

**CLAIBORNE PARISH POLICE JURY**  
**HOMER, LOUISIANA**

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**FINANCIAL STATEMENTS  
AND SUPPLEMENTAL INFORMATION  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2013**



**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

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**Required Supplemental Information (Part I)**  
**Management's Discussion and Analysis**  
**Claiborne Parish Police Jury**  
**Homer, Louisiana**  
Management's Discussion and Analysis  
December 31, 2013

As management of the Claiborne Parish Police Jury, we offer readers of the Police Jury's financial statements this narrative overview and analysis of the financial activities of the police jury for the year ended December 31, 2013. We encourage readers to consider the information presented here, in conjunction with the basic financial statements, and the supplementary information provided in this report in assessing the efficiency and effectiveness of our stewardship of public resources.

***Overview of the Financial Statements***

This discussion and analysis are intended to serve as an introduction to the Police Jury's basic financial statements. The Police Jury's basic financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

***Government-wide Financial Statements.*** The government-wide financial statements are designed to provide readers with a broad overview of the Police Jury's finances, in a manner similar to a private-sector business. The statement of net position presents information on all of the Police Jury's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Police Jury is improving or deteriorating.

The statement of activities presents information showing how the Police Jury's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (for example, earned but not taken annual 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 Police Jury, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the current funds of the Police Jury are included in one category - governmental funds.

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

**Claiborne Parish Police Jury**  
**Homer, Louisiana**  
Management's Discussion and Analysis (Continued)  
December 31, 2013

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 funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Police Jury maintains nineteen individual governmental funds. Information is presented separately in the governmental funds' balance sheet and in the governmental funds' statement of revenues, expenditures, and changes in fund balances for the General Fund and the Parish Road, Library Maintenance, Sales Tax, Criminal Court and Section 8 Housing special revenue funds which are considered to be major funds. Data from the other funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining schedules in the other supplemental information section of the report.

**Government-wide Financial Analysis.** As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The following tables focus on net position (Table 1) and changes in net position (Table 2) for the Police Jury's governmental activities.

**Table 1**  
**Net Position**  
**Governmental Activities**

	<u>2013</u>	2012	<u>2011</u>
Current and other assets	<b>\$ 10,903,683</b>	\$ 11,793,350	\$ 9,247,676
Capital assets (net)	<b>7,059,807</b>	5,090,783	4,994,005
Total assets	<b><u>17,963,490</u></b>	<u>16,884,133</u>	<u>14,241,681</u>
Long-term obligations	<b>1,905,773</b>	2,042,617	52,163
Other liabilities	<b>675,564</b>	408,080	441,558
Total liabilities	<b><u>2,581,337</u></b>	<u>2,450,697</u>	<u>493,721</u>
Net position:			
Net investment in capital assets	<b>5,048,392</b>	4,855,287	4,994,005
Restricted	<b>4,660,233</b>	8,116,093	5,867,255
Unrestricted	<b>5,673,528</b>	1,462,056	2,886,700
Total net position	<b><u>\$ 15,382,153</u></b>	<u>\$ 14,433,436</u>	<u>\$ 13,747,960</u>

**Claiborne Parish Police Jury**  
**Homer, Louisiana**  
Management's Discussion and Analysis (Continued)  
December 31, 2013

**Table 2**  
**Changes in Net Position**  
**Governmental Activities**

	<u>2013</u>	<u>2012</u>	<u>2011</u>
<b>Revenues</b>			
<b>Program revenues:</b>			
Charges for services	\$ 413,065	\$ 550,761	\$ 600,506
Federal grants	943,814	1,062,517	1,044,184
State grants and entitlements	437,290	304,667	328,255
<b>General revenues:</b>			
Property taxes	3,049,336	2,896,490	2,814,589
Sales taxes	941,476	1,117,311	732,695
Unrestricted grants and contributions	1,507,924	1,457,444	1,383,415
Other general revenues	294,973	196,372	190,849
Total revenues	<u>7,587,878</u>	<u>7,585,562</u>	<u>7,094,493</u>
<b>Program expenses</b>			
General government	1,518,254	1,551,153	1,372,908
Public safety	376,302	451,203	613,928
Public works	3,221,702	3,092,766	3,092,872
Health and welfare	875,416	1,143,811	930,001
Culture and recreation	539,041	572,344	542,080
Economic development and assistance	60,016	52,591	38,209
Conservation	5,200	5,200	4,200
Interest expense	43,230	31,018	-
Total expenses	<u>6,639,161</u>	<u>6,900,086</u>	<u>6,594,198</u>
Increase in net position	<u>\$ 948,717</u>	<u>\$ 685,476</u>	<u>\$ 500,295</u>

At the close of the fiscal year, assets of the Police Jury exceeded liabilities by \$15,382,153. Of net position, \$5,048,392 represents the Police Jury's investment in capital assets net of accumulated depreciation and related debt. These assets are not available for future spending. Net position restricted by tax propositions totals \$4,660,233. The remaining balance of \$5,673,528 is made up of bank balances and receivables that are spendable and unrestricted.

**Claiborne Parish Police Jury**  
**Homer, Louisiana**  
Management's Discussion and Analysis (Continued)  
December 31, 2013

Nets position increased by \$948,717 or 6% in 2013. Current and other assets decreased by \$889,667 or 8%. The increase is primarily due to the construction of the library expansion and the continued investment in new equipment for the Highway Department. As of December 31, 2013 - \$2,251,776 had been spent for the construction of the library which was the main reason for the decrease in current assets. Revenues from federal grants decreased \$118,703 from 2012. Sales tax revenues decreased \$175,835 as a direct result of the slowdown of activity of the oil and gas industry in the parish. While we do not expect the same amount of decrease in 2014, we do anticipate much growth in the oil and gas industry in the Parish into the year 2015. Program expenses associated with the line item General Government decreased by \$32,899 which was slightly more than 2%, primarily due to spending \$55,619 less in capital improvements to building infrastructure as compared to the 2012. This trend will not continue over the next few years with planned projects involving the Administration Building, the purchase of a new Highway Department Facility and the possibility of building a new Sheriff's Office & Female Detention Facility over the next few years. Public Safety decreased by \$74,901 which was directly tied to the decrease in prisoner care as compared to 2012. Public works expenses increased \$128,936 over the prior year primarily due to an increase of \$72,805 in the chip seal program and a \$45,168 increase in payroll and associated costs. Health and Welfare decreased by \$268,395 of which is directly tied to the two LCDBG Water Projects which are the new well with South Claiborne Water System and the line extension and tank rehab with Leatherman Creek Water System being completed in early 2013. All Other Expenses decreased by \$13,666.

Table 3 presents the cost of each of the Police Jury's major functions as well as the net cost for each function (total cost less revenues generated by those functions). The net cost shows the financial burden placed on the parish's taxpayers for each of those functions.

**Table 3**  
**Governmental Activities**

	Total Cost of Services			Net Cost of Services		
	<b>2013</b>	2012	2011	<b>2013</b>	2012	2011
General government	<b>\$ 1,518,254</b>	\$ 1,551,153	\$ 1,372,908	<b>\$ 1,115,705</b>	\$ 1,036,416	\$ 808,605
Public safety	<b>376,302</b>	451,203	613,928	<b>216,144</b>	274,698	461,334
Public works	<b>3,221,702</b>	3,092,766	3,092,872	<b>2,642,569</b>	2,604,500	2,706,199
Health and welfare	<b>875,416</b>	1,143,811	930,001	<b>227,508</b>	433,463	75,685
Culture and recreation	<b>539,041</b>	572,344	542,080	<b>534,620</b>	544,255	527,021
All others	<b>108,446</b>	88,809	42,409	<b>108,446</b>	88,809	42,409
Totals	<b><u>\$ 6,639,161</u></b>	<u>\$ 6,900,086</u>	<u>\$ 6,594,198</u>	<b><u>\$ 4,844,992</u></b>	<u>\$ 4,982,141</u>	<u>\$ 4,621,253</u>

**Financial Analysis of the Government's Funds.** The Police Jury 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 revenue, expenditures, and balances of expendable resources. This information is used in assessing the financing requirements of the police jury. Unassigned fund balances may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

**Claiborne Parish Police Jury**  
**Homer, Louisiana**  
Management's Discussion and Analysis (Continued)  
December 31, 2013

As of December 31, 2013, combined governmental fund balances of \$9,860,875 showed a decrease of \$1,405,778 from December 31, 2012. The increase in the General Fund's fund balance from \$3,150,560 to \$3,742,675 is a combination of things 1) decrease of prisoner costs of \$34,130 2) decrease in capital outlay of \$54,961 3) increase in severance taxes of \$81,997 4) the collection of \$69,914 in grant monies due from the State of Louisiana for completed projects in prior years and finally the general decrease in operating expenses in most departments. The decrease in fund balances can be entirely accounted for due to the Library Expansion Project which caused a decrease in the Library Fund balance of (\$1,933,725). The project was completed in June of 2014 and is on schedule for re-opening on July 21, 2014.

***Budgetary Highlights.*** Differences between the bottom line of the original budgets and the final budgets were minimal - a net of (\$31,865) across all funds. The Police Jury's budgets were amended once during the year – on December 4, 2013. The only two significant changes made – Sales Tax Fund with a net adjustment of (\$256,700) which reflected the decrease in sales tax revenue collections and the General Fund net adjustment of \$228,900 which was mainly represented by three items - \$119,700 increase in severance taxes received, \$26,500 decrease in prisoner custody and a \$30,000 decrease in prisoner medical costs.

Actual numbers for Sales Tax revenues were lower than expected. In the General Fund, timber severance taxes increased by \$62,200 in 2013. Expenditures were over \$43,100 higher in Public Works due to the increase in the payroll associated costs over the original budgeted amount. General Fund expenditures increased in 2013 by over \$37,100 mainly due to the increase in grant expenditures. The Road Fund was supplemented by \$700,000 of transfers from the General Fund (\$400,000) and Sales Tax Fund (\$300,000) which was \$50,000 more than the amount transferred in 2012.

***Capital Asset and Debt Administration***

***Capital Assets.*** The Police Jury's investment in capital assets for its governmental activities as of December 31, 2013, amounts to \$7,059,807 (net of accumulated depreciation). This investment includes land, construction in progress, buildings and improvements, infrastructure roads and bridges, furniture, and equipment. The increase in capital assets for the year was \$2,491,952. There were several major items that directly affected capital assets during 2013. First, the Jury had \$2,032,549 in capital expenditures that were directly related to the Library Expansion project, the others included \$25,577 for the new server room at the CPSO and \$46,651 for the rehab of the exterior of the Court House. The Parish also continued their purchase and upgrade of new equipment for the Claiborne Parish Highway Department which totaled \$225,117.

***Long-Term Obligations.*** At the end of the year, the Police Jury had total long-term obligations of \$1,905,773. Compensated absences payable total \$50,773, which represents an increase of \$8,156 over the previous year. During 2013, the Jury had no long-term debt related to heavy equipment. As of December 31, the Police Jury had bonds payable outstanding of \$1,855,000 all of which were related to the Library Expansion Project.

**Claiborne Parish Police Jury**  
**Homer, Louisiana**  
Management's Discussion and Analysis (Continued)  
December 31, 2013

***Economic Factors and Next Year's Budgets.*** The Police Jury's financial plan for this upcoming 2014 year is well underway with the adoption of a realistic \$8,007,400 budget that meets the needs of the Parish while protecting the long-term financial stability of the Parish. At the end of 2013, the Parish has very little long-term debt, \$2,000,000 in General Obligation Bonds for the Library and \$42,617 in compensated absences for Parish Employees. The Police Jury, at December 31, 2013, had cash and investments totaling \$8,755,145 which represented an increase of \$2,463,379 over the period ended December 31, 2012, which totaled \$6,291,766. The increase was mainly attributed to the proceeds of \$2,000,000 in bonds for the construction of the library project.

During 2013, the Jury completed several major programs that benefited the Parish – they were specifically - (1) in 2011 the Police Jury was awarded a LCDBG 10-11 Grant of \$330,000 for water improvements to the Leatherman Creek Water System and South Claiborne Water System these projects was completed in the spring of 2013 and they should alleviate some of the water needs in the southern part of the parish, (2) due to the renewal and extension of the library's ad valorem tax (for 20 years) in 2011 the parish was able to award the bid of \$2,529,000 for the library expansion to Garcia Construction of Homer which is about 80% complete at year end, (3) a nearly \$50,000 rehab to the exterior of the Claiborne Parish Court House was started, (4) a new server room at the CPSO with an estimated cost of \$35,000 was started Tax Assessor's Office and (5) LGAP & CWEF projects for the Pinehill Water System, Norton Shop Water System and the Summerfield Water System were completed.

During 2014, the Police Jury continues to work on the following grants and other projects – (1) the completion of the \$2,529,000 Library Expansion Project, (2) the Jury will be completing several LGAP & CWEF Grants for numerous upgrades to several local water systems and the CID Building, (3) the completion of the \$50,000 rehab to the exterior of the Claiborne Parish Court House, (4) the completion of the \$35,000 server room at the CPSO (5) starting on the rehab of the exterior of the Police Jury Administrative Office Complex, (6) the purchase and rehab of a new facility for the Highway Department on Hwy 2 just north of town, and (7) the purchase of additional acreage adjacent to the new Highway Department for possible use as the new home for the Claiborne Parish Sheriff's Office Administration Building.

Over the last several years we showed an upward trend in costs associated with Public Safety and Roads and Bridges and Building Maintenance. These are due to general inflationary trends as well as fuel related expenses and our aging infrastructure, respectively. Once again, the continued decrease in interest earned on money and sales tax collections has placed the Police Jury in a very conservative financial mode as it looks into the future. At this time, there are no plans to reduce services, but a concentrated effort is being used to scale back costs and introduce savings across the board.

***Requests for Information.*** This financial report is designed to be a summary of the Claiborne Parish Police Jury's finances. If there are any questions regarding any information, a request can be made in writing to –

Claiborne Parish Police Jury  
Attn: Secretary-Treasurer  
P.O. Box 270  
Homer, Louisiana 71040

Our telephone number is (318) 927-2222 and we can also be reached via email at [sec-treas.cppj@claiborneparish.org](mailto:sec-treas.cppj@claiborneparish.org).





## Independent Auditor's Report

The President and Members of the  
Claiborne Parish Police Jury  
Homer, Louisiana

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Claiborne Parish Police Jury, as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Parish's primary government as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Claiborne Parish Police Jury  
Homer, Louisiana  
Independent Auditor's Report,  
December 31, 2013

**Basis for Adverse Opinion on Aggregate Discretely Presented Component Units and Qualified Opinion on Aggregate Remaining Fund Information**

The financial statements referred to above do not include financial data for the Police Jury's legally separate component units. Accounting principles generally accepted in the United States of America require financial data for those component units to be reported with the financial data of the Police Jury's primary government unless the Police Jury also issues financial statements for the financial reporting entity that include the financial data for its component units. The Police Jury has not issued such reporting entity financial statements. Because of this departure from accounting principles generally accepted in the United States of America, the assets, liabilities, net position, revenues, and expenses of the aggregate discretely presented component units are understated by the amount of assets, liabilities, net position, revenues, and expenses of the aggregate discretely presented component units. In addition, the assets, liabilities, fund balances, revenues, and expenditures of the aggregate remaining fund information would have increased by the amount of assets, liabilities, fund balances, revenues, and expenditures of the omitted component units. The amounts by which this departure would affect the financial statements are not reasonably determinable.

**Adverse Opinion**

In our opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on Aggregate Discretely Presented Component Units and Qualified Opinion on Aggregate Remaining Fund Information" paragraph, the financial statements referred to above do not present fairly the financial position of the aggregate discretely presented component units of the Claiborne Parish Police Jury, as of December 31, 2013, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Qualified Opinion on Aggregate Remaining Fund Information**

In our opinion, except for the effects of the matter described in the "Basis for Adverse Opinion on Aggregate Discretely Presented Component Units and Qualified Opinion on Aggregate Remaining Fund Information" paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of the aggregate remaining fund information of the Police Jury as of December 31, 2013, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Unmodified Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Claiborne Parish Police Jury, as of June 26, 2014, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Claiborne Parish Police Jury  
Homer, Louisiana  
Independent Auditor's Report,  
December 31, 2013

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 1-6 and 35-38 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Claiborne Parish Police Jury's basic financial statements. The combining nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The 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 basic financial statements.

The combining nonmajor fund financial statements and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

## **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 26, 2014, on our consideration of the Claiborne Parish Police Jury's internal control over financial reporting and on 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Claiborne Parish Police Jury's internal control over financial reporting and compliance.

BOSCH & STATHAM, LLC



Jonesboro, Louisiana  
June 26, 2014

## **Basic Financial Statements**

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**GOVERNMENTAL ACTIVITIES  
STATEMENT OF NET POSITION  
AS OF DECEMBER 31, 2013**

**ASSETS**

Cash and cash equivalents	\$ 7,547,110
Investments	28,082
Receivables	3,215,328
Deferred charges	113,163
Capital assets, net of accumulated depreciation	7,059,807
<b>TOTAL ASSETS</b>	<b>\$ 17,963,490</b>

**LIABILITIES**

Accounts, salaries and other payables	\$ 643,570
Due to other agencies	16,368
Deferred revenue	15,626
Compensated absences payable	50,773
Bonds payable within one year	155,000
Bonds payable in more than one year	1,700,000
<b>TOTAL LIABILITIES</b>	<b>\$ 2,581,337</b>

**NET POSITION**

Net investment in capital assets	5,048,392
Retricted for:	
General government	804,147
General government - Judicial	1,473,326
Public works	876,596
Public safety	256,431
Health and welfare	253,852
Culture and recreation	995,881
Unrestricted	5,673,528
<b>TOTAL NET POSITION</b>	<b>\$ 15,382,153</b>

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

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**GOVERNMENTAL ACTIVITIES  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

<b>FUNCTIONS - GOVERNMENTAL ACTIVITIES</b>	<b>EXPENSES</b>	<b>PROGRAM REVENUES</b>			<b>NET (EXPENSE) REVENUE AND CHANGES IN NET ASSETS</b>
		<b>CHARGES FOR SERVICES</b>	<b>OPERATING GRANTS AND CONTRIBUTIONS</b>	<b>CAPITAL GRANTS AND CONTRIBUTIONS</b>	
General government	\$ 1,518,254	\$ 402,549	\$ -	\$ -	\$ (1,115,705)
Public safety	376,302	-	110,377	49,781	(216,144)
Public works	3,221,702	-	448,932	130,201	(2,642,569)
Health and welfare	875,416	8,533	639,375	-	(227,508)
Culture and recreation	539,041	1,983	2,438	-	(534,620)
Economic development and assistance	60,016	-	-	-	(60,016)
Conservation	5,200	-	-	-	(5,200)
Interest expense	43,230	-	-	-	(43,230)
Total governmental activities	<u>\$ 6,639,161</u>	<u>\$ 413,065</u>	<u>\$ 1,201,122</u>	<u>\$ 179,982</u>	<u>(4,844,992)</u>
General revenues:					
Property taxes levied for:					
General purposes					907,751
Public works					1,358,920
Culture and recreation					782,665
Sales and use taxes levied for public works					941,476
Other taxes, penalties and interest					12,275
Grants and contributions not restricted to specific programs					1,507,924
Unrestricted investment earnings					175,700
Gain on sale of capital assets					37,908
Other					69,090
Total general revenues and transfers					<u>5,793,709</u>
<b>Change in net position</b>					948,717
Net position at beginning of year					14,433,436
<b>Net position at end of year</b>					<u>\$ 15,382,153</u>

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

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**GOVERNMENTAL FUNDS - BALANCE SHEET  
AS OF DECEMBER 31, 2013**

<b>ASSETS</b>	<b>GENERAL</b>	<b>PARISH ROAD</b>	<b>LIBRARY MAINTENANCE</b>	<b>SALES TAX</b>	<b>CRIMINAL COURT</b>	<b>SECTION 8</b>	<b>OTHER GOVERNMENTAL FUNDS</b>	<b>TOTAL GOVERNMENTAL FUNDS</b>
Cash and cash equivalents	\$ 3,274,232	\$ 93,857	\$ 1,895,670	\$ 1,335,641	\$ 23,194	\$ 61,114	\$ 863,403	\$ 7,547,111
Investments	7,643	3,040	6,248	5,374	-	-	5,777	28,082
Receivables	622,061	1,090,093	755,820	74,617	8,595	-	664,142	3,215,328
Due from other funds	1,094	-	-	-	-	-	-	1,094
Deferred charges	113,163	-	-	-	-	-	-	113,163
<b>TOTAL ASSETS</b>	<b>\$ 4,018,193</b>	<b>\$ 1,186,990</b>	<b>\$ 2,657,738</b>	<b>\$ 1,415,632</b>	<b>\$ 31,789</b>	<b>\$ 61,114</b>	<b>\$ 1,533,322</b>	<b>\$ 10,904,778</b>
<b>LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES</b>								
Liabilities:								
Accounts, salaries and other payables	\$ 205,075	\$ 59,446	\$ 266,802	\$ 53,982	\$ 32,187	\$ -	\$ 26,079	\$ 643,571
Due to other funds	-	538	456	-	-	-	100	1,094
Due to other agencies	2,343	-	-	-	-	14,025	-	16,368
Total liabilities	<u>207,418</u>	<u>59,984</u>	<u>267,258</u>	<u>53,982</u>	<u>32,187</u>	<u>14,025</u>	<u>26,179</u>	<u>661,033</u>
Deferred inflows:								
Unavailable ad valorem tax revenue	<u>68,100</u>	<u>131,125</u>	<u>87,380</u>	<u>-</u>	<u>-</u>	<u>15,626</u>	<u>80,639</u>	<u>382,870</u>
Fund balances:								
Restricted fund balances	592,115	995,881	2,303,100	1,361,650	(398)	31,463	1,426,504	6,710,315
Unassigned fund balances	3,150,560	-	-	-	-	-	-	3,150,560
Total fund balances	<u>3,742,675</u>	<u>995,881</u>	<u>2,303,100</u>	<u>1,361,650</u>	<u>(398)</u>	<u>31,463</u>	<u>1,426,504</u>	<u>9,860,875</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES</b>	<b>\$ 4,018,193</b>	<b>\$ 1,186,990</b>	<b>\$ 2,657,738</b>	<b>\$ 1,415,632</b>	<b>\$ 31,789</b>	<b>\$ 61,114</b>	<b>\$ 1,533,322</b>	<b>\$ 10,904,778</b>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**RECONCILIATION OF THE GOVERNMENTAL FUNDS' BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
FOR THE YEAR ENDED DECEMBER 31, 2013**

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Total fund balance - governmental funds	<b>\$ 9,860,875</b>
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources.	<b>7,059,807</b>
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds.	<b>367,244</b>
Some liabilities, such as bonds payable and compensated absences, are not due and payable in the current period and are therefore not reported in the funds.	<u><b>(1,905,773)</b></u>
Net position of governmental activities	<u><u><b>\$ 15,382,153</b></u></u>

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



**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**GOVERNMENTAL FUNDS - STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	GENERAL	PARISH ROAD	LIBRARY MAINTENANCE	SALES TAX	CRIMINAL COURT	SECTION 8	OTHER GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
<b>REVENUES</b>								
Taxes:								
Ad valorem	\$ 513,664	\$ 969,202	\$ 720,019	\$ -	\$ -	\$ -	\$ 597,917	\$ 2,800,802
Sales and use	-	-	-	941,476	-	-	-	941,476
Other taxes, penalties and interest	12,264	-	-	-	11	-	-	12,275
Licenses and permits	79,452	10,125	-	-	-	-	-	89,577
Intergovernmental revenues:								
Federal funds	229,974	-	-	-	-	219,869	493,971	943,814
State funds:								
Severance taxes	1,340,442	-	-	-	-	-	-	1,340,442
State revenue sharing	20,366	41,992	16,796	-	-	-	25,837	104,991
Parish transportation	-	305,137	-	-	-	-	-	305,137
Fire insurance rebate	70,626	-	-	-	-	-	-	70,626
Other state funds	108,591	6,595	-	-	-	-	-	115,186
Local funds	-	-	-	-	-	-	6,300	6,300
Fees, charges, and commissions	-	-	2,438	-	-	-	17,683	20,121
Fines and forfeitures	-	-	1,983	-	289,574	-	14,248	305,805
Use of money and property	34,508	114,203	8,742	7,056	-	28	11,163	175,700
Other revenues	2,532	6,670	-	-	-	-	4,000	13,202
Total revenues	<u>2,412,419</u>	<u>1,453,924</u>	<u>749,978</u>	<u>948,532</u>	<u>289,585</u>	<u>219,897</u>	<u>1,171,119</u>	<u>7,245,454</u>
<b>EXPENDITURES</b>								
Current:								
General government:								
Legislative	111,794	-	-	-	-	-	-	111,794
Judicial	189,681	-	-	-	292,182	-	28,577	510,440
Elections	46,225	-	-	-	-	-	-	46,225
Finance and administrative	307,026	-	-	-	-	-	-	307,026

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

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**GOVERNMENTAL FUNDS - STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	GENERAL	PARISH ROAD	LIBRARY MAINTENANCE	SALES TAX	CRIMINAL COURT	SECTION 8	OTHER GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
Other general government	\$ 263,536	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 267,914	\$ 531,450
Public safety	232,768	-	-	-	-	-	104,455	337,223
Public works	12,810	2,147,519	-	709,585	-	-	65,829	2,935,743
Health and welfare	152,365	-	-	-	-	235,878	454,023	842,266
Culture and recreation	379	-	443,849	-	-	-	-	444,228
Economic development and assistance	60,016	-	-	-	-	-	-	60,016
Conservation	5,200	-	-	-	-	-	-	5,200
Debt service	-	-	188,230	-	-	-	-	188,230
Capital outlay	25,577	-	2,103,789	-	-	-	317,966	2,447,332
Total expenditures	<u>1,407,377</u>	<u>2,147,519</u>	<u>2,735,868</u>	<u>709,585</u>	<u>292,182</u>	<u>235,878</u>	<u>1,238,764</u>	<u>8,767,173</u>
<b>Excess (deficiency) of revenues over expenditures</b>	<u>1005042</u>	<u>(693,595)</u>	<u>(1,985,890)</u>	<u>238,947</u>	<u>(2,597)</u>	<u>(15,981)</u>	<u>(67,645)</u>	<u>(1,521,719)</u>
<b>OTHER FINANCING SOURCES (USES)</b>								
Proceeds from insurance recovery	3,724	-	52,165	-	-	-	-	55,889
Operating transfers in	-	700,000	-	-	-	-	24,651	724,651
Operating transfers out	(424,651)	-	-	(300,000)	-	-	-	(724,651)
Sale of capital assets	8,000	-	-	-	-	-	52,052	60,052
Total other financing sources (uses)	<u>(412,927)</u>	<u>700,000</u>	<u>52,165</u>	<u>(300,000)</u>	<u>-</u>	<u>-</u>	<u>76,703</u>	<u>115,941</u>
<b>Net change in fund balances</b>	592,115	6,405	(1,933,725)	(61,053)	(2,597)	(15,981)	9,058	(1,405,778)
Fund balances at beginning of year	3,150,560	989,476	4,236,825	1,422,703	2,199	47,444	1,417,446	11,266,653
<b>Fund balances at end of year</b>	<u>\$ 3,742,675</u>	<u>\$ 995,881</u>	<u>\$ 2,303,100</u>	<u>\$ 1,361,650</u>	<u>\$ (398)</u>	<u>\$ 31,463</u>	<u>\$ 1,426,504</u>	<u>\$ 9,860,875</u>

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

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

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Net change in fund balances - total governmental funds **\$ (1,405,778)**

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays (\$2,491,952) exceeded depreciation (\$500,784) for the current period. **1,991,168**

The net effect of various miscellaneous transactions involving capital assets (e.g. sales, trade-ins, and donations) is to increase net assets. **(22,144)**

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. **248,628**

Governmental funds report the retirement of long-term debt as an expenditure. However, in the government-wide financial statements, that amount representing principal on long-term debt is not treated as an expense but is instead applied against outstanding long-term debt on the Statement of Net Position **145,000**

Some items reported in the statement of activities, such as a net decrease or increase in compensated absences, do not require the use of current financial resources, nor do they provide any, and therefore are not reported as expenditures or revenues in the governmental funds. **(8,157)**

Change in net assets of governmental activities **\$ 948,717**

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

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Claiborne Parish Police Jury is the parish governing authority governed by an elected board referred to as the "police jury" (similar to county boards in other states) and is a political subdivision of the State of Louisiana. The police jury is governed by ten police jurors representing the various districts within the parish. The jurors are elected by the voters of their respective districts and serve four-year terms. The current terms of jurors expire in January 2016. Jurors receive compensation for their service on the police jury as provided by Louisiana Revised Statute 33:1233.

Claiborne Parish, established by act of the Louisiana Legislature in 1828, is located in the northwest part of the state and occupies 755 square miles of land with a population of 17,195 residents, based on the last census. State law gives the police jury various powers and functions in regulating and directing the affairs of the parish and its inhabitants. The more notable of those are the power to make regulations for their own government, the construction and maintenance of roads and bridges, drainage systems, sewerage, solid waste disposal, fire protection, recreation and parks, parish prison construction and maintenance, road lighting and marking, water works, health units, hospitals, provide for the health and welfare of the poor, disadvantaged, and unemployed, economic development, tourism and regulate the sale of alcoholic beverages in the parish. The police jury also houses and maintains the Courts and the offices of the Assessor, Clerk of Court, Registrar of Voters, District Attorney, and the Sheriff. Funding to accomplish these tasks is provided by ad valorem taxes, sales taxes, beer and alcoholic beverage permits, parish licenses, state revenue sharing, severance taxes and various other state and federal grants.

In accomplishing its objectives, the police jury has approximately 43 full-time and part-time employees (3 in the central office, 9 in the office of community services, 9 in the library, 2 in homeland security and emergency preparedness, and 20 in public works). In addition to maintaining drainage and bridges in the parish, the police jury currently maintains 727 miles of parish roads, comprised of 568 miles of asphalt and 159 miles of gravel.

**Reporting Entity**

The police jury also has the authority to create special districts (component units) within the parish to help in fulfilling its functions. The districts perform specialized functions, such as fire protection, water distribution, sewerage collection and disposal, drainage control, library facilities, and health care facilities.

As required by GASB Statement No. 14, *The Financial Reporting Entity*, as amended by GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units*, a legally separate entity is considered a component unit of the police jury if at least one of the following criteria is met:

- The police jury appoints a voting majority of the organization's governing body and is either able to impose its will on the organization or there is a potential financial benefit/burden to the police jury.
- The entity is fiscally dependent on the police jury.
- The nature and significant of the relationship between the police jury and the entity is such that exclusion would cause the financial statements of the police jury to be misleading or incomplete.

Under provisions of this Statement, the police jury is considered a primary government since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Reporting Entity (Continued)**

Based on the previous criteria, the police jury has determined that the following component units are part of the Claiborne Parish reporting entity:

Component Units:	<u>Fiscal Year End</u>	<u>Criteria Used</u>
Claiborne Parish:		
Economic Development Board	December 31	1 & 3
Library	December 31	1 & 3
911 Emergency Communications District	June 30	1 & 3
Tourist Commission	December 31	1 & 3
Watershed District	December 31	1 & 3
Tax Assessor	December 31	2 & 3
Clerk of Court	June 30	2 & 3
Sheriff	June 30	2 & 3
Second Judicial District Criminal Court	December 31	3
North Claiborne Hospital Service District No. 1	June 30	1 & 3
Wards 2 and 3 Recreation Districts	June 30	1 & 3
Lisbon Fire Protection District No. 6	December 31	1 & 3
South Claiborne Fire Protection District No. 5	December 31	1 & 3
Claiborne Parish Fire Protection District No. 4	December 31	1 & 3
Evergreen Fire Protection District	December 31	1 & 3
Claiborne Parish Fire Protection District No. 3	December 31	1 & 3
Pinehill Water System	December 31	1 & 3

Considered in the determination of component units of the reporting entity was the Claiborne Parish School Board, the District Attorney for the Second Judicial District, the Second Judicial District Court, and the various municipalities in the parish. It was determined that these governmental entities are not component units of Claiborne Parish reporting entity because they have separately elected governing bodies, are legally separate, and are fiscally independent of Claiborne Parish Police Jury.

GASB Statement No. 14 provides for the issuance of primary government financial statements that are separate from those of the reporting entity. However, the primary government's (police jury's) financial statements are not a substitute for the reporting entity's financial statements. The accompanying primary government financial statements have been prepared in conformity with generally accepted accounting principles as applied to governmental units.

The police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the previously listed component units, except as discussed in the following paragraph, is included in the accompanying primary government financial statements. These financial statements are not intended to and do not report on the Claiborne Parish reporting entity but rather are intended to reflect only the financial statements of the primary government (police jury).

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Reporting Entity (Continued)**

The primary government financial statements include all funds, account groups, and organizations for which the police jury maintains the accounting records. The organizations for which the police jury maintains the accounting records are considered part of the primary government (police jury) and include the Claiborne Parish Library and the Second Judicial District Criminal Court.

**Basis of Presentation**

The government-wide financial statements consist of a Statement of Net Position and a Statement of Activities. These statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Major revenues such as ad valorem taxes and sales taxes are assessed, collected and susceptible to accrual. Assets, liabilities, revenues, and expenses of the government are reported in the financial statements. The statements distinguish between the governmental and business-type activities of the police jury by reporting each in a separate column. The police jury does not have any business-type activities at this time.

All capital (long-lived) assets, receivables, and long-term obligations are reported in the Statement of Net Position. The Statement of Activities reports revenues and expenses in a format that allows the reader to focus on the net cost of each function of the police jury. Both the gross and net cost per function, which is otherwise being supported by general government revenues, is compared to the revenues generated directly by the function. In the Statement of Activities, gross expenses, including depreciation, are reduced by related program revenues, which are comprised of charges for services, operating grants, and capital grants. Direct and indirect expenses are reported as program expenses for individual functions and activities. The program revenues must be directly associated with the function or a business-type activity. The types of transactions included in program revenues are licenses and permits, fines, lease income, court costs, charges for mowing, and charges for gravesites. The operating grants include operating-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants.

The fund financial statements report the police jury as a collection of major and nonmajor funds presented on separate schedules by fund category – governmental, proprietary, and fiduciary funds.

- The governmental fund statements include a balance sheet and a statement of revenues, expenditures, and changes in fund balances, with one column for the general fund, one for each of the other major funds, and one column combining all the nonmajor governmental funds. The police jury does not have any nonmajor governmental funds. The statements are prepared using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the current period, generally considered sixty days after the end of the fiscal year. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest payments on general long-term liabilities which are recognized when due.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Basis of Presentation (Continued)**

- The proprietary fund statements include a statement of net position; a statement of revenues, expenses, and changes in fund net position; and a statement of cash flows. Each statement has a column for each major enterprise fund. The police jury does not have any nonmajor proprietary funds or internal service funds. The proprietary fund statements are prepared using the economic resources measurement focus and the accrual basis of accounting in order to make a determination of net income, financial position, and cash flows. The police jury does not currently have any proprietary funds.

Although the financial statements presented in each of these three schedules contain “total” columns, they merely combine rather than consolidate the funds. Hence, interfund transactions that generate receivables and payables or transfers from one fund to another are not eliminated.

Major funds are those whose revenues, expenditures/expenses, assets, or liabilities are at least ten percent of the total for their fund category or type (governmental or enterprise) and at least five percent of the corresponding element total for all governmental and enterprise funds combined.

The data on the face of the three sets of financial statements must be accompanied by certain disclosures to ensure accurate information is presented in the form of a single set of notes to the basic financial statements.

The police jury's current year financial statements include the following major governmental funds:

The General Fund is the police jury's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Parish Road Fund accounts for the maintenance of parish highways, roads, bridges, and drainage systems. Financing is provided by the State of Louisiana Parish Transportation Fund, a specific parish wide ad valorem tax, state revenue sharing funds, and operating transfers from the General Fund.

The Library Maintenance Fund is funded by ad valorem taxes and state revenue sharing funds and is used for the general operations of the parish library system. The library was established by the parish governing authority under the provisions of Louisiana Revised Statute 25:211 to provide citizens of the parish access to library materials, books, magazines, reports, and films. The library is governed by a board of control, which is appointed by the parish police jury in accordance with the provisions of Louisiana Revised Statute 25:214. The members of the board of control serve without pay.

The Sales Tax Fund is funded by a one percent sales and use tax collected throughout the parish which expires September 30, 2016. The fund is used to construct, maintain, and operate facilities for the collection and disposal of solid waste. Any surplus remaining in the fund can be used for the purchase of materials for surfacing and maintaining roads within the parish.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Basis of Presentation (Continued)**

The Criminal Court Fund accounts for Claiborne, Bienville, and Jackson Parishes' fines and forfeitures imposed by the Second Judicial District Court, as provided by Louisiana Revised Statute 15:571.11(c)(3). Expenditures are made from the fund on motion of the district attorney and approval of the district judges. The statute further provides that one-half of the surplus remaining in the fund at December 31 of each year be transferred to the general funds of the parishes of the district in the same proportion as the revenues in the single account or fund were produced from the parishes.

The Section 8 Fund accounts for the operations of the lower income housing assistance program whose purpose is to aid very low income families in obtaining decent, safe, and sanitary rental housing. Funding is provided by the United States Department of Housing and Urban Development.

**Assets, Liabilities, and Net Position, Equity, or Net Fund Balances**

*Cash and Investments*

The police jury's cash and cash equivalents consist of cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. State law allows the police jury to invest in collateralized certificates of deposits, government backed securities, commercial paper, the Louisiana Asset Management Pool (a state sponsored investment pool), and mutual funds consisting solely of government backed securities. Currently, all investments of the police jury consist of short term certificates of deposit with local banks and investments in the Louisiana Asset Management Pool. Investments for the police jury are reported at fair value.

Investments are reported at fair value in accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. Cash and investment earnings are recorded in the Fund that holds the investment.

*Receivables and Payables*

Activity between funds that is outstanding at the end the fiscal year is referred to as either “due to or from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances.” All internal balances are eliminated in the total primary government column. Receivables include all amounts susceptible to accrual that have not been collected at December 31, but will be collected soon enough after the end of the year to pay liabilities of that year. They include all amounts earned, but not collected at December 31. Receivables (net of any uncollectible amounts) and payables are reported on separate lines



**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Assets, Liabilities, and Net Position, Equity, or Net Fund Balances (Continued)**

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied by the police jury in September or October, are actually billed on October 1, and are mailed to the taxpayers in November. Billed taxes become delinquent on January 1 of the following year. Revenues from ad valorem taxes are budgeted in the year they are billed. The Claiborne Parish Sheriff bills and collects the police jury’s property taxes using the assessed value determined by the assessor of Claiborne Parish and approved by the State of Louisiana Tax Commission. For the year ended December 31, 2013, taxes of 22.99 mills were levied on property with assessed valuations totaling \$128,247,458, as follows:

	<u>Authorized Millage</u>	<u>Levied Millage</u>	<u>Expiration</u>
Parishwide taxes:			
General alimony:			
Outside municipalities	4.35	4.07	Indefinite
Inside municipalities	2.17	2.03	Indefinite
Building maintenance	2.48	2.36	2014
Library maintenance	5.44	5.31	2035
Roads	7.00	7.17	2017
Equipment	2.00	2.05	2017

The difference between authorized and levied millage is the result of reassessments of taxable property within the parish as required by Article 7, Section 18 of the Louisiana Constitution of 1974.

On October 22, 2011, voters approved a renewal of the library tax for 6.10 mills beginning 2016 and ending in 2035. On October 19, 2013, voters approved a renewal of the building maintenance tax for 2.71 mills beginning 2015 and ending in 2024.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Assets, Liabilities, and Net Position, Equity, or Net Fund Balances (Continued)**

The following are the principal taxpayers for the parish and their 2013 assessed valuation (amounts expressed in thousands):

	2013 Assessed Valuation	Percent of Total Assessed Valuation
AIX Energy, Inc.	\$ 5,926	4.62%
XTO Energy	5,512	4.30%
Marathon Oil Company	5,160	4.02%
James Michael Hays	2,889	2.25%
DCP Midstream LP	3,067	2.39%
Hunt Oil Company	2,088	1.63%
Covalence Specialty COA	1,781	1.39%
Flint Energy Services, Inc.	824	0.64%
Charles D. Sneed	861	0.67%
Petro-Hunt, LLC	882	0.69%
Total	<u>\$ 28,990</u>	<u>22.60%</u>

On July 25, 2006, voters of the parish renewed a one percent sales tax for the collection and disposal of solid waste and maintenance and acquisition of necessary land, facilities, and equipment related thereto and for materials for surfacing and maintaining roads within the parish. The tax is for a period of ten years and will expire on September 30, 2016. By an agreement between the police jury and the Claiborne Parish School Board, the school board serves as the collection agent for the sales tax. The school board receives three percent of all taxes collected in return for its services as the police jury's collection agent.

Under current state law, the State is not allowed to add any new DOTD maintained roads to its road system without the parish accepting matching mileage of an existing DOTD road into its system. When the new truck by-pass was completed in the fall of 2010, the Claiborne Parish Police Jury was required to accept Highway 807 into the parish road system to meet this requirement since the bypass was a new DOTD maintained road.

*Inventories and Prepaid Items*

Inventories consisting of office supplies and water and sewer plant supplies held for consumption are valued using the average cost method. The consumption method is used for financial reporting. Certain payments reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

*Restricted Assets*

Restricted assets represent primarily cash and investments held separately and restricted according to bond indenture agreements.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Assets, Liabilities, and Net Position, Equity, or Net Fund Balances (Continued)**

*Capital Assets*

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are recorded as expenditures in each fund and capitalized at the government-wide level; fixed assets of enterprise funds are reported in the respective funds. The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend assets' lives are not capitalized. The police jury's capitalization threshold for buildings and improvements is \$5,000. The library, office of community services, and office of homeland security and emergency preparedness maintain a threshold live of \$500 or more for capitalizing assets. For reporting purposes, the police jury defines capital assets as follows:

- Land is an inexhaustible asset with no capitalization threshold and an unlimited useful life; therefore, it is not depreciated.
- Buildings are permanent structures erected above ground, while improvements are major repairs, renovations, or additions that increase the future service potential of the asset. Leasehold improvements are improvements made by the lessee to leased property. They are depreciated principally using the straight-line method with an estimated useful life typically of 40 years for structures and improvements and 10-40 years for depreciable land improvements. Leasehold improvements are depreciated using the straight-line method with an estimated useful life depending on the term of the lease. Construction-in-progress is not depreciated.
- Movable property (furniture, equipment, and vehicles) consists of assets that are not fixed or stationary in nature. The straight-line method of depreciation is used, which divides the historical cost by the estimated useful life of the asset, generally 5 to 10 years.
- Infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems. Infrastructure is depreciated using the straight-line method with an estimated useful life of 30 to 40 years.
- Purchased computer software is depreciated using the straight-line method over an estimated useful life of 3 years.
- Library books and videos are depreciated using the straight-line method over an estimated useful life of 10 years.
- Donated capital assets are recorded at their estimated fair value at the date of donation

*Compensated absences*

The following policies relating to vacation and sick leave are currently in effect:

Employees of the Claiborne Parish Police Jury earn from 5 to 11 days of vacation leave each year depending on length of service. All employees earn 10 days of sick leave each year. Employees may accumulate and carry forward a maximum of 26 days (208 hours) of vacation leave. Upon retirement or separation from employment, employees are paid for accrued and unused vacation leave at their then current rate of pay. Sick leave may be accumulated and carried forward without limitation. However, employees will not be paid for accumulated sick leave upon retirement or separation from employment.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Assets, Liabilities, and Net Position, Equity, or Net Fund Balances (Continued)**

Employees of the Office of Community Services earn from 12 to 18 days of vacation leave each year, depending on length of service. Employees may accumulate and carry forward a maximum of 37.5 days (300 hours). Upon retirement or termination of employment, employees are paid for accumulated and unused vacation leave at their then current rate of pay. Employees also earn sick leave of 12 to 18 days per year, depending on length of service. Employees can accumulate and carry forward a maximum of 30 days (240 hours). Employees are not paid for accumulated sick leave upon retirement or termination of employment.

Employees of the Claiborne Parish Library earn from 14 to 28 days of vacation leave each year, depending upon length of service with the library. Vacation leave does not accumulate. Employees earn 13 days of sick leave each year, which may be accumulated and carried forward without limitation. Employees are not compensated for accumulated sick leave upon termination of employment. However, upon retirement any accumulated sick leave may be credited toward service time for determining retirement benefits.

The entire compensated absence liability, determined in accordance with the provisions of GASB Codification Section C60, is reported on the government-wide financial statements. For governmental fund financial statements, the current portion of unpaid compensated absences is the amount that is normally expected to be paid using expendable available financial resources. These amounts are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated leave are paid. The noncurrent portion of the liability is not reported in the governmental funds.

*Long-Term Obligations*

In the government-wide financial statements, long-term obligations are reported as liabilities in the applicable governmental or business-type activities. In the fund financial statements, proprietary fund long-term obligations are reported as liabilities in the proprietary fund type statement of net position. Individual funds have been used to liquidate other long-term liabilities such as compensated absences, claims and litigation payable, etc. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds. In accordance with paragraph 16 of the Accounting Principles board Opinion No. 21, unamortized balances of premiums and discounts are netted against the outstanding balance of the related bonds payable.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Fund Balance Classifications and Net Position**

Fund balances are reported under the following fund balance classifications:

Non-spendable	Includes fund balance amounts that cannot be spent either because it is not in spendable form or are legally or contractually required to be maintained intact.
Restricted	Includes amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.
Committed	Includes amounts that can only be used for specific purposes pursuant to constraints that are internally imposed by the government through formal action of the police jury and does not lapse at year-end.
Assigned	Includes amounts that are constrained by the police jury's intent to be used for specific purposes that are neither considered restricted or committed.
Unassigned	Includes amounts that have not been assigned to other funds and that have not been restricted, committed or assigned to specific purposes within the General Fund. Negative fund balances in other governmental funds can also be classified as unassigned.

The police jury has a general policy to first use restricted resources for expenditures incurred for which both restricted and unrestricted (committed, assigned, and unassigned) resources are available. When expenditures are incurred for which only unrestricted resources are available, the general policy of the police jury is to use committed resources first, followed by assigned, and then unassigned. The use of restricted/committed resources may be deferred based on a review of the specific transaction.

The difference between assets and liabilities is "net position" on the government-wide, proprietary, and fiduciary fund statements. Net position is segregated into three categories on the government-wide statement of net position:

Net investment in capital assets - 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.

Restricted net position - Consists of net position 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 legislations. The police jury first uses restricted net position for expenses incurred when both restricted and unrestricted net position are available for use. The use of restricted net position may be deferred based on a review of the specific transaction.

Unrestricted net position – The balance of net position that does not meet the definition of "restricted" or "net investment in capital assets."

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Reconciliation of Government-wide and Fund Financial Statements*

The governmental fund balance sheet includes a reconciliation of the government-wide statements to the governmental fund financial statements. This reconciliation is necessary to bring the financial statements from the current financial resources measurement focus and modified accrual basis of accounting to the economic measurement focus and full accrual basis of accounting. Major items included in the reconciliation are capital assets, inventories and prepaids, long-term debt, accrued interest, long-term liabilities, and deferred revenue, which are shown on the government-wide but not the governmental fund statements.

*Use of 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 and expenditures during the reporting period. Actual results could differ from those estimates.

**NOTE 2 - BUDGET VARIANCES**

The following presents a summary of major funds' budget variances for the year ended December 31, 2013:

Fund	Revenues and Other Sources			Expenditures and Other Uses		
	Budget	Actual	Favorable (Unfavorable) Variance	Budget	Actual	Favorable (Unfavorable) Variance
General	\$ 2,475,700	\$ 2,412,419	\$ (63,281)	\$ 1,864,950	\$ 1,832,028	\$ 32,922
Parish Road	2,215,100	2,153,924	(61,176)	2,157,700	2,147,519	10,181
Library	806,500	802,143	(4,357)	2,796,500	2,735,868	60,632
Sales Tax	811,200	948,532	137,332	969,200	1,009,585	(40,385)
Total	<u>\$ 6,308,500</u>	<u>\$ 6,317,018</u>	<u>\$ 8,518</u>	<u>\$ 7,788,350</u>	<u>\$ 7,725,000</u>	<u>\$ 63,350</u>

**NOTE 3 - CASH AND CASH EQUIVALENTS**

Custodial credit risk is the risk that in the event of a bank failure, the police jury's deposits may not be returned to it. The police jury's policy (not a formal written policy) to ensure that there is no exposure to this risk is to require each financial institution to pledge its own securities to cover any amount in excess of Federal Depository Insurance Coverage. 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 Police Jury that the fiscal agent bank has failed to pay deposited funds upon demand.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 3 - CASH AND CASH EQUIVALENTS (Continued)**

At December 31, 2013, the police jury has cash and cash equivalents (book balances) totaling, \$7,547,114 as follows:

Demand deposits	\$ 4,693,481
Time deposits	2,853,583
Petty cash	50
Total	<u>\$ 7,547,114</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.

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. As of December 31, 2013, \$5,850,430 of the police jury's bank balances of \$7,561,981 was exposed to custodial credit risk as follows:

Insured by FDIC	<u>\$ 1,711,551</u>
Uninsured and uncollateralized	-
Collateralized by pledged securities not in the police jury's name	<u>5,850,430</u>
Total balances exposed to custodial credit risk	<u>5,850,430</u>
<b>Total bank balances</b>	<b><u>\$ 7,561,981</u></b>

**NOTE 4 - INVESTMENTS**

Investments held at December 31, 2013, consist of \$28,082 in the Louisiana Asset Management Pool (LAMP), a local government investment pool. LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LSA-R.S. 33:2955.

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

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

**NOTE 4 – INVESTMENTS (CONTINUED)**

GASB Statement No. 40, *Deposit and Investment Risk Disclosure*, requires disclosure of credit risk, custodial credit risk, concentration of credit risk, interest rate risk, and foreign currency risk for all public entity investments. LAMP is a 2a7-like investment pool. The following facts are relevant for 2a7-like investment pools: (1) credit risk: LAMP is rated AAAM by Standard & Poor's; (2) custodial credit risk: LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required; (3) concentration of credit risk: Pooled investments are excluded from the 5 percent disclosure requirement; (4) interest rate risk: GASB No. 40 excludes 2a7-like investment pools from this disclosure requirement; and, (5) foreign currency risk: Not applicable to 2a7-like pools.

The dollar-weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances. The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool shares.

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

**NOTE 5 - RECEIVABLES**

The receivables of \$3,215,328 at December 31, 2013, are as follows:

	Taxes	Due From Other Governments		Fines and Forfeitures	Accounts and Other	Total
		Federal	State			
General	\$ 532,657	\$ -	\$ 84,272	\$ -	\$ 5,132	\$ 622,061
Parish Road	1,003,985	-	79,975	-	6,133	1,090,093
Library Maintenance	743,537	-	11,424	-	859	755,820
Sales Tax	74,617	-	-	-	-	74,617
Criminal Court	-	-	-	8,595	-	8,595
Other governmental	617,504	26,414	17,566	1,090	1,568	664,142
Total	<u>\$ 2,972,300</u>	<u>\$ 26,414</u>	<u>\$ 193,237</u>	<u>\$ 9,685</u>	<u>\$ 13,692</u>	<u>\$ 3,215,328</u>



**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 6 - INTERFUND TRANSFERS AND BALANCES**

The following details interfund transfers for the year ended December 31, 2013:

		Transfers out		
		General	Sales Tax	Total
Transfers in	Parish Road	\$ 400,000	\$ 300,000	\$ 700,000
	OHSEP	24,651	-	24,651
	Total	<u>\$ 424,651</u>	<u>\$ 300,000</u>	<u>\$ 724,651</u>

The Road Fund and Office of Homeland Security and Emergency Preparedness Fund (OHSEP) receive annual appropriations from the General Fund. The Sales Tax Fund transfers a portion of the sales tax revenue to the Road Fund annually as provided by the sales tax resolution.

The following details interfund balances as of December 31, 2013:

		Due to				
		General	Parish Road	Library	Nonmajor Funds	Total
Due from	General	<u>\$ -</u>	<u>\$ 538</u>	<u>\$ 456</u>	<u>\$ 100</u>	<u>\$ 1,094</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

**NOTE 7 - CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended December 31, 2013, is as follows:

	<b>Beginning Balance</b>	<b>Adjustments</b>	<b>Additions</b>	<b>Deletions</b>	<b>Ending Balance</b>
<b>Capital assets not being depreciated:</b>					
Land:					
Police Jury	\$ 49,900	\$ -	\$ -	\$ -	\$ 49,900
Library	-	3,580	-	-	3,580
Office of Community Services	30,000	-	-	-	30,000
Adjudicated property	15,360	-	-	-	15,360
Construction in progress	235,496	(3,580)	2,109,471	-	2,341,387
Total capital assets not being depreciated	<u>330,756</u>	<u>-</u>	<u>2,109,471</u>	<u>-</u>	<u>2,440,227</u>
<b>Capital assets being depreciated:</b>					
Infrastructure:					
Roads	15,517,189	-	-	-	15,517,189
Bridges	1,912,668	-	-	-	1,912,668
Land improvements	15,995	-	-	-	15,995
Buildings and improvements	2,549,623	-	-	-	2,549,623
Public works heavy equipment	2,705,883	-	225,117	(81,315)	2,849,685
Public works other equipment	82,575	-	-	-	82,575
Vehicles	201,599	-	46,198	(15,350)	232,447
Office furniture and equipment	249,691	-	-	-	249,691
Office of Emergency Preparedness and Homeland Security:					
Vehicles	45,517	-	-	-	45,517
Office furniture and equipment	50,506	-	-	-	50,506
Buildings and improvements	13,205	-	-	-	13,205
Office of Community Services:					
Land improvements	7,800	-	-	-	7,800
Buildings and improvements	62,156	-	-	-	62,156
Vehicles	430,873	-	44,620	(22,530)	452,963
Office furniture and equipment	116,327	-	-	-	116,327
Library:					
Building and improvements	797,365	-	-	(6,999)	790,366
Vehicle	49,901	-	-	-	49,901
Furniture and equipment	91,746	-	37,009	(32,601)	96,154
Books and videos	771,167	-	29,537	(40,881)	759,823
Total capital assets being depreciated	<u>25,671,786</u>	<u>-</u>	<u>382,481</u>	<u>(199,676)</u>	<u>25,854,591</u>
<b>Less accumulated depreciation for:</b>					
Infrastructure:					
Roads	14,338,755	-	37,255	-	14,376,010
Bridges	1,171,761	-	42,692	-	1,214,453
Land improvements	13,263	-	800	-	14,063
Buildings and improvements	1,624,627	-	57,209	-	1,681,836
Public works heavy equipment	1,647,131	-	170,514	(73,432)	1,744,213
Public works other equipment	55,031	-	3,200	-	58,231
Vehicles	84,438	-	26,068	(9,722)	100,784
Office furniture and equipment	61,005	-	23,913	-	84,918
Office of Emergency Preparedness and Homeland Security:					
Vehicles	41,137	(2,983)	5,522	-	43,676
Office furniture and equipment	35,545	130	9,833	-	45,508
Buildings and improvements	2,365	-	660	-	3,025
Office of Community Services:					
Land improvements	8,255	(455)	-	-	7,800
Buildings and improvements	42,647	-	2,072	-	44,719
Vehicles	381,138	-	29,991	(22,530)	388,599
Office furniture and equipment	107,136	(450)	-	-	106,686
Library:					
Building and improvements	439,585	-	21,587	(1,575)	459,597
Vehicle	49,901	-	-	-	49,901
Furniture and equipment	73,379	-	7,182	(29,392)	51,169
Books and videos	734,660	(7,657)	73,701	(40,881)	759,823
Total accumulated depreciation	<u>20,911,759</u>	<u>(11,415)</u>	<u>512,199</u>	<u>(177,532)</u>	<u>21,235,011</u>
<b>Total capital assets being depreciated, net</b>	<u>4,760,027</u>	<u>11,415</u>	<u>(129,718)</u>	<u>(22,144)</u>	<u>4,619,580</u>
<b>Total capital assets, net</b>	<u>\$ 5,090,783</u>	<u>\$ 11,415</u>	<u>\$ 1,979,753</u>	<u>\$ (22,144)</u>	<u>\$ 7,059,807</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 7 - CAPITAL ASSETS (Continued)**

Depreciation expense for the year was charged to the following governmental functions:

General government	\$ 53,891
Public safety	41,932
Public works	280,818
Health and welfare	33,088
Culture and recreation	102,470
Total	<u>\$ 512,199</u>

**NOTE 8 - LONG-TERM OBLIGATIONS**

The following is a summary of the long-term obligation transactions for the year ended December 31, 2013:

	<b>Limited Tax Bonds</b>	<b>Compensated Absences</b>	<b>Total</b>
Balance, beginning of year	\$ 2,000,000	\$ 42,617	\$2,042,617
Additions	-	29,343	29,343
Deductions	(145,000)	(22,785)	(167,785)
Adjustment	-	1,598	1,598
Balance, end of year	<u>\$ 1,855,000</u>	<u>\$ 50,773</u>	<u>\$1,905,773</u>

As discussed in Note 1, upon separation from service, employees are paid for accumulated vacation leave at their then current rate of pay. The adjustment to compensated absences is for the purpose of adjusting the ending liability for ending pay rates and limitations on the hours for which an employee will be paid.

On August 1, 2012, the Library issued \$2,000,000 Limited Tax Bonds for the remodeling and expansion of the Homer branch of the library. Principal is due in annual installments of \$145,000 to \$190,000 plus interest from 1.1% to 3.35% payable semiannually. The bonds mature March 1, 2024.

The annual requirements to amortize bonds payable at December 31, 2013, are as follows:

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2014	\$ 155,000	\$ 41,425	\$ 196,425
2015	155,000	39,294	194,294
2016	155,000	36,969	191,969
2017	160,000	34,368	194,368
2018	165,000	31,359	196,359
2019-2023	875,000	95,464	970,464
2024	190,000	3,183	193,183
Total	<u>\$ 1,855,000</u>	<u>\$ 282,062</u>	<u>\$ 2,137,062</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 9 - RETIREMENT SYSTEM**

Substantially all employees of the Claiborne Parish Police Jury are members of the Parochial Employees Retirement System of Louisiana (System), a cost-sharing, multiple-employer, defined benefit pension plan administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the police jury are members of Plan A.

All permanent employees working at least twenty-eight hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent of their final average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only before January 1, 1980, the benefit is equal to one percent of final average salary plus \$24 for each year of supplemental-plan-only service earned before January 1, 1980, plus 3 percent of final average salary for each year of service credited after the revision date. 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 the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefits accrued to their date of termination. The system also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System of Louisiana, Post Office Box 14619, Baton Rouge, Louisiana 70898-4619, or by calling (504) 928-1361.

Under Plan A, members are required by state statute to contribute 9.50 percent of their annual covered salary and the Claiborne Parish Police Jury is required to contribute at an actuarially determined rate. The current rate is 16.75 percent of annual covered payroll. Contributions to the system also include one-fourth of one percent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the Claiborne Parish Police Jury 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 Claiborne Parish Police Jury's contributions to the System under Plan A for the years ended December 31, 2013, 2012, and 2011, were \$164,289, \$151,341, and \$152,411, respectively, substantially equal to the required contributions for each year.

**NOTE 10 - POST RETIREMENT HEALTH CARE AND LIFE INSURANCE BENEFITS**

The Claiborne Parish Police Jury does not provide continuing health care or life insurance benefits for its retired employees.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (Continued)  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**NOTE 11 - RISK MANAGEMENT**

The police jury is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; liability; and injuries to employees and others. To handle such risk of loss, the police jury maintains commercial insurance policies covering: automobile liability and medical payments, workers compensation, general liability, and surety bond coverage on the secretary/treasurer and other employees handling money. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts.

**NOTE 12 - LITIGATION**

At December 31, 2013, the police jury was not involved in any lawsuits.

**NOTE 13 - COOPERATIVE ENDEAVOR**

On October 5, 1995, the police jury entered into an agreement with the Louisiana Department of Public Safety and Corrections and the David Wade Correctional Center to provide a parish road site to store police jury equipment and to assist the department and the correctional center in maintaining their existing roads. The police jury agreed to erect an equipment yard for the storage of equipment and materials and to assist in the maintenance and construction of roads at the center when funds are available. The department and the center agreed to allow the police jury to maintain the parish road site on property owned by the center and to allow the police jury to place movable buildings at the site.

**NOTE 14 - SUBSEQUENT EVENTS**

Management has evaluated subsequent events through June 26, 2014, the date on which the financial statements were available to be issued.

**NOTE 15 – ADOPTION OF NEW ACCOUNTING STANDARDS**

For the year ended December 31 2013, the police jury implemented GASB Statement No. 61, *The Financial Reporting Entity: Omnibus-An Amendment of GASB Statements No. 14 and No. 34*, GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, and GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*.

**Required Supplemental Information (Part II)**

**CLAIBORNE PARISH POLICE .JURY  
HOMER, LOUISIANA**

**REQUIRED SUPPLEMENTARY INFORMATION –  
BUDGETARY COMPARISON SCHEDULES FOR MAJOR FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

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Preliminary budgets for the ensuing year are prepared by the Secretary-Treasurer prior to November of each year. During November and December, the Finance Committee reviews the proposed budgets and makes changes as they deem appropriate. The availability of the proposed budgets for public inspection and the date of the public hearing on the budgets are then advertised in the official journal during December. During the first week of January prior to its regular meeting, the Police Jury holds a public hearing on the proposed budget in order to receive comments from residents. Changes are made to the proposed budgets based on the public hearing and the desires of the police jury as a whole. The budgets are then adopted during the Police Jury's regular January meeting (prior to the 15<sup>th</sup>), and a notice is published in the official journal.

During the year, the Police Jury receives monthly budget comparison statements which are used as a tool to control the operations of the Parish. The Secretary-Treasurer presents necessary budget amendments to the Police Jury during the year when, in his judgment, actual operations are differing materially from those anticipated in the original budget. The Jury, during a regular meeting, reviews the proposed amendments, makes changes as it feel necessary, and formally adopts the amendments. The adoption of the amendments is included in Police Jury minutes published in the official journal.

The Police Jury exercises budgetary control at the function level. Unexpended appropriations lapse at year end and must be re-appropriated in the next year's budget to be expended.

For the year ended December 31, 2013, modified accrual based budgets were adopted for the General Fund and all special revenue funds except for the Section 8 Fund which has a grant budget. Budgetary comparison schedules include the original budgets and all subsequent amendments.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	<b>BUDGETED AMOUNTS</b>		<b>ACTUAL</b>	<b>VARIANCE WITH FINAL BUDGET</b>
	<b>ORIGINAL</b>	<b>FINAL</b>		
<b>REVENUES</b>				
Taxes:				
Ad valorem taxes	\$ 517,000	\$ 517,000	\$ 513,664	\$ (3,336)
Other taxes, penalties and interest	10,000	12,000	12,264	264
Licenses and permits	72,500	78,600	79,452	852
Intergovernmental	1,571,000	1,832,700	1,769,999	(62,701)
Use of money and property	34,100	32,900	34,508	1,608
Other revenues	5,100	2,500	2,532	32
<b>Total revenues</b>	<b>2,209,700</b>	<b>2,475,700</b>	<b>2,412,419</b>	<b>(63,281)</b>
<b>EXPENDITURES</b>				
Current:				
General government:				
Legislative	106,700	110,400	111,794	(1,394)
Judicial	185,150	179,950	189,681	(9,731)
Elections	28,500	28,600	46,225	(17,625)
Finance and administrative	278,800	294,000	307,026	(13,026)
Other general government	248,400	258,000	263,536	(5,536)
Public safety	291,600	280,200	232,768	47,432
Public works	5,000	12,700	12,810	(110)
Health and welfare	144,700	128,400	152,365	(23,965)
Economic development and assistance	59,100	68,300	60,016	8,284
Conservation	5,200	5,200	5,200	-
Capital outlay	-	-	25,577	(25,577)
<b>Total expenditures</b>	<b>1,353,150</b>	<b>1,365,750</b>	<b>1,407,377</b>	<b>(41,627)</b>
Excess of revenues over expenditures	856,550	1,109,950	1,005,042	(104,908)
<b>OTHER FINANCING SOURCES (USES)</b>				
Operating transfers out	(474,700)	(499,200)	(424,651)	74,549
<b>Net change in fund balance</b>	<b>381,850</b>	<b>610,750</b>	<b>592,115</b>	<b>(18,635)</b>
Fund balance at beginning of year	3,083,976	3,150,560	3,150,560	-
<b>Fund balance at end of year</b>	<b>\$ 3,465,826</b>	<b>\$ 3,761,310</b>	<b>\$ 3,742,675</b>	<b>\$ (18,635)</b>



**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - PARISH ROAD SPECIAL REVENUE FUND  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	<b>BUDGETED AMOUNTS</b>		<b>ACTUAL</b>	<b>VARIANCE WITH FINAL BUDGET</b>
	<b>ORIGINAL</b>	<b>FINAL</b>		
<b>REVENUES</b>				
Taxes:				
Ad valorem taxes	\$ 1,040,000	\$ 1,040,000	\$ 969,202	\$ (70,798)
Licenses and permits	28,000	10,500	10,125	(375)
Intergovernmental	297,000	328,900	353,724	24,824
Use of money and property	67,500	135,700	114,203	(21,497)
Other revenues	-	-	6,670	6,670
Total revenues	<u>1,432,500</u>	<u>1,515,100</u>	<u>1,453,924</u>	<u>(61,176)</u>
<b>EXPENDITURES</b>				
Current:				
Public works	<u>2,113,100</u>	<u>2,157,700</u>	<u>2,147,519</u>	<u>10,181</u>
Excess (deficiency) of revenues over expenditures	<u>(680,600)</u>	<u>(642,600)</u>	<u>(693,595)</u>	<u>(50,995)</u>
<b>OTHER FINANCING SOURCES</b>				
Operating transfers in	<u>700,000</u>	<u>700,000</u>	<u>700,000</u>	<u>-</u>
Total other financing sources	<u>700,000</u>	<u>700,000</u>	<u>700,000</u>	<u>-</u>
<b>Net change in fund balance</b>	19,400	57,400	6,405	(50,995)
Fund balance at beginning of year	<u>1,027,748</u>	<u>989,476</u>	<u>989,476</u>	<u>-</u>
<b>Fund balance at end of year</b>	<u><u>\$ 1,047,148</u></u>	<u><u>\$ 1,046,876</u></u>	<u><u>\$ 995,881</u></u>	<u><u>\$ (50,995)</u></u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - LIBRARY MAINTENANCE SPECIAL REVENUE FUND  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	<b>BUDGETED AMOUNTS</b>		<b>ACTUAL</b>	<b>VARIANCE WITH FINAL BUDGET</b>
	<b>ORIGINAL</b>	<b>FINAL</b>		
<b>REVENUES</b>				
Taxes:				
Ad valorem taxes	\$ 725,000	\$ 725,000	\$ 720,019	\$ (4,981)
Intergovernmental	17,000	17,000	16,796	(204)
Fees, charges, and commissions	11,000	2,600	2,438	(162)
Fines and forfeitures	-	-	1,983	1,983
Use of money and property	7,200	8,700	8,742	42
Contributions from private sources	11,000	1,000	-	1,000
Total revenues	<u>771,200</u>	<u>754,300</u>	<u>749,978</u>	<u>(4,322)</u>
<b>EXPENDITURES</b>				
Current:				
Culture and recreation	518,500	472,100	443,849	28,251
Debt service	210,200	210,200	188,230	21,970
Capital outlay	<u>1,991,000</u>	<u>2,114,200</u>	<u>2,103,789</u>	<u>10,411</u>
Total expenditures	<u>2,719,700</u>	<u>2,796,500</u>	<u>2,735,868</u>	<u>60,632</u>
Excess of revenues over expenditures	<u>(1,948,500)</u>	<u>(2,042,200)</u>	<u>(1,985,890)</u>	<u>(56,310)</u>
<b>OTHER FINANCING SOURCES</b>				
Proceeds from issuance of bonds	-	-	2,000,000	(2,000,000)
Proceeds from insurance	<u>-</u>	<u>52,200</u>	<u>52,165</u>	<u>35</u>
Total other financing uses	<u>1,972,715</u>	<u>2,044,300</u>	<u>52,165</u>	<u>1,992,135</u>
<b>Net change in fund balance</b>	24,215	2,100	(1,933,725)	(1,935,825)
Fund balance at beginning of year	<u>2,168,607</u>	<u>2,168,607</u>	<u>4,236,825</u>	<u>2,068,218</u>
<b>Fund balance at end of year</b>	<u>\$ 2,192,822</u>	<u>\$ 2,170,707</u>	<u>\$ 2,303,100</u>	<u>\$ 132,393</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - SALES TAX SPECIAL REVENUE FUND  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	<b>BUDGETED AMOUNTS</b>		<b>ACTUAL</b>	<b>VARIANCE WITH FINAL BUDGET</b>
	<b>ORIGINAL</b>	<b>FINAL</b>		
<b>REVENUES</b>				
Taxes:				
Sales and use taxes	\$ 1,117,700	\$ 804,200	\$ 941,476	\$ 137,276
Use of money and property	10,000	7,000	7,056	56
Total revenues	<u>1,127,700</u>	<u>811,200</u>	<u>948,532</u>	<u>137,332</u>
<b>EXPENDITURES</b>				
Current:				
Public works	679,000	669,200	709,585	(40,385)
Total expenditures	<u>679,000</u>	<u>669,200</u>	<u>709,585</u>	<u>(40,385)</u>
Excess of revenues over expenditures	<u>448,700</u>	<u>142,000</u>	<u>238,947</u>	<u>96,947</u>
<b>OTHER FINANCING USES</b>				
Operating transfers out	<u>(300,000)</u>	<u>(300,000)</u>	<u>(300,000)</u>	<u>-</u>
Total other financing uses	<u>(300,000)</u>	<u>(300,000)</u>	<u>(300,000)</u>	<u>-</u>
<b>Net change in fund balance</b>	148,700	(158,000)	(61,053)	96,947
Fund balance at beginning of year	<u>1,443,808</u>	<u>1,422,703</u>	<u>1,422,703</u>	<u>-</u>
<b>Fund balance at end of year</b>	<u>\$ 1,592,508</u>	<u>\$ 1,264,703</u>	<u>\$ 1,361,650</u>	<u>\$ 96,947</u>

## **Other Supplemental Schedules**

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NONMAJOR SPECIAL REVENUE FUNDS –  
COMBINING SCHEDULES – FUND DESCRIPTIONS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**Building Maintenance Fund**

The Building Maintenance Fund is funded by an ad valorem tax and state revenue sharing funds and is used to maintain and repair parish-owned buildings, such as the courthouse, jail, police jury office, clerk of court's office, office of community services, and the parish health unit.

**Equipment Fund**

The purpose of the Equipment Fund is to purchase new equipment to maintain and construct parish roads. It is funded by ad valorem taxes and interest earned on investments.

**Juvenile Maintenance Fund**

The Juvenile Maintenance Fund accounts for court costs of ten dollars per case, assessed by the district court in criminal cases. The funds are used for the housing of juvenile offenders.

**Office of Homeland Security and Emergency Preparedness**

The Office of Homeland Security and Emergency Preparedness accounts for grants from the federal, state and local governments and operating transfers from the police jury's General Fund. Funding is used to assess the parish's emergency response and security needs and then implement programs and acquire equipment to address those needs.

**Witness Fee Fund**

The Witness Fee Fund accounts for witness fees as provided by Louisiana Revised Statute 15:255. Witness fees are paid from special court costs levied in criminal cases and fund the payment of witness fees to off-duty law enforcement officers who, in their official capacity, are required to be present as a witness in criminal court cases.

**Office of Community Services**

The Office of Community Services was created by the police jury on June 5, 1986. The office is responsible for providing aid and assistance to residents of the parish, primarily the poor, needy, elderly, and unemployed. Funding for the various programs is provided by grants from federal and state agencies, the police jury's General Fund, and donations from the public. The Claiborne Parish Office of Community Services is reported as a special revenue fund of Claiborne Parish Police Jury. Supplementary schedules report the transactions of the various programs administered by the Office of Community Services.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NONMAJOR GOVERNMENTAL FUNDS - SPECIAL REVENUE FUNDS - COMBINING BALANCE SHEET  
AS OF DECEMBER 31, 2013**

	BUILDING		JUVENILE	OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS	WITNESS	OFFICE OF COMMUNITY SERVICES	TOTAL
<b>ASSETS</b>	<b>MAINTENANCE</b>	<b>EQUIPMENT</b>	<b>MAINTENANCE</b>		<b>FEE</b>		
Cash and cash equivalents	\$ 75,840	\$ 179,609	\$ 113,536	\$ 256,431	\$ 139	\$ 237,848	\$ 863,403
Investments	-	5,777	-	-	-	-	5,777
Receivables	339,854	295,216	1,090	-	677	27,305	664,142
<b>TOTAL ASSETS</b>	<u>\$ 415,694</u>	<u>\$ 480,602</u>	<u>\$ 114,626</u>	<u>\$ 256,431</u>	<u>\$ 816</u>	<u>\$ 265,153</u>	<u>\$ 1,533,322</u>
<b>LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES</b>							
Liabilities:							
Accounts, salaries and other payables	\$ 11,461	\$ 49	\$ 416	\$ -	\$ 3,250	\$ 10,903	\$ 26,079
Due to other funds	-	-	-	-	100	-	100
Total liabilities	<u>11,461</u>	<u>49</u>	<u>416</u>	<u>-</u>	<u>3,350</u>	<u>10,903</u>	<u>26,179</u>
Deferred inflows:							
Unavailable ad valorem tax revenue	<u>43,152</u>	<u>37,487</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>80,639</u>
Restricted fund balances	<u>361,081</u>	<u>443,066</u>	<u>114,210</u>	<u>256,431</u>	<u>(2,534)</u>	<u>254,250</u>	<u>1,426,504</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES</b>	<u>\$ 415,694</u>	<u>\$ 480,602</u>	<u>\$ 114,626</u>	<u>\$ 256,431</u>	<u>\$ 816</u>	<u>\$ 265,153</u>	<u>\$ 1,533,322</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NONMAJOR GOVERNMENTAL FUNDS - SPECIAL REVENUE FUNDS - COMBINING SCHEDULE OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	BUILDING MAINTENANCE	EQUIPMENT	JUVENILE MAINTENANCE	OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS	WITNESS FEE	OFFICE OF COMMUNITY SERVICES	TOTAL
<b>REVENUES</b>							
Ad valorem taxes	\$ 319,973	\$ 277,944	\$ -	\$ -	\$ -	\$ -	\$ 597,917
Intergovernmental revenues:							
Federal funds	-	-	-	74,465	-	419,506	493,971
State funds:							
State funds - state revenue sharing	13,826	12,011	-	-	-	-	25,837
Local funds	-	-	-	6,300	-	-	6,300
Fees, charges, and commissions	-	-	-	-	9,150	8,533	17,683
Fines and forfeitures	-	-	14,248	-	-	-	14,248
Use of money and property	1,568	1,801	660	3,260	-	3,874	11,163
Other revenues	-	-	-	-	-	4,000	4,000
<b>Total revenues</b>	<b>335,367</b>	<b>291,756</b>	<b>14,908</b>	<b>84,025</b>	<b>9,150</b>	<b>435,913</b>	<b>1,171,119</b>
<b>EXPENDITURES</b>							
Current:							
General government:							
Judicial	213	-	17,165	-	11,199	-	28,577
Other general government	267,914	-	-	-	-	-	267,914
Public safety	-	-	-	104,455	-	-	104,455
Public works	-	65,829	-	-	-	-	65,829
Health and welfare	-	-	-	-	-	454,023	454,023
Capital outlay	46,651	271,315	-	-	-	-	317,966
<b>Total expenditures</b>	<b>314,778</b>	<b>337,144</b>	<b>17,165</b>	<b>104,455</b>	<b>11,199</b>	<b>454,023</b>	<b>1,238,764</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>20,589</b>	<b>(45,388)</b>	<b>(2,257)</b>	<b>(20,430)</b>	<b>(2,049)</b>	<b>(18,110)</b>	<b>(67,645)</b>
<b>OTHER FINANCING SOURCES</b>							
Operating transfers in	-	-	-	24,651	-	-	24,651
Sale of capital assets	-	50,351	-	-	-	1,701	52,052
Total other financing sources	-	50,351	-	24,651	-	1,701	76,703
<b>Net change in fund balances</b>	<b>20,589</b>	<b>4,963</b>	<b>(2,257)</b>	<b>4,221</b>	<b>(2,049)</b>	<b>(16,409)</b>	<b>9,058</b>
Fund balances at beginning of year	340,492	438,103	116,467	252,210	(485)	270,659	1,417,446
<b>Fund balances at end of year</b>	<b>\$ 361,081</b>	<b>\$ 443,066</b>	<b>\$ 114,210</b>	<b>\$ 256,431</b>	<b>\$ (2,534)</b>	<b>\$ 254,250</b>	<b>\$ 1,426,504</b>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**COMBINING SCHEDULES – OFFICE OF COMMUNITY SERVICES –  
PROGRAM DESCRIPTIONS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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The Claiborne Parish Office of Community Services is reported as a special revenue fund of Claiborne Parish Police Jury. The following schedules report the transactions of the various programs administered by the Office of Community Services. A description of the various programs is as follows:

**Regular**

The Regular program accounts for the general operations of the Office of Community Services. The program also accounts for Workforce Investment Act funds provided by the United States Department of Labor passed through the Louisiana Department of Labor and the Seventh Planning District Service Delivery Area. Additional funding is provided by local grants, interest earned on deposits, operating transfers from other programs and other miscellaneous local revenue sources.

**Community Services Block Grant Fund**

The Community Services Block Grant Fund (CSBG) accounts for funds provided by the United States Department of Health and Human Services through the Louisiana Department of Labor and are allocated to provide a range of services and activities having a measurable and potentially major impact on causes of poverty in the community.

**Energy Fund**

The Energy Fund accounts for funds provided by the United States Department of Health and Human Services through the Louisiana Department of Social Services and are allocated to assist low-income households with energy related utility fees.

**Federal Emergency Management Act Fund**

The Federal Emergency Management Act (FEMA) Fund accounts for funds provided by the Federal Emergency Management Agency. The purpose of the program is to supplement and expand ongoing efforts to provide shelter, food, and supportive services for needy families and individuals.

**Transportation Fund**

The Transportation Fund accounts for Section 18 funds which are provided by the United States Department of Transportation through the Louisiana Department of Transportation and Development and are used to provide financial assistance for public transportation in non-urbanized areas. The fund also accounts for Medical Assistance Program-Title XIX funds provided by the United States Department of Health and Human Services through the Louisiana Department of Social Services which are used to provide transportation to medical facilities for low-income and elderly persons.

**Fares Fund**

The Fares Fund accounts for fees received in the transportation program. Revenues of the fund are used to provide the local matching share for purchases of transportation vehicles. The Federal share is normally provided by the Section 18 program.



**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**GOVERNMENTAL FUNDS - SPECIAL REVENUE FUNDS - OFFICE OF COMMUNITY SERVICES -  
COMBINING BALANCE SHEET  
AS OF DECEMBER 31, 2013**

<b>ASSETS</b>	<b>REGULAR</b>	<b>CSBG</b>	<b>ENERGY</b>	<b>FEMA</b>	<b>TRANS- PORTATION</b>	<b>FARES</b>	<b>TOTAL</b>
Cash and equivalents	\$ 151,241	\$ -	\$ 44,461	\$2,788	\$ 15,271	\$ 24,087	\$ 237,848
Receivables	-	5,594	-	-	21,266	445	27,305
Due from other funds	103,625	-	-	-	-	86,276	189,901
<b>TOTAL ASSETS</b>	<u>\$ 254,866</u>	<u>\$ 5,594</u>	<u>\$ 44,461</u>	<u>\$2,788</u>	<u>\$ 36,537</u>	<u>\$110,808</u>	<u>\$ 455,054</u>
<b>LIABILITIES AND FUND BALANCES</b>							
Liabilities:							
Accounts, salaries, and other payables	\$ 10,903	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,903
Due to other funds	28,671	5,594	21,947	-	133,689	-	189,901
Total liabilities	<u>39,574</u>	<u>5,594</u>	<u>21,947</u>	<u>-</u>	<u>133,689</u>	<u>-</u>	<u>200,804</u>
Fund balances - restricted	<u>215,292</u>	<u>-</u>	<u>22,514</u>	<u>2,788</u>	<u>(97,152)</u>	<u>110,808</u>	<u>254,250</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 254,866</u>	<u>\$ 5,594</u>	<u>\$ 44,461</u>	<u>\$2,788</u>	<u>\$ 36,537</u>	<u>\$110,808</u>	<u>\$ 455,054</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**GOVERNMENTAL FUNDS - SPECIAL REVENUE FUNDS - OFFICE OF COMMUNITY SERVICES -  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	REGULAR	CSBG	ENERGY	FEMA	TRANS- PORTATION	FARES	TOTAL
Revenues:							
Intergovernmental revenues:							
Federal funds	\$ -	\$ 59,808	\$ 177,560	\$ 8,455	\$ 173,683	\$ -	\$ 419,506
Fees, charges, and commissions	14	-	-	-	2,400	6,119	8,533
Use of money and property	3,854	-	-	-	9	11	3,874
Other revenues	2,742	-	51	-	1,207	-	4,000
Total revenues	<u>6,610</u>	<u>59,808</u>	<u>177,611</u>	<u>8,455</u>	<u>177,299</u>	<u>6,130</u>	<u>435,913</u>
Expenditures:							
Current - health and welfare:							
Personal services	-	45,755	1,230	-	160,587	-	207,572
Operating services	142	12,769	177,804	5,554	21,968	-	218,237
Materials and supplies	101	536	1,365	113	24,040	-	26,155
Travel and other charges	-	748	701	-	610	-	2,059
Total expenditures	<u>243</u>	<u>59,808</u>	<u>181,100</u>	<u>5,667</u>	<u>207,205</u>	<u>-</u>	<u>454,023</u>
Excess (deficiency) of revenues over expenditures	<u>6,367</u>	<u>-</u>	<u>(3,489)</u>	<u>2,788</u>	<u>(29,906)</u>	<u>6,130</u>	<u>(18,110)</u>
Other financing sources (uses):							
Proceeds from sales of assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,701</u>	<u>-</u>	<u>1,701</u>
<b>Net change in fund balances</b>	6,367	-	(3,489)	2,788	(28,205)	6,130	(16,409)
Fund balances (deficits) at beginning of year	208,925	-	26,003	-	(68,947)	104,678	270,659
<b>Fund balances (deficits) at end of year</b>	<u>\$ 215,292</u>	<u>\$ -</u>	<u>\$ 22,514</u>	<u>\$ 2,788</u>	<u>\$ (97,152)</u>	<u>\$ 110,808</u>	<u>\$ 254,250</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**SCHEDULE OF COMPENSATION PAID POLICE JURORS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

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The schedule of compensation paid to police jurors is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the police jurors is included in the legislative expenditures of the General Fund. In accordance with Louisiana Revised Statute-33:1233, the police jury has elected the monthly payment method of compensation. Under this method, the president receives \$700 per month and the other jurors receive \$600 per month.

	<u>District</u>	<u>Compensation</u>
D'arcy Stevens	One	\$ 7,200
Mark Furlow	Two	7,200
Robert McDaniel	Three	7,200
Joe Sturges	Four	7,200
W. Lavelle Penix	Five	7,200
Scott Davidson, President	Six	8,400
Roy Lewis	Seven	7,200
Roy Mardis	Eight	7,200
Jerry Adkins	Nine	7,200
Willie Young, Sr.	Ten	7,200
Total		<u>\$ 73,200</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR NAME/ PROGRAM TITLE	CFDA NUMBER	PASS-THROUGH GRANTOR'S NUMBER	FEDERAL EXPENDITURES
<b>UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>			
Passed through Office of the Governor, Division of Administration - Community Development Block Grant (States Program)	14.228	709285	\$ 120,040
Direct - Section 8 Housing Choice Vouchers	14.871	LA-246	219,869
Total United States Department of Housing and Urban Development			<u>339,909</u>
<b>UNITED STATES DEPARTMENT OF INTERIOR</b>			
Passed through the Louisiana Department of the Treasury - In Lieu of Taxes	15.000	N/A	<u>62,167</u>
<b>UNITED STATES DEPARTMENT OF TRANSPORTATION</b>			
Passed through Louisiana Department of Transportation and Development: Public Transportation for Non-Urbanized Areas	20.509	741-14-0113	<u>130,795</u>
<b>UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES</b>			
Passed through Louisiana Department of Social Services - Office of Family Support - Project Independence	93.558	623145	8,655
Passed through Louisiana Housing Finance Agency - Low Income Home Energy Assistance Program	93.568	G0301LALIEA	177,560
Passed through Louisiana Department of Labor - Community Services Block Grant	93.569	2012P0004	26,191
Community Services Block Grant	93.569	2013P0004	33,617
Passed through Louisiana Department of Social Services - Title XIX	93.778	4501356	34,233
Total United States Department of Health and Human Services			<u>280,256</u>
<b>UNITED STATES DEPARTMENT OF HOMELAND SECURITY</b>			
Passed through State of Louisiana - Governor's Office of Homeland Security and Emergency Preparedness - Emergency Food and Shelter National Board Program	97.024	Phase 30 and Phase 31	8,455
Hazard Mitigation Grant Program (HMGP)	97.039	1603n-027-001	39,000
Emergency Management Performance Grant	97.067	EMW-2012-EP-00042-S01	33,451
State Homeland Security Grant Program	97.067	2010-SST0-0043	8,767
State Homeland Security Grant Program	97.067	2011-SS-SS-00124	41,014
Total United States Department of Homeland Security			<u>130,687</u>
Total Federal Expenditures			<u>\$ 943,814</u>

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

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**General**

The Schedule of Expenditures of Federal Awards presents the activity of all federal award programs of the Claiborne Parish Police Jury as defined in Note 1 to the financial statements. All federal award programs received directly from federal agencies, as well as federal awards passed through other government agencies, are included on the schedule.

**Basis of Accounting**

The Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting, which is described in Note 1 to the Police Jury's financial statements. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts in, or used in the preparation of, the basic financial statements.

## **Other Reports**



INDEPENDENT AUDITOR'S 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*

To the Claiborne Parish Police Jury  
Homer, Louisiana

We have audited, in accordance with the 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, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Claiborne Parish Police Jury, as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise Claiborne Parish Police Jury's basic financial statements, and have issued our report thereon dated June 26, 2014.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Claiborne Parish Police Jury's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Claiborne Parish Police Jury's internal control. Accordingly, we do not express an opinion on the effectiveness of Claiborne Parish Police Jury's internal control.

A *deficiency in internal control* 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 and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Caldwell Parish Police Jury's financial statements are free from 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*.

Claiborne Parish Police Jury  
Homer, Louisiana  
Independent Auditor's Report on Internal Control  
Over Financial Reporting and on Compliance, etc.  
December 31, 2013

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Although the intended use of this report may be limited, under Louisiana Revised Statute 24:513, it is issued by the Legislative Auditor as a public document.

BOSCH & STATHAM, LLC

*Bosch & Statham*

Jonesboro, Louisiana  
June 26, 2014





INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

To the Claiborne Parish Police Jury  
Homer, Louisiana

**Report on Compliance for Each Major Federal Program**

We have audited Claiborne Parish Police Jury's compliance with the types of compliance requirements described in the OMB Circular A-133 *Compliance Supplement* that could have a direct and material effect on each of Claiborne Parish Police Jury's major federal programs for the year ended December 31, 2013. Claiborne Parish Police Jury's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Claiborne Parish Police Jury's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Claiborne Parish Police Jury's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Claiborne Parish Police Jury's compliance.

***Opinion on Each Major Federal Program***

In our opinion, Claiborne Parish Police Jury, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2013.

**Claiborne Parish Police Jury**  
**Homer, Louisiana**  
Independent Auditors' Report on Compliance  
in Accordance with OMB Circular A-133  
December 31, 2013

**Report on Internal Control over Compliance**

Management of Claiborne Parish Police Jury, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Claiborne Parish Police Jury's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Claiborne Parish Police Jury's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose. Although the intended use of this report may be limited, under Louisiana Revised Statute 24:513, it is issued by the Legislative Auditor as a public document.

BOSCH & STATHAM, LLC

*Bosch & Statham*

Jonesboro, Louisiana  
June 26, 2014

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**A. SUMMARY OF AUDIT RESULTS**

1. The Police Jury issues primary government financial statements. The auditor's report expresses unqualified opinions on the financial statements of the governmental activities and each major fund. Due to the omission of the financial statements of the component units listed in note 1 to the financial statements, the auditor's report expresses a qualified opinion on the aggregate remaining fund information and an adverse opinion on the aggregate discretely presented component units. The component units issue separate audited financial statements.
2. No significant deficiencies are reported in the Independent Auditor's 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*.
3. No instances of noncompliance material to the financial statements of the Claiborne Parish Police Jury were disclosed during the audit.
4. No significant deficiencies in internal control over major federal award programs are reported in the Independent Auditor's Report on Compliance for Each Major Program and on Internal Control over Compliance Required by OMB Circular A-133.
5. The auditor's report on compliance for the major federal award programs for the Claiborne Parish Police Jury expresses an unqualified opinion.
6. No audit findings relative to the major federal award programs are required to be reported in accordance with Section 510(a) of OMB Circular A-133.
7. The following program was tested as a major program:
  - a. United States Department of Housing and Urban Development – Housing Choice Vouchers Program (CFDA 14.871)
  - b. United States Department of Homeland Security – Passed through Governor's Office of Homeland Security – Homeland Security Program (CFDA 97.067)
8. The threshold for distinguishing Type A and B programs was \$300,000.
9. The Claiborne Parish Police Jury was determined to be a low-risk auditee.

**B. FINDINGS - FINANCIAL STATEMENTS AUDIT**

No reportable findings resulted from the audit of the financial statements.

**C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS  
AUDIT**

No reportable findings resulted from the audit of major federal award programs.

**CLAIBORNE PARISH POLICE JURY  
HOMER, LOUISIANA**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

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**I. FINDINGS - FINANCIAL STATEMENTS AUDIT**

No findings were reported.

**II. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS  
AUDIT**

No findings were reported.