

8778

RECEIVED
LEGISLATIVE AUDITOR
02 NOV 15 AM 10:32

Financial Statements

**LINCOLN PARISH SALES AND
USE TAX COMMISSION**

For the Year Ended June 30, 2002

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 12/4/02



INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
Lincoln Parish Sales & Use Tax Commission
Ruston, Louisiana

We have audited the accompanying financial statements of the Lincoln Parish Sales & Use Tax Commission as of June 30, 2002, and for the year then ended. These financial statements are the responsibility of the Lincoln Parish Sales & Use Tax Commission'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.

As described in Note 1, the Lincoln Parish Sales & Use Tax Commission prepares its financial statements on the modified cash basis of accounting. This basis of accounting is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Lincoln Parish Sales & Use Tax Commission as of June 30, 2002, and the changes in its undistributed balances for the year then ended on the basis of accounting described in Note 1.

412 West Alabama • Ruston, LA 71270

(318) 251-9222 • Fax (318) 251-9331

www.ecgcpa.com

Board of Commissioners
Lincoln Parish Sales and Use Tax Commission
Ruston, Louisiana
Page 2

In accordance with Government Auditing Standards, we have also issued our report dated August 26, 2002, on our consideration of the Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, and contracts. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read with this report in considering the results of our audit.

Evers, Cox & Groben

August 26, 2002
Ruston, Louisiana

LINCOLN PARISH SALES AND USE TAX COMMISSION
Combined Balance Sheet - Modified Cash Basis
June 30, 2002

ASSETS	Fiduciary Fund Type- Agency Fund	Account Group- General Fixed Assets	Total (Memorandum Only)
	<u> </u>	<u> </u>	<u> </u>
Cash	\$ 2,341,680	\$ 0	\$ 2,341,680
Office furnishings and equipment	<u>0</u>	<u>40,868</u>	<u>40,868</u>
Total Assets	<u>2,341,680</u>	<u>40,868</u>	<u>2,382,548</u>
LIABILITIES			
Accounts payable and undistributed funds	21,882	0	21,882
Due to other agencies - interest income held for future distribution to:			
City of Ruston	3,821	0	3,821
Lincoln Parish Police Jury	2,294	0	2,294
Lincoln Parish School Board	6,053	0	6,053
City of Grambling	165	0	165
Town of Dubach	27	0	27
Ruston/Lincoln Convention & Visitors Bureau	128	0	128
Taxes and interest held in protest	<u>2,307,310</u>	<u>0</u>	<u>2,307,310</u>
Total Liabilities	<u>2,341,680</u>	<u>0</u>	<u>2,341,680</u>
EQUITY AND OTHER CREDITS			
Investment in general fixed assets	<u>0</u>	<u>40,868</u>	<u>40,868</u>
Total Equity and Other Credits	<u>0</u>	<u>40,868</u>	<u>40,868</u>
 Total Liabilities, Equity and Other Credits	 <u>\$ 2,341,680</u>	 <u>\$ 40,868</u>	 <u>\$ 2,382,548</u>

The accompanying notes are an integral part of these financial statements.

LINCOLN PARISH SALES AND USE TAX COMMISSION
Fiduciary Fund Type - Sales Tax Collection Agency Fund
Schedule of Changes in Undistributed Balances - Modified Cash Basis
For the Year Ended June 30, 2002

Additions:

Sales and use tax	\$ 21,009,445
Hotel/Motel tax	200,650
Excise tax	2,286
Sales and use tax audits	452,932
Reimbursement for operating expenses	166,151
Legal fees and court costs collected	11,378
Interest received	<u>63,700</u>
 Total Additions	 <u>21,906,542</u>

Distributions:

City of Ruston	6,091,058
Lincoln Parish Police Jury	4,068,669
Lincoln Parish School Board	10,797,953
City of Grambling	315,625
Town of Dubach	46,485
Ruston/Lincoln Convention & Visitors Bureau	<u>200,950</u>
 Total Distributions	 <u>21,520,740</u>

Other Disbursements:

Operating expenses	173,954
Audit fees	73,473
Refunds, bank service charges, and other miscellaneous	<u>89,177</u>
 Total Other Disbursements	 <u>336,604</u>

Additions less distributions less
other disbursements

49,198

Undistributed balances
at beginning of year

2,292,482

Undistributed balances
at end of year

\$ 2,341,680

The accompanying notes are an integral part of these financial statements.

LINCOLN PARISH SALES AND USE TAX COMMISSION
Notes to Financial Statements
June 30, 2002

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Lincoln-Ruston Sales and Use Tax Division was created as a joint venture of the City of Ruston and Lincoln Parish School Board in 1967 to serve as an agency for the collection of sales and use taxes levied by the two taxing authorities. In 1975, the Lincoln Parish Police Jury became a participant in the venture. In 1992, the City of Grambling and the Town of Dubach became participating agencies in this venture. The Lincoln Parish Sales and Use Tax Commission (the Commission) was then created in December 1993. The Cooperative Endeavor Agreement authorizes the Commission as the single tax collector for the parish, to enter into agreements with any other public bodies located within Lincoln Parish for the collection of any sales and use taxes and hotel/motel taxes authorized by such other public bodies, beginning January 1, 1994. The operations of the Commission are under the direction of an administrator appointed by the five participating agencies. The appointment of the administrator can be revoked by a majority vote of the five agencies. The five agencies established the Commission composed of eight members, two from City of Ruston, Lincoln Parish School Board, and Lincoln Parish Police Jury, and one member each from City of Grambling and Town of Dubach. The Commission has the authority and is empowered to collect, enforce and administer the respective sales and use taxes and hotel/motel taxes of the various parties to this agreement. By mutual consent, these five authorities and the Ruston/Lincoln Convention and Visitors Bureau share in the costs of operations for the Commission on a prorata basis. The Lincoln Parish Police Jury provides office space for the Commission. The Commission itself provides employees, supplies, and other necessary expenses for the day-to-day operation of the Commission and is subsequently reimbursed, on a monthly basis, by the City of Ruston, Lincoln Parish School Board, Lincoln Parish Police Jury, City of Grambling, Town of Dubach, and the Ruston/Lincoln Convention and Visitors Bureau for their prorata share each. The Commission generates no revenue, but is simply a conduit for revenues of the participating agencies.

In April 1984, the Financial Accounting Foundation established the Governmental Accounting Standards Board (GASB) to promulgate generally accepted accounting principles and reporting standards with respect to activities and transactions of state and local governmental entities. In November 1984, GASB issued a codification of governmental accounting and financial reporting standards. This codification and subsequent GASB pronouncements are recognized as generally accepted accounting principles for the state and local government.

For financial reporting purposes, in conformance with GASB Codification Section 2100, the Commission includes all funds, account groups, and activities that are within the oversight responsibility of the Commission. The Commission is considered a joint cooperative endeavor of the participating governmental units and, therefore, issues financial statements separate from the participants and their governmental components.

LINCOLN PARISH SALES AND USE TAX COMMISSION
Notes to Financial Statements
June 30, 2002

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

A. Fund Accounting

The accounts of the Commission are organized on a fund basis whereby a set of self-balancing accounts comprises its assets, liabilities, additions, distributions, and other disbursements.

B. Basis of Accounting

Basis of accounting refers to when additions, distributions, and other disbursements are recognized in the accounts and reported in the financial statements and also to the timing of the measurements made, regardless of the measurement focus applied. The modified cash basis of accounting is followed by the Commission in recording additions, distributions, and other disbursements as follows:

Additions

Sales and use tax collections, interest earned on deposits, and other cash receipts are recorded in the month received by the Commission.

Distributions

Distributions are recorded in the month transferred to the recipient bodies with the exception of interest which is accrued at year end and distributed in the first month of the next fiscal year.

Disbursements

Operating expenses, audit fees, refunds, and other cash disbursements are recorded in the month paid by the Commission.

C. Cash

For reporting purposes, cash represents interest bearing demand deposits. Under state law, the Commission may deposit funds within a fiscal agent bank organized under the laws of any other state in the union, or the laws of the United States. Further, the Commission may invest in the deposits or certificates of deposit of state banks organized under Louisiana law and national banks having principal offices in Louisiana

LINCOLN PARISH SALES AND USE TAX COMMISSION
Notes to Financial Statements
June 30, 2002

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Sales and Use Taxes - Distribution of Funds

Sales and use tax collections are distributed monthly based on the tax rates levied by each governmental body. At June 30, 2002, the following rates were in effect:

City of Ruston	1.75%
Lincoln Parish Police Jury	.75%
Lincoln Parish School Board	2.00%
City of Grambling	2.00%
Town of Dubach	1.00%

NOTE 2 - CASH

At times, the Commission's bank balances exceed the amount insured by the Federal Deposit Insurance Corporation (FDIC). Therefore, securities are pledged by financial institutions where deposits exceed FDIC limits. These pledged securities consist of uninsured government mortgages held by the agent in the Commission's name.

NOTE 3 - CONTINGENCIES

The Commission is a defendant in litigation, along with certain of the governmental bodies for which tax is collected, related to a disagreement as to the taxability of certain transactions by the plaintiff which is a local sales tax vendor. The taxes were paid under protest during 1995 and 1996. These funds, together with accrued interest, are currently held in escrow by the Commission in accordance with state law and are reflected in the accompanying balance sheet as Taxes and Interest Held in Protest. The Third Judicial District Court and the Second Circuit Court of Appeal ruled in favor of the Commission; however, the plaintiff has applied to the Louisiana Supreme Court for review of the case. The likelihood of settlement of the case is unknown at this time. Expenses of the litigation have been paid as incurred.

NOTE 4 - OPERATING EXPENSES

The Commission's employees are covered under the Lincoln Parish Police Jury's benefit and retirement systems. As discussed in Note 1, the six participating agencies share the operating expenses of the Lincoln Parish Sales and Use Tax Commission on a pro rata basis. The operating expenses of the Commission for the 12 months ended June 30, 2002, were approximately \$173,954 which is approximately .8% of tax collections.



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

To the Board of Commissioners
Lincoln Parish Sales and Use Tax Commission
Ruston, Louisiana

We have audited the financial statements of Lincoln Parish Sales and Use Tax Commission (the Commission), Ruston, Louisiana, as of and for the year ended June 30, 2002, and have issued our report thereon dated August 26, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

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

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Lincoln Parish Sales and Use Tax Commission's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting.

412 West Alabama • Ruston, LA 71270
(318) 251-9222 • Fax (318) 251-9331
www.ecgcpa.com

Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information and use of the Board of Commissioners and management and is not intended to be and should not be used by anyone other than these specified parties.

Evans, Cox & Guber

August 26, 2002
Ruston, Louisiana