

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Financial Report

Year Ended June 30, 2012

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

Release Date DEC 12 2012

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## INDEPENDENT AUDITORS' REPORT

The Honorable William E. Hilton  
Rapides Parish Sheriff  
Alexandria, Louisiana

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Rapides Parish Sheriff (hereinafter "Sheriff") as of and for the year ended June 30, 2012, which collectively comprise the Sheriff's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Sheriff. 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Rapides Parish Sheriff as of June 30, 2012, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 12, 2012 on our consideration of the Sheriff'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* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the required supplementary information on pages 34 through 36 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements is required by 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. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken in a whole.

The Sheriff has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Rapides Parish Sheriff's basic financial statements as a whole. The other supplementary information on pages 38 through 49 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole. The prior year comparative information on the other supplementary information has been derived from the Rapides Parish Sheriff's 2011 financial statements, which was subjected to the auditing procedures applied by other auditors in the audit of the basic financial statement and, in their opinion, was fairly presented in all material respects in relation to the basic financial statements taken as a whole.

***Kolder, Champagne, Slaven & Company, LLC***  
Certified Public Accountants

Pineville, Louisiana  
November 12, 2012

**BASIC FINANCIAL STATEMENTS**

**GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)**

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Statement of Net Assets**  
**June 30, 2012**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
<b>Current assets:</b>	
Cash and cash equivalents	\$ 397,671
Certificates of deposit	8,156,091
Receivables	2,451,486
Accrued interest receivable	9,322
Inventories	42,097
Prepaid expenses	<u>48,104</u>
<b>Total current assets</b>	<b>11,104,771</b>
<b>Noncurrent assets:</b>	
Capital assets, net	<u>12,566,271</u>
 <b>TOTAL ASSETS</b>	 <b><u>23,671,042</u></b>
<b>LIABILITIES</b>	
<b>Current liabilities:</b>	
Accounts, salaries, and other payables	236,512
Deferred revenue	<u>100</u>
<b>Total current liabilities</b>	<b><u>236,612</u></b>
<b>Noncurrent liabilities:</b>	
Compensated absences	1,370,876
Postemployment benefit obligation	<u>5,872,762</u>
<b>Total noncurrent liabilities</b>	<b><u>7,243,638</u></b>
 <b>TOTAL LIABILITIES</b>	 <b><u>7,480,250</u></b>
<b>NET ASSETS</b>	
Invested in capital assets	12,566,271
Unrestricted	<u>3,624,521</u>
 <b>TOTAL NET ASSETS</b>	 <b><u>\$16,190,792</u></b>

The accompanying notes are an integral part of the basic financial statements.





**FUND FINANCIAL STATEMENTS (FFS)**

# MAJOR FUNDS DESCRIPTION

## General Fund

The General Fund is used to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

## Special Revenue Fund

### Drug Enforcement Fund

To account for the Edward Byrne Memorial Justice Assistance Grant restricted for the activities and transactions related to the Metro Narcotics Task Force.

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

**Balance Sheet - Governmental Funds**  
June 30, 2012

	General Fund	Drug Enforcement Fund	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 396,914	\$ 100	\$ 657	\$ 397,671
Interest-bearing deposits	7,750,000	-	406,091	8,156,091
Receivables	2,451,486	-	-	2,451,486
Accrued interest receivable	8,346	-	976	9,322
Due from other funds	100	-	-	100
Inventories	42,097	-	-	42,097
Total assets	<u>\$10,648,943</u>	<u>\$ 100</u>	<u>\$ 407,724</u>	<u>\$ 11,056,767</u>
 <b>LIABILITIES AND FUND BALANCE</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 235,560	\$ -	\$ -	\$ 235,560
Accrued payroll liabilities	952	-	-	952
Due to other funds	-	100	-	100
Deferred revenue	100	-	-	100
Total liabilities	<u>236,612</u>	<u>100</u>	<u>-</u>	<u>236,712</u>
 <b>Fund balances:</b>				
Nonspendable - inventories	42,097	-	-	42,097
Assigned - capital projects	-	-	407,724	407,724
Unassigned	10,370,234	-	-	10,370,234
Total fund balances	<u>10,412,331</u>	<u>-</u>	<u>407,724</u>	<u>10,820,055</u>
Total liabilities and fund balance	<u>\$10,648,943</u>	<u>\$ 100</u>	<u>\$ 407,724</u>	<u>\$ 11,056,767</u>

The accompanying notes are an integral part of the basic financial statements.

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Reconciliation of the Governmental Fund Balance Sheet  
to the Statement of Net Assets  
June 30, 2012**

Total fund balance for governmental funds at June 30, 2012 \$ 10,820,055

Total net assets reported for governmental activities in the statement of net assets is different because:

Cost incurred which benefit more than one period are recorded as an expenditure in the Governmental Funds when paid. The portion relating to the next fiscal year is reported as prepaid expenditures in the Statement of Net Assets.

Prepaid expenses 48,104

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of:

Land	\$ 588,283	
Buildings and improvements other than buildings, net of \$6,801,259 accumulated depreciation	8,325,846	
Vehicles, net of \$4,010,842 accumulated depreciation	1,296,785	
Radios, net of \$1,241,147 accumulated depreciation	363,434	
Boats, net of \$124,513 accumulated depreciation	39,682	
Office equipment, net of \$1,325,062 accumulated depreciation	888,449	
Camera/video, net of \$683,590 accumulated depreciation	151,337	
Weapons, net of \$262,454 accumulated depreciation	200,789	
Other, net of \$1,041,136 accumulated depreciation	711,666	
		12,566,271

Long-term liabilities at June 30, 2012:

Net OPEB obligation		(5,872,762)
Compensated absences		(1,370,876)

Net assets at June 30, 2012 \$ 16,190,792

The accompanying notes are an integral part of the basic financial statements.

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balance -  
Governmental Funds  
Year Ended June 30, 2012

	General Fund	Drug Enforcement Fund	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>				
Taxes				
Ad valorem	\$ 10,709,013	\$ -	\$ -	\$ 10,709,013
Sales	11,953,255	-	-	11,953,255
Intergovernmental	3,553,324	57,721	-	3,611,045
Fees, commissions, etc.	10,284,765	11,775	-	10,296,540
Interest earned	24,041	-	2,304	26,345
Other	254,867	-	-	254,867
Total revenues	<u>36,779,265</u>	<u>69,496</u>	<u>2,304</u>	<u>36,851,065</u>
<b>Expenditures:</b>				
Current -				
Public safety:				
Personal services and related benefits	25,324,474	96,883	-	25,421,357
Operating services	4,328,592	756	-	4,329,348
Operations and maintenance	5,902,383	25,229	-	5,927,612
Travel and other charges	84,045	-	-	84,045
Capital outlay	581,017	-	-	581,017
Total expenditures	<u>36,220,511</u>	<u>122,868</u>	<u>-</u>	<u>36,343,379</u>
Excess (deficiency) of revenues over expenditures	<u>558,754</u>	<u>(53,372)</u>	<u>2,304</u>	<u>507,686</u>
<b>Other financing sources (uses):</b>				
Sale of capital assets	900	-	-	900
Total other financing sources (uses)	<u>900</u>	<u>-</u>	<u>-</u>	<u>900</u>
Net change in fund balances	559,654	(53,372)	2,304	508,586
Fund balance, beginning	<u>9,852,677</u>	<u>53,372</u>	<u>405,420</u>	<u>10,311,469</u>
Fund balance, ending	<u>\$ 10,412,331</u>	<u>\$ -</u>	<u>\$ 407,724</u>	<u>\$ 10,820,055</u>

The accompanying notes are an integral part of the basic financial statements.

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Reconciliation of the Statement of Revenues, Expenditures, and  
Changes in Fund Balance of the Governmental Fund  
to the Statement of Activities  
Year Ended June 30, 2012**

Total net changes in fund balances for the year ended June 30, 2012 per  
statement of revenues, expenditures and changes in fund balances \$ 508,586

The change in net assets reported for governmental activities in the  
statement of activities is different because:

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 which is considered expenditures on statement of revenues, expenditures and changes in fund balance	\$ 581,018	
Depreciation expense for the year ended June 30, 2012	(1,574,972)	
Current period dispositions of capital assets, net of accumulated depreciation	<u>(49,327)</u>	(1,043,281)

Prepaid cost are recognized as an expenditure when paid in the Governmental  
Governmental Funds. In the Statement of Activities; however, prepaid  
expenditures are allocated over the period for which the expenditure is related. (7,463)

Compensated absences at June 30, 2012 not requiring the use of current  
economic resources and, therefore, not recorded as a fund expenditure (482)

Net OPEB obligation at June 30, 2012 not requiring the use of current  
economic resources and, therefore, not recorded as a fund expenditure (1,573,977)

Total changes in net assets for the year ended June 30, 2012 per  
statement of activities \$ (2,116,617)

The accompanying notes are an integral part of the basic financial statements.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Statement of Fiduciary Net Assets  
June 30, 2012

	<u>Agency Funds</u>
<b>ASSETS</b>	
Cash	\$2,608,763
Receivables	974
Due from inmates	<u>4,386</u>
 Total assets	 <u>\$2,614,123</u>
<b>LIABILITIES</b>	
Liabilities:	
Due to taxing bodies, inmates, and others	<u>\$2,614,123</u>

The accompanying notes are an integral part of the basic financial statements.



RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements

INTRODUCTION

As provided by Article V, Section 27 of the Louisiana Constitution of 1974, the Sheriff serves a four-year term as the chief executive officer of the law enforcement district and ex-officio tax collector of the parish. The Sheriff administers the parish jail system and exercises duties required by the parish court system, such as providing bailiffs, executing orders of the court, and serving subpoenas.

As the chief law enforcement officer of the parish, the Sheriff has the responsibility for enforcing state and local laws and ordinances within the territorial boundaries of the parish. The Sheriff provides protection to the residents of the parish through on-site patrols and investigations and serves the residents of the parish through the establishment of neighborhood watch programs, anti-drug abuse programs, et cetera. In addition, when requested, the Sheriff provides assistance to other law enforcement agencies within the parish.

As the ex-officio tax collector of the parish, the Sheriff is responsible for collecting and distributing ad valorem property taxes, state revenue sharing funds, and fines, costs, and bond forfeitures imposed by the district court.

The accounts of the tax collector are established to reflect the collections imposed by law, distributions pursuant to such law, and unsettled balances due various taxing bodies and others.

The accounting and reporting policies of the Rapides Parish Sheriff (Sheriff) conform to accounting principles generally accepted in the United States of America as applicable to governments. Such accounting and reporting procedures also conform to the requirements of the industry audit guide, *Audits of State and Local Governmental Units*.

(1) Summary of Significant Accounting Policies

A. Reporting Entity

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

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

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

B. Basis of Presentation

The accompanying basic financial statements of the Sheriff have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Government-Wide Financial Statements (GWFS)

The statement of net assets and the statement of activities display information about the Sheriff as a whole. These statements include all the financial activities of the Sheriff. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, "Accounting and Financial Reporting for Nonexchange Transactions."

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

Fund Financial Statements (FFS)

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

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

Governmental Funds –

General Fund – This fund is the primary operating fund of the Sheriff and it accounts for the operations of the Sheriff's office. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and internal policy.

Drug Enforcement Fund – This fund is used to account for the Edward Byrne Memorial Justice Assistance Grant restricted for the activities and transactions related to the Metro Narcotics Task Force.

Fiduciary Funds -

Fiduciary fund reporting focuses on net assets and changes in net assets. The only funds accounted for in this category are agency funds. The agency funds account for assets held by the Sheriff as an agent for various taxing bodies (tax collections) and for deposits held pending court action. These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Accordingly, it presents only a statement of fiduciary net assets and does not present a statement of changes in fiduciary net assets. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Sheriff's own programs. Fiduciary funds are presented on an economic resources measurement focus and the modified accrual basis of accounting.

C. Measurement Focus/Basis of Accounting

The amounts reflected in the governmental fund are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of Sheriff operations.

The amounts reflected in the governmental funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Sheriff considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental fund uses the following practices in recording revenues and expenditures:

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

**Revenues**

Ad valorem taxes and the related state revenue sharing are recorded in the year taxes are due and payable. The taxes are generally collected in December, January, and February of the fiscal year.

Intergovernmental revenues and fees, charges and commissions for services are recorded when the Sheriff is entitled to the funds.

Interest on interest-bearing deposits is recorded or accrued as revenues when earned. Substantially all other revenues are recorded when received.

**Sales Taxes**

On October 5, 2002, the voters of Rapides Parish elected to allow the Rapides Parish Law Enforcement District to levy and collect an additional 0.5% sales and use tax. This tax was levied effective January 1, 2003, in perpetuity, for the purposes of funding salaries and related benefits, as well as the purchase, lease, operation, and maintenance of vehicles, furniture and fixtures, and equipment of the Rapides Parish Sheriff's Office as defined in Sections 301-317 of Title 47 of Louisiana Revised Statutes of 1950 (R.S. 47:301-47:317).

**Expenditures**

The Sheriff's primary expenditures include salaries and insurance, which are recorded when the liability is incurred. Capital expenditures and purchases of various operating supplies are regarded as expenditures at the time purchased.

**Deferred Revenues**

Deferred revenues arise when resources are received by the Sheriff before it has a legal claim to them, as when grant monies are received before the incurrence of qualifying expenditures. In subsequent periods, when the Sheriff has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and the revenue is recognized.

**D. Budgets**

The Sheriff follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The chief administrative deputy prepares a proposed budget for the General and special revenue funds and submits it to the Sheriff for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

2. A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
3. A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
5. All budgetary appropriations lapse at the end of each fiscal year.
6. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as finally amended by the Sheriff. Such amendments were not material in relation to the original appropriations.

**E. Cash and Interest-Bearing Deposits**

Cash and interest-bearing deposits include amounts in demand deposits, interest-bearing demand deposits, and time deposits. They are stated at cost, which approximates market.

**F. Investments**

Under state law, the Sheriff may deposit funds with a fiscal agent organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The Sheriff may invest in United States bonds, treasury notes and bills, government backed agency securities, or certificates and time deposits of state banks organized under Louisiana Law and national banks having principal offices in Louisiana. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool (LAMP), a nonprofit corporation formed by the State Treasurer and organized under the laws of the State of Louisiana, which operates a local government investment pool.

**G. Receivables**

Receivables are charged against income as they become uncollectible. In the opinion of management, all receivables at year-end were considered collectible, and an allowance for doubtful accounts was not considered necessary.

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

**H. Internal Balances**

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables are classified as "due from other funds" or "due to other funds" on the governmental funds Balance Sheet. These internal balances are eliminated for reporting in the Statement of Net Assets.

**I. Inventories**

Inventories consist of (1) items sold at the commissaries, (2) supplies for the detention centers, (3) office supplies, and (4) shop tire inventory. Inventories are valued at the lower of cost or market, using the first-in/first-out (FIFO) method.

**J. Prepaid Expenses**

In the Government-Wide Financial Statements, insurance premiums and maintenance agreements paid prior to year-end for coverage included in the next fiscal year are reported as prepaid expenses since the expense benefits the next fiscal year. In the Fund Financial Statements, these premiums are recorded as expenditures when paid.

**K. Capital Assets**

Capital assets are capitalized at historical cost or estimated cost (the extent to which fixed asset costs have been estimated and the methods of estimation should be disclosed) if historical cost is not available (or describe other method of valuation). Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Sheriff maintains a threshold level of \$500 or more for capitalizing capital assets.

Capital assets are recorded in the Statement of Net Assets and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes.

All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	5-30 years
Vehicles	5-15 years
Radios	7-10 years
Boats	5-10 years
Office equipment and software	5-15 years
Camera/video	4-10 years
Weapons	5-10 years
Other	3-30 years

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

L. Compensated Absences

Employees of the Sheriff's office earn from 120 to 180 hours of annual leave each year, depending on their length of service. Those employees who do not take all of their annual leave prior to December 31<sup>st</sup> may carry over no more than 40 hours to the next calendar year. Employees earn from 84 to 120 hours of sick leave per year, depending on length of service. Unused sick leave may be carried forward each year; however, it is not compensable upon termination of employment. At June 30, 2012, employees have accumulated and vested \$1,370,876 of benefits. This amount is included in noncurrent liabilities in the statement of net assets.

M. Equity Classifications

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

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

In the fund financial statements, governmental fund equity is classified as fund balance. As such, fund balance of the governmental fund is classified as follows:

- a. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
- c. Committed – amounts that can be used only for specific purposes determined by a formal decision of the Sheriff, which is the highest level of decision-making authority.

**RAPIDES PARISH SHERIFF**  
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Notes to Basic Financial Statements (Continued)

- d. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.
- e. Unassigned – all other spendable amounts.

When an expenditure is incurred for the purposes for which both restricted and unrestricted fund balance is available, the Sheriff considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Sheriff considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Sheriff has provided otherwise in its commitment or assignment actions.

**N. Estimates**

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

**(2) Cash and Interest-Bearing Deposits**

Under state law, the Sheriff may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The Sheriff may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2012, the Sheriff has cash and interest-bearing deposits (book balances) totaling \$11,162,525, as follows:

	Governmental Activities	Fiduciary Funds	Total
Noninterest-bearing deposits	\$ 397,671	\$ 1,858,826	\$ 2,256,497
Interest-bearing deposits	8,156,091	749,937	8,906,028
	\$8,553,762	\$2,608,763	\$11,162,525

Custodial credit risk is the risk that, in the event of a bank failure, the Sheriff's deposits might not be recovered. The Sheriff does not have a policy for custodial credit risk; however, under state law, these deposits, (or the resulting bank balances) must be secured by federal deposit insurance or similar federal security or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. These deposits are stated at cost, which approximates market.



**RAPIDES PARISH SHERIFF**  
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**Notes to Basic Financial Statements (Continued)**

Deposit balances (bank balances) at June 30, 2012, are secured as follows:

Bank balances	<u>\$ 12,321,577</u>
Federal deposit insurance	\$ 1,984,223
Pledged securities	<u>10,337,354</u>
Total	<u>\$ 12,321,577</u>

Pledged securities in the amount of \$10,337,354 were exposed to custodial credit risk. These securities are held by the bank, or its trust department or agent, but not in the Sheriff's name. Even though the pledged securities are not held in the name of the Sheriff, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Sheriff that the fiscal agent has failed to pay deposited funds upon demand.

(3) Ad Valorem Taxes

The Sheriff is the ex-officio tax collector of the parish and is responsible for the collection and distribution of ad valorem property taxes. Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the parish government in June and are actually billed to taxpayers by the Sheriff in November. Billed taxes are due by December 31, becoming delinquent on January 1 of the following year. The taxes are based on assessed values determined by the Tax Assessor of Rapides Parish and are collected by the Sheriff. The taxes are remitted to the appropriate taxing bodies net of deductions for assessor's compensation and pension fund contributions.

Ad valorem taxes are budgeted and recorded in the year levied and billed. For the year ended June 30, 2012, law enforcement taxes applicable to the Sheriff's General Fund, were levied at the rate of 16.97 mills on property with net assessed valuations (after homestead exemption) totaling \$649,813,800.

Total law enforcement taxes levied during 2012 were \$11,027,340.

(4) Receivables and Due From Other Governmental Agencies

Receivables and amounts due from other governmental agencies at June 30, 2012 consist of the following:

	Governmental Activities	Fiduciary Funds
Fees, charges, and commissions for services	\$ 1,098,056	\$ -
Sales taxes	1,107,719	-
Grants	178,616	-
Due from inmates	-	4,386
Other	67,095	974
	<u>\$2,451,486</u>	<u>\$ 5,360</u>

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(5) Inventories

Inventories at June 30, 2012 consist of the following:

Warehouse inventory	\$ 12,826
Auto parts	15,294
Office supplies	<u>13,977</u>
	<u>\$ 42,097</u>

(6) Capital Assets

Capital asset activity for the year ended June 30, 2012 was as follows:

	Balance 07/01/11	Additions	Deletions	Balance 06/30/12
<b>Governmental activities:</b>				
<b>Capital assets not being depreciated:</b>				
Land and improvements	\$ 588,283	\$ -	\$ -	\$ 588,283
<b>Other capital assets:</b>				
Buildings and improvements	15,127,105	-	-	15,127,105
Vehicles	5,185,453	271,026	148,852	5,307,627
Radios	1,556,023	55,605	7,047	1,604,581
Boats	164,195	-	-	164,195
Office equipment and software	2,432,872	131,367	350,728	2,213,511
Camera/video	857,842	24,614	47,529	834,927
Weapons	429,256	73,141	39,154	463,243
Other	1,756,950	25,265	29,413	1,752,802
<b>Totals</b>	<u>28,097,979</u>	<u>581,018</u>	<u>622,723</u>	<u>28,056,274</u>
<b>Less: accumulated depreciation</b>				
Buildings and improvements	6,295,413	505,846	-	6,801,259
Vehicles	3,656,055	463,674	108,887	4,010,842
Radios	1,123,552	124,347	6,752	1,241,147
Boats	106,651	17,862	-	124,513
Office equipment and software	1,457,070	202,025	334,033	1,325,062
Camera/video	685,434	58,297	60,141	683,590
Weapons	251,742	49,110	38,398	262,454
Other	912,510	153,811	25,185	1,041,136
<b>Total accumulated depreciation</b>	<u>14,488,427</u>	<u>1,574,972</u>	<u>573,396</u>	<u>15,490,003</u>
<b>Governmental activities, capital assets, net</b>	<u>\$ 13,609,552</u>	<u>\$(993,954)</u>	<u>\$ 49,327</u>	<u>\$ 12,566,271</u>

Depreciation expense in the amount of \$1,574,972 was charged to public safety.

**RAPIDES PARISH SHERIFF**  
 Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(7) Payables and Due to Other Governmental Agencies

Payables and amounts due to other governmental agencies at June 30, 2012 consist of the following:

Accounts payable	\$ 235,560
Payroll withholdings	<u>952</u>
	<u>\$ 236,512</u>

(8) Compensated Absences

The Sheriff's compensated absences are attributable to governmental activities. The following is a summary of the compensated absences transactions during the year, which are due after one year.

	<u>Compensated Absences</u>
Balance July 1, 2011	\$ 1,370,394
Additions	1,107,969
Reductions	<u>(1,107,487)</u>
Balance June 30, 2012	<u>\$ 1,370,876</u>

(9) Postemployment Healthcare and Life Insurance Benefits

From an accrual accounting perspective, the cost of postemployment healthcare benefits should be associated with the periods in which the cost occurs, rather than in the future year when it will be paid. In adopting the requirements of GASB Statement No. 45 during the year ended June 30, 2009, the Sheriff began to recognize the cost of postemployment healthcare in the year when employee services are received, to report the accumulated liability from prior years, and to provide information useful in assessing potential demands on the Sheriff's future cash flows. Because the Sheriff is adopting the requirements of GASB Statement No. 45 prospectively, recognition of the liability accumulated from prior years will be phased in over 30 years, commencing with the 2009 liability.

Plan Description: The Rapides Parish Sheriff's medical, dental, and life insurance benefits are provided to employees upon retirement.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(9) Postemployment Healthcare and Life Insurance Benefits (continued)

Medical, dental and life insurance benefits are provided to employees upon actual retirement based on at least the following provisions: 30 years of service at any age; age 55 and 15 years of service; or, age 50 and 20 years of service (with an actuarially reduced pension benefit). Although employees may retire after age 55 and 12 years of service, medical/dental and life insurance benefits are not provided until at least 15 years of service at retirement. Complete plan provisions are contained in the official plan documents.

Life insurance coverage is continued to retirees by election and the blended rate for active employees and retirees is \$0.413 per \$1,000 of insurance. The employer pays for the first \$10,000 of life insurance after retirement with the retiree paying the remainder, but both "costs" are based on the blended rate. Since GASB 45 requires the use of "unblended" rates, we have used the 94GAR mortality table described below to "unblend" the rates so as to reproduce the composite blended rate overall as the rate structure to calculate the actuarial valuation results for life insurance. Thus, the implicit subsidy by the employer has been determined by applying the unblended rate (as described above) to the full coverage, and subtracting the retiree's premium of the blended rate applied to the excess over \$10,000. Based on historical patterns, we have assumed that 20% of retirees decline the option of paying for the coverage beyond \$10,000. All of the assumptions used for the valuation of the medical benefits have been used except for the trend assumption; zero trend was used for life insurance.

**Contribution Rates:** Employees do not contribute to their postemployment benefits costs until they become retirees and begin receiving those benefits. The plan provisions and contribution rates are contained in the official plan documents.

**Fund Policy:** Until 2008, the Rapides Parish Sheriff's Office recognized the cost of providing postemployment medical and life insurance benefits (the Rapides Parish Sheriff's Office's portion of the retiree medical and life insurance benefit premiums) as an expense when the benefit premiums were due and thus financed the cost of the postemployment benefits on a pay-as-you-go basis. In 2012 and 2011, the Rapides Parish Sheriff's Office's portion of healthcare and life insurance funding cost for retired employees totaled \$572,667 and \$530,246, respectively.

Effective July 1, 2008, the Rapides Parish Sheriff's Office implemented Government Accounting Standards Board Statement Number 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions* (GASB 45). This amount was applied toward the Net OPEB Benefit Obligation as shown in the following table.

**Annual Required Contribution:** The Rapides Parish Sheriff's Office's Annual Required Contribution (ARC) is an amount actuarially determined in accordance with GASB 45. The ARC is the sum of the Normal Cost plus the contribution to amortize the Unfunded Actuarial Accrued Liability (UAAL). A level dollar, open amortization period of 30 years (the maximum amortization period allowed by GASB 43/45) has been used for the post-employment benefits. The actuarially computed ARC is as follows:

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

Notes to Basic Financial Statements (Continued)

(9) Postemployment Healthcare and Life Insurance Benefits (continued)

Normal cost	\$ 889,206
30-year UAL amortization amount	<u>1,359,472</u>
Annual required contribution (ARC)	<u>\$2,248,678</u>

Net Postemployment Benefit Obligation (Asset): The table below shows the Rapides Parish Sheriff's Office's Net Other Postemployment Benefit (OPEB) Obligation for fiscal years ending June 30:

Annual required contribution	\$2,248,678
Interest on net OPEB obligation	170,917
Adjustment to annual required contribution	<u>(272,951)</u>
Annual OPEB cost (expense)	2,146,644
Contributions made	-
Current year retiree premium	<u>(572,667)</u>
Increase in net OPEB obligation	1,573,977
Net OPEB obligation - beginning of year	<u>4,298,785</u>
Net OPEB obligation - end of year	<u>\$ 5,872,762</u>

The Sheriff's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation as of 2010, 2011, and 2012 follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2012	\$ 2,146,644	26.68%	\$ 5,872,762
6/30/2011	\$ 2,263,754	23.28%	\$ 4,298,785
6/30/2010	\$ 1,541,186	27.00%	\$ 2,551,185

**Funded Status and Funding Progress:** In 2012, the Rapides Parish Sheriff's Office made no contributions to its postemployment benefits plan. The plan is not funded, has no assets, and hence has a funded ratio of zero. Based on the July 1, 2010 actuarial valuation, the most recent valuation, the Actuarial Accrued Liability (AAL) at the end of the year June 30, 2012 was \$23,507,579 which is defined as that portion, as determined by a particular actuarial cost method (the Rapides Parish Sheriff's Office uses the Projected Unit Credit Cost Method), of the actuarial present value of postemployment plan benefits and expenses which is not provided by normal cost.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(9) Postemployment Healthcare and Life Insurance Benefits (continued)

Actuarial accrued liability (AAL)	\$23,507,579
Actuarial valuations of plan assets	-
Unfunded actuarial accrued liability (UAAL)	\$23,507,579
Funded ratio (actuarial value of plan assets/AAL)	0%
Covered payroll (active plan members)	\$21,551,768
UAAL as a percentage of covered payroll	109.1%

Actuarial Methods and Assumptions: Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. The actuarial valuation for post employment benefits includes estimates and assumptions regarding (1) turnover rate; (2) retirement rate; (3) health care cost trend rate; (4) mortality rate; (5) discount rate (investment return assumption); and (6) the period to which the costs apply (past, current, or future years of service by employees). Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future.

The actuarial calculations are based on the types of benefits provided under the terms of the substantive plan (the plan as understood by the Rapides Parish Sheriff's Office and its employee plan members) at the time of the valuation and on the pattern of sharing costs between the Rapides Parish Sheriff's Office and its plan members to that point. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the Rapides Parish Sheriff's Office and plan members in the future. Consistent with the long-term perspective of actuarial calculations, the actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial liabilities and the actuarial value of assets.

Actuarial Cost Method: The ARC is determined using the Projected Unit Credit Cost Method. The employer portion of the cost for retiree medical care in each future year is determined by projecting the current cost levels using the healthcare cost trend rate and discounting this projected amount to the valuation date using the other described pertinent actuarial assumptions, including the investment return assumption (discount rate), mortality and turnover.

Actuarial Value of Plan Assets: There are not any plan assets. It is anticipated that in future valuations, should funding take place, a smoothed market value consistent with Actuarial Standards Board ASOP 6, as provided in paragraph number 125 of GASB Statement 45.

Turnover Rate: An age-related turnover scale based on actual experience has been used. The rates, when applied to the active employee census, produce a composite average annual turnover of approximately 18%.

RAPIDES PARISH SHERIFF  
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Notes to Basic Financial Statements (Continued)

(9) Postemployment Healthcare and Life Insurance Benefits (continued)

**Postemployment Benefit Plan Eligibility Requirements:** Based on historical experience, it has been assumed that entitlement to benefits will commence four and one-half (4.5) years after the earliest eligibility to retire with a full pension benefit (i.e., not actuarially reduced) and also with at least fifteen years of service (so as to be eligible for medical/dental and life insurance) as described under the heading "Plan Description". Medical benefits are provided to employees upon actual retirement. Entitlement to benefits continue through Medicare to death.

**Investment Return Assumption (Discount Rate):** GASB Statement 45 states that the investment return assumption should be the estimated long-term investment yield on the investments that are expected to be used to finance the payment of benefits (that is, for a plan which is funded). Based on the assumption that the ARC will not be funded, a 4% annual investment return has been used in this valuation.

**Healthcare Cost Trend Rate:** The expected rate of increase in medical cost is based on projections performed by the Office of the Actuary at the Centers for Medicare & Medicaid Services as published in National Health Care Expenditures Projections: 2003 to 2013, Table 3: National Health Expenditures, Aggregate and per Capita Amounts, Percent Distribution and Average Annual Percent Change by Source of Funds: Selected Calendar Years 1990-2013, released in July, 2004 by the Health Care Financing Administration ([www.cms.hhs.gov](http://www.cms.hhs.gov)). "State and Local" rates for 2008 through 2013 from this report were used, with rates beyond 2013 graduated down to an ultimate annual rate of 5.0% for 2016 and later.

**Mortality Rate:** The 1994 Group Annuity Reserving (94GAR) table, projected to 2002, based on a fixed blend of 50% of the unloaded male mortality rate and 50% of the unloaded female mortality rates, was used. This is a published mortality table which was designed to be used in determining the value of accrued benefits in defined benefit pension plans.

**Method of Determining Value of Benefits:** The "value of benefits" has been assumed to be the portion of the premium after retirement date expected to be paid by the employer for each retiree and has been used as the basis for calculating the actuarial present value of OPEB benefits to be paid. The medical rates provided are "blended" rates for active and retired before Medicare eligibility, so we have estimated the "unblended" rates for retirees before Medicare as 130% of the blended rate, as required by GASB 45 for valuation purposes. In addition, there is an annually re-calculated "tier assessment" which is also applied to medical benefit costs. Dependent coverage is not provided.

**Inflation Rate:** Included in both the Investment Return Assumption and the Healthcare Cost Trend rates above is an implicit inflation assumption of 2.50% annually.

**Projected Salary Increases:** This assumption is not applicable since neither the benefit structure nor the valuation methodology involves salary.

**Postretirement Benefit Increases:** The plan benefit provisions in effect for retirees as of the valuation date have been used and it has been assumed for valuation purposes that there will not be any changes in the future.

**RAPIDES PARISH SHERIFF**  
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Notes to Basic Financial Statements (Continued)

(10) Pension Plan

Plan Description. Substantially all employees of the Sheriff are members of the Louisiana Sheriff's Pension and Relief Fund (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees to provide retirement, disability and survivor benefits to sheriff and deputy sheriff members throughout the State of Louisiana. Benefits are established or amended by state statute.

The System issues a publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Sheriffs' Pension and Relief Fund, 1225 Nicholson Drive, Baton Rouge, Louisiana 70802 or by calling (225) 219-0500.

Funding Policy: Plan members are required to contribute 10% of their annual covered salary and the Sheriff is required to contribute at an actuarially determined rate. The current rate is 12.5% of annual covered payroll. The contribution requirements of plan members and the Sheriff are established and may be amended by state statute. As of July 1, 2005, the Sheriff also pays the members share of the required contribution. The Sheriff's contributions to the retirement system for the years ended June 30, 2012, 2011, and 2010 were \$2,633,362, \$2,543,251, and \$2,405,992, respectively.

(11) Deferred Compensation Plan

Certain employees of the Sheriff participate in the Rapides Parish Sheriff's Office Deferred Compensation Plan (Plan) adopted under the provisions of Internal Revenue Code Section 457, which is administered by the Hartford Life Insurance Company. The Sheriff does not have managerial or financial responsibility for the plan assets. As of June 30, 2012, the plan assets totaled \$1,320,577, which is owned by the Plan participants.

(12) Changes in Agency Fund Balances

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

	Sheriff's Civil Fund	Tax Collector Fund	Cash Bond Fund	Fines and Costs Fund	Jail Inmate Fund	Work Release Inmate Fund
June 30, 2011	\$ 384,175	\$ 1,709,214	\$ 181,050	\$ 230,968	\$ 59,991	\$ 520,440
Additions	3,563,518	74,682,786	143,350	2,737,432	992,667	3,273,818
Reductions	<u>(3,623,522)</u>	<u>(74,912,902)</u>	<u>(113,909)</u>	<u>(2,754,531)</u>	<u>(990,126)</u>	<u>(3,470,296)</u>
June 30, 2012	<u>\$ 324,171</u>	<u>\$ 1,479,098</u>	<u>\$ 210,491</u>	<u>\$ 213,869</u>	<u>\$ 62,532</u>	<u>\$ 323,962</u>



**RAPIDES PARISH SHERIFF**  
 Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(13) Taxes Paid Under Protest

The unsettled balances due to taxing bodies and others in the agency funds at June 30, 2012, include \$1,475,501 of taxes paid under protest plus interest earned to date on the investment of these funds. These funds are held pending resolution of the protest and are accounted for in the Tax Collector Agency Fund.

(14) Litigation and Claims

At June 30, 2012, the Sheriff is involved in several lawsuits claiming damages. In the opinion of the Sheriff's legal counsel, resolution of these lawsuits would not create a liability to the Sheriff in excess of insurance coverage.

(15) Ex-officio Tax Collector

The amount of cash on hand at year end was \$1,479,098. The unsettled balances of the Tax Collector Fund at June 30, 2012 consist of the following:

Protest taxes	\$ 1,475,501
Undistributed interest	<u>3,597</u>
Total	<u>\$ 1,479,098</u>

The amount of taxes collected for the current year by taxing authority was as follows:

Rapides Parish School Board	31,782,293
Rapides Parish Police Jury	17,121,817
Rapides Parish Sheriff	10,795,308
Rapides Parish Library	4,510,265
Red River Levee District	1,845,342
Red River Waterway Commission	1,488,570
Rapides Parish Assessor	1,297,725
Ward 9 Recreation District	830,533
Ward 10 Recreation District	469,191
Gravity Drainage District	301,560
Water District 11A	183,416
Fire District 12	115,471
LA Forestry Commission	34,705
LA Tax Commission	<u>10,732</u>
Total	<u>\$ 70,786,928</u>

**RAPIDES PARISH SHERIFF**  
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**Notes to Basic Financial Statements (Continued)**

For the fiscal year ended June 30, 2012, the taxes assessed and uncollected were due to movable property and the amounts are as follows:

	Louisiana Tax Commission			
	<u>Decreases</u>	<u>Adjudications</u>	<u>Bankruptcies</u>	<u>Unpaid</u>
Rapides Parish School Board	\$ 504,242	\$ 15,082	\$ 9,547	\$ 47,571
Rapides Parish Police Jury	271,646	8,125	5,143	25,627
Rapides Parish Sheriff	171,273	5,123	3,243	16,158
Rapides Parish Library	71,558	2,140	1,355	6,751
Red River Levee District	29,277	876	554	2,762
Red River Waterway Commission	23,617	706	447	2,228
Rapides Parish Assessor	20,589	616	390	1,942
Ward 9 Recreation District	13,177	394	249	1,243
Ward 10 Recreation District	7,444	223	141	702
Gravity Drainage District	4,784	143	91	451
Water District 11A	2,910	87	55	275
Fire District 12	1,832	55	35	173
LA Forestry Commission	551	16	10	52
LA Tax Commission	170	5	3	16
	<u>\$ 1,123,070</u>	<u>\$ 33,591</u>	<u>\$ 21,264</u>	<u>\$ 105,952</u>

(16) Operating Leases

The Sheriff is committed for more than a single year under leases for office equipment and building or office space. The leases are considered for accounting purposes to be operating leases.

Lease expenditures for the year ended June 30, 2012 amounted to \$91,747, and consisted solely of minimum lease payments

Future minimum lease payments for non-cancellable leases are as follows:

Fiscal year ending	
<u>June 30.</u>	
2013	\$ 86,334
2014	52,362
2015	<u>170</u>
	<u>\$ 138,866</u>

**RAPIDES PARISH SHERIFF**  
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Notes to Basic Financial Statements (Continued)

(17) Risk Management

The Sheriff is exposed to risks of loss in the areas of vehicle liability, professional law enforcement liability, group health and workers' compensation. These risks are handled by purchasing commercial insurance. There have been no significant reductions in insurance coverage during the current fiscal year, nor have settlements exceeded coverage for the past three years.

(18) Excess of Expenditures Over Appropriations

The Sheriff had actual expenditures in excess of budgeted expenditures for the year ended June 30, 2012 as follows:

	Original Budget	Final Budget	Actual	Variance
General Fund	\$35,553,200	\$36,212,200	\$36,220,511	\$ (8,311)

(19) New Accounting Pronouncements

In December 2010, the Governmental Accounting Standards Board (GASB) approved Statement No. 62, "Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements". The statement specifically identifies and consolidates the accounting and financial reporting provisions that apply to state and local governments. In June 2011, the Governmental Accounting Standards Board (GASB) approved Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources and Net Position". The statement changes how governments will organize their statements of financial position (such as the current government-wide statement of net assets and the governmental funds balance sheet). Under this standard, financial statements will include deferred outflows of resources and deferred inflows of resources, in addition to assets and liabilities, and will report net position instead of net assets. The provisions of GASB Nos. 62 and 63 must be implemented by the Sheriff for the year ending June 30, 2013. The effect of implementation on the Sheriff's financial statements has not yet been determined.

(20) Subsequent Event Review

The Sheriff has evaluated subsequent events through November 12, 2012, the date which the financial statements were available to be issued.

**REQUIRED SUPPLEMENTARY INFORMATION**

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

General Fund  
Budgetary Comparison Schedule  
Year Ended June 30, 2012

	Budget		Actual	Variance -
	Original	Final		Favorable (Unfavorable)
<b>Revenues:</b>				
Taxes				
Ad valorem	\$ 10,300,000	\$ 10,620,000	\$ 10,709,013	\$ 89,013
Sales	11,500,000	11,900,000	11,953,255	53,255
Intergovernmental revenues -				
Federal	237,700	441,200	420,427	(20,773)
State	2,810,200	2,779,300	2,780,974	1,674
Local	354,800	351,900	351,923	23
Fees charges and commissions for services -				
Fees	737,000	730,000	721,705	(8,295)
Feeding and maintaining prisoners	8,234,500	8,104,800	8,260,319	155,519
Commissions	1,259,200	1,299,900	1,302,741	2,841
Interest income	30,000	20,800	24,041	3,241
Other income	153,800	213,300	254,867	41,567
Total revenues	<u>35,617,200</u>	<u>36,461,200</u>	<u>36,779,265</u>	<u>318,065</u>
<b>Expenditures:</b>				
Current -				
Public safety:				
Personal services and related benefits	25,091,817	25,334,626	25,324,474	10,152
Operating services	4,367,759	4,333,028	4,328,592	4,436
Operations and maintenance	5,720,950	5,822,450	5,902,383	(79,933)
Travel and other charges	111,400	85,600	84,045	1,555
Capital outlay	261,274	636,496	581,017	55,479
Total expenditures	<u>35,553,200</u>	<u>36,212,200</u>	<u>36,220,511</u>	<u>(8,311)</u>
Excess of revenues over expenditures	<u>64,000</u>	<u>249,000</u>	<u>558,754</u>	<u>309,754</u>
<b>Other financing sources (uses):</b>				
Transfer to Drug Enforcement Fund	(74,000)	-	-	-
Sales of capital assets	10,000	1,000	900	(100)
Total other financing sources (uses)	<u>(64,000)</u>	<u>1,000</u>	<u>900</u>	<u>(100)</u>
Excess of revenues and other sources over expenditures and other uses	-	250,000	559,654	309,654
Fund balance, beginning	<u>9,852,677</u>	<u>9,852,677</u>	<u>9,852,677</u>	-
Fund balance, ending	<u>\$ 9,852,677</u>	<u>\$ 10,102,677</u>	<u>\$ 10,412,331</u>	<u>\$ 309,654</u>

**RAPIDES PARISH SHERIFF**  
 Alexandria, Louisiana

**Special Revenue Fund - Drug Enforcement Fund**  
**Budgetary Comparison Schedule**  
 For the Year Ended June 30, 2012

	Budget		Actual	Variance - Favorable (Unfavorable)
	Original	Final		
<b>Revenues:</b>				
Intergovernmental				
Federal	\$ 57,625	\$ 56,500	\$ 57,641	\$ 1,141
Local	8,575	80	80	-
Commission on forfeited assets	-	13,700	11,775	(1,925)
Total revenues	<u>66,200</u>	<u>70,280</u>	<u>69,496</u>	<u>(784)</u>
<b>Expenditures:</b>				
Current -				
Salaries and related benefits	94,900	98,600	96,883	1,717
Utilities	5,900	1,575	1,430	145
Telephone	5,600	4,800	5,502	(702)
Informants and undercover operations	28,000	15,000	15,000	-
Office expense	4,300	2,375	3,297	(922)
Insurance	1,500	750	756	(6)
Total expenditures	<u>140,200</u>	<u>123,100</u>	<u>122,868</u>	<u>232</u>
Deficiency of revenues over expenditures	(74,000)	(52,820)	(53,372)	(552)
<b>Other financing sources:</b>				
Transfer from General Fund	<u>74,000</u>	-	-	-
Deficiency of revenues and other sources over expenditures	-	(52,820)	(53,372)	(552)
Fund balance, beginning	<u>53,372</u>	<u>53,372</u>	<u>53,372</u>	-
Fund balance, ending	<u>\$ 53,372</u>	<u>\$ 552</u>	<u>\$ -</u>	<u>\$ (552)</u>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Schedule of Funding Progress**  
**For the Year Ended June 30, 2012**

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liabilities (AAL)	Unfunded Actuarial Accrued Liabilities (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
July 1, 2008	\$ -	\$14,322,544	\$14,322,544	0.0%	\$23,283,072	61.5%
July 1, 2010	\$ -	\$22,603,441	\$22,603,441	0.0%	\$21,625,254	104.5%

**OTHER SUPPLEMENTARY INFORMATION**



**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Comparative Statement of Net Assets**  
**June 30, 2012 and 2011**

	<b>Governmental Activities</b>	
	<b>2012</b>	<b>2011</b>
<b>ASSETS</b>		
<b>Current assets:</b>		
Cash and cash equivalents	\$ 397,671	\$ 1,190,122
Certificates of deposit	8,156,091	7,154,640
Receivables	2,451,486	1,944,845
Accrued interest receivable	9,322	12,013
Due from fiduciary funds	-	255,221
Inventories	42,097	40,714
Prepaid expenses	48,104	55,567
Total current assets	11,104,771	10,653,122
<b>Noncurrent assets:</b>		
Capital assets, net	12,566,271	13,609,552
TOTAL ASSETS	23,671,042	24,262,674
<b>LIABILITIES</b>		
<b>Current liabilities:</b>		
Accounts, salaries, and other payables	236,512	196,938
Deferred revenue	100	89,148
Total current liabilities	236,612	286,086
<b>Noncurrent liabilities:</b>		
Compensated absences	1,370,876	1,370,394
Postemployment benefit obligation	5,872,762	4,298,785
Total noncurrent liabilities	7,243,638	5,669,179
TOTAL LIABILITIES	7,480,250	5,955,265
<b>NET ASSETS</b>		
Invested in capital assets	12,566,271	13,609,552
Unrestricted	3,624,521	4,697,857
TOTAL NET ASSETS	\$ 16,190,792	\$ 18,307,409

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**General Fund and Drug Enforcement Fund**  
**Comparative Balance Sheet**  
**June 30, 2012 and 2011**

	General Fund		Drug Enforcement Fund	
	2012	2011	2012	2011
<b>ASSETS</b>				
Cash and cash equivalents	\$ 396,914	\$ 1,335,251	\$ 100	\$ 108,067
Certificates of deposit	7,750,000	6,750,000	-	-
Receivables	2,451,486	1,942,234	-	3,980
Accrued interest receivable	8,346	11,889	-	-
Due from other funds	100	1,130	-	-
Inventories	42,097	40,714	-	-
Total assets	<u>\$ 10,648,943</u>	<u>\$ 10,081,218</u>	<u>\$ 100</u>	<u>\$ 112,047</u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 235,560	\$ 195,381	\$ -	\$ -
Accrued payroll liabilities	952	1,557	-	-
Due to other funds	-	-	100	1,130
Deferred revenue	100	31,603	-	57,545
Total liabilities	<u>236,612</u>	<u>228,541</u>	<u>100</u>	<u>58,675</u>
<b>Fund balances:</b>				
Nonspendable - inventories	42,097	40,714	-	-
Restricted - drug enforcement	-	-	-	53,372
Unassigned	10,370,234	9,811,963	-	-
Total fund balances	<u>10,412,331</u>	<u>9,852,677</u>	<u>-</u>	<u>53,372</u>
Total liabilities and fund balances	<u>\$ 10,648,943</u>	<u>\$ 10,081,218</u>	<u>\$ 100</u>	<u>\$ 112,047</u>

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

**General Fund**  
**Budgetary Comparison Schedule -**  
**Revenues, Expenditures, and Changes in Fund Balance - Budget to Actual**  
**Year Ended June 30, 2012**  
**With Comparative Actual Balances for Year Ended June 30, 2011**

	2012		Actual	Variance - Favorable (Unfavorable)	2011 Actual
	Budget				
	Original	Final			
<b>Revenues:</b>					
Taxes					
Ad valorem	\$10,300,000	\$10,620,000	\$10,709,013	\$ 89,013	\$10,324,476
Sales	11,500,000	11,900,000	11,953,255	53,255	11,521,978
Intergovernmental revenues -					
Federal	237,700	441,200	420,427	(20,773)	861,975
State	2,810,200	2,779,300	2,780,974	1,674	2,821,782
Local	354,800	351,900	351,923	23	392,794
Fees charges and commissions for services -					
Fees	737,000	730,000	721,705	(8,295)	725,980
Feeding and maintaining prisoners	8,234,500	8,104,800	8,260,319	155,519	8,323,291
Commissions	1,259,200	1,299,900	1,302,741	2,841	1,368,793
Interest income	30,000	20,800	24,041	3,241	33,285
Other income	153,800	213,300	254,867	41,567	240,074
<b>Total revenues</b>	<u>35,617,200</u>	<u>36,461,200</u>	<u>36,779,265</u>	<u>318,065</u>	<u>36,614,428</u>
<b>Expenditures:</b>					
Current -					
Public safety:					
Personal services and related benefits	25,091,817	25,334,626	25,324,474	10,152	25,268,879
Operating services	4,367,759	4,333,028	4,328,592	4,436	3,812,323
Operations and maintenance	5,720,950	5,822,450	5,902,383	(79,933)	5,810,011
Travel and other charges	111,400	85,600	84,045	1,555	118,756
Capital outlay	261,274	636,496	581,017	55,479	841,930
<b>Total expenditures</b>	<u>35,553,200</u>	<u>36,212,200</u>	<u>36,220,511</u>	<u>(8,311)</u>	<u>35,851,899</u>
Excess of revenues over expenditures	64,000	249,000	558,754	309,754	762,529
Other financing sources (uses):					
Transfer to Drug Enforcement Fund	(74,000)	-	-	-	(71,170)
Sale of capital assets	10,000	1,000	900	(100)	5,535
<b>Total other financing sources (uses)</b>	<u>(64,000)</u>	<u>1,000</u>	<u>900</u>	<u>(100)</u>	<u>(65,635)</u>
<b>Net change in fund balance</b>	-	250,000	559,654	309,654	696,894
Fund balance, beginning	9,852,677	9,852,677	9,852,677	-	9,155,783
Fund balance, ending	<u>\$ 9,852,677</u>	<u>\$10,102,677</u>	<u>\$10,412,331</u>	<u>\$ 309,654</u>	<u>\$ 9,852,677</u>

**RAPIDES PARISH SHERIFF**

Alexandria, Louisiana

General Fund

Budgetary Comparison Schedule - Expenditures

Year Ended June 30, 2012

With Comparative Actual Balances for Year Ended June 30, 2011

	2012		Actual	Variance - Favorable (Unfavorable)	2011 Actual
	Budget				
	Original	Final			
Current:					
Public safety -					
Personal services and related benefits:					
Salaries	\$22,113,590	\$22,335,378	\$22,331,672	\$ 3,706	\$22,366,173
Payroll taxes	366,154	360,842	359,440	1,402	359,233
Pension	<u>2,612,073</u>	<u>2,638,406</u>	<u>2,633,362</u>	<u>5,044</u>	<u>2,543,473</u>
Total personal services and related benefits	<u>25,091,817</u>	<u>25,334,626</u>	<u>25,324,474</u>	<u>10,152</u>	<u>25,268,879</u>
Operating services:					
Hospitalization insurance	3,570,354	3,530,059	3,527,156	2,903	3,061,140
Life insurance	282,455	284,819	284,380	439	240,144
Auto insurance	202,550	210,750	210,872	(122)	201,988
Deputy liability	302,400	302,400	302,856	(456)	302,356
Other liability insurance	<u>10,000</u>	<u>5,000</u>	<u>3,328</u>	<u>1,672</u>	<u>6,695</u>
Total operating services	<u>4,367,759</u>	<u>4,333,028</u>	<u>4,328,592</u>	<u>4,436</u>	<u>3,812,323</u>
Operations and maintenance:					
Auto fuel and oil	984,000	1,015,700	992,563	23,137	853,094
Auto maintenance	186,500	194,950	190,258	4,692	194,839
Deputy uniforms, supplies, etc.	194,200	174,700	143,477	31,223	149,105
Office supplies and expenses	408,000	407,500	398,635	8,865	369,217
Telephone and utilities	896,700	840,100	857,722	(17,622)	898,131
Maintenance contracts and rentals	523,950	541,550	569,803	(28,253)	487,068
Prisoner feeding and maintenance	1,975,500	1,992,500	2,080,922	(88,422)	1,939,481
Professional fees	97,700	139,150	176,908	(37,758)	107,621
Other	<u>454,400</u>	<u>516,300</u>	<u>492,095</u>	<u>24,205</u>	<u>811,455</u>
Total operations and maintenance	<u>5,720,950</u>	<u>5,822,450</u>	<u>5,902,383</u>	<u>(79,933)</u>	<u>5,810,011</u>
Travel and other charges	<u>111,400</u>	<u>85,600</u>	<u>84,045</u>	<u>1,555</u>	<u>118,756</u>
Capital outlay	<u>261,274</u>	<u>636,496</u>	<u>581,017</u>	<u>55,479</u>	<u>841,930</u>
Total expenditures	<u>\$35,553,200</u>	<u>\$36,212,200</u>	<u>\$36,220,511</u>	<u>\$ (8,311)</u>	<u>\$35,851,899</u>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**  
**General Fund**

Schedule of Departmental Expenditures  
For the Years Ended June 30, 2012 and 2011

	Personal Services and Related Benefits		Operating Services		Operations and Maintenance		Travel and Other Charges		Capital Outlay		Total	
	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011
<b>Expenditures:</b>												
<b>Current -</b>												
Executive	\$ 1,352,011	\$ 1,392,504	\$ 593,599	\$ 509,888	\$ 482,825	\$ 744,443	\$ 7,591	\$ 15,930	\$ 73,015	\$ 4,272	\$ 2,509,041	\$ 2,667,037
Finance	395,978	386,331	55,774	47,218	21,295	17,871	733	874	4,169	715	477,949	453,009
Human resources	90,446	90,057	15,476	13,648	32,479	36,960	1,173	498	-	-	139,574	141,163
Support services	908,869	909,849	137,645	120,791	324,493	323,907	11,103	20,309	60,539	243,062	1,442,649	1,617,918
Bonds and fines	204,668	177,211	39,974	31,784	23,006	21,168	-	-	-	-	267,648	230,163
Civil	659,982	684,580	105,725	95,954	91,416	89,059	292	181	7,968	-	865,383	869,774
Tax	227,080	224,332	40,491	36,093	112,886	111,119	14	112	-	-	380,471	371,656
Enforcement	5,613,688	5,558,411	895,214	796,716	1,058,359	937,434	11,754	22,667	146,333	470,363	7,725,348	7,785,591
Investigative	2,615,762	2,576,434	378,161	330,373	294,006	255,227	29,894	35,083	123,862	41,914	3,441,685	3,239,031
School resource officers	3,106,016	3,095,898	475,308	421,381	45,122	40,940	2,875	3,762	19,448	1,729	3,648,769	3,563,710
Courthouse security	793,196	808,951	105,867	95,990	6,361	8,334	1,529	1,152	972	7,013	907,925	921,440
Corrections administrative	218,272	216,030	30,505	27,384	47,643	47,752	200	775	-	-	296,620	291,941
Corrections (DC-1)	2,906,605	2,916,165	455,588	399,501	718,627	673,999	3,548	3,612	6,167	8,186	4,090,535	4,001,463
Corrections (DC-3)	2,991,616	3,051,782	481,749	429,238	1,151,439	1,111,367	8,432	7,505	6,336	944	4,639,572	4,600,836
House arrest	259,449	258,245	42,220	37,660	111,276	122,600	946	998	486	-	414,377	419,503
Work release facility	2,253,752	2,199,904	359,730	314,354	1,194,636	1,103,637	3,961	5,298	106,947	56,277	3,919,026	3,679,470
Maintenance/road crew	658,661	652,659	103,441	93,429	164,295	146,528	-	-	24,775	7,455	951,172	900,071
Warehouse	68,423	69,536	12,125	10,921	22,219	17,666	-	-	-	-	102,767	98,123
<b>Total expenditures</b>	<b>\$25,324,474</b>	<b>\$25,268,879</b>	<b>\$4,328,592</b>	<b>\$3,812,323</b>	<b>\$5,902,383</b>	<b>\$5,810,011</b>	<b>\$84,045</b>	<b>\$118,756</b>	<b>\$581,017</b>	<b>\$841,930</b>	<b>\$36,220,511</b>	<b>\$35,851,899</b>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Special Revenue Fund - Drug Enforcement Fund**  
**Budgetary Comparison Schedule -**  
**For the Year Ended June 30, 2012**  
**With Comparative Actual Balances for Year Ended June 30, 2011**

	2012			Variance - Favorable (Unfavorable)	2011 Actual
	Budget		Actual		
	Original	Final			
<b>Revenues:</b>					
<b>Intergovernmental</b>					
Federal	\$57,625	\$56,500	\$57,641	\$ 1,141	\$48,281
Local	8,575	80	80	-	9,219
Commission on forfeited assets	-	13,700	11,775	(1,925)	701
<b>Total revenues</b>	<u>66,200</u>	<u>70,280</u>	<u>69,496</u>	<u>(784)</u>	<u>58,201</u>
<b>Expenditures:</b>					
<b>Current -</b>					
Salaries and related benefits	94,900	98,600	96,883	1,717	88,589
Utilities	5,900	1,575	1,430	145	590
Telephone	5,600	4,800	5,502	(702)	3,520
Informants and undercover operations	28,000	15,000	15,000	-	18,760
Office expense	4,300	2,375	3,297	(922)	1,473
Insurance	1,500	750	756	(6)	366
<b>Total expenditures</b>	<u>140,200</u>	<u>123,100</u>	<u>122,868</u>	<u>232</u>	<u>113,298</u>
<b>Deficiency of revenues over expenditures</b>	(74,000)	(52,820)	(53,372)	(552)	(55,097)
<b>Other financing source :</b>					
Transfer from General Fund	74,000	-	-	-	71,170
<b>Excess (deficiency) of revenues and other sources over expenditures</b>	-	(52,820)	(53,372)	(552)	16,073
<b>Fund balance, beginning</b>	<u>53,372</u>	<u>53,372</u>	<u>53,372</u>	<u>-</u>	<u>37,299</u>
<b>Fund balance, ending</b>	<u>\$ 53,372</u>	<u>\$ 552</u>	<u>\$ -</u>	<u>\$ (552)</u>	<u>\$ 53,372</u>

## **NONMAJOR GOVERNMENTAL FUND**

### **Capital Projects Fund**

To account for funds designated for future expansion and acquisitions.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Nonmajor Governmental Fund -  
Capital Projects Fund  
Balance Sheet  
June 30, 2012  
With Comparative Totals for June 30, 2011

	<u>2012</u>	<u>2011</u>
<b>ASSETS</b>		
Cash and cash equivalents	\$ 657	\$ 656
Certificates of deposit	406,091	404,640
Accrued interest receivable	<u>976</u>	<u>124</u>
Total assets	<u>\$ 407,724</u>	<u>\$ 405,420</u>
<b>FUND BALANCES</b>		
Fund balances:		
Assigned - capital projects	<u>\$ 407,724</u>	<u>\$ 405,420</u>



RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Nonmajor Governmental Fund -  
Capital Projects Fund  
Statement of Revenues, Expenditures and Changes in Fund Balance  
Year Ended June 30, 2012  
With Comparative Totals for Year Ended June 30, 2011

	<u>2012</u>	<u>2011</u>
Revenues:		
Miscellaneous - interest	\$ 2,304	\$ 4,215
Expenditures:	<u>-</u>	<u>-</u>
Excess of revenues over expenditures	2,304	4,215
Fund balance, beginning	<u>405,420</u>	<u>401,205</u>
Fund balance, ending	<u>\$407,724</u>	<u>\$405,420</u>

## AGENCY FUNDS

### **Sheriff's Civil Fund -**

To account for cash received from sheriff's sales, garnishment of wages, and services provided to other governmental units. Also, certain amounts are held pursuant to judicial orders pending finalization of legal suits.

### **Tax Collector Fund -**

Article V, Section 27 of the Louisiana Constitution of 1974, provides that the Sheriff will serve as the collector of state and parish taxes and fees. The Tax Collector Fund is used to collect and distribute these taxes and fees to the appropriate taxing bodies.

### **Cash Bond Fund -**

To account for cash bonds received for prisoners' release pending trial.

### **Fines and Costs Fund -**

To account for fines and costs on traffic and other legal violations received by the Sheriff to be distributed in accordance with specific laws and regulations.

### **Jail Inmate Fund -**

To account for the receipts and disbursements made to the individual prison inmate accounts.

### **Work Release Inmate Fund -**

To account for cash held for each prisoner in the Work Release Facility.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Agency Funds  
Combining Balance Sheet  
June 30, 2012

With Comparative Totals for June 30, 2011

	Sheriffs Civil Fund	Tax Collector Fund	Cash Bond Fund	Fines and Costs Fund	Jail Inmate Fund	Work Release Inmate Fund	Total	
							2012	2011
<b>ASSETS</b>								
Cash	\$ 324,171	\$ 1,479,098	\$ 210,491	\$ 213,869	\$ 59,227	\$ 321,907	\$ 2,608,763	\$ 3,038,717
Accounts receivable	-	-	-	-	-	974	974	1,474
Due from inmates	-	-	-	-	3,305	1,081	4,386	5,640
Due from other funds	-	-	-	-	-	-	-	40,007
Total assets	<u>\$ 324,171</u>	<u>\$ 1,479,098</u>	<u>\$ 210,491</u>	<u>\$ 213,869</u>	<u>\$ 62,532</u>	<u>\$ 323,962</u>	<u>\$ 2,614,123</u>	<u>\$ 3,085,838</u>
<b>LIABILITIES</b>								
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 295,230
Due to taxing bodies and others	-	1,479,098	-	-	-	-	1,479,098	1,707,845
Due to inmates	-	-	-	-	62,532	323,962	386,494	338,023
Due to others	324,171	-	210,491	213,869	-	-	748,531	744,740
Total liabilities	<u>\$ 324,171</u>	<u>\$ 1,479,098</u>	<u>\$ 210,491</u>	<u>\$ 213,869</u>	<u>\$ 62,532</u>	<u>\$ 323,962</u>	<u>\$ 2,614,123</u>	<u>\$ 3,085,838</u>

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

**Agency Funds**  
Combining Statement of Changes in Assets and Liabilities  
Year Ended June 30, 2012  
With Comparative Totals for Year Ended June 30, 2011

	Sheriff's Civil Fund	Tax Collector Fund	Cash Bond Fund	Fines and Costs Fund	Jail Inmate Fund	Work Release Inmate Fund	Total	
							2012	2011
Balances, beginning of year	<u>\$ 384,175</u>	<u>\$ 1,709,214</u>	<u>\$ 181,050</u>	<u>\$ 230,968</u>	<u>\$ 59,991</u>	<u>\$ 520,440</u>	<u>\$ 3,085,838</u>	<u>\$ 3,002,581</u>
<b>Additions:</b>								
Deposits -								
Sheriff's sales, etc.	3,563,518	-	-	-	-	-	3,563,518	3,379,856
Bonds, fines, and costs	-	-	142,226	2,737,432	-	-	2,879,658	3,080,206
Other deposits	-	-	-	-	801,671	3,272,152	4,073,823	4,507,286
Taxes, fees, etc. paid to tax collector	-	74,682,786	-	-	-	-	74,682,786	72,392,773
Other additions	-	-	1,124	-	190,996	1,666	193,786	82,034
Total additions	<u>3,563,518</u>	<u>74,682,786</u>	<u>143,350</u>	<u>2,737,432</u>	<u>992,667</u>	<u>3,273,818</u>	<u>85,393,571</u>	<u>83,442,155</u>
Total	<u>3,947,693</u>	<u>76,392,000</u>	<u>324,400</u>	<u>2,968,400</u>	<u>1,052,658</u>	<u>3,794,258</u>	<u>88,479,409</u>	<u>86,444,736</u>
<b>Reductions:</b>								
Taxes, fees, etc. distributed to taxing bodies and others	-	74,912,902	-	-	-	-	74,912,902	72,383,279
Deposits settled to -								
Sheriff's General Fund	1,024,747	-	-	324,806	-	2,724,845	4,074,398	3,863,110
Rapides Parish Police Jury	-	-	-	1,000,869	-	-	1,000,869	1,076,833
District attorney	-	-	-	475,779	-	-	475,779	523,260
Indigent defender	-	-	-	278,248	-	-	278,248	319,835
Clerk of Court	164,392	-	-	-	-	-	164,392	137,384
Litigants	1,972,968	-	-	-	-	-	1,972,968	2,194,971
Other settlements	12,780	-	-	670,127	-	-	682,907	879,126
Other reductions	448,635	-	113,909	4,702	990,126	745,451	2,302,823	1,981,100
Total reductions	<u>3,623,522</u>	<u>74,912,902</u>	<u>113,909</u>	<u>2,754,531</u>	<u>990,126</u>	<u>3,470,296</u>	<u>85,865,286</u>	<u>83,358,898</u>
Balances, end of year	<u>\$ 324,171</u>	<u>\$ 1,479,098</u>	<u>\$ 210,491</u>	<u>\$ 213,869</u>	<u>\$ 62,532</u>	<u>\$ 323,962</u>	<u>\$ 2,614,123</u>	<u>\$ 3,085,838</u>

STATE OF LOUISIANA, PARISH OF RAPIDES

AFFIDAVIT

William Earl Hilton, Sheriff of Rapides

BEFORE ME, the undersigned authority, personally came and appeared, William Earl Hilton, the Sheriff of Rapides Parish, State of Louisiana, who after being duly sworn, deposed and said:

The following information is true and correct:

\$1,479,098 is the amount of cash on hand in the tax collector account on June 30, 2012;

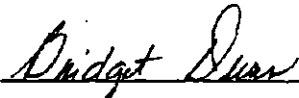
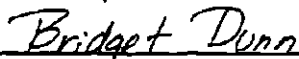

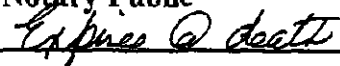
He further deposed and said:

All itemized statements of the amount of taxes collected for tax year 2011, by taxing authority, are true and correct.

All itemized statements of all taxes assessed and uncollected, which indicate the reasons for the failure to collect, by taxing authority, are true and correct.

  
\_\_\_\_\_  
Sheriff of Rapides

SWORN to and subscribed before me, Notary, this 16th day of August 2012, in my office in the City of Alexandria, Louisiana.

  
\_\_\_\_\_  
(Signature)  
 (Print), #   
\_\_\_\_\_  
Notary Public  
 (Commission)

**INTERNAL CONTROL, COMPLIANCE, AND OTHER INFORMATION**

# KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC

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

The Honorable William E. Hilton  
Rapides Parish Sheriff  
Alexandria, Louisiana

We have audited the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Rapides Parish Sheriff (the Sheriff) as of and for the year ended June 30, 2012, which collectively comprise the Sheriff's basic financial statements and have issued our report thereon dated November 12, 2012. 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.

### Internal Control Over Financial Reporting

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

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.

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

Compliance and Other Matters

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

We noted certain matters that we reported to the Sheriff in a separate letter dated November 12, 2012.

This report is intended solely for the information and use of management and others within the organization and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of this report may be limited under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document in accordance with Louisiana Revised Statute 44:6.

***Kolder, Champagne, Slaven & Company, LLC***  
Certified Public Accountants

Pineville, Louisiana  
November 12, 2012



RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Summary Schedule of Current and Prior Year Audit Findings  
and Corrective Action Plan  
Year Ended June 30, 2012

Ref. No.	Fiscal Year Finding Initially Occurred	Description of Finding	Corrective Action Taken	Corrective Action Planned	Contact Person	Anticipated Completion Date
<b>CURRENT YEAR (6/30/12) --</b>						
<u>Management letter:</u>						
12-1 (ML)	2012	Due to the improper setup of the 2011 tax roll in the Sheriff's internally developed program, the distributions of ad valorem taxes to the taxing districts were not in accordance with the Grand Recapitulation issued by the Rapides Parish Assessor.	No	Subsequent to the year ended June 30, 2012, all differences in amounts owed from/to taxing districts were settled. Additionally, in the future, the Sheriff will ascertain that the distributions will be made in accordance with the Grand Recapitulation.	Mark Thibeaux, Finance Director	11/15/2012
<b>PRIOR YEAR (6/30/11) --</b>						
<u>Internal Control:</u>						
11-1 (C)	2011	In January 2011, the Rapides Parish Sheriff discovered that an employee used a Rapides Parish Sheriff's fuel credit card for personal gas purchases totaling \$810. The employee was arrested and his employment with the Rapides Parish Sheriff was terminated. Restitution of the monies was made by the employee to the Rapides Parish Sheriff. Also, the District Attorney's office was notified of the misappropriated funds.	Yes	The employee was arrested and his employment with the Rapides Parish Sheriff was terminated. Restitution of the monies was made by the employee to the Rapides Parish Sheriff. Also, the District Attorney's office was notified of the misappropriated funds.	Mark Thibeaux, Finance Director	6/30/2011

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## MANAGEMENT LETTER

The Honorable William E. Hilton  
Rapides Parish Sheriff  
Alexandria, Louisiana

During our audit of the basic financial statements of the Rapides Parish Sheriff for the year ended June 30, 2012, we noted a certain area in which improvements in the accounting system and financial practices of the Sheriff should be considered.

- (1) Management should review the setup of the tax roll within their internally developed software to ensure the distributions of Ad valorem taxes to the taxing districts are in accordance with the Grand Recapitulation issued by the Rapides Parish Assessor.

We would like to express our appreciation to you and your staff, particularly your office staff, for the courtesies and assistance rendered to us in the performance of our audit. Should you have any questions or need assistance, please feel free to contact us.

***Kolder, Champagne, Slaven & Company, LLC***  
Certified Public Accountants

Pineville, Louisiana  
November 12, 2012