

3129

**WINN PARISH SHERIFF
WINNFIELD, LOUISIANA**

**ANNUAL FINANCIAL REPORT
JUNE 30, 2008**

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 1/28/09

Winn Parish Sheriff
Winnfield, Louisiana
June 30, 2008

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Winn Parish Sheriff
Winnfield, Louisiana
June 30, 2008

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WINN PARISH SHERIFF

P. O. Box 303
Winnfield, LA 71458-0303

MANAGEMENT'S DISCUSSION AND ANALYSIS

Within this section of the Winn Parish Sheriff's (the Sheriff) annual financial report, the Sheriff's management is providing this narrative discussion and analysis of the financial activities for the fiscal year ended June 30, 2008. The Sheriff's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

FINANCIAL HIGHLIGHTS

The Sheriff's assets exceeded its liabilities (net assets) on June 30, 2008 and 2007, by \$797,279 and \$965,222, respectfully. Total Net Assets are comprised of the following:

	<u>June 30, 2008</u>	<u>June 30, 2007</u>
Capital assets, net of related debt	\$302,677	\$344,089
Unrestricted net assets which represent the portion available to maintain continuing obligations to citizens and creditors	\$494,602	\$621,133

GOVERNMENTAL-WIDE FINANCIAL STATEMENTS

This report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the activities of the Sheriff as a whole and present a longer-term view of the Sheriff's finances. These statements tell how the services were financed in the short-term as well as what remains for future spending.

FUND FINANCIAL STATEMENTS

A fund is an accountability unit used to maintain control over resources segregated for specific activities. The Sheriff uses funds to ensure and demonstrate compliance with finance related laws and regulations. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources at the end of the year. As the Government-wide Financial Statements includes the long-term view, comparisons between these two views may provide insight into the long-term impact as short-term financing decreases. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the difference between these two views.

Fiduciary funds are reported in the fund financial statements and report taxes collected for other taxing bodies and deposits held pending court action. The Sheriff reports these as agency funds.

OTHER INFORMATION

In addition to the basic financial statements and accompanying notes, this report also presents Other Required Supplementary Information consisting of a comparison of budgeted revenues and expenditures to actual revenues and expenditures.

FINANCIAL ANALYSIS OF THE SHERIFF AS A WHOLE

Over time, as year-to-year financial information is accumulated on a consistent basis, changes in net assets may be observed and used to discuss the changing financial position of the Sheriff as a whole.

A summary of the basic government-wide financial statements is as follows:

Summary of Statement of Net Assets

	<u>2008</u>	<u>2007</u>
ASSETS:		
Cash & Cash Equivalents	\$492,900	\$ 603,419
Receivables	28,801	22,136
Due From Other Funds	0	7,059
Prepaid Expenses	8,200	8,516
Accrued Interest	5,082	2,995
Capital Assets (net)	<u>302,677</u>	<u>370,789</u>
 Total Assets	 <u>\$837,660</u>	 <u>\$1,014,914</u>
LIABILITIES:		
Accounts Payable	\$ 20,149	\$ 22,693
Payroll and Related Liabilities	20,232	0
Due to Other Funds	0	299
Long Term Debt-Capital Lease	<u>0</u>	<u>26,700</u>
 Total Liabilities	 <u>\$ 40,381</u>	 <u>\$ 49,692</u>
NET ASSETS:		
Invested in Capital Assets, Net of Related Debt	\$302,677	\$ 344,089
Unrestricted Net Assets	<u>494,602</u>	<u>621,133</u>
 Total Net Assets	 <u>\$797,279</u>	 <u>\$ 965,222</u>

Summary of Statement of Activities

Comparative data for government-wide information is presented to assist analysis in future years. The following table provides a summary of the Sheriff's changes in net assets:

	<u>2008</u>	<u>2007</u>
REVENUES:		
Charges for Services/Fines	\$ 340,946	\$ 382,490
Operating and Capital Grants	252,246	294,772
Ad Valorem Taxes	1,120,114	1,060,600
Miscellaneous	<u>18,842</u>	<u>18,233</u>
Total Revenues	<u>\$1,732,148</u>	<u>\$1,756,095</u>
EXPENSES:		
Public Safety	\$1,900,091	\$1,823,934
Changes in Net Assets	<u>\$ (167,943)</u>	<u>\$ (67,839)</u>

The change in net assets for 2008 is \$(167,943), which is a decrease of \$100,104 from the previous year.

GOVERNMENTAL FUNCTIONAL EXPENSES

The total function of the Sheriff is public safety - law enforcement activities.

GENERAL BUDGETARY HIGHLIGHTS

For the year ended June 30, 2008, both revenues and expenditures were within the 5% variance allowed.

CONTACTING THE SHERIFF'S OFFICE

This financial report is designed to provide a general overview of the Sheriff's finances, compliance with governmental financial reporting laws and regulations and demonstrate the Sheriff's commitment to public accountability. If you have additional questions about this report or would like to request additional information, contact A. D. "Bodie" Little, Sheriff, P. O. Box 950, Winnfield, LA 71483-0950.

Johnson, Thomas & Cunningham

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

A. D. "Bodie" Little, Sheriff
of Winn Parish
P. O. Box 950
Winnfield, LA 71483-0950

We have audited the accompanying financial statements of the governmental activities, the major fund and fiduciary funds of the Winn Parish Sheriff as of and for the year ended June 30, 2008, which collectively comprise the Sheriff's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the Winn Parish Sheriff's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the fiduciary funds of the Winn Parish Sheriff, as of June 30, 2008, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated December 13, 2008, on our consideration of the Winn Parish Sheriff's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over

financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in conjunction with this report in considering the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Sheriff's basic financial statements. The introductory section which includes Management's Discussion and Analysis, the budgetary comparison listed as required supplemental information and the fiduciary information listed as supplemental information schedules in the Table of Contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The budgetary and fiduciary information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole. The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on it.

Johnson, Thomas & Cunningham

Johnson, Thomas & Cunningham, CPA's

December 13, 2008
Natchitoches, Louisiana

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE
FINANCIAL STATEMENTS

Winn Parish Sheriff
Winnfield, Louisiana
Statement of Net Assets
June 30, 2008

Governmental
Activities

ASSETS:

Current Assets:

Cash & Cash Equivalents	\$492,900
Revenue Receivable	28,801
Prepaid Expenses	8,200
Accrued Interest	<u>5,082</u>
Total Current Assets	\$534,983

Non-current Assets:

Capital Assets (Net)	<u>302,677</u>
Total Assets	<u>\$837,660</u>

LIABILITIES:

Accounts Payable	\$ 20,149
Accrued Expenses	510
Accrued Payroll	<u>19,722</u>
Total Liabilities	\$ <u>40,381</u>

NET ASSETS:

Invested in Capital Assets	\$302,677
Unrestricted	<u>494,602</u>
Total Net Assets	<u>\$797,279</u>

See notes to financial statements.

Winn Parish Sheriff
Winnfield, Louisiana
Statement of Activities
June 30, 2008

<u>Activities</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue and Changes in Net Assets Government Activities</u>
	<u>Fees, Fines Commissions, and Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Government Activities</u>	
Governmental Activities:				
Public Safety	<u>\$1,900,091</u>	<u>\$340,946</u>	<u>\$252,246</u>	<u>\$ (1,306,899)</u>
General Revenues:				
Taxes-				
Ad Valorem				<u>\$ 1,120,114</u>
Miscellaneous				<u>18,842</u>
Total General Revenues				<u>\$ 1,138,956</u>
Change in Net Assets				<u>\$ (167,943)</u>
Net Assets at Beginning of Year				<u>965,222</u>
Net Assets at End of Year				<u>\$ 797,279</u>

See notes to financial statements.

FUND FINANCIAL STATEMENTS

Winn Parish Sheriff
Winnfield, Louisiana
Balance Sheet-Governmental Fund
June 30, 2008

ASSETS:

Cash & Cash Equivalents	\$ 492,900
Revenue Receivable	28,801
Prepaid Expenses	8,200
Accrued Interest	<u>5,082</u>
 Total Assets	 <u>\$ 534,983</u>

LIABILITIES:

Accounts Payable	\$ 20,149
Accrued Expenses	510
Accrued Payroll	<u>19,722</u>
 Total Liabilities	 \$ 40,381

FUND BALANCE:

Unreserved	<u>494,602</u>
Total Liabilities and Fund Balance	<u>\$ 534,983</u>

Amounts reported for Governmental Activities
in the Statement of Net Assets are different because:

Total Fund Balance	\$ 494,602
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Capital Assets used in Governmental Activities are not
financial resources and, therefore, are not reported
in the funds-

Capital Assets	1,081,117
Less, Accumulated Depreciation	(778,440)
Total Net Assets	<u>\$ 302,677</u>
 Net Assets of Governmental Activities	 <u>\$ 797,279</u>

See notes to financial statements.

Winn Parish Sheriff
Winnfield, Louisiana
Statement of Revenues, Expenditures and Change in Fund Balance
For the Year Ended June 30, 2008

REVENUES:

Taxes-	
Ad Valorem	\$1,120,114
Fees, Fines, Commissions	
& Charges for Services-	
Civil & Criminal Fees	82,347
Commissions-Taxes Collected	5,893
Commissions-Fines & Bonds	24,579
Prisoner Maintenance	168,316
Other Fees, Fines, Commissions	
& Charges for Services	59,810
Operating Grants & Contributions-	
State Supplemental Pay	78,515
State Revenue Sharing	118,670
Other Operating Grants & Contributions	55,061
Miscellaneous-	
Interest	<u>18,842</u>
Total Revenues	<u>\$1,732,147</u>

EXPENDITURES:

Public Safety-	
Current-	
Personnel Services & Related Benefits	\$1,401,413
Operating Services	156,686
Materials & Supplies	255,662
Travel & Other Charges	7,995
Capital Outlay	7,900
Debt Service-	
Principal Payments	126,700
Interest Payments	<u>2,322</u>
Total Expenditures	<u>\$1,958,678</u>
Deficiency of Revenues over Expenditures	\$ (226,531)

OTHER FINANCING SOURCES:

Debt Proceeds	<u>100,000</u>
Deficiency of Revenues and Other Sources over Expenditures	\$ (126,531)
Fund Balance-Beginning of Year	<u>621,133</u>
Fund Balance-End of Year	<u>\$ 494,602</u>

See notes to financial statements.

Winn Parish Sheriff
Winnfield, Louisiana
Reconciliation of the Statement of Revenues, Expenditures and
Change in Fund Balance of the Governmental Fund
to the Statement of Activities
For the Year Ended June 30, 2008

Net Change in Fund Balance - Governmental Fund \$(126,531)

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

Governmental Funds report Capital Outlays as expenditures.
However, in the Statement of Activities, the cost of these
assets is allocated over their estimated useful lives as depre-
ciation expense. The current year amounts for these items were-

Capital Expenditures 7,900

Depreciation Expense (76,012)

Payments made on Long-term Debt are shown as expenditures
in the Governmental Fund, but the payments reduce Long-term
Liabilities in the Statement of Net Assets. Changes in Long-term
Debt were 126,700

Proceeds of Short-term Debt are shown as revenues in the
Governmental Fund, but the debt increases Liabilities in the
Statement of Net Assets (100,000)

Change in Net Assets of Governmental Activities \$(167,943)

Winn Parish Sheriff
Winnfield, Louisiana
Fiduciary Fund Type-Agency Funds
Statement of Fiduciary Net Assets
For the Year Ended June 30, 2008

	<u>Sheriff's Civil Fund</u>	<u>Cash Bond Fund</u>	<u>Tax Collector Fund</u>	<u>Total</u>
ASSETS:				
Cash & Cash Equivalents	\$819	\$16,095	\$374,078	\$390,992
Accounts Receivable	<u>35</u>	<u>25</u>	<u>0</u>	<u>60</u>
Total Assets	<u>\$854</u>	<u>\$16,120</u>	<u>\$374,078</u>	<u>\$391,052</u>
LIABILITIES:				
Unsettled Deposits	<u>\$854</u>	<u>\$16,120</u>	<u>\$374,078</u>	<u>\$391,052</u>

See notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

1. 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 ex-officio tax collector of the parish, the Sheriff is responsible for the collection and distribution of ad valorem property taxes, state revenue sharing funds, parish occupational licenses and fines, costs, and bond forfeitures imposed by the District Court.

As the chief law enforcement officer of the parish, the Sheriff has the responsibility of 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, and other community-involvement programs. In addition, the Sheriff, when requested, provides assistance to other law enforcement agencies within the parish.

In accordance with certain laws the Sheriff accounts for the collection and disbursement of bonds, fines and costs and forfeitures imposed by the district court.

2. Summary of Significant Accounting Policies:

A. Reporting Entity-

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

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

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

B. Basis of Presentation-

Government-Wide Financial Statements-

The Statement of Net Assets and Statement of Activities report information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

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

Fund Financial Statements-

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

Governmental Funds-

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 levied by the law enforcement district. 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, and various other reimbursements, fees, grants, and commissions. General operating expenditures are paid from this fund.

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

Fiduciary Funds-

Fiduciary Fund Financial Statements

Fiduciary Fund Financial Statements present a Statement of Net Assets. The only funds accounted for in this category by the Sheriff are agency funds. The agency funds account for assets held by the Sheriff as an agent for various taxing bodies (tax collections) and for deposits held pending court action. These funds, which are custodial in nature (assets equal liabilities); do not involve measurement of results of operations. Consequently, the agency funds have no measurement focus, but use the modified accrual basis of accounting.

C. Measurement Focus/Basis of Accounting-

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual Basis - Government-Wide Financial Statements

The Statement of Net Assets and the Statement of Activities display information about the Sheriff as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Modified Accrual Basis - Fund Financial Statements

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Sheriff considers all revenues "available" if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

D. Assets, Liabilities, and Equity-

Cash and Interest-Bearing Deposits

For purposes of the Statement of Net Assets, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposit of the Sheriff.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. 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.

The costs of normal maintenance and repairs that do not add to the value of that asset or materially extend the life of that asset are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

The range of useful lives by type of asset is as follows:

Vehicles	5 year
Furniture and Fixtures	5-12 year
Buildings	40 year

Equity Classifications

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

- a. Invested in capital assets, net of related debt---Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets---Consists of net assets with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provision or enabling legislation.

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

c. Unrestricted net assets---All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt".

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.

E. Budget-

Prior to the beginning of each fiscal year, the Sheriff adopts a budget for the next fiscal year. The budget is open for public inspection. All budgetary appropriations lapse at the end of the fiscal year. The budget is prepared on the modified accrual basis of accounting.

F. Estimates-

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

G. Compensated Absences –

Employees are not allowed to carry leave forward from year to year, therefore, there is no entry made for compensated absences.

3. Leyied Taxes:

The Sheriff levied the following ad valorem taxes for 2008.

Constitutional	11.09	indefinite
Law Enforcement District	9.40	expires 2010

Winn Parish Sheriff
 Winnfield, Louisiana
 Notes to Financial Statements
 June 30, 2008

The taxes are normally collected in December of the current year and January and February of the ensuing year. Property taxes are recorded as receivables and revenues in the year assessed. The property tax calendar was as follows:

Assessment date	January 1
Levy date	June 30
Tax bills mailed	October 15
Total taxes due	December 31
Penalties & interest added	January 31 of ensuing year
Tax Sale	May 15 of ensuing year

Total assessed value was \$71,129,696 in 2007. Louisiana state law exempts the first \$75,000 of assessed value of a taxpayer's primary residence from parish property tax. This homestead exemption was a total of \$15,768,825 in 2007 of the assessed value. The following are the principal taxpayers for the parish:

<u>Taxpayer</u>	<u>Assessed Valuation</u>	<u>Percentage of Total Assessed Value</u>
Entergy Louisiana, LLC	\$1,716,000	2.4%
PBS Lumber Manufacturing, LLC	\$1,254,525	1.8%
Bank of Winnfield & Trust Co.	\$1,109,730	1.6%
Autumn Leaves Properties, LLC	\$ 966,680	1.4%
Wal-Mart Louisiana, LLC	\$ 844,430	1.2%
Bellsouth Telecommunications	\$ 740,000	1.0%

4. Cash, Cash Equivalents and Investments:

Cash and investments are held separately by each of the Sheriff's funds. At June 30, 2008, cash and investments totaled \$883,892 (book balances), including \$2,765 cash on hand. Bank account and investment balances at June 30, 2008, totaled \$1,065,106. Of this amount, \$214,573 was insured by FDIC and \$850,533 was secured by pledged securities. Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, LA R.S. 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.

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

5. Capital Assets:

Capital asset balances and activity for the year ended June 30, 2008, are as follows:

<u>Governmental Activities</u>	<u>Balance 07-01-07</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 06-30-08</u>
Capital Assets, not Depreciated:				
Land	\$ 8,000	\$ 0	\$0	\$ 8,000
Capital Assets, Depreciated:				
Office Furniture				
Fixtures and Equipment	493,168	7,900	0	501,068
Vehicles	456,285	0	0	456,285
Buildings	<u>115,764</u>	<u>0</u>	<u>0</u>	<u>115,764</u>
Total Assets	<u>\$1,073,217</u>	<u>\$ 7,900</u>	<u>\$0</u>	<u>\$1,081,117</u>
Less, Accumulated Depreciation:				
Office Furniture				
Fixtures and Equipment	\$ 352,710	\$ 29,317	\$0	\$ 382,027
Vehicles	324,854	43,826	0	368,680
Buildings	<u>24,864</u>	<u>2,869</u>	<u>0</u>	<u>27,733</u>
Total Depreciation	<u>\$ 702,428</u>	<u>\$ 76,012</u>	<u>\$0</u>	<u>\$ 778,440</u>
Net Capital Assets	<u>\$ 370,789</u>	<u>\$ (68,112)</u>	<u>\$0</u>	<u>\$ 302,677</u>

Depreciation expense of \$76,012 was charged to the Public Safety expenditures.

6. Receivables:

The following is a summary of receivables at June 30, 2008:

Class of Receivable

Civil & Criminal Fees	\$ 3,268
Interest	22
State Supplemental Pay	7,225
Prisoners Maintenance	14,469
Other Fees, Fines, and Commissions	<u>3,817</u>
 Total	 <u>\$28,801</u>

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

7. Pension Plan:

Plan Description. Substantially all employees of the Winn Parish Sheriff's office are members of the Louisiana Sheriff's Pension and Relief Fund (System), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and 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 percent 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 who 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 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, 6554 Florida Blvd., Suite 215, Baton Rouge, LA 70806 or by calling (800) 586-9049.

Funding Policy. Plan members are required by state statute to contribute 11 percent of their annual covered salary and the Winn Parish Sheriff is required to contribute at an actuarially determined rate. The current rate is 10 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 Winn 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 Winn Parish Sheriffs contributions to the System for the years ending June 30, 2008, 2007, and 2006, were \$99,609, \$96,868, and \$93,159, respectively, equal to the required contributions for each year.

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

8. Post-Retirement Benefits:

The Sheriff provides certain continuing healthcare and life insurance benefits for retired employees. Substantially all of the Sheriff's employees become eligible for these benefits upon retirement. These benefits for retirees are provided through an insurance company whose monthly premium is paid jointly by the retiree and the Sheriff. The Sheriff recognizes the cost of providing these benefits as an expenditure when the monthly premiums are paid. The cost of these post-retirement benefits was \$31,453 for 2008.

9. Changes in Agency Balances:

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

<u>Governmental Activities</u>	<u>Balance 07-01-07</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 06-30-08</u>
Sheriff's Civil Fund	\$ 754	\$ 382,133	\$ 382,033	\$ 854
Cash Bond Fund	10,689	206,164	200,733	16,120
Tax Collector's Fund	<u>349,254</u>	<u>6,794,773</u>	<u>6,769,949</u>	<u>374,078</u>
Total	<u>\$360,697</u>	<u>\$7,383,070</u>	<u>\$7,352,715</u>	<u>\$391,052</u>

10. Leases:

On April 4, 2006, the Winn Parish Sheriff entered into a capital lease for four patrol automobiles. The capital lease has a governmental appropriations clause which provides that the Sheriff can return the vehicles at any point during the lease if revenues are not sufficient to continue the lease. If the Sheriff continues the lease to its termination, then such vehicles are titled to the Sheriff for a nominal cost of \$1. The Sheriff is responsible for insurance and repairs on such vehicles during the lease.

The following is a summary of changes on long-term debt for the year ended June 30, 2008:

Balance July 1, 2007	\$ 26,700
Additions	0
Reductions	<u>(26,700)</u>
Balance June 30, 2008	\$_____0

Winn Parish Sheriff
Winnfield, Louisiana
Notes to Financial Statements
June 30, 2008

11. Taxes Paid under Protest:

The unsettled balances due to taxing bodies and others in the agency fund at June 30, 2008, include \$373,071 of taxes paid under protest. These funds are held pending resolution of the protest and are accounted for in the Tax Collector Agency Fund.

12. State Revenue Sharing Funds:

The revenue sharing funds were distributed as follows:

Winn Parish:	
Police Jury	\$100,624
School Board	88,632
Assessor	28,489
Sheriff	116,670
Pension Funds	<u>7,760</u>
Total	<u>\$342,175</u>

13. Expenditures of the Sheriff's Office Paid by the Parish Police Jury:

The Sheriff's office is located in the parish courthouse. Expenditures for maintenance and operation of the parish courthouse, as required by state statute, are paid by the Winn Parish Police Jury.

14. On-Behalf Payments:

Certain employees of the Winn Parish Sheriff receive supplemental pay from the State. In accordance with GASB Statement No. 24, the Sheriff has recorded revenues and expenditures for these payments in the General Fund. Revenues and expenditures under this arrangement totaled \$78,515.

15. Short-Term Borrowing:

During the year ended June 30, 2008, the Winn Parish Sheriff obtained permission from the State Bonding Commission to borrow \$100,000 on December 4, 2007 to cover a short-term cash deficit. This short-term note was repaid on January 23, 2008 along with \$613 of interest.

OTHER REQUIRED
SUPPLEMENTARY INFORMATION

Winn Parish Sheriff
Winnfield, Louisiana
General Fund
Budgetary Comparison Schedule
For the Year Ended June 30, 2008

	<u>Budget</u> <u>Original</u>	<u>Budget</u> <u>Final</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES:				
Taxes-				
Ad Valorem	\$1,062,000	\$1,119,850	\$1,120,114	\$ 264
Fees, Fines, Commissions & Charges for Services	346,440	343,816	340,945	(2,871)
Intergovernmental	310,500	255,854	252,246	(3,608)
Other Revenues	<u>21,100</u>	<u>15,275</u>	<u>18,842</u>	<u>3,567</u>
Total Revenues	<u>\$1,740,040</u>	<u>\$1,734,795</u>	<u>\$1,732,147</u>	<u>\$ (2,648)</u>
EXPENDITURES:				
Public Safety-				
Current-				
Personnel Services & Related Benefits	\$1,346,359	\$1,385,235	\$1,401,413	\$(16,178)
Operating Services	136,000	157,876	156,686	1,190
Materials & Supplies	201,700	255,866	255,662	204
Travel & Other Charges	11,600	9,301	7,995	1,306
Capital Outlay	39,000	41,405	7,900	33,505
Debt Service	<u>100,000</u>	<u>100,000</u>	<u>129,022</u>	<u>(29,022)</u>
Total Expenditures	<u>\$1,834,659</u>	<u>\$1,949,683</u>	<u>\$1,958,678</u>	<u>\$ (8,995)</u>
Deficiency of Revenues over Expenditures	\$ (94,619)	\$ (214,888)	\$ (226,531)	\$(11,643)
Other Financing Sources	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>0</u>
Deficiency of Revenues And Other Sources over Expenditures	\$ 5,381	\$ (114,888)	\$ (126,531)	\$(11,643)
Fund Balance-Beginning of Year	<u>621,133</u>	<u>621,133</u>	<u>621,133</u>	<u>0</u>
Fund Balance-End of Year	<u>\$ 626,514</u>	<u>\$ 506,245</u>	<u>\$ 494,602</u>	<u>\$(11,643)</u>

See accountant's report.

SUPPLEMENTAL INFORMATION SCHEDULES

Winn Parish Sheriff
Winnfield, Louisiana
Supplemental Information Schedules
as of and for the Year Ended June 30, 2008

FIDUCIARY FUNDS - AGENCY FUNDS

SHERIFF'S FUNDS

The Sheriff's Civil Fund accounts for funds held in civil suits, sheriff's sales, and garnishments and the disbursement of these collections to the proper recipients in accordance with applicable laws.

The Sheriff's Cash Bond Fund accounts for collection of cash bonds. Upon order of the District Court, these funds are either refunded to the litigant or transferred to the Tax Collector Fund for distribution to the proper recipients in accordance with applicable laws.

TAX COLLECTOR FUND

Article V, Section 27 of the Louisiana Constitution of 1974, provides that the Sheriff serve as the collector of state and parish taxes and fees. The Sheriff is responsible for the collection and distribution of ad valorem property taxes, state revenue sharing funds, parish licenses, and fines, costs and bond forfeitures imposed by the District Court. The Tax Collector Fund is used to account for the collection of these taxes and fees and the resulting distribution to the appropriate taxing bodies.

Winn Parish Sheriff
Winnfield, Louisiana
Fiduciary Fund Type-Agency Funds
Combining Schedule of Changes in Net Assets
For the Year Ended June 30, 2008

	Sheriff's Civil Fund	Cash Bond Fund	Tax Collector Fund	Total
Unsettled Balances-Beginning of Year	\$ 754	\$ 10,689	\$ 349,254	\$ 360,697
ADDITIONS:				
Deposits-				
Ad Valorem Taxes	\$ 0	\$ 0	\$ 5,988,467	\$ 5,988,467
State Revenue Sharing (see Note 12)	0	0	342,175	342,175
Sheriff's Sales	236,061	0	0	236,061
Garnishments	88,290	0	0	88,290
Parish Licenses	0	0	86,290	86,290
Fines & Costs	0	205,944	337,795	543,739
Other Deposits	<u>57,782</u>	<u>220</u>	<u>40,046</u>	<u>98,048</u>
Total Additions	<u>\$382,133</u>	<u>\$206,164</u>	<u>\$6,794,773</u>	<u>\$7,383,070</u>
DEDUCTIONS:				
Deposits Settled to-				
Louisiana Department of Agriculture & Forestry	\$ 0	\$ 0	\$ 30,068	\$ 30,068
North LA Crime Lab	0	0	19,258	19,258
Winn Parish-				
Police Jury	0	0	1,201,866	1,201,866
School Board	0	0	2,735,357	2,735,357
Sheriff's General Fund	69,215	217	1,319,328	1,388,760
Sheriff's Tax Collector Fund	0	198,487	0	198,487
Clerk of Court	22,774	0	70,472	93,246
Assessor	0	0	304,773	304,773
Fire Protection District No. 3	0	0	676,081	676,081
Pension Funds	0	0	175,383	175,383
Eighth Judicial District-				
District Attorney	0	0	25,429	25,429
District Court	0	0	63,564	63,564
Criminal Court Fund	0	0	75,553	75,553
Indigent Defender Board	0	0	37,925	37,925

Continued next page.

Winn Parish Sheriff
Winnfield, Louisiana
Fiduciary Fund Type-Agency Funds
Combining Schedule of Changes in Net Assets-continued
For the Year Ended June 30, 2008

	<u>Sheriff's Civil Fund</u>	<u>Cash Bond Fund</u>	<u>Tax Collector Fund</u>	<u>Total</u>
Attorney's, Litigants, Appraiser, etc.	\$189,027	\$ 2,029	\$ 0	\$ 191,056
Other Sheriff's	1,814	0	0	1,814
Garnishments	80,416	0	0	80,416
Redemption Deeds	5,195	0	0	5,195
Other Settlements	<u>13,592</u>	<u>0</u>	<u>34,892</u>	<u>48,484</u>
Total Deductions	<u>\$382,033</u>	<u>\$200,733</u>	<u>\$6,769,949</u>	<u>\$7,352,715</u>
Unsettled Balances-End of Year	<u>\$ 854</u>	<u>\$ 16,120</u>	<u>\$ 374,078</u>	<u>\$ 391,052</u>

See notes to financial statements.

COMPLIANCE AND OTHER MATTERS

Johnson, Thomas & Cunningham

Certified Public Accountants

Eddie G. Johnson, CPA - A Professional Corporation (1927-1996)

Mark D. Thomas, CPA - A Professional Corporation

Roger M. Cunningham, CPA - A Professional Corporation

Jessica H. Broadway, CPA

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

A. D. "Bodie" Little, Sheriff
of Winn Parish
P. O. Box 950
Winnfield, LA 71483-0950

We have audited the financial statements of the governmental activities, the major fund and fiduciary funds of the Winn Parish Sheriff as of and for the year ended June 30, 2008, which collectively comprise the Winn Parish Sheriff's basic financial statements and have issued our report thereon dated December 13, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Louisiana Governmental Audit Guide*.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the Winn Parish Sheriff's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Winn Parish Sheriff's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Winn Parish Sheriff's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Winn Parish Sheriff's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles

such that there is more than a remote likelihood that a misstatement of the Winn Parish Sheriff's financial statements that is more than inconsequential will not be prevented or detected by the Winn Parish Sheriff's internal control. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items 08-01 through 08-02 to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Winn Parish Sheriff's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We consider the significant deficiencies described above to be material weaknesses.

Compliance and Other Matters

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

This report is intended solely for the information of the Louisiana Legislative Auditor and management of the Winn Parish Sheriff and is not intended to be and should not be used by anyone other than these specified parties. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Johnson, Thomas & Cunningham
Johnson, Thomas & Cunningham, CPA's

December 13, 2008
Natchitoches, Louisiana

Winn Parish Sheriff
Winnfield, Louisiana
Schedule of Audit Findings
Year Ended June 30, 2008

I. SUMMARY OF AUDIT RESULTS

The following summarize the audit results:

1. An unqualified opinion was issued on the basic financial statements of the Winn Parish Sheriff as of and for the year ended June 30, 2008.
2. The audit disclosed two significant deficiencies in internal control, and these significant deficiencies were determined to be material weaknesses.
3. The audit disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

II. FINDINGS IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The following findings relate to the financial statements and are required to be reported in accordance with *Government Auditing Standards*:

Internal Control

08-01 *Control over Account Reconciliations*

Finding – Bank statements in some instances were not reconciled to the general ledger.

Effect - Not reconciling on a monthly basis means that errors or other problems might not be recognized and resolved on a timely basis.

Recommendation – It is recommended that all bank accounts be reconciled on a monthly basis.

08-02 *Control over Grant Documents*

Finding – The Sheriff's office could not locate all the grant documents and requests for the grant revenue.

Winn Parish Sheriff
Winnfield, Louisiana
Schedule of Audit Findings-continued
Year Ended June 30, 2008

Effect – There is no way of determining if the Sheriff complied with the laws and regulations pertaining to the grants received.

Recommendation – It is recommended that all grant files should be maintained by competent personnel in organized files.

III. PRIOR YEAR AUDIT FINDINGS

There were no findings in the prior year audit.



Winn Parish Sheriff's Department

A. D. "Bodie" LITTLE
Sheriff and Ex-Officio Tax Collector

P. O. Box 950 Winnfield, LA 71483
Phone: (318) 628-4611

PAUL ALSUP
Chief Criminal Deputy

BRENDA S. USREY
Chief Civil Deputy

December 22, 2008

Johnson, Thomas & Cunningham
Certified Public Accountants
321 Bienville St.
Natchitoches, LA 71457

Dear Sirs:

In response to your findings on the audit for the Winn Parish Sheriff's Department year ending June 30, 2008. This is a new administration that took office on July 1, 2008 and we will implement your recommendations on the following findings.

Control over Account Reconciliations

Bank Statements will be reconciled monthly to the appropriate general ledger controls.

Control over Grant Documents

All paperwork/information related to any grants received will be located in one folder.

Sincerely,

A handwritten signature in black ink, appearing to read "A.D. 'Bodie' Little".

A.D. "Bodie" Little
Winn Parish Sheriff