Year Ended June 30, 2004

Schedule 1

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual Budgetary Basis</u>	<u>Variance Favorable (Unfavorable)</u>
<u>Revenues</u>				
Taxes Ad valorem	\$3,043,500	\$3,112,500	\$3,128,685	\$ 16,185
Intergovernmental revenues:				
State grants				
State revenue sharing	53,118	53,613	53,614	1
State supplemental pay	310,000	314,000	313,180	(820)
Operation cleanup	36,000	36,000	36,000	0
Dare grant	9,335	19,989	22,784	2,795
Federal grants	42,900	29,821	43,645	13,824
Local grants	2,643,000	2,676,286	2,657,961	(18,325)
Fees, charges and commissions for services:				
Commission on state revenue sharing	70,906	71,103	71,103	0
Civil and criminal fees	871,785	982,603	1,045,863	63,260
Court attendance	5,550	5,576	5,993	417
Court costs	30,000	26,317	24,257	(2,060)
Interest	60,000	45,322	45,752	430
Miscellaneous	15,000	13,500	15,221	1,721
<u>Total Revenue</u>	7,191,094	7,386,630	7,464,058	77,428
<u>Expenditures</u>				
Personnel services and related benefits	6,446,645	6,394,150	6,461,448	(67,298)
Operating services	603,675	639,037	646,171	(7,134)
Materials and supplies	176,932	177,040	177,295	(255)
Travel and training	11,875	27,875	27,643	232
Capital outlay	156,000	204,555	202,697	1,858
<u>Total Expenditures</u>	7,395,127	7,442,657	7,515,254	(72,597)
<u>Excess (Deficiency) of Revenues Over Expenditures</u>	(204,033)	(56,027)	(51,196)	4,831
<u>Other Financing Sources</u>				
Proceeds from sale of assets	20,000	16,155	18,275	2,120
Proceeds from insurance		14,353	14,675	322
Operating transfers	40,000	27,854	26,222	(1,632)
<u>Total Financing Sources</u>	60,000	58,362	59,172	810
<u>Excess (Deficiency) of Revenues and Other Sources Over Expenditures</u>	(144,033)	2,335	7,976	5,641
<u>Fund Balance At Beginning of Year</u>	4,950,685	5,034,974	5,034,974	0
<u>Fund Balance At End of Year</u>	<u>\$4,806,652</u>	<u>\$5,037,309</u>	<u>\$5,042,950</u>	<u>\$ 5,641</u>

See Auditor's Report

Schedule 2 (Continued)

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Special Revenue Funds
 Combining Statement of Revenues,
 Expenditures and Changes in
 Fund Balances
 Budget (GAAP Basis) and Actual
 For the Year Ended June 30, 2004

	RIVER WEST DRUG TASK FORCE			PRISONER WELFARE				
	ORIGINAL	FINAL	ACTUAL BUDGETARY BASIS)	VARIANCE FAVORABLE (UNFAVORABLE)	ORIGINAL	FINAL	ACTUAL BUDGETARY BASIS)	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES								
Intergovernmental revenue:								
Federal grants	\$ 75,000	\$ 89,638	\$ 89,471	\$ (167)	\$ 7,200	\$ 7,902	\$ 6,848	\$ (1,054)
Civil and criminal fees		4,115	6,647	2,532				
Feeding and keeping prisoners								
Use of money and property-interest	110	90	83	(7)	202,500	215,312	219,417	4,105
Sale of merchandise								
Miscellaneous								
Total revenues	<u>75,110</u>	<u>93,843</u>	<u>96,201</u>	<u>2,358</u>	<u>209,700</u>	<u>223,214</u>	<u>226,265</u>	<u>3,051</u>
EXPENDITURES								
Personal services and related benefits								
Operating services	33,300	29,128	30,524	(1,396)	18,300	20,888	21,194	(306)
Materials and supplies	1,700	1,815	1,815	0	4,000	11,278	10,569	709
Travel & training		2,623	2,623	0	0	0	0	0
Capital outlay		31,000	30,910	90	10,000	64,296	50,349	13,947
Purchase of merchandise for resale					148,000	153,601	155,897	(2,296)
Total expenditures	<u>35,000</u>	<u>64,566</u>	<u>65,872</u>	<u>(1,306)</u>	<u>180,300</u>	<u>250,063</u>	<u>238,009</u>	<u>12,054</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	<u>40,110</u>	<u>29,277</u>	<u>30,329</u>	<u>1,052</u>	<u>29,400</u>	<u>(26,849)</u>	<u>(11,744)</u>	<u>15,105</u>
OTHER FINANCING SOURCES (USES)								
Operating transfers	(40,000)	(27,854)	(26,222)	1,632				
Total other financing sources	<u>(40,000)</u>	<u>(27,854)</u>	<u>(26,222)</u>	<u>1,632</u>				
EXCESS OF REVENUE AND OTHER SERVICES SOURCE (DEFICIENCY) OVER EXPENDITURES	<u>110</u>	<u>1,423</u>	<u>4,107</u>	<u>2,684</u>	<u>29,400</u>	<u>(26,849)</u>	<u>(11,744)</u>	<u>15,105</u>
FUND BALANCE BEGINNING OF YEAR	<u>2,430</u>	<u>2,417</u>	<u>2,417</u>	<u>0</u>	<u>85,058</u>	<u>83,637</u>	<u>83,637</u>	<u>0</u>
FUND BALANCE END OF YEAR	<u>\$ 2,540</u>	<u>\$ 3,840</u>	<u>\$ 6,524</u>	<u>\$ 2,684</u>	<u>\$ 114,458</u>	<u>\$ 56,788</u>	<u>\$ 71,893</u>	<u>\$ 15,105</u>

See Auditor's Report

West Baton Rouge Parish Sheriff
 Port Allen, Louisiana
 Special Revenue Funds
 Combining Statement of Revenues,
 Expenditures and Changes in
 Fund Balances
 Budget (GAAP Basis) and Actual
 For the Year Ended June 30, 2004

	WORK RELEASE			TOTALS			
	ORIGINAL	FINAL	ACTUAL BUDGETARY BASIS)	VARIANCE FAVORABLE (UNFAVORABLE)	ORIGINAL	FINAL BUDGETARY BASIS)	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES							
Intergovernmental revenue:							
Federal grants							
Civil and criminal fees	\$1,230,000	\$1,219,054	\$1,235,423	\$ 16,369	\$ 75,000	\$ 89,638	\$ (167)
Feeding and keeping prisoners	1,362,000	1,326,500	1,327,195	695	1,237,200	1,231,071	17,847
Use of money and property-interest	11,500	13,065	13,498	433	1,362,000	1,327,195	695
Sale of merchandise	250,000	213,344	220,868	7,524	11,610	13,155	426
Miscellaneous					452,500	428,656	11,629
Total revenues	<u>2,853,500</u>	<u>2,771,963</u>	<u>2,796,984</u>	<u>25,021</u>	<u>3,138,310</u>	<u>3,089,020</u>	<u>30,430</u>
EXPENDITURES							
Personal services and related benefits	1,265,950	1,326,780	1,264,282	62,498	1,265,950	1,326,780	62,498
Operating services	443,250	468,018	579,230	(111,212)	494,850	518,034	(112,914)
Materials and supplies	91,000	107,776	54,167	53,609	96,700	120,869	54,318
Travel & training	5,000	3,500	3,623	(123)	5,000	6,123	(123)
Capital outlay	20,000	7,000	14,141	(7,141)	30,000	102,296	6,896
Purchase of merchandise for resale	167,000	144,850	147,092	(2,242)	315,000	298,451	(4,538)
Total expenditures	<u>1,992,200</u>	<u>2,057,924</u>	<u>2,062,535</u>	<u>(4,611)</u>	<u>2,207,500</u>	<u>2,372,553</u>	<u>6,137</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	<u>861,300</u>	<u>714,039</u>	<u>734,449</u>	<u>20,410</u>	<u>930,810</u>	<u>716,467</u>	<u>36,567</u>
OTHER FINANCING SOURCES (USES)							
Operating transfers					(40,000)	(27,854)	1,632
Total other financing sources					(40,000)	(27,854)	1,632
EXCESS OF REVENUE AND OTHER SERVICES SOURCE (DEFICIENCY) OVER EXPENDITURES	<u>861,300</u>	<u>714,039</u>	<u>734,449</u>	<u>20,410</u>	<u>890,810</u>	<u>688,613</u>	<u>38,199</u>
FUND BALANCE BEGINNING OF YEAR	<u>1,470,957</u>	<u>1,478,331</u>	<u>1,478,331</u>	<u>0</u>	<u>1,558,445</u>	<u>1,564,385</u>	<u>0</u>
FUND BALANCE END OF YEAR	<u>\$2,332,257</u>	<u>\$2,192,370</u>	<u>\$2,212,780</u>	<u>\$ 20,410</u>	<u>\$2,449,225</u>	<u>\$2,252,998</u>	<u>\$ 38,199</u>

See Auditor's Report.

WEST BATON ROUGE PARISH SHERIFF
Port Allen, Louisiana

NOTE TO BUDGETARY COMPARISON SCHEDULE
For the Year Ended June 30, 2004

A proposed budget, prepared on the modified accrual basis of accounting, is published in the official journal at least ten days prior to the public hearing. A public hearing is held at the West Baton rouge Parish Sheriff's office during the month of June for comments from taxpayers. The budget is established and controlled by the sheriff at the object level of expenditure. Appropriations lapse at year-end and must be re-appropriated for the following year to be expended.

Formal budgetary integration is employed as a management control devise during the year. Budgeted amounts included in the accompanying budgetary comparison schedule include the original adopted budget amounts and all subsequent amendments.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
SUPPLEMENTAL INFORMATION SCHEDULES
AS OF AND FOR THE YEAR ENDED JUNE 30, 2004

FIDUCIARY FUNDS - AGENCY FUNDS

SHERIFF'S FUND

The Sheriff's Fund accounts for funds held in civil suits, sheriff's sales, and garnishments. It also accounts for payments of these collections to the 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 accounts for the collection and distribution of these taxes and fees to the appropriate taxing bodies.

CLEARING ACCOUNT

This account is used by the West Baton Rouge Parish Sheriff to account for collections and payment of cash bonds, fines, court costs, and bond fees.

INMATE ACCOUNT-WORK RELEASE CENTER

This account is used by the West Baton Rouge Parish Sheriff to account for inmate earnings and withdrawals while inmates are participating in the work release program.

INMATE ACCOUNT-JAIL

This account is used by the West Baton Rouge Parish Sheriff to account for inmate funds upon incarceration and thereafter funds from any source.

West Baton Rouge Sheriff
 Port Allen, Louisiana
 Fiduciary Funds - Agency Funds
 Schedule of Changes in Unsettled Balances
 Due to Taxing Bodies and Others
 For the Year Ended June 30, 2004

	<u>SHERIFF'S FUND</u>	<u>CLEARING ACCOUNT</u>	<u>TAX COLLECTOR</u>	<u>INMATE ACCOUNT (WRC)</u>	<u>INMATE ACCOUNT (JAIL)</u>	<u>TOTAL</u>
	\$ 4,810	\$ 172,536	\$ 19,331	\$ 525,426	\$ 43,062	\$ 765,165
<u>UNSETTLED BALANCES, JULY 1, 2003</u>						
<u>ADDITIONS</u>						
Deposits:						
Sheriff's sales	789,130					789,130
Bonds		110,070				110,070
Fines and costs		552,957				552,957
Garnishments						
Wages and other						
Other deposits	1,404	22,167		2,959,746	429,520	3,389,266
Taxes, fees, etc. paid to Tax Collector			14,840,297			14,840,297
Interest on investments		331	16,685			17,016
Total additions	<u>790,534</u>	<u>685,525</u>	<u>14,856,982</u>	<u>2,959,746</u>	<u>429,520</u>	<u>19,722,307</u>
Total	<u>795,344</u>	<u>858,061</u>	<u>14,876,313</u>	<u>3,485,172</u>	<u>472,582</u>	<u>20,487,472</u>
<u>REDUCTION</u>						
Deposits settled to:						
Atchafalaya Levee District			792,395			792,395
Louisiana Dept. of Agriculture & Forestry			3,255			3,255
Louisiana Tax Commission			2,819			2,819
West Baton Rouge Parish:						
Sheriff's General Fund	149,452	69,119	3,264,581			4,808,933
Parish Council		149,270	2,912,927			3,062,197
School Board			5,231,167			5,231,167
Assessor			501,274			501,274
Clerk of Court	7,090	21,550	1,140			29,780
Library			809,290			809,290
Museum			378,566			378,566
Waterworks District #1			40,348			40,348
Council on Aging			467,493			467,493
Pension Funds			412,630			412,630
Refunds & Redemptions			38,772			38,772
Indigent Defender Board		139,216				139,216
District Attorney		111,991				111,991
Litigants	464,984					464,984
Attorney, appraisers, etc.	29,369					29,369
Louisiana Commission on Law Enforcement		9,720				9,720

West Baton Rouge Sheriff
 Port Allen, Louisiana
 Fiduciary Funds - Agency Funds
 Schedule of Changes in Unsettled Balances
 Due to Taxing Bodies and Others
 For the Year Ended June 30, 2004

Schedule 3

	<u>SHERIFF'S FUND</u>	<u>CLEARING ACCOUNT</u>	<u>TAX COLLECTOR</u>	<u>INMATE ACCOUNT (WRC)</u>	<u>INMATE ACCOUNT (JAIL)</u>	<u>TOTAL</u>
Judicial Expense Fund		96,291				96,291
Inmate accounts:						
work release center				1,662,811	1,662,811	1,662,811
jail				171,642	171,642	171,642
Other settlements	144,439	66,019				210,458
Other reductions		<u>35,671</u>			<u>226,688</u>	<u>262,359</u>
Total reductions	<u>795,334</u>	<u>698,847</u>	<u>14,856,657</u>	<u>2,988,592</u>	<u>398,330</u>	<u>19,737,760</u>
<u>UNSETTLED BALANCES DUE TO TAXING BODIES AND OTHERS AT JUNE 30, 2004</u>	<u>\$ 10</u>	<u>\$ 159,214</u>	<u>\$ 19,656</u>	<u>\$ 496,580</u>	<u>\$ 74,252</u>	<u>\$ 749,712</u>

West Baton Rouge Parish Sheriff
Port Allen, Louisiana

Schedule of Federal Financial Assistance
For the Year Ended June 30, 2004

<u>FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/ PROGRAM NAME</u>	<u>CFDA NUMBER</u>	<u>ISSUES/ EXPENDITURES</u>
<u>June 30, 2004</u>		
United States Department of Justice Louisiana Commission of Law Enforcement River West Drug Task Force	16.579	\$ 89,471
United States Department of Justice Louisiana Commission of Law Enforcement Juvenile	16.523	\$ 10,752

INDEPENDENT AUDITOR'S REPORTS REQUIRED BY

GOVERNMENT AUDITING STANDARDS

The following independent auditor's report on internal control structure, and compliance with laws and regulations is 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.

PHIL T. GRAHAM

CERTIFIED PUBLIC ACCOUNTANT
(A PROFESSIONAL ACCOUNTING CORPORATION)

7732 GOODWOOD BOULEVARD, SUITE F ♦ BATON ROUGE, LOUISIANA 70806

TELEPHONE: 225/928-4865 ♦ FAX: 225/928-4866

EXHIBIT B

December 19, 2004

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

Honorable Michael B. Cazes
West Baton Rouge Parish Sheriff
Port Allen, Louisiana

I have audited the Annual financial statements of the West Baton Rouge Parish Sheriff as of and for the year ended June 30, 2004, and have issued my report thereon dated December 19, 2004. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and the Louisiana Governmental Audit Guide.

Compliance

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

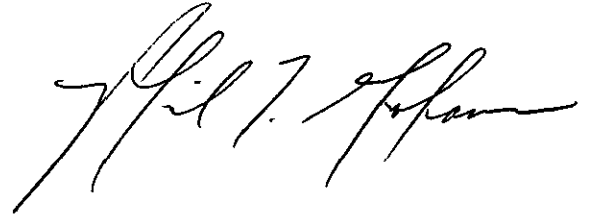
Internal Control Over Financial Reporting

In planning and performing my audit, I considered the West Baton Rouge Parish Sheriff's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the Annual 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

Honorable Michael B. Cazes
December 19, 2004
Page 2

material in relation to the Annual financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended solely for the information and use of the West Baton Rouge Parish Sheriff, management, others within the organization, parish government, and federal awarding agencies, pass-through entities, and the legislative auditors office and is not intended to be and should not be used by anyone other than these specified parties. Under La. Revised Statute 24:513, the Legislative Auditor distributes this report as a public document.

A handwritten signature in black ink, appearing to read "Phil T. Johnson". The signature is written in a cursive style with a large initial "P" and "J".

West Baton Rouge Parish Sheriff
Port Allen, Louisiana

Schedule of Findings & Questioned Costs
For the Year Ended June 30, 2004

A. SUMMARY OF AUDIT RESULTS:

1. An unqualified opinion was issued on the basic financial statements of the West Baton Rouge Parish Sheriff as of and for the year ended June 30, 2004.
2. The audit of the basic financial statements disclosed no material weaknesses and no reportable conditions were identified in internal control over financial reporting.
3. The audit of the basic financial statements disclosed no instances of noncompliance required to be reported under Government Auditing Standards.

B. FINDINGS - FINANCIAL STATEMENT AUDIT

NONE

C. MANAGEMENT LETTER

NONE