

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**FINANCIAL STATEMENTS
AND SUPPLEMENTAL INFORMATION
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2016**

**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, 2016

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, 2016. 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.

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.

Claiborne Parish Police Jury
Homer, Louisiana
Management's Discussion and Analysis (Continued)
December 31, 2016

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, Police Jury 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 non-major 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

	2016	2015
Current and other assets	\$ 11,739,963	\$ 10,944,909
Capital assets (net)	<u>8,115,437</u>	<u>8,351,695</u>
Total assets	<u>19,855,400</u>	<u>19,296,604</u>
Deferred outflows	<u>783,210</u>	<u>129,494</u>
Long-term obligations	1,471,317	1,615,564
Other liabilities	<u>1,318,794</u>	<u>664,527</u>
Total liabilities	<u>2,790,111</u>	<u>2,280,091</u>
Deferred inflows	<u>93,780</u>	<u>33,504</u>
Net position:		
Net investment in capital assets	6,739,153	6,806,695
Restricted	6,504,567	5,527,961
Unrestricted	<u>4,510,999</u>	<u>4,777,847</u>
Total net position	<u>\$ 17,754,719</u>	<u>\$ 17,112,503</u>

Table 2
Changes in Net Position
Governmental Activities

	<u>2016</u>	<u>2015</u>
Revenues		
Program revenues:		
Charges for services	\$ 691,646	\$ 571,737
Operating grants	1,223,183	950,875
Capital grants	-	124,129
General revenues:		
Property taxes	2,923,464	3,153,278
Sales taxes	596,362	674,863
Unrestricted grants and contributions	1,738,854	1,717,203
Other general revenues	173,388	259,459
Total revenues	<u>7,346,897</u>	<u>7,451,544</u>
Program expenses		
General government	1,811,426	1,762,334
Public safety	275,895	319,472
Public works	3,227,632	3,138,190
Health and welfare	575,654	653,540
Culture and recreation	713,847	777,475
Economic development and assistance	57,058	56,138
Conservation	6,200	5,200
Interest expense	36,969	39,294
Total expenses	<u>6,704,681</u>	<u>6,751,643</u>
Increase in net position	<u>\$ 642,216</u>	<u>\$ 699,901</u>

At the close of the fiscal year, assets of the Police Jury exceeded liabilities by \$17,065,289. Of net position, \$6,739,153 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 \$6,504,567. The remaining balance of \$4,510,999 is made up of bank balances, investments and receivables that are spendable and unrestricted.

Total net position increased by \$642,216 or 3.75% in 2016. Current and other assets increased by \$795,054 or 7.26%. The increase is primarily due to the increase in cash and cash equivalents of \$153,781 the increase in investments of \$54,068 and the increase in receivables of \$325,149. Revenues from federal increased significantly by \$260,265 from 2015 mainly due to FEMA monies received by the Parish as a result of the spring floods. Sales tax revenues decreased -11.63% during 2016 by (\$78,501) as a direct result of the continued slowdown of activity in the oil and gas industry within the parish. We expect the same amount of decrease in 2017 and we do not anticipate much growth in the oil and gas industry in the Parish into the 4th quarter of the year 2018. Program expenses associated with the line item General Government increased by \$49,092 which was a 2.79% increase mainly due to planned rehabilitation projects involving the East Main Street Buildings which include the Clerk of Court & Annex, the Tax Assessor and the Newell Building. Public Safety decreased by \$-43,577 was -13.64% primarily due to a decrease in pass-through grant monies associated with OEP grant monies. Public works expenses increased \$89,442 or 2.85% over the prior year primarily due the damage costs associated with the floods – these costs will continue into 2017. The Health and Welfare function decreased by \$-77,886 which is directly tied to a decrease in funding for OOCs Programs of \$35,303. Culture and Recreations decreased by \$-63,628 due to the fact that the costs of opening in the new Library has stabilized and balanced out – however in 2017 the Library started the process of planning for the building a new building for the Haynesville Branch and these costs will directly affect 2017 and 2018 years. All Other Expenses decreased by \$-405 which is less than 0.1% .

Claiborne Parish Police Jury
Homer, Louisiana
Management's Discussion and Analysis (Continued)
December 31, 2016

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.

	Governmental Activities			
	Total Cost of Services		Net Cost of Services	
	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>
General government	\$ 1,811,426	\$ 1,762,334	\$ 1,158,356	\$ 1,224,615
Public safety	275,895	319,472	133,691	173,614
Public works	3,227,632	3,138,190	2,715,879	2,746,455
Health and welfare	575,654	653,540	6,428	98,421
Culture and recreation	713,847	777,475	675,271	761,165
All others	100,227	100,632	100,227	100,632
Totals	<u>\$ 6,704,681</u>	<u>\$ 6,751,643</u>	<u>\$ 4,789,852</u>	<u>\$ 5,104,902</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.

As of December 31, 2016, combined governmental fund balances of \$10,700,239 showed an increase of \$574,430 from December 31, 2015. The increase in the General Fund's fund balance of \$310,741 from \$4,597,847 to \$4,908,588 is primarily due to a decrease in capital outlay expenditures of \$343,073 and all other costs staying effectively the same or slightly decreasing for the 2016 year even though rural development grants decreased by \$90,717. The remaining increase in fund balances can be tied to the Library Maintenance Fund which increased \$89,876 to \$1,485,137 due leveling off of costs associated with the new Library and to the Equipment Fund which increased \$34,818 to \$679,398 due to the fact the Parish was able to make the 2016 purchases of new equipment at a lower than anticipated cost.

Budgetary Highlights. Differences between the bottom line of the original budgets and the final budgets were minimal - a net of (\$144,465) across all funds. The Police Jury's budgets were amended once during the year – on December 7, 2016. The only three significant changes made – 1) Sales Tax Fund with a net adjustment of (\$53,800) which reflected a continued decrease in sales tax revenue collections during the 2016 year. 2) General Fund with a net of (\$95,300) which reflected an increase in the GF Transfer to the Road Fund of \$150,000 and a \$79,900 adjustment associated with decreased departmental costs. 3) Equipment Fund with a net adjustment of \$57,800 due to the fact the Jury decided to purchase two additional pieces of equipment during the 4th quarter of the year.

Claiborne Parish Police Jury
Homer, Louisiana
Management's Discussion and Analysis (Continued)
December 31, 2016

Actual numbers for Sales Tax revenues were slightly lower than expected. In the General Fund, grant revenues decreased by \$90,717 in 2016. Expenditures were over \$97,226 higher in Public Works due to the increase of repair expenses associated with the spring flood that were not reimbursed by FEMA that were not anticipated in the original budgeted amount. General Fund expenditures decreased in 2016 by \$412,976 mainly due to the decrease in capital outlay expenditures. The Road Fund was supplemented by \$700,000 of transfers from the General Fund, there were no Sales Tax Fund transfers made during 2016 to the Road Fund.

Capital Asset and Debt Administration

Capital Assets. The Police Jury's investment in capital assets for its governmental activities as of December 31, 2016, amounts to \$8,115,437 (net of accumulated depreciation). This investment includes land, construction in progress, buildings and improvements, infrastructure roads and bridges, furniture, and equipment. The decrease in capital assets for the year was \$-236,258 (net). There were several major items that directly affected capital assets during 2016. First, the Jury had \$87,042 in capital expenditures that were directly related to the architectural fees associated with the proposed new Sheriff's Office and Female Detention Facility. The Parish also continued their purchase and upgrade of new equipment for the Claiborne Parish Highway Department which totaled \$ 223,755.

Long-Term Obligations. At the end of the year, the Police Jury had total long-term obligations of \$1,471,317. Compensated absences payable total \$81,317, which represents an increase of \$10,753 over the previous year. During 2016, the Jury had no long-term debt related to heavy equipment. As of December 31, the Police Jury had bonds payable outstanding of \$ 1,390,000 all of which were related to the Library Expansion Project.

Economic Factors and Next Year's Budgets. The Police Jury's financial plan for this upcoming 2017 year is well underway with the adoption of a realistic \$ 6,214,400 budget that meets the needs of the Parish while protecting the long-term financial stability of the Parish. At the end of 2016, the Parish has very little long-term debt, \$ 1,390,000 in General Obligation Bonds for the Library and \$ 81,317 in compensated absences for Parish Employees. The Police Jury, at December 31, 2016, had cash and investments totaling \$ 7,782,063 which represented an increase of \$ 207,849 over the period ended December 31, 2016, which totaled \$7,574,214.

During 2016, the Police Jury completed several projects that benefited the Parish - (1) completion of several LGAP & CWF Grants for numerous upgrades to several local water systems and we started the following two projects (1) rehab and sealing of the East Main Street group of buildings – Clerk of Court, Tax Assessor and Newell Building, and (2) started the process of designing and building a new branch of the Library in Haynesville.

Claiborne Parish Police Jury
Homer, Louisiana
Management's Discussion and Analysis (Continued)
December 31, 2016

During 2017, the Police Jury continues to work on the following grants and other projects – (1) completion of several CWEF Grants for numerous upgrades to several local water systems, (2) LGAP Grant for \$34,000 for the installation of emergency generator at the new CPPJ Highway Department Public Works Complex on Hwy 2, (3) the completion of the long awaited \$385,000 FEMA Road Project by the Claiborne Parish Highway Department, (4) the completion of the \$225,000 rehab of the exterior of the Claiborne Parish Clerk of Court, Tax Assessor and Newell Building block – complete with new roofs (5) the planning and design of the Joe Webb Memorial Library in Haynesville with an estimated construction cost of \$400,000, and (6) the \$75,000 resurfacing and repair of the Claiborne Parish Sheriff's Office Administration Building and Female Detention Facility.

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. This trend along with the continued slump in the oil and gas industry and timber industry in the Parish has raised some major concerns with the Jury on how to maintain the present level of services with the continued decrease in monies received and available, along with the devalued commercial/industrial tax base due to the O&G slump. Once again, the continued decrease in sales tax collections has reached a 20 year low and has placed the Police Jury in a very restrictive financial mode as it looks into the future. This continued decline has made the Jury take pause to plan and consider alternate means and methods of paying for certain services that we offer in the Parish and to consider increasing charges and fees for use of the Parish Road System by heavy haul vehicles in the O&G and timber industries. 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. The Police Jury has made a permanent decision to place the proposed new Sheriff's Office and Female Detention Facility on hold until the local economy and tax base has a noticeable prolonged rebound or some other financial avenue for funding becomes available that is not in the form of a tax increase.

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.

Visit our website at www.claiborneparish.org for update information concerning the day-to-day operations of the Police Jury. All agendas, minutes, budgets, public notices and announcements are archived and available for public view on our webpage



Independent Auditor's Report

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

Report on the Financial Statements

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, 2016, 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, 2016

Summary of Opinions

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Unmodified
Aggregate Discretely Presented Component Units	Adverse
Governmental Fund General	Unmodified
Governmental Fund Parish Road	Unmodified
Governmental Fund Library Maintenance	Unmodified
Governmental Fund Sales Tax	Unmodified
Governmental Fund Criminal Court	Unmodified
Governmental Fund Section 8	Unmodified
Aggregate Remaining Fund Information	Qualified

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, 2016, 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 Claiborne Parish Police Jury as of December 31, 2016, 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 December 31, 2016, 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, 2016

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 46-50 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; the schedule of compensation paid police jurors; and the schedule of compensation, benefits, reimbursements and other payments to agency head are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining nonmajor fund financial statements; the schedule of compensation paid police jurors; and the schedule of compensation, reimbursements, benefits, and other payments to agency head 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; the schedule of compensation paid police jurors; and the schedule of compensation, reimbursements, benefits, and other payments to agency head 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 30, 2017, 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 30, 2017

Basic Financial Statements

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**GOVERNMENTAL ACTIVITIES
STATEMENT OF NET POSITION
AS OF DECEMBER 31, 2016**

ASSETS	
Cash and cash equivalents	\$ 6,934,451
Investments	847,612
Receivables	3,563,647
Due from other funds	264,803
Due from other agencies	19,249
Deferred charges	110,201
Capital assets, net of accumulated depreciation	8,115,437
TOTAL ASSETS	19,855,400
DEFERRED OUTFLOWS	
Deferred outflow - pension related	783,210
LIABILITIES	
Accounts, salaries and other payables	481,382
Due to other agencies	14,025
Deferred revenue	15,626
Compensated absences payable	81,317
Bonds payable within one year	155,000
Bonds payable in more than one year	1,235,000
Due to other funds	219,731
Net pension liability	588,030
TOTAL LIABILITIES	2,790,111
DEFERRED INFLOWS	
Deferred inflows - pension related	93,780
NET POSITION	
Net investment in capital assets	6,739,153
Retricted for:	
General government	614,464
General government - Judicial	245,610
Public works	3,227,159
Public safety	302,907
Health and welfare	492,675
Culture and recreation	1,621,752
Unrestricted	4,510,999
TOTAL NET POSITION	\$ 17,754,719

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, 2016**

FUNCTIONS	EXPENSES	PROGRAM REVENUES			NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	
General government	\$ 1,811,426	\$ 653,070	\$ -	\$ -	\$ (1,158,356)
Public safety	275,895	-	142,204	-	(133,691)
Public works	3,227,632	-	511,753	-	(2,715,879)
Health and welfare	575,654	-	569,226	-	(6,428)
Culture and recreation	713,847	38,576	-	-	(675,271)
Economic development and assistance	57,058	-	-	-	(57,058)
Conservation	6,200	-	-	-	(6,200)
Interest expense	36,969	-	-	-	(36,969)
Total governmental activities	<u>\$ 6,704,681</u>	<u>\$ 691,646</u>	<u>\$ 1,223,183</u>	<u>\$ -</u>	<u>(4,789,852)</u>
General revenues:					
Property taxes					2,923,464
Sales and use taxes levied for public works					596,362
Other taxes, penalties and interest					9,419
Grants and contributions not restricted to specific programs					1,738,854
Net increase (decrease) in the fair value of investments					53,940
Gain on sale of capital assets					3,492
Contributions from private sources					50
Other					106,487
Total general revenues and transfers					<u>5,432,068</u>
Change in net position					642,216
Net position at beginning of year					<u>17,112,503</u>
Net position at end of year					<u>\$ 17,754,719</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, 2016

ASSETS	GENERAL	PARISH ROAD	LIBRARY MAINTENANCE	SALES TAX	CRIMINAL COURT	SECTION 8	OTHER GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
Cash and cash equivalents	\$ 3,789,840	\$ 71,343	\$ 739,036	\$ 865,695	\$ 137,265	\$ 87,902	\$ 1,243,370	\$ 6,934,451
Investments	467,609	3,056	6,281	364,859	-	-	5,807	847,612
Receivables	744,225	1,146,047	854,888	55,164	8,835	-	754,488	3,563,647
Due from other funds	2,060	-	-	-	-	-	218,637	220,697
Due from other agencies	19,247	-	-	-	-	-	2	19,249
Deferred charges	110,201	-	-	-	-	-	44,106	154,307
TOTAL ASSETS	\$ 5,133,182	\$ 1,220,446	\$ 1,600,205	\$ 1,285,718	\$ 146,100	\$ 87,902	\$ 2,266,410	\$ 11,739,963
LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES								
Liabilities:								
Accounts, salaries and other payables	\$ 172,365	\$ 102,457	\$ 34,951	\$ 55,003	\$ 23,036	\$ -	\$ 93,571	\$ 481,383
Due to other funds	-	538	456	-	-	-	218,737	219,731
Due to other agencies	-	-	-	-	-	14,025	-	14,025
Total liabilities	<u>172,365</u>	<u>102,995</u>	<u>35,407</u>	<u>55,003</u>	<u>23,036</u>	<u>14,025</u>	<u>312,308</u>	<u>715,139</u>
Deferred inflows:								
Unavailable ad valorem tax revenue	<u>52,229</u>	<u>106,446</u>	<u>79,661</u>	<u>-</u>	<u>-</u>	<u>15,626</u>	<u>70,623</u>	<u>324,585</u>
Fund balances:								
Restricted fund balances	-	1,011,005	1,485,137	1,230,715	123,064	58,251	2,045,142	5,953,314
Unassigned fund balances	4,908,588	-	-	-	-	-	(161,663)	4,746,925
Total fund balances	<u>4,908,588</u>	<u>1,011,005</u>	<u>1,485,137</u>	<u>1,230,715</u>	<u>123,064</u>	<u>58,251</u>	<u>1,883,479</u>	<u>10,700,239</u>
TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES	\$ 5,133,182	\$ 1,220,446	\$ 1,600,205	\$ 1,285,718	\$ 146,100	\$ 87,902	\$ 2,266,410	\$ 11,739,963

**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, 2016**

Total fund balance - governmental funds	\$ 10,700,239
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources.	8,115,437
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds.	308,960
Deferred items for pension related items are not reported in the fund statements:	
Deferred outflows	783,210
Deferred inflows	(93,780)
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.	
Compensated absences payable	(81,317)
Bonds payable	(1,390,000)
Net pension liability	(588,030)
Net position of governmental activities	<u>\$ 17,754,719</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, 2016

	GENERAL	PARISH ROAD	LIBRARY MAINTENANCE	SALES TAX	CRIMINAL COURT	SECTION 8	OTHER GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
REVENUES								
Taxes:								
Ad valorem	\$ 469,852	\$ 952,867	\$ 804,701	\$ -	\$ -	\$ -	\$ 632,137	\$ 2,859,557
Sales and use	-	-	-	596,362	-	-	-	596,362
Other taxes, penalties and interest	7,826	1,450	-	-	143	-	-	9,419
Licenses and permits	85,572	2,025	-	-	-	-	-	87,597
Intergovernmental revenues:								
Federal funds	50,256	239,003	-	-	-	289,783	351,640	930,682
State funds:								
Severance taxes	1,503,773	-	-	-	-	-	-	1,503,773
State revenue sharing	18,099	37,855	15,836	-	-	-	25,116	96,906
Parish transportation	-	272,417	-	-	-	-	-	272,417
Fire insurance rebate	67,382	-	-	-	-	-	-	67,382
Other state funds	333	-	-	-	-	-	-	333
Local funds	-	-	-	-	-	-	2,625	2,625
Fees, charges, and commissions	-	-	10,319	-	-	-	19,428	29,747
Fines and forfeitures	-	-	8,829	-	545,408	-	20,065	574,302
Use of money and property	31,344	33,378	4,250	5,162	-	119	10,430	84,683
Contributions from private sources	-	-	50	-	-	-	-	50
Other revenues	14,219	1,864	2,695	-	-	1,873	15,998	36,649
Total revenues	<u>2,248,656</u>	<u>1,540,859</u>	<u>846,680</u>	<u>601,524</u>	<u>545,551</u>	<u>291,775</u>	<u>1,077,439</u>	<u>7,152,484</u>
EXPENDITURES								
Current:								
General government:								
Legislative	116,797	-	-	-	-	-	-	116,797
Judicial	257,943	-	-	-	473,897	-	19,533	751,373
Elections	25,783	-	-	-	-	-	-	25,783
Finance and administrative	304,699	-	-	-	-	-	-	304,699

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, 2016

	GENERAL	PARISH ROAD	LIBRARY MAINTENANCE	SALES TAX	CRIMINAL COURT	SECTION 8	OTHER GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
Other general government	\$ 195,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 422,048	\$ 617,408
Public safety	169,701	-	-	-	-	-	85,952	255,653
Public works	11,553	2,154,066	-	694,188	-	-	36,821	2,896,628
Health and welfare	13,807	-	-	-	-	264,438	273,322	551,567
Culture and recreation	-	-	554,483	-	-	-	-	554,483
Economic development and assistance	57,058	-	-	-	-	-	-	57,058
Conservation	6,200	-	-	-	-	-	-	6,200
Debt service	-	-	191,969	-	-	-	-	191,969
Capital outlay	87,042	-	52,218	-	-	-	223,755	363,015
Total expenditures	<u>1,245,943</u>	<u>2,154,066</u>	<u>798,670</u>	<u>694,188</u>	<u>473,897</u>	<u>264,438</u>	<u>1,061,431</u>	<u>6,692,633</u>
Excess (deficiency) of revenues over expenditures	<u>1,002,713</u>	<u>(613,207)</u>	<u>48,010</u>	<u>(92,664)</u>	<u>71,654</u>	<u>27,337</u>	<u>16,008</u>	<u>459,851</u>
OTHER FINANCING SOURCES (USES)								
Operating transfers in	-	700,000	-	-	-	-	25,393	725,393
Operating transfers out	(725,393)	-	-	-	-	-	-	(725,393)
Net increase (decrease) in the fair value of investments	33,421	-	-	20,519	-	-	-	53,940
Proceeds from insurance recovery	-	-	41,866	-	-	-	8,423	50,289
Sale of capital assets	-	-	-	-	-	-	10,350	10,350
Total other financing sources (uses)	<u>(691,972)</u>	<u>700,000</u>	<u>41,866</u>	<u>20,519</u>	<u>-</u>	<u>-</u>	<u>44,166</u>	<u>114,579</u>
Net change in fund balances	310,741	86,793	89,876	(72,145)	71,654	27,337	60,174	574,430
Fund balances at beginning of year	4,597,847	924,212	1,395,261	1,302,860	51,410	30,914	1,823,305	10,125,809
Fund balances at end of year	<u>\$ 4,908,588</u>	<u>\$ 1,011,005</u>	<u>\$ 1,485,137</u>	<u>\$ 1,230,715</u>	<u>\$ 123,064</u>	<u>\$ 58,251</u>	<u>\$ 1,883,479</u>	<u>\$ 10,700,239</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, 2016**

Net change in fund balances - total governmental funds	\$ 574,430
 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.	
Capital outlay	363,018
Depreciation	(592,415)
Gain on disposal of assets	(6,858)
 Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	
Current year deferred inflows	308,959
Prior year deferred inflows	(241,815)
 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	
	155,000
 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.	
Change in compensated absences payable	(10,753)
Pension expense	73,106
Nonemployer contributions	19,544
Change in net position of governmental activities	\$ 642,216

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, 2016**

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 40 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, 2016**

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:		
Assessor	December 31	2 & 3
Clerk of Court	June 30	2 & 3
Sheriff	June 30	2 & 3
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
Second Judicial District Criminal Court	December 31	3
North Claiborne Hospital Service District No. 1	June 30	1 & 3
Claiborne Parish Hospital Service District No. 3	June 30	1 & 3
Wards 2 and 3 Recreation Districts	June 30	1 & 3
Claiborne Parish Fire Protection District No. 3	December 31	1 & 3
Claiborne Parish Fire Protection District No. 4	December 31	1 & 3
South Claiborne Fire Protection District No. 5	December 31	1 & 3
Lisbon Fire Protection District No. 6	December 31	1 & 3
Evergreen Fire Protection District	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, 2016**

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, 2016**

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. The tax expired September 30, 2016 but was renewed by voters for ten years. 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, 2016**

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, 2016**

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, 2016, taxes of 23.85 mills were levied on property with assessed valuations totaling \$119,225,814, as follows:

	<u>Authorized Millage</u>	<u>Levied Millage</u>	<u>Expiration</u>
Parishwide taxes:			
General alimony:			
Outside municipalities	4.35	3.83	Indefinite
Inside municipalities	2.17	1.91	Indefinite
Building maintenance	2.71	2.73	2024
Library maintenance	5.44	6.10	2035
Roads	7.00	7.22	2017
Equipment	2.00	2.06	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, 2016**

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 2016 assessed valuation (amounts expressed in thousands):

	2016 Assessed Valuation	Percent of Total Assessed Valuation
Midcontinent Express	\$ 14,645	12.28%
Gulf Crossing Pipeline Co.	12,721	10.67%
Texas Gas Transmission	5,559	4.66%
XTO Energy	4,160	3.49%
Claiborne Electric Co-op	3,926	3.29%
Mid-Valley Pipeline Company	3,423	2.87%
AIX Energy, Inc.	2,912	2.44%
Akin Beene Resources, LLC	2,939	2.47%
DCP Midstream LP	2,889	2.42%
Entergy Louisiana, INC.	2,347	1.97%
Total	<u>\$ 55,521</u>	<u>46.56%</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, 2016**

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 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, 2016**

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.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

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, 2016**

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, 2016:

Fund	Revenues and Other Sources			Expenditures and Other Uses		
	Budget	Actual	Favorable (Unfavorable) Variance	Budget	Actual	Favorable (Unfavorable) Variance
General	\$ 2,403,300	\$ 2,271,580	\$ (131,720)	\$ 2,059,400	\$ 1,994,260	\$ 65,140
Parish Road	2,393,900	2,240,859	(153,041)	2,143,600	2,154,066	(10,466)
Library	873,330	888,546	15,216	803,700	798,670	5,030
Sales Tax	594,900	601,524	6,624	699,000	694,188	4,812
Total	<u>\$ 6,265,430</u>	<u>\$ 6,002,509</u>	<u>\$ (262,921)</u>	<u>\$ 5,705,700</u>	<u>\$ 5,641,184</u>	<u>\$ 64,516</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, 2016**

NOTE 3 - CASH AND CASH EQUIVALENTS (CONTINUED)

At December 31, 2016, the police jury has cash and cash equivalents (book balances) totaling, \$6,934,451 as follows:

Demand deposits	\$ 4,361,687
Time deposits	2,572,714
Cash on hand	50
Total	<u>\$ 6,934,451</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, 2016, \$5,351,979 of the police jury's bank balances of \$6,714,360 were exposed to custodial credit risk as follows:

Insured by FDIC	<u>\$ 1,362,381</u>
Uninsured and uncollateralized	-
Collateralized by pledged securities not in the police jury's name	<u>5,351,979</u>
Total balances exposed to custodial credit risk	<u>5,351,979</u>
Total bank balances	<u>\$ 6,714,360</u>

NOTE 4 - INVESTMENTS

Louisiana Asset Management Pool

Investments held at December 31, 2016, include \$28,228 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-l/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-l or A-l + commercial paper.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

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.

Edward Jones

Investments held at December 31, 2016, include \$819,385 in two Edward Jones Corporate Accounts. The General Fund and Sales Tax Fund have accounts with balances of \$459,927 and \$359,458, respectively.

Each account includes a money market account, investments in government and agency securities, and asset and mortgage backed securities.

The following is a summary of investment accounts:

	Total	LAMP	Edward Jones			
			Money Market	Government and Agency Securities	Asset and Morgate Backed Securities	Total Edward Jones
Fund:						
General	\$ 467,609	\$ 7,682	\$ 30	\$ 442,629	\$ 17,268	\$ 459,927
Road	3,056	3,056	-	-	-	-
Sales Tax	364,858	5,401	3,961	355,496	-	359,457
Equipment	5,807	5,807	-	-	-	-
Library	6,281	6,281	-	-	-	-
Total	\$ 847,612	\$ 28,227	\$ 3,991	\$ 798,125	\$ 17,268	\$ 819,385

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 5 - RECEIVABLES

The receivables of \$3,563,647, at December 31, 2016, are as follows:

	Taxes	Due From Other Governments		Accounts and Other	Total
		Federal	State		
General	\$ 496,968	\$ -	\$ 246,192	\$ 1,065	\$ 744,225
Parish Road	1,019,543	-	112,782	13,722	1,146,047
Library Maintenance	840,698	-	13,440	750	854,888
Sales Tax	55,164	-	-	-	55,164
Criminal Court	-	-	-	8,835	8,835
Other governmental	661,558	70,581	17,540	4,809	754,488
Total	<u>\$ 3,073,931</u>	<u>\$ 70,581</u>	<u>\$ 389,954</u>	<u>\$ 29,181</u>	<u>\$ 3,563,647</u>

NOTE 6 - INTERFUND TRANSFERS AND BALANCES

The following details interfund transfers for the year ended December 31, 2016:

Due from	Due to			Total
	Parish Road	Library	Nonmajor Funds	
General	<u>\$ 538</u>	<u>\$ 456</u>	<u>\$ 100</u>	<u>\$ 1,094</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, 2016:

Transfers in	Transfers out	
	General	Total
Parish Road	\$ 700,000	\$ 700,000
OHSEP	25,393	25,393
Total	<u>\$ 725,393</u>	<u>\$ 725,393</u>

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 7 - CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended December 31, 2016, is as follows:

	Beginning Balance	Adjustments	Additions	Deletions	Ending Balance
Capital assets not being depreciated:					
Land:					
Police Jury	\$ 220,570	\$ -		\$ -	\$ 220,570
Library	3,580	-	-	-	3,580
Office of Community Services	30,000	-	-	-	30,000
Adjudicated property	19,700	-	-	-	19,700
Construction in progress	309,119	-	87,042	(128,844)	267,317
Total capital assets not being depreciated	<u>582,969</u>	<u>-</u>	<u>87,042</u>	<u>(128,844)</u>	<u>541,167</u>
Capital assets being depreciated:					
Infrastructure:					
Roads	15,517,189	-	-	-	15,517,189
Bridges	1,912,668	-	-	-	1,912,668
Land improvements	15,995	-	-	-	15,995
Buildings and improvements	2,754,822	-	128,844	-	2,883,666
Public works heavy equipment	2,899,492	-	218,345	(20,567)	3,097,270
Public works other equipment	64,075	-	5,410	-	69,485
Vehicles	252,117	-	-	(20,597)	231,520
Office furniture and equipment	250,841	-	-	-	250,841
Office of Emergency Preparedness and Homeland Security:					
Vehicles	49,124	-	-	-	49,124
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	372,753	-	-	-	372,753
Office furniture and equipment	116,327	-	-	-	116,327
Library:					
Building and improvements	3,855,244	-	-	-	3,855,244
Vehicle	49,901	-	-	-	49,901
Furniture and equipment	327,121	-	4,600	-	331,721
Books and videos	735,069	-	47,618	(76,096)	706,591
Total capital assets being depreciated	<u>29,306,405</u>	<u>-</u>	<u>404,817</u>	<u>(117,260)</u>	<u>29,593,962</u>
Less accumulated depreciation for:					
Infrastructure:					
Roads	14,450,379	-	37,184	-	14,487,563
Bridges	1,293,806	-	36,674	-	1,330,480
Land improvements	15,662	-	333	-	15,995
Buildings and improvements	1,613,991	-	65,281	-	1,679,272
Public works heavy equipment	1,842,693	-	214,458	(15,768)	2,041,383
Public works other equipment	46,131	-	3,290	-	49,421
Vehicles	127,707	-	22,847	(18,538)	132,016
Office furniture and equipment	128,998	-	24,477	-	153,475
Office of Emergency Preparedness and Homeland Security:					
Vehicles	32,272	-	4,303	-	36,575
Office furniture and equipment	49,532	-	271	-	49,803
Buildings and improvements	4,345	-	660	-	5,005
Office of Community Services:					
Land improvements	7,800	-	-	-	7,800
Buildings and improvements	48,862	-	2,072	-	50,934
Vehicles	298,256	-	20,444	-	318,700
Office furniture and equipment	115,027	-	757	-	115,784
Library:					
Building and improvements	619,904	-	99,910	-	719,814
Vehicle	49,901	-	-	-	49,901
Furniture and equipment	98,269	-	25,315	-	123,584
Books and videos	694,144	-	34,139	(76,096)	652,187
Total accumulated depreciation	<u>21,537,679</u>	<u>-</u>	<u>592,415</u>	<u>(110,402)</u>	<u>22,019,692</u>
Total capital assets being depreciated, net	<u>7,768,726</u>	<u>-</u>	<u>(187,598)</u>	<u>(6,858)</u>	<u>7,574,270</u>
Total capital assets, net	<u>\$ 8,351,695</u>	<u>\$ -</u>	<u>\$ (100,556)</u>	<u>\$ (135,702)</u>	<u>\$ 8,115,437</u>

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 7 - CAPITAL ASSETS (CONTINUED)

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

General government	\$ 64,270
Public safety	20,243
Public works	324,240
Health and welfare	24,298
Culture and recreation	159,364
Total	<u>\$ 592,415</u>

NOTE 8 - LONG-TERM OBLIGATIONS

The following is a summary of the long-term obligation transactions for the year ended December 31, 2016:

	Limited Tax Bonds	Compensated Absences	Total
Balance, beginning of year	\$ 1,545,000	\$ 70,565	\$ 1,615,565
Additions	-	41,146	41,146
Deductions	(155,000)	(33,526)	(188,526)
Adjustment	-	3,132	3,132
Balance, end of year	<u>\$ 1,390,000</u>	<u>\$ 81,317</u>	<u>\$ 1,471,317</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, 2016, are as follows:

	Principal	Interest	Total
2017	\$ 160,000	\$ 34,368	\$ 194,368
2018	165,000	31,359	196,359
2019	165,000	27,935	192,935
2020	170,000	24,038	194,038
2021	175,000	19,593	194,593
2022-2024	555,000	27,081	582,081
Total	<u>\$ 1,390,000</u>	<u>\$ 164,374</u>	<u>\$ 1,554,374</u>

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS

Parochial Employees' Retirement System of Louisiana (System)

Plan Description

The Claiborne Parish Police Jury contributes to the Parochial Employees' Retirement System of Louisiana (System) which is a cost sharing multiple employer defined benefit pension plan. All permanent employees working at least 28 hours per week are eligible to participate in the System. As of January 1997, elected officials, except coroners, justices of the peace, and parish presidents may no longer join PERS. Section 1901 through 2025 of Title 11 of the Louisiana Revised Statutes (La. R.S. 11:1901-2025) and other general laws of the State of Louisiana govern PERS.

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.

Any member of Plan A who was hired prior to January 1, 2007, can retire providing he/she meets one of the following criteria:

1. Any age after 30 years of creditable service.
2. Age 55 after 25 years of creditable service.
3. Age 60 after 10 years of creditable service.
4. Age 65 after seven years creditable service.

Eligibility for retirement for Plan A members hired on or after January 1, 2007 is as follows:

1. Age 55 after 30 years of creditable service.
2. Age 62 after 10 years of creditable service.
3. Age 67 after seven years of creditable service.

Generally, the monthly amount of the retirement allowance of any member of Plan A shall consist of an amount equal to three percent of the employee's final compensation multiplied by his or her years of creditable service. However, under certain conditions as outlined in the statutes, the benefits are limited to specified amounts.

The System also provides death and disability benefits. Benefits are established or amended by state statute.

For the year ended December 31, 2016, the Claiborne Parish Police Jury's total payroll for all employees was \$1,304,899. Total covered payroll was \$1,169,746. Covered payroll refers to all compensation paid by the Claiborne Parish Police Jury to active employees covered by the Plan.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. The report may be obtained by writing to the Parochial Employees Retirement System of Louisiana, 7509 Wrenwood Boulevard, Baton Rouge, Louisiana 70809, or by calling (225) 928-1361, or by visiting the System's website www.persla.org.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Parochial Employees' Retirement System of Louisiana (System) (Continued)

Contributions

According to state statute, contribution requirements for all employers are actuarially determined each year. For the year ended December 31, 2016, the actual employer contribution rate was 13.00% for Plan A, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. In accordance with state statute, the System receives ad valorem taxes and state revenue sharing funds. These additional sources of income are used as employer contributions and are considered support from non-employer contributing entities, but are not considered special funding situations.

Under Plan A, members are required by state statute to contribute 9.50% of their annual covered salary. The contributions are deducted from the employee's wages or salary and remitted by the Claiborne Parish Police Jury to the System monthly. The Claiborne Parish Police Jury's contributions to the System under Plan A for the year ending December 31, 2016 were \$152,067.

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

At December 31, 2016, the Employer reported a liability of \$553,880 for its proportionate share of the Net Pension Liability. The Net Pension Liability was measured as of December 31, 2015 and the total pension liability used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date. The Claiborne Parish Police Jury's proportion of the Net Pension Liability was based on a projection of the Police Jury's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At December 31, 2015, the Police Jury's proportion was 0.210418%, which was a decrease of 0.004212% from its proportion measured as of December 31, 2014.

For the year ended December 31, 2016, the Claiborne Parish Police Jury recognized pension expense of \$239,518 plus employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, which was (\$315,340). Total pension expense for the Claiborne Parish Police Jury for the year ended December 31, 2016 was (\$75,822).

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Parochial Employees' Retirement System of Louisiana (System) (Continued)

At December 31, 2016, the Claiborne Parish Police Jury reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$-	\$88,027
Changes in assumption	123,413	-
Net difference between projected and actual earnings on pension plan investments	506,816	-
Changes in employer's portion of beginning net pension liability	917	-
Differences between employer contributions and proportionate share of employer contributions	(12,506)	-
Subsequent measurement contributions	152,067	-
Total	\$770,706	\$88,027

Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

Year ended December 31,	
2017	\$170,670
2018	170,670
2019	170,670
2020	170,670

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Parochial Employees' Retirement System of Louisiana (System) (Continued)

Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining the total pension liability as of December 31, 2015, are as follows:

Valuation Date	December 31, 2015
Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Investment Rate of Return	7.00% (net of investment expense)
Salary increases	5.25% (2.75% merit, 2.50% inflation)
Expected remaining service lives	4 years
Mortality rates	RP-2000 Employee Sex Distinct Table was selected for employees. RP-2000 Healthy Annuitant Sex Distinct Tables were selected for annuitants and beneficiaries. RP-2000 Disabled Lives Mortality Table was selected for disabled annuitants.
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees.

The long-term expected rate of return on pension plan investments was determined using a triangulation method which integrated the CAPM pricing model (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward looking basis in equilibrium, in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.00% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.55% for the year ended December 31, 2015.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Parochial Employees' Retirement System of Louisiana (System) (Continued)

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Fixed income	34%	1.06%
Equity	51%	3.56%
Alternatives	12%	0.74%
Real Assets	3%	0.19%
Totals	<u>100%</u>	<u>5.55%</u>
Inflation		<u>2.00%</u>
Expected arithmetic nominal return		<u><u>7.55%</u></u>

Discount Rate

The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Claiborne Parish Police Jury's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Claiborne Parish Police Jury's proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the Police Jury's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower (6.00%) or one percentage-point higher (8.00%) than the current rate:

	1.0% Decrease (6.00%)	Current Discount Rate (7.00%)	1.0% Increase (8.00%)
Employer's proportionate share of net pension liability	\$1,387,672	\$553,880	(\$150,774)

Payables to the Pension Plan

These financial statements include a payable to the pension plan of \$64,835, which is the legally required contribution due at December 31, 2016. This amount is recorded in accrued expenses.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Parochial Employees' Retirement System of Louisiana (System) (Continued)

Plan Fiduciary Net Position

Detailed information about the Plan's fiduciary net position is available in the separately issued Parochial Employees' Retirement System of Louisiana Audit Report at www.persla.org.

Registrar of Voters Employees' Retirement System of Louisiana (System)

Plan Description

The Claiborne Parish Registrar of Voters contributes to the Registrar of Voters Employees' Retirement System of Louisiana (System) which is a cost sharing multiple employer defined benefit pension plan. The System was established on January 1, 1955 by Louisiana Revised Statute 11:2032, as amended, for registrars of voters, their deputies, and their permanent employees in each parish.

Any member of the Plan who was hired prior to January 1, 2013, can retire providing he/she meets one of the following criteria:

5. Age 55 after 20 years of creditable service.
6. Age 60 after 10 years of creditable service.
7. Any age after 30 years of creditable service.

Eligibility for retirement for members hired on or after January 1, 2013 is as follows:

4. Age 55 after 30 years of creditable service.
5. Age 60 after 20 years of creditable service.
6. Age 62 after 10 years of creditable service.

The monthly amount of the retirement allowance of any member hired before January 1, 2013, is calculated as 3.33% of the average annual earned compensation for the highest consecutive 60 months multiplied by the number of years of creditable service, not to exceed 100% of average annual compensation. Regular retirement benefits for members hired on or after January 1, 2013 are calculated at 3.00% of the average annual earned compensation for the highest consecutive 60 months multiplied by the numbers of years of creditable service, not to exceed 100% of average annual compensation.

The System also provides death and disability benefits. Benefits are established or amended by state statute.

For the year ended December 31, 2016, the Claiborne Parish Registrar of Voters' total payroll for all employees was \$15,336. Total covered payroll was \$15,336. Covered payroll refers to all compensation paid by the Claiborne Parish Registrar of Voters to active employees covered by the Plan.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Registrar of Voters Employees' Retirement System of Louisiana (System) (Continued)

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. The report may be obtained by writing to the Registrar of Voters Employees' Retirement System of Louisiana, Post Office Box 57, Jennings, Louisiana 70546, or by calling (800) 810-8515, or by visiting the System's website www.larovers.com.

Contributions

According to state statute, contribution requirements for all employers are actuarially determined each year. For the year ended December 31, 2016, the actual employer contribution rate was 22.50% for January through June and 20.00% for July through December, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. In accordance with state statute, the System receives ad valorem taxes and state revenue sharing funds. These additional sources of income are used as employer contributions and are considered support from non-employer contributing entities, but are not considered special funding situations.

Plan members are required by state statute to contribute 7.00% of their annual covered salary. The contributions are deducted from the employee's wages or salary and remitted by the Claiborne Parish Registrar of Voters to the System monthly. The Claiborne Parish Registrar of Voters' contributions to the System for the year ending December 31, 2016 were \$3,259.

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

At December 31, 2016, the Employer reported a liability of \$31,683 for its proportionate share of the Net Pension Liability. The Net Pension Liability was measured as of June 30, 2016 and the total pension liability used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date. The Claiborne Parish Registrar of Voter's proportion of the Net Pension Liability was based on a projection of the Registrar of Voters' long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2016, the Registrar of Voters' proportion was 0.111659%, which was a decrease of 0.001396% from its proportion measured as of June 30, 2015.

For the year ended December 31, 2016, the Claiborne Parish Registrar of Voters recognized pension expense of \$5,437 plus employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, which was (\$3,574). Total pension expense for the Claiborne Registrar of Voters for the year ended December 31, 2016 was \$1,863.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Registrar of Voters Employees' Retirement System of Louisiana (System) (Continued)

At December 31, 2016, the Claiborne Parish Registrar of Voters reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$-	\$3,194
Changes in assumption	1,067	1,188
Net difference between projected and actual earnings on pension plan investments	8,713	-
Changes in employer's portion of beginning net pension liability	0	1,076
Differences between employer contributions and proportionate share of employer contributions	(1,142)	(1,278)
Subsequent measurement contributions	1,534	-
Total	\$10,171	\$4,180

The \$1,534 reported as deferred outflows of resources related to pensions resulting from the Claiborne Parish Registrar of Voters contributions subsequent to the measurement date will be recognized as a reduction of Net Pension Liability in the year ended December 31, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

Year ended December 31,	
2017	\$1,198
2018	1,198
2019	1,198
2020	1,198
2021	1,198

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Registrar of Voters Employees' Retirement System of Louisiana (System) (Continued)

Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2016, are as follows:

Valuation Date	June 30, 2016
Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Investment Rate of Return	7.0%, net of investment expense
Salary increases	6.0% (2.5% inflation, 3.5% merit)
Mortality rates	RP-2000 Combined Healthy Mortality Table for active members, healthy annuitants and beneficiaries RP-2000 Disabled Lives Mortality Tables for disabled annuitants
Expected remaining service lives	2016-5 years 2015-5 years 2014-4 years
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The resulting long-term rate of return is 8.37% for the year ended June 30, 2016. The best estimates of arithmetic real rates of return for each major asset class based on the System's target asset allocation as of June 30, 2016, were as follows:

Asset Class	Target Allocation	Real Return Arithmetic Basis	Long-Term Expected Real Rate of Return
Domestic equities	40%	7.50%	3.00%
International equities	15	8.50	1.28
Domestic fixed income	20	2.50	0.50
International fixed income	10	3.50	0.35
Alternative investments	5	5.87	0.29
Real estate	10	4.50	0.45
Totals	100%		5.87%
Inflation			2.50
Expected arithmetic nominal return			8.37%

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

Registrar of Voters Employees' Retirement System of Louisiana (System) (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.0%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by PRSAC taking into consideration the recommendation of the System's actuary. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Claiborne Parish Registrar of Voters' Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Claiborne Parish Registrar of Voters' proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the Registrar of Voters' proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower (6.00%) or one percentage-point higher (8.00%) than the current rate:

	1.0% Decrease (6.00%)	Current Discount Rate (7.00%)	1.0% Increase (8.00%)
Employer's proportionate share of net pension liability	\$44,049	\$31,683	\$21,030

Payables to the Pension Plan

These financial statements include a payable to the pension plan of \$422, which is the legally required contribution due at December 31, 2016. This amount is recorded in accrued expenses.

Plan Fiduciary Net Position

Detailed information about the Plan's fiduciary net position is available in the separately issued Registrar of Voters' Employees' Retirement System of Louisiana at www.larover.com.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

District Attorney’s Retirement System of Louisiana (System)

Plan Description

The Claiborne Parish Police Jury contributes to the District Attorneys’ Retirement System of Louisiana (System) which is a cost sharing multiple employer defined benefit pension plan. The System was established on August 1, 1956 and was placed under the management of the board of trustees for the purpose of providing retirement allowances and other benefits as stated under the provisions of Louisiana R.S. 11, Chapter 3 for district attorneys and their assistants in each parish. All persons who are district attorneys of the State of Louisiana or assistant district attorneys in any parish shall become members as a condition of their employment, provided in the case of assistant district attorneys, they must be paid an amount not less than the minimum salary specified by the board for assistant district attorneys.

Any member of the Plan who was hired prior to July 1, 1990, and who have elected not to be covered under the new provisions, are eligible to receive normal retirement benefit if one of the following criteria is met:

8. Age 62 after 10 or more years of creditable service.
9. Age 60 after 18 or more years of creditable service.
10. Age 55 after 23 or more years of creditable service.
11. Any age after 30 or more years of creditable service.

Generally, the monthly amount of the retirement allowance of any member of the Plan shall consist of an amount equal to three percent of the employee's final compensation for each year of creditable service. However, under certain conditions as outlined in the statutes, the benefits are limited to specified amounts. Retirement benefits may not exceed 100% of final average compensation.

Any member of the Plan who was hired after to July 1, 1990, or who have elected to be covered under the new provisions, are eligible to receive normal retirement benefit if one of the following criteria is met:

1. Age 60 after 10 or more years of creditable service.
2. Age 55 after 24 or more years of creditable service.
3. Any age after 30 or more years of creditable service.

Generally, the monthly amount of the retirement allowance of any member of the Plan shall consist of an amount equal to 3.5% of the employee's final compensation multiplied by years of membership service. However, under certain conditions as outlined in the statutes, the benefits are limited to specified amounts. Retirement benefits may not exceed 100% of final average compensation.

The System also provides death and disability benefits. Benefits are established or amended by state statute.

For the year ended December 31, 2016, the Claiborne Parish Police Jury’s total payroll for all employees was \$7,800. Total covered payroll was \$7,800. Covered payroll refers to all compensation paid by the Claiborne Parish Police Jury to active employees covered by the Plan.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

District Attorney’s Retirement System of Louisiana (System) (Continued)

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. The report may be obtained by writing to the District Attorneys’ Retirement System of Louisiana, 1645 Nicholson Drive, Baton Rouge, Louisiana 70802, or by calling (225) 267-4824, or by visiting the System's website www.ladars.org.

Contributions

According to state statute, contribution requirements for all employers are actuarially determined each year. For the year ended December 31, 2016, the actual employer contribution rate was 3.50% for January through June and 0.00% for July through December, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. In accordance with state statute, the System receives ad valorem taxes and state revenue sharing funds. These additional sources of income are used as employer contributions and are considered support from non-employer contributing entities, but are not considered special funding situations.

Members are required by state statute to contribute 8.00% of their annual covered salary. The contributions are deducted from the employee’s wages or salary and remitted by the Claiborne Parish Police Jury to the System monthly. The Claiborne Parish Police Jury’s contributions to the System for the year ending December 31, 2016 were \$137.

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

At December 31, 2016, the Employer reported a liability of \$2,467 for its proportionate share of the Net Pension Liability. The Net Pension Liability was measured as of June 30, 2016 and the total pension liability used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date. The Claiborne Parish Police Jury’s proportion of the Net Pension Liability was based on a projection of the Police Jury’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2016, the Police Jury’s proportion was 0.012890%, which was a decrease of 0.003675% from its proportion measured as of June 30, 2015.

For the year ended December 31, 2016, the Claiborne Parish Police Jury recognized pension expense of \$959, plus employer’s amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, which was (\$107). Total pension expense for the Claiborne Parish Police Jury for the year ended December 31, 2016 was \$853.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

District Attorney’s Retirement System of Louisiana (System) (Continued)

At December 31, 2016, the Claiborne Parish Police Jury reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$-	\$994
Changes in assumption	465	547
Net difference between projected and actual earnings on pension plan investments	1,892	-
Changes in employer’s portion of beginning net pension liability	675	509
Differences between employer contributions and proportionate share of employer contributions	(700)	(476)
Subsequent measurement contributions	-	-
Total	\$2,332	\$1,574

Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

Year ended December 31,	
2017	\$126
2018	126
2019	126
2020	126
2021	126
2022	126
2023	126

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

District Attorney’s Retirement System of Louisiana (System) (Continued)

Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2016, are as follows:

Valuation Date	June 30, 2016
Actuarial Cost Method	Aggregate Actuarial Cost Method with allocation based on earnings
Actuarial Assumptions:	
Investment Rate of Return	7.00%, net of investment expense
Salary increases	5.50% (2.50% inflation, 3.00% merit)
Mortality rates	RP-2000 Combined Healthy with White Collar Adjustment Sex Distinct Tables (set-back 1 year for females) projected to 2032 using Scale AA for employees, annuitants, and beneficiaries. RP-2000 Disabled Lives Mortality Table (set back 5 years for males and 3 years for females) for disabled annuitants.
Expected remaining service lives	7 years
Cost of Living Adjustments	Only those previously granted.

The estimated long-term rate of return on pension plan investments was determined using a building-block method in which best-estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The resulting long-term rate of return is 8.39% for June 30, 2015. Best estimates of real rates of return for each major asset class included in the System’s target asset allocation as of June 30, 2015 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Equities	57.70%	3.56%
Fixed income	33.00	2.26
Alternatives	4.80	0.50
Real estate	4.50	0.02
Totals	100%	6.34
Inflation		2.70
Expected arithmetic nominal return		9.04%

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 9 – RETIREMENT SYSTEMS (CONTINUED)

District Attorney’s Retirement System of Louisiana (System) (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from participating employers will be made at actuarially determined rates approved by PRSAC taking into consideration the recommendation of the System’s actuary. Based on those assumptions, the System’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payment to determine the total pension liability.

Sensitivity of the Claiborne Parish Police Jury’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Claiborne Parish Police Jury’s proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the Police Jury’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower (6.00%) or one percentage-point higher (8.00%) than the current rate:

	1.0% Decrease (6.00%)	Current Discount Rate (7.00%)	1.0% Increase (8.00%)
Employer’s proportionate share of net pension liability	\$9,310	\$2,467	(\$1,664)

Payables to the Pension Plan

These financial statements did not include a payable to the pension plan.

Plan Fiduciary Net Position

Detailed information about the System’s fiduciary net position is available in the separately issued District Attorneys’ Retirement System of Louisiana Audit Report at www.ladars.org.

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, 2016**

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 – COMMITMENTS AND CONTINGENCIES

At December 31, 2016, the police jury was involved in one lawsuit. The police jury's legal counsel does not expect liability, if any, to exceed insurance coverage.

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 30, 2017, the date on which the financial statements were available to be issued.

NOTE 15 – NEW ACCOUNTING STANDARDS

In February of 2015, GASB issued GASB Statement 72, *Fair Value Measurement and Application*, which addresses accounting and financial reporting issues related to fair value measurements. GASB 72 generally requires investments to be measured at fair value. Investments are defined as securities or other assets that (a) a government holds primarily for the purpose of income or profit and (b) has a present service capacity based solely on its ability to generate cash or to be sold to generate cash. This Statement requires disclosures to be made about fair value measurements, the level of fair value hierarchy, and valuation techniques; and these disclosures are to be organized by type of asset or liability reported at fair value. The effective date for GASB 72 is for periods beginning after June 15, 2015, and earlier application is encouraged. The Statement did not affect the Police Jury's financial statements.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 15 – NEW ACCOUNTING STANDARDS (CONTINUED)

In June, 2015, GASB Statement 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB 68, and Amendments to Certain Provisions of GASB 67 and 68*, was issued, whose objective is to improve the usefulness of information about pensions included in the general purpose external financial reports. This statement establishes requirements for defined benefit pensions that are not within the scope of GASB Statement 68, and it establishes requirements for defined contribution pensions that are not within the scope of GASB 68. In addition, this statement amends certain provisions of GASB Statement 67 and 68. The requirements of this statement extend the approach to accounting and financial reporting established in GASB 68 to all pensions, with modifications as necessary. The requirements of this statement are effective for years beginning after June 15, 2015. There were no significant effects from implementing this statement.

Issued in June of 2015, GASB Statement 74, *Financial Reporting for Postemployment Benefit Plans Other than Pension Plans*, and GASB Statement 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*, aim to improve accounting and financial reporting for OPEB, resulting from a comprehensive review of the effectiveness of existing standards. The requirements of these Statements will improve financial reporting through enhanced note disclosures and schedules of RSI that will be presented by OPEB plans. These Statements establish standards for recognizing and measuring liabilities, deferred outflows and inflows of resources, and expenses/expenditures. GASB 74 is effective for years beginning after May 26, 2016, and GASB 75 is effective for years beginning after June 15, 2017. The Police Jury's financial statements are not impacted by the provisions of this Statement.

GASB Statement 76, *the Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*, was issued in June of 2015. The objective of this Statement is to identify the hierarchy of generally accepted accounting principles, in the context of the current governmental financial reporting environment. The requirements of this Statement will raise the category of GASB Implementation Guides in the GAAP hierarchy, emphasize the importance of analogies to authoritative literature when the accounting treatment for an event is not specified in authoritative GAAP, and require the consideration of consistency with GASB Concepts Statements when evaluating accounting treatments specified in non-authoritative literature. The effective date for this Statement is for years beginning after June 15, 2015. This Statement did not have a significant impact on the Police Jury's financial statements.

GASB Statement No. 77, *Tax Abatement Disclosures*, was issued in August 2015. This Statement requires governments that enter into tax abatement agreements to disclose the following information about the agreements:

- Brief descriptive information, such as the tax being abated, the authority under which tax abatements are provided, eligibility criteria, the mechanism by which taxes are abated, provisions for recapturing abated taxes, and the types of commitments made by tax abatement recipients
- The gross dollar amount of taxes abated during the period
- Commitments made by a government, other than to abate taxes, as part of a tax abatement agreement.

The requirements of this Statement are effective for financial statements for periods beginning after December 15, 2015. Earlier application is encouraged. This statement did not impact the Police Jury.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 15 – NEW ACCOUNTING STANDARDS (CONTINUED)

GASB Statement No. 78, *Pensions Provided through Certain Multiple-Employer Defined Benefit Pension Plans*, was issued in December 2015. This Statement amends the scope and applicability of Statement 68 to exclude pensions provided to employees of state or local governmental employers through a cost-sharing multiple-employer defined benefit pension plan that (1) is not a state or local governmental pension plan, (2) is used to provide defined benefit pensions both to employees of state or local governmental employers and to employees of employers that are not state or local governmental employers, and (3) has no predominant state or local governmental employer (either individually or collectively with other state or local governmental employers that provide pensions through the pension plan). This Statement establishes requirements for recognition and measurement of pension expense, expenditures, and liabilities; note disclosures; and required supplementary information for pensions that have the characteristics described above. The requirements of this Statement are effective for reporting periods beginning after December 15, 2015. Earlier application is encouraged. This statement does not affect the Police Jury's financial statements.

GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, was issued in December 2015. This Statement addresses accounting and financial reporting for certain external investment pools and pool participants. Specifically, it establishes criteria for an external investment pool to qualify for making the election to measure all of its investments at amortized cost for financial reporting purposes. An external investment pool qualifies for that reporting if it meets all of the applicable criteria established in this Statement. The specific criteria address (1) how the external investment pool transacts with participants; (2) requirements for portfolio maturity, quality, diversification, and liquidity; and (3) calculation and requirements of a shadow price. Significant noncompliance prevents the external investment pool from measuring all of its investments at amortized cost for financial reporting purposes. Professional judgment is required to determine if instances of noncompliance with the criteria established by this Statement during the reporting period, individually or in the aggregate, were significant. The requirements of this Statement are effective for reporting periods beginning after June 15, 2015, except for certain provisions on portfolio quality, custodial credit risk, and shadow pricing. Those provisions are effective for reporting periods beginning after December 15, 2015. Earlier application is encouraged. This statement does not affect the Police Jury's financial statements.

GASB Statement No. 80, *Blending Requirements for Certain Component Units—an amendment of GASB Statement No. 14*, was issued in January 2016. This Statement amends the blending requirements for the financial statement presentation of component units of all state and local governments. The additional criterion requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is the sole corporate member. The additional criterion does not apply to component units included in the financial reporting entity pursuant to the provisions of Statement No. 39, *Determining Whether Certain Organizations Are Component Units*. The requirements of this Statement are effective for reporting periods beginning after June 15, 2016. Earlier application is encouraged. This statement does not affect the Police Jury's financial statements.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 15 – NEW ACCOUNTING STANDARDS (CONTINUED)

GASB Statement No. 81, *Irrevocable Split-Interest Agreements*, was issued in March 2016. This Statement requires that a government that receives resources pursuant to an irrevocable split-interest agreement recognize assets, liabilities, and deferred inflows of resources at the inception of the agreement. Furthermore, this Statement requires that a government recognize assets representing its beneficial interests in irrevocable split-interest agreements that are administered by a third party, if the government controls the present service capacity of the beneficial interests. This Statement requires that a government recognize revenue when the resources become applicable to the reporting period. The requirements of this Statement are effective for financial statements for periods beginning after December 15, 2016, and should be applied retroactively. Earlier application is encouraged. This statement does not affect the Police Jury's financial statements.

GASB Statement No. 82, *Pension Issues—an amendment of GASB Statements No. 67, No. 68, and No. 73*, was issued in March 2016. This Statement clarifies that a deviation, as the term is used in Actuarial Standards of Practice issued by the Actuarial Standards Board, from the guidance in an Actuarial Standard of Practice is not considered to be in conformity with the requirements of Statement 67, Statement 68, or Statement 73 for the selection of assumptions used in determining the total pension liability and related measures. This Statement clarifies that payments that are made by an employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contribution requirements should be classified as plan member contributions for purposes of Statement 67 and as employee contributions for purposes of Statement 68. It also requires that an employer's expense and expenditures for those amounts be recognized in the period for which the contribution is assessed and classified in the same manner as the employer classifies similar compensation other than pensions (for example, as salaries and wages or as fringe benefits). The requirements of this Statement are effective for reporting periods beginning after June 15, 2016, except for the requirements of this Statement for the selection of assumptions in a circumstance in which an employer's pension liability is measured as of a date other than the employer's most recent fiscal year-end. In that circumstance, the requirements for the selection of assumptions are effective for that employer in the first reporting period in which the measurement date of the pension liability is on or after June 15, 2017. Earlier application is encouraged. This statement will not have a significant effect on the Police Jury's financial statements.

GASB Statement No. 83, *Certain Asset Retirement Obligations*, was issued in November 2016. This Statement addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement. The requirements of this Statement are effective for reporting periods beginning after June 15, 2018. Earlier application is encouraged. This statement is not expected to affect the Police Jury's financial statements.

GASB Statement No. 84, *Fiduciary Activities*, was issued in January 2017. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged. This statement is not expected to affect the Police Jury's financial statements.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

NOTE 15 – NEW ACCOUNTING STANDARDS (CONTINUED)

GASB Statement No. 85, *Omnibus 2017*, was issued in March 2017. The objective of this Statement is to address practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits (pensions and other postemployment benefits [OPEB]). The requirements of this Statement are effective for reporting periods beginning after June 15, 2017. Earlier application is encouraged. This statement is not expected to have a significant impact on the Police Jury's financial statements.

GASB Statement No. 86, *Certain Debt Extinguishment Issues*, was issued in May 2017. The primary objective of this Statement is to improve consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources—resources other than the proceeds of refunding debt—are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeased in substance. The requirements of this Statement are effective for reporting periods beginning after June 15, 2017. Earlier application is encouraged. This statement is not expected to affect the Police Jury's financial statements.

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, 2016**

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 15th), 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 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, 2016, 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, 2016**

	BUDGETED AMOUNTS		ACTUAL	VARIANCE WITH FINAL BUDGET
	ORIGINAL	FINAL		
REVENUES				
Taxes:				
Ad valorem taxes	\$ 570,000	\$ 580,000	\$ 469,852	\$ (110,148)
Other taxes, penalties and interest	9,000	8,000	7,826	(174)
Licenses and permits	85,000	86,000	85,572	(428)
Intergovernmental	1,732,300	1,695,400	1,662,767	(32,633)
Use of money and property	29,800	31,300	31,344	44
Other revenues	2,400	2,600	14,219	11,619
Total revenues	2,428,500	2,403,300	2,271,580	(131,720)
EXPENDITURES				
Current:				
General government:				
Legislative	114,700	119,800	116,797	3,003
Judicial	234,700	271,100	257,943	13,157
Elections	41,400	32,100	25,783	6,317
Finance and administrative	312,500	308,100	304,699	3,401
Other general government	234,200	219,000	195,360	23,640
Public safety	300,000	296,400	192,625	103,775
Public works	15,200	13,400	11,553	1,847
Health and welfare	40,900	10,300	13,807	(3,507)
Economic development and assistance	67,100	57,600	57,058	542
Conservation	5,200	6,200	6,200	-
Capital outlay	48,000	-	87,042	(87,042)
Total expenditures	1,413,900	1,334,000	1,268,867	65,133
Excess of revenues over expenditures	1,014,600	1,069,300	1,002,713	(66,587)
OTHER FINANCING SOURCES (USES)				
Net increase (decrease) in the fair value of inves	-	-	33,421	33,421
Operating transfers out	(575,400)	(725,400)	(725,393)	7
Total other financing uses	(575,400)	(725,400)	(691,972)	33,428
Net change in fund balance	439,200	343,900	310,741	(33,159)
Fund balance at beginning of year	4,597,846	4,597,846	4,597,847	1
Fund balance at end of year	\$ 5,037,046	\$ 4,941,746	\$ 4,908,588	\$ (33,158)

Note: Intergovernmental revenues and public safety expenditures include \$22,924 in homeland security grant revenues and expenditures that are presented in the Office of Homeland Security and Emergency Preparedness Special Revenue Fund in the upper level fund financial statements.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - PARISH ROAD SPECIAL REVENUE FUND
FOR THE YEAR ENDED DECEMBER 31, 2016**

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH FINAL BUDGET</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
REVENUES				
Taxes:				
Ad valorem taxes	\$ 1,079,000	\$ 1,090,000	\$ 952,867	\$ (137,133)
Other taxes, penalties and interest	-	1,500	1,450	(50)
Licenses and permits	9,000	2,200	2,025	(175)
Intergovernmental	312,000	562,000	549,275	(12,725)
Use of money and property	56,500	35,700	33,378	(2,322)
Other revenues	5,000	2,500	1,864	(636)
Total revenues	<u>1,461,500</u>	<u>1,693,900</u>	<u>1,540,859</u>	<u>(153,041)</u>
EXPENDITURES				
Current:				
General government:				
Public works	2,043,600	2,118,000	2,154,066	(36,066)
Capital outlay	-	25,600	-	25,600
Total expenditures	<u>2,043,600</u>	<u>2,143,600</u>	<u>2,154,066</u>	<u>(10,466)</u>
Excess (deficiency) of revenues over expenditures	<u>(582,100)</u>	<u>(449,700)</u>	<u>(613,207)</u>	<u>(163,507)</u>
OTHER FINANCING SOURCES				
Operating transfers in	<u>600,000</u>	<u>700,000</u>	<u>700,000</u>	<u>-</u>
Net change in fund balance	17,900	250,300	86,793	(163,507)
Fund balance at beginning of year	924,211	924,211	924,212	1
Fund balance at end of year	<u>\$ 942,111</u>	<u>\$ 1,174,511</u>	<u>\$ 1,011,005</u>	<u>\$ (163,506)</u>

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - LIBRARY MAINTENANCE SPECIAL REVENUE FUND
FOR THE YEAR ENDED DECEMBER 31, 2016**

	BUDGETED AMOUNTS		ACTUAL	VARIANCE WITH FINAL BUDGET
	ORIGINAL	FINAL		
REVENUES				
Taxes:				
Ad valorem taxes	\$ 798,800	\$ 798,800	\$ 804,701	\$ 5,901
Intergovernmental	16,000	15,300	15,836	536
Fees, charges, and commissions	10,500	9,500	10,319	819
Fines and forfeitures	-	-	8,829	8,829
Use of money and property	4,300	4,300	4,250	(50)
Contributions from private sources	800	800	50	(750)
Other revenues	8,600	2,730	2,695	(35)
Total revenues	839,000	831,430	846,680	15,250
EXPENDITURES				
Current:				
Culture and recreation	564,800	558,700	554,483	4,217
Debt service	189,400	192,000	191,969	31
Capital outlay	49,100	53,000	52,218	782
Total expenditures	803,300	803,700	798,670	5,030
Excess of revenues over expenditures	35,700	27,730	48,010	(20,280)
Net change in fund balance	35,700	69,630	89,876	20,246
Fund balance at beginning of year	1,395,262	1,395,262	1,395,261	(1)
Fund balance at end of year	\$ 1,430,962	\$ 1,464,892	\$ 1,485,137	\$ 20,245

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - SALES TAX SPECIAL REVENUE FUND
FOR THE YEAR ENDED DECEMBER 31, 2016**

	BUDGETED AMOUNTS		ACTUAL	VARIANCE WITH FINAL BUDGET
	ORIGINAL	FINAL		
REVENUES				
Taxes:				
Sales and use taxes	\$ 680,000	\$ 590,000	\$ 596,362	\$ 6,362
Use of money and property	4,700	4,900	5,162	262
Total revenues	<u>684,700</u>	<u>594,900</u>	<u>601,524</u>	<u>6,624</u>
EXPENDITURES				
Current:				
Public works	<u>685,000</u>	<u>699,000</u>	<u>694,188</u>	<u>4,812</u>
Excess of revenues over expenditures	<u>(300)</u>	<u>(104,100)</u>	<u>(92,664)</u>	<u>11,436</u>
OTHER FINANCING USES				
Net increase (decrease) in the fair value of investments	-	-	20,519	(20,519)
Operating transfers out	<u>(50,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total other financing uses	<u>(50,000)</u>	<u>-</u>	<u>20,519</u>	<u>(20,519)</u>
Net change in fund balance	(50,300)	(104,100)	(72,145)	31,955
Fund balance at beginning of year	<u>1,302,859</u>	<u>1,302,859</u>	<u>1,302,860</u>	<u>1</u>
Fund balance at end of year	<u>\$ 1,252,559</u>	<u>\$ 1,198,759</u>	<u>\$ 1,230,715</u>	<u>\$ 31,956</u>

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**SUPPLEMENTARY INFORMATION REQUIRED BY GASB STATEMENT NO. 68 - PERS
FOR THE YEAR ENDED DECEMBER 31, 2016**

Schedule of Employer's Proportionate Share of Net Pension Liability:

	Employer's proportion of the net pension liability (asset)	Employer's proportionate share of the net pension liability (asset)	Employer's covered employee payroll	Employer's proportionate share of the net pension liability (asset) as a percentage of its covered employee payroll	Plan fiduciary net pension as a percentage of the total pension liability
2015	0.214630%	\$ 58,682	\$ 1,207,538	4.86%	99.00%
2016	0.210418%	\$ 553,880	\$ 1,099,717	50.37%	92.23%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Schedule of Employer Contributions:

	Contractually required contribution	Contributions in relation to contractually required contribution	Contribution deficiency (excess)	Employer's covered employee payroll	Contributions as a percentage of covered employee payroll
2015	\$ 159,459	\$ 159,459	\$ -	\$ 1,099,717	14.50%
2016	\$ 152,067	\$ 152,067	\$ -	\$ 1,169,746	13.00%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**SUPPLEMENTARY INFORMATION REQUIRED BY GASB STATEMENT NO. 68 - REGISTRAR OF VOTER:
FOR THE YEAR ENDED DECEMBER 31, 2016**

Schedule of Employer's Proportionate Share of Net Pension Liability:

	Employer's proportion of the net pension liability (asset)	Employer's share of the net pension liability (asset)	Employer's covered employee payroll	Employer's proportionate share of the net pension liability (asset) as a percentage of its covered employee payroll	Plan fiduciary net pension as a percentage of the total pension liability
2015	0.113055%	\$ 27,668	\$ 15,336	180.41%	76.86%
2016	0.111659%	\$ 31,683	\$ 15,336	206.59%	73.98%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Schedule of Employer Contributions:

	Contractually required contribution	Contributions in relation to contractually required contribution	Contribution deficiency (excess)	Employer's covered employee payroll	Contributions as a percentage of covered employee payroll
2015	\$ 3,585	\$ 3,585	\$ -	\$ 15,336	23.38%
2016	\$ 3,259	\$ 3,259	\$ -	\$ 15,336	21.25%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**SUPPLEMENTARY INFORMATION REQUIRED BY GASB STATEMENT NO. 68 - DISTRICT ATTORNEY
FOR THE YEAR ENDED DECEMBER 31, 2016**

Schedule of Employer's Proportionate Share of Net Pension Liability:

	Employer's proportion of the net pension liability (asset)	Employer's proportionate share of the net pension liability (asset)	Employer's covered employee payroll	Employer's proportionate share of the net pension liability (asset) as a percentage of its covered employee payroll	Plan fiduciary net pension as a percentage of the total pension liability
2015	0.016565%	\$ 890	\$ 7,800	11.41%	98.56%
2016	0.012890%	\$ 2,467	\$ 7,800	31.63%	95.09%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Schedule of Employer Contributions:

	Contractually required contribution	Contributions in relation to contractually required contribution	Contribution deficiency (excess)	Employer's covered employee payroll	Contributions as a percentage of covered employee payroll
2015	\$ 410	\$ 410	\$ -	\$ 7,800	5.25%
2016	\$ 137	\$ 137	\$ -	\$ 7,800	1.76%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

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, 2016**

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, 2016**

ASSETS	BUILDING		JUVENILE		OFFICE OF HOMELAND SECURITY AND EMERGENCY	WITNESS	OFFICE OF COMMUNITY	TOTAL
	MAINTENANCE	EQUIPMENT	MAINTENANCE	PREPAREDNESS	FEE	SERVICES		
Cash and cash equivalents	\$ 248,048	\$ 427,531	\$ 136,619	\$ 233,391	\$ 6,475	\$ 191,306	\$ 1,243,370	
Investments	-	5,807	-	-	-	-	5,807	
Receivables	387,033	292,065	1,860	49,273	935	23,322	754,488	
Due from other funds	18,812	-	-	-	-	199,825	218,637	
Due from other agencies	-	-	-	-	-	2	2	
TOTAL ASSETS	<u>\$ 653,893</u>	<u>\$ 725,403</u>	<u>\$ 138,479</u>	<u>\$ 282,664</u>	<u>\$ 7,410</u>	<u>\$ 458,561</u>	<u>\$ 2,266,410</u>	
LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES								
Liabilities:								
Accounts, salaries and other payables	\$ 63,452	\$ 15,629	\$ 3,481	\$ -	\$ 950	\$ 10,059	\$ 93,571	
Due to other funds	-	-	18,812	-	100	199,825	218,737	
Total liabilities	<u>63,452</u>	<u>15,629</u>	<u>22,293</u>	<u>-</u>	<u>1,050</u>	<u>209,884</u>	<u>312,308</u>	
Deferred inflows:								
Unavailable ad valorem tax revenue	<u>40,247</u>	<u>30,376</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>70,623</u>	
Restricted fund balances	550,194	679,398	116,186	282,664	6,360	410,340	2,045,142	
Unassigned fund balances	-	-	-	-	-	(161,663)	(161,663)	
Total fund balances	<u>550,194</u>	<u>679,398</u>	<u>116,186</u>	<u>282,664</u>	<u>6,360</u>	<u>248,677</u>	<u>1,883,479</u>	
TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES	<u>\$ 653,893</u>	<u>\$ 725,403</u>	<u>\$ 138,479</u>	<u>\$ 282,664</u>	<u>\$ 7,410</u>	<u>\$ 458,561</u>	<u>\$ 2,266,410</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, 2016**

	BUILDING MAINTENANCE	EQUIPMENT	JUVENILE MAINTENANCE	OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS	WITNESS FEE	OFFICE OF COMMUNITY SERVICES	TOTAL
REVENUES							
Ad valorem taxes	\$ 360,276	\$ 271,861	\$ -	\$ -	\$ -	\$ -	\$ 632,137
Intergovernmental revenues:							
Federal funds	-	-	-	72,197	-	279,443	351,640
State funds:							
State funds - state revenue sharing	14,306	10,810	-	-	-	-	25,116
Local funds	-	-	-	2,625	-	-	2,625
Fees, charges, and commissions	-	-	-	-	10,261	9,167	19,428
Fines and forfeitures	-	-	20,065	-	-	-	20,065
Use of money and property	1,781	2,373	459	1,890	3	3,924	10,430
Other revenues	-	-	-	450	-	15,548	15,998
Total revenues	<u>376,363</u>	<u>285,044</u>	<u>20,524</u>	<u>77,162</u>	<u>10,264</u>	<u>308,082</u>	<u>1,077,439</u>
EXPENDITURES							
Current:							
General government:							
Judicial	368	-	14,215	-	4,950	-	19,533
Other general government	422,048	-	-	-	-	-	422,048
Public safety	-	-	-	85,952	-	-	85,952
Public works	-	36,821	-	-	-	-	36,821
Health and welfare	-	-	-	-	-	273,322	273,322
Capital outlay	-	223,755	-	-	-	-	223,755
Total expenditures	<u>422,416</u>	<u>260,576</u>	<u>14,215</u>	<u>85,952</u>	<u>4,950</u>	<u>273,322</u>	<u>1,061,431</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(46,053)</u>	<u>24,468</u>	<u>6,309</u>	<u>(8,790)</u>	<u>5,314</u>	<u>34,760</u>	<u>16,008</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, 2014**

	BUILDING MAINTENANCE	EQUIPMENT	JUVENILE MAINTENANCE	OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS	WITNESS FEE	OFFICE OF COMMUNITY SERVICES	TOTAL
OTHER FINANCING SOURCES							
Operating transfers in	-	-	-	25,393	-	-	25,393
Proceeds from insurance recovery	8,423	-	-	-	-	-	8,423
Sale of capital assets	-	10,350	-	-	-	-	10,350
Total other financing sources	8,423	10,350	-	25,393	-	-	44,166
Net change in fund balances	(37,630)	34,818	6,309	16,603	5,314	34,760	60,174
Fund balances at beginning of year	587,824	644,580	109,877	266,061	1,046	213,917	1,823,305
Fund balances at end of year	\$ 550,194	\$ 679,398	\$ 116,186	\$ 282,664	\$ 6,360	\$ 248,677	\$ 1,883,479

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**COMBINING SCHEDULES – OFFICE OF COMMUNITY SERVICES –
PROGRAM DESCRIPTIONS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

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, 2016**

ASSETS	REGULAR	ENERGY	FEMA	TRANS- PORTATION	FARES	TOTAL
Cash and equivalents	\$ 147,052	\$ 4,921	\$ 4,117	\$ 13,529	\$ 21,687	\$ 191,306
Receivables	2,014	-	-	21,308	-	23,322
Due from other funds	78,589	34,480	-	-	86,756	199,825
Due from other agencies	2	-	-	-	-	2
Deferred charges	44,106	-	-	-	-	44,106
TOTAL ASSETS	<u>\$ 271,763</u>	<u>\$ 39,401</u>	<u>\$ 4,117</u>	<u>\$ 34,837</u>	<u>\$ 108,443</u>	<u>\$ 458,561</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts, salaries, and other payables	\$ 10,059	\$ -	\$ -	\$ -	\$ -	\$ 10,059
Due to other funds	1,378	1,947	-	196,500	-	199,825
Total liabilities	<u>11,437</u>	<u>1,947</u>	<u>-</u>	<u>196,500</u>	<u>-</u>	<u>209,884</u>
Fund balances - restricted	260,326	37,454	4,117	-	108,443	410,340
Unassigned fund balances	-	-	-	(161,663)	-	(161,663)
Total fund balances	<u>260,326</u>	<u>37,454</u>	<u>4,117</u>	<u>(161,663)</u>	<u>108,443</u>	<u>248,677</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 271,763</u>	<u>\$ 39,401</u>	<u>\$ 4,117</u>	<u>\$ 34,837</u>	<u>\$ 108,443</u>	<u>\$ 458,561</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, 2016**

	REGULAR	ENERGY	FEMA	TRANS- PORTATION	FARES	TOTAL
Revenues:						
Intergovernmental revenues:						
Federal funds	\$ 73,908	\$ 15,352	\$ 4,184	\$ 185,999	\$ -	\$ 279,443
Fees, charges, and commissions	-	-	-	800	8,367	9,167
Use of money and property	3,855	-	-	38	31	3,924
Other revenues	15,548	-	-	-	-	15,548
Total revenues	<u>93,311</u>	<u>15,352</u>	<u>4,184</u>	<u>186,837</u>	<u>8,398</u>	<u>308,082</u>
Expenditures:						
Current - health and welfare:	<u>59,134</u>	<u>9,927</u>	<u>67</u>	<u>204,129</u>	<u>65</u>	<u>273,322</u>
Net change in fund balances	34,177	5,425	4,117	(17,292)	8,333	34,760
Fund balances (deficits) at beginning of year	226,149	32,029	-	(144,371)	100,110	213,917
Fund balances (deficits) at end of year	<u>\$ 260,326</u>	<u>\$ 37,454</u>	<u>\$ 4,117</u>	<u>\$ (161,663)</u>	<u>\$ 108,443</u>	<u>\$ 248,677</u>

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**SCHEDULE OF COMPENSATION PAID POLICE JURORS
FOR THE YEAR ENDED DECEMBER 31, 2016**

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	\$ 3,000
Patricia Stevens	One	3,040
James Laird	One	1,000
Mark Furlow	Two	7,200
Kevin Gray	Three	7,200
Joe Sturges	Four	7,200
Paul Cook	Five	7,200
Scott Davidson, President	Six	8,400
Joseph Merritt	Seven	7,200
Tommy Sanders	Eight	7,200
Carrell Dowies	Nine	7,200
Willie Young, Sr.	Ten	7,200
Total		<u>\$ 73,040</u>

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**SCHEDULE OF COMPENSATION, REIMBURSEMENTS, BENEFITS, AND OTHER
PAYMENTS TO AGENCY HEAD
FOR THE YEAR ENDED DECEMBER 31, 2016**

The schedule of compensation, benefits, reimbursements, and other payments paid to or on behalf of the agency head (secretary-treasurer) is presented in compliance with Act 706 of the 2014 Session of the Louisiana Legislature. These expenditures are included in the general government – financial and administrative expenditures of the General Fund.

Dwayne Woodard, Secretary-Treasurer

Salary:

Secretary salary	\$ 48,167
Treasurer salary	34,936
CBO fee	4,818
Criminal Court admin fee	1,869

Benefits:

Health insurance	10,067
Retirement - PERS	11,264
Medicare	1,210
Workers' Compensation Insurance	263

Reimbursements:

Cell phone	592
Mileage	501

Other items paid on behalf of Secretary-Treasurer:

Dues	927
Registration fees	742

\$ 115,356

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 primary government 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, 2016, 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 30, 2017.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the 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 the Claiborne Parish Police Jury's internal control. Accordingly, we do not express an opinion on the effectiveness of the Claiborne Parish Police Jury's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

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. We consider the deficiencies described in the accompanying schedule of findings and responses to be material weaknesses. [2016-001, 2016-002, 2016-003].

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Claiborne 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 instances of noncompliance or other matters that are required to be reported under Government Auditing Standards and which are described in the accompanying schedule of findings and responses as items 2016-001 and 2016-003.

Claiborne Parish Police Jury
Homer, Louisiana
Independent Auditor's Report on Internal Control
Over Financial Reporting and on Compliance, etc.
December 31, 2016

Claiborne Parish Police Jury's Response to Findings

Claiborne Parish Police Jury's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Claiborne Parish Police Jury's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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



Jonesboro, Louisiana
June 30, 2017

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**SCHEDULE OF FINDINGS AND RESPONSES
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

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. Three material weaknesses 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. Two instances of noncompliance material to the financial statements of the Claiborne Parish Police Jury were disclosed during the audit.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

2016-001 Unreconciled Fuel Invoices to Bid Prices

Criteria

Louisiana bid law requires bidding for purchases greater than \$30,000.

Condition

The police jury bid the fuel but the rates charged per the provider were not matched to the bid.

Cause

The accounts payable clerk did not perform the reconciliations.

Effect

The police jury may have paid more than the bid price.

Recommendation

During fieldwork, we learned that the police jury was transitioning to a new fuel system which will resolve the finding.

Management's Response

As of January 1, 2017 - the Claiborne Parish Police Jury no longer makes bulk purchases of fuel and no longer maintains an inventory of fuel – mid-grade, diesel, off-road diesel for its fleet of vehicles. The Policy Jury now uses a vendor card system with a local distributor which can be reconciled by card, employee and vehicle per each invoice and the price can be matched to the vendors bulk purchase invoice as of that date.

**2016-002 Bank Statements for Section 8 Voucher, Section 8 Escrow, and Script (Jury Attendance)
Not Timely Reconciled**

Criteria

Basic internal control procedures include reconciling books to bank accounts in a timely manner.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**SCHEDULE OF FINDINGS AND RESPONSES
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

Condition

It was discovered during the audit that the bulk of the statements for the year were not reconciled until April of 2017.

Cause

It is unclear why the clerk did not reconcile the accounts each month.

Effect

Errors in accounting may go undetected.

Recommendation

We recommend that the Secretary-Treasurer implement procedures to ensure that all bank accounts are reconciled in a timely manner.

Management's Response

The Secretary-Treasurer has placed additional procedures in effect, effective May 1 of 2017 to ensure that ALL bank accounts on all funds (including Sec 8 and the Script Account) are reconciled correctly and on a timely basis.

2016-003 Unauthorized Use of Claiborne Parish Library Property and Suspected Theft by Claiborne Parish Library Employee

Criteria

Basic internal control procedures include procedures to protect the police jury's assets from theft and misuse. Additionally, the Louisiana Constitution prohibits giving away funds or property of the police jury.

Condition

After detailed surveillance, on November 23, 2017, the Haynesville Branch Librarian of the Claiborne Parish Library was arrested for unauthorized entry of a business by the Haynesville Police Department. After an inventory of the branch, it was discovered that a small amount of money was missing from the library cash box.

Cause

It is unclear why the incidents occurred.

Effect

The Library's facilities and contents were improperly used and could have been damaged.

Recommendation

We recommend that the Police Jury Secretary-Treasurer and the Library Director implement procedures to ensure that all facilities are properly secured.

Management's Response

The employee was terminated from employment of the Police Jury and restitution was made for that was found missing. The Library has placed additional cash procedures into effect, adopted a strict after-hours policy concerning library employees and added additional security cameras in the branch to help prevent this type of incident from happening in the future.

**CLAIBORNE PARISH POLICE JURY
HOMER, LOUISIANA**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

I. FINDINGS - FINANCIAL STATEMENTS AUDIT

No findings were reported.

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

No findings were reported.