

WEST BATON ROUGE PARISH SHERIFF

FINANCIAL REPORT

JUNE 30, 2020

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Honorable Mike Cazes
West Baton Rouge Parish Sheriff
Port Allen, 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 the West Baton Rouge Parish Sheriff (the Sheriff) as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Sheriff's basic financial statements 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.

Auditors' 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 of 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 error or fraud. 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.

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 West Baton Rouge Parish Sheriff as of June 30, 2020, 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.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison schedules, the schedule of changes in net OPEB liability and related ratios, the schedule of the Sheriff's proportionate share of the net pension liability, and the schedule of West Baton Rouge Parish Sheriff's contributions on pages 4 through 9, 37 through 41, respectively, 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 Sheriff's basic financial statements. The combining and individual non-major fund financial statements, the Sheriff's sworn statement, and the schedule of compensation, benefits and other payments to agency head or chief executive officer presented on pages 42 through 46 are presented for the purposes of additional analysis and are not part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The combining and individual non-major fund financial statements, the Sheriff's sworn statement, the schedule of compensation, benefits and other payments to agency head or chief executive officer, and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual non-major fund financial statements, the Sheriff's sworn statement, the schedule of compensation, benefits and other payments to agency head or chief executive officer, and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Requirements by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated February 19, 2021 on our consideration of West Baton Rouge Parish 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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the West Baton Rouge Parish Sheriff's 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 the Sheriff's internal control over financial reporting and compliance.

Diez, Dupuy + Ruiz
Gonzales, Louisiana
February 19, 2021

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

This section of West Baton Rouge Sheriff's annual financial report presents our discussion and analysis of the Sheriff's financial performance during the fiscal year that ended on June 30, 2020. This document focuses on the current year's activities, resulting changes, and currently known facts in comparison with the prior year's information (where available).

FINANCIAL HIGHLIGHTS

- The Sheriff's total net position increased \$1,651,105 or 30.1 percent over the course of this year's operations.
- Expenses for the year were \$22,722,702, an increase of \$1,911,077 from prior year.
- During the year, the Sheriff's governmental funds expenditures were \$2,338,864 less than the \$23.8 million generated by ad valorem taxes, charges for services, operating grants for intergovernmental programs and other financing sources.
- The general fund reported an increase in fund balance this year of \$1,294,284.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of four parts—management's discussion and analysis (this section), the basic financial statements, required supplementary information, and other supplementary information. The basic financial statements include two kinds of statements that present different views of the Sheriff:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the Sheriff's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the Sheriff's government, reporting the Sheriff's operations in more detail than the government-wide statements.
 - The governmental funds statements tell how general government services like public safety were financed in the short term as well as what remains for future spending.
 - Fiduciary fund statements provide information about the financial relationships in which the Sheriff acts solely as agent for the benefit of others, to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements. Figure A-1 shows how the required parts of this annual report are arranged and relate to one another.

Figure A-1 summarizes the major features of the Sheriff's financial statements, including the portion of the Sheriff's government they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure of contents of each of the statements.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

Figure A-1			
	Government-wide Statements	Governmental Funds	Fiduciary Funds
Scope	Entire Sheriff government (except fiduciary funds)	The activities of the Sheriff that are not proprietary or fiduciary, such as public safety	Instances in which the Sheriff is the trustee or agent for someone else's resources
Required financial statements	<ul style="list-style-type: none"> • Statement of net position • Statement of activities 	<ul style="list-style-type: none"> • Balance sheet • Statement of revenues, expenditures, and changes in fund balances 	<ul style="list-style-type: none"> • Statement of fiduciary net position
Accounting basis and measurements focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both short-term and long-term; the Sheriff's funds do not currently contain capital assets, although they can
Type of Inflow/outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payments are due during the year or soon thereafter	All revenues and expenses during year, regardless of when cash is received or paid

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

Government-wide Statements

The government-wide statements report information about the Sheriff as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the Sheriff's net position and how they have changed. Net position—the difference between the Sheriff's assets and liabilities—is one way to measure the Sheriff's financial health, or position.

- Over time, increases or decreases in the Sheriff's net position are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the Sheriff you need to consider additional nonfinancial factors such as changes in the Sheriff's property tax base and growth of West Baton Rouge Parish.

The government-wide financial statements of the Sheriff include:

- Governmental activities—most of the Sheriff's basic services are included here, such as police. Ad valorem taxes, state and federal grants, and fees, charges, and commissions for services finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the Sheriff's most significant funds, not the Sheriff as a whole. Funds are accounting devices that the Sheriff uses to keep track of specific sources of funding and spending for particular purposes.

The Sheriff has two kinds of funds:

- Governmental funds – The Sheriff's basic services are included in governmental funds, which focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Sheriff's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information at the bottom of the governmental funds statement, or on the subsequent page, that explains the relationship (or differences) between them.
- Fiduciary funds—These funds are used as depositories for civil suits, cash bonds, taxes, fees, et cetera. Disbursements from these funds are made to various parish agencies, and litigants in suits, in the manner prescribed by law. These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. We exclude these activities from the Sheriff's government-wide financial statements because the Sheriff cannot use these assets to finance its operations.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

FINANCIAL ANALYSIS OF THE SHERIFF AS A WHOLE

Net position. The Sheriff's net position increased between fiscal years 2020 and 2019 to a deficit of approximately \$3.8 million. (See Table A-1.)

Table A-1
Sheriff's Net Position

	Governmental Activities	
	June 30, 2020	June 30, 2019
Current and other assets	\$ 14,410,090	\$ 12,017,114
Capital assets, net	4,911,624	4,926,634
Total assets	19,321,714	16,943,748
Deferred outflows of resources	10,919,139	4,027,219
Total assets and deferred outflows of resources	30,240,853	20,970,967
Current liabilities	796,304	921,208
Noncurrent liabilities	28,208,695	23,649,927
Total liabilities	29,004,999	24,571,135
Deferred inflows of resources	5,077,708	1,892,791
Total liabilities and deferred inflows of resources	34,082,707	26,463,926
Net position		
Net investment in capital assets	4,506,414	4,098,154
Restricted for grants	11,126	10,964
Unrestricted deficit	(8,359,394)	(9,602,077)
Total net position	\$(3,841,854)	\$(5,492,959)

Net position of the Sheriff's governmental activities increased 30.1 percent to a deficit of approximately \$3.8 million.

Changes in net position. The Sheriff's total revenues increased by 16.6 percent. (See Table A-2.) Approximately 31 percent of the Sheriff's revenue comes from ad valorem tax collections from West Baton Rouge Parish. Charges for services represent 29 percent, operating and capital grants represent 36 and the remaining 4 percent is comprised of other intergovernmental revenue and commission, miscellaneous revenues and interest. The Sheriff's office received CARES Act funding in the amount of \$3,027,412.

The total cost of all programs and services increased \$1,911,077. The Sheriff's expenses cover all services performed by its office.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

Governmental Activities

Revenues for the Sheriff's governmental activities increased 16.6 percent to \$24.4 million while total expenses increased \$1,911,077.

Table A-2
Changes in Sheriff's Net Position

	Governmental Activities	
	June 30, 2020	June 30, 2019
Revenues		
Program revenues		
Charges for services	\$ 6,956,506	\$ 6,892,217
Operating grants and contributions	8,683,386	5,937,223
Capital grants and contributions	142,094	142,094
General revenues		
Taxes	7,527,455	6,869,429
Interest	145,591	216,927
Non-employer contributions to pension plan	605,832	586,775
Miscellaneous	312,943	254,467
Total revenues	24,373,807	20,899,132
Expenses		
Public Safety	22,686,831	20,756,445
Interest	35,871	55,180
Total expenses	22,722,702	20,811,625
Increase in net position	\$ 1,651,105	\$ 87,507

FINANCIAL ANALYSIS OF THE SHERIFF'S FUNDS

As the Sheriff completed the year, its governmental funds reported a fund balance of \$13,858,040, an increase from last year of \$2,338,864. The general fund reported a surplus of \$1,294,284 and fund balance of \$3,966,833. The work release center fund reported a surplus of \$1,078,472 and fund balance of \$9,763,817.

Budgetary Highlights

Over the course of the year, the Sheriff did amend the general fund and work release center budgets. The general fund budget amendments reflect an increase in revenues and other financing sources and expenditures from the current budget of \$162,153 and \$569,152, respectively. The work release center budget amendments reflect an increase in revenues and expenditures from the current budget of \$371,740 and \$237,990, respectively.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

LONG-TERM LIABILITIES

At June 30, 2020 the Sheriff had the following long-term liabilities outstanding as follows:

	Long-Term Liabilities at Year End	
	2020	2019
Capital lease obligations	\$ 405,210	\$ 828,480
Other post-employment benefit liability	20,315,832	16,722,452
Net pension liability	6,765,093	5,511,475
Compensated absences	989,099	1,095,350
Total	\$ 28,475,234	\$ 24,157,757

CAPITAL ASSETS

At the end of 2020, the Sheriff had \$4,911,624 invested in capital assets, net, including law enforcement vehicles and equipment, buildings and land. (See Table A-3.)

Table A-3
Sheriff's Capital Assets
(net of depreciation)

	Governmental Activities	
	June 30, 2020	June 30, 2019
Construction in progress	\$ -	\$ 40,994
Land	446,331	446,331
Buildings	3,155,735	3,153,305
Equipment and Vehicles	1,309,558	1,286,004
Total	\$ 4,911,624	\$ 4,926,634

This year's major capital assets additions include vehicles totaling \$428,219 and a new building totaling \$89,639. The major capital asset deletions include vehicles totaling \$426,563.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Sheriff is dependent on ad valorem taxes for approximately 37 percent of its total revenues. The economy is not expected to generate any significant growth. The 2020 budget includes amounts available for appropriations of approximately \$32 million. Property taxes are not expected to significantly increase. Budgeted expenditures for 2021 are expected to be consistent with 2020.

CONTACTING THE SHERIFF'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the Sheriff's finances and to demonstrate the Sheriff's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the West Baton Rouge Parish Sheriff's Office, PO Box 129, Port Allen, LA 70346.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

STATEMENT OF NET POSITION
JUNE 30, 2020

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES

ASSETS

Cash and cash equivalents	\$ 9,227,249
Receivables	3,877,367
Certificate of deposit	1,000,000
Due from other funds	288,754
Due from others	16,720
Capital assets:	
Non-depreciable	446,331
Depreciable, net	4,465,293
Total assets	<u>19,321,714</u>

DEFERRED OUTFLOWS OF RESOURCES

Deferred outflows, pension related	3,722,000
Deferred outflows, other post-employment benefit related	7,197,139
Total deferred outflows of resources	<u>10,919,139</u>

Total assets and deferred outflows of resources \$ 30,240,853

LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION

LIABILITIES

Accounts payable	\$ 465,190
Accrued liabilities	26,225
Due to others	38,350
Long-term liabilities:	
Due within one year	266,539
Due in more than one year	1,127,770
Other post-employment benefit liability	20,315,832
Net pension liability	6,765,093
Total liabilities	<u>29,004,999</u>

DEFERRED INFLOWS OF RESOURCES

Deferred inflows, pension related	1,323,982
Deferred inflows, other post-employment benefit related	3,753,726
Total deferred inflows of resources	<u>5,077,708</u>

NET POSITION

Net investment in capital assets	4,506,414
Restricted for grants	11,126
Unrestricted deficit	(8,359,394)
Total net position	<u>(3,841,854)</u>

Total liabilities, deferred inflows of resources, and net position \$ 30,240,853

The accompanying notes are an integral part of this financial statement.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

STATEMENT OF ACTIVITIES
JUNE 30, 2020

		Program Revenues				
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions		Net (Expense) Revenue and Changes in Net Position
Governmental activities:						
Public Safety	\$ 22,686,831	\$ 6,956,506	\$ 8,699,423	\$ 126,057		\$ (6,904,845)
Interest	35,871	-	-	-		(35,871)
Total governmental activities	\$ 22,722,702	\$ 6,956,506	\$ 8,699,423	\$ 126,057		\$ (6,940,716)
General Revenues:						
Ad valorem taxes						7,527,455
Interest						145,591
Non-employer contributions to pension plan						605,832
Miscellaneous						312,943
Total general revenues						8,591,821
Change in net position						1,651,105
Net position- July 1, 2019						(5,492,959)
Net position- June 30, 2020						\$ (3,841,854)

The accompanying notes are an integral part of this financial statement.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

GOVERNMENTAL FUNDS BALANCE SHEET
JUNE 30, 2020

	<u>General Fund</u>	<u>Work Release Center Fund</u>	<u>Other Governmental Funds</u>	<u>Total</u>
<u>ASSETS</u>				
Cash and cash equivalents	\$ 1,670,662	\$ 7,432,198	\$ 124,389	\$ 9,227,249
Receivables	2,631,955	1,245,412	-	3,877,367
Certificate of deposit	-	1,000,000	-	1,000,000
Due from other funds	45,499	210,329	32,926	288,754
Due from others	200	16,520	-	16,720
Total assets	<u>\$ 4,348,316</u>	<u>\$ 9,904,459</u>	<u>\$ 157,315</u>	<u>\$ 14,410,090</u>
<u>LIABILITIES</u>				
Accounts payable	\$ 302,809	\$ 134,998	\$ 27,383	\$ 465,190
Accrued liabilities	23,683	-	2,542	26,225
Compensated absences payable	22,285	-	-	22,285
Due to others	32,706	5,644	-	38,350
Total liabilities	<u>381,483</u>	<u>140,642</u>	<u>29,925</u>	<u>552,050</u>
<u>FUND BALANCE</u>				
Restricted for grants	-	-	11,126	11,126
Assigned	-	9,763,817	116,264	9,880,081
Unassigned	3,966,833	-	-	3,966,833
Total fund balance	<u>3,966,833</u>	<u>9,763,817</u>	<u>127,390</u>	<u>13,858,040</u>
Total liabilities and fund balance	<u>\$ 4,348,316</u>	<u>\$ 9,904,459</u>	<u>\$ 157,315</u>	<u>\$ 14,410,090</u>

The accompanying notes are an integral part of this statement.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
JUNE 30, 2020

Total fund balances at June 30, 2020 - Governmental Funds		\$ 13,858,040
Amounts reported for governmental activities in the statement of net position are different because:		
Deferred outflow - pension related		3,722,000
Deferred outflows, other post-employment benefit related		7,197,139
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds		
Cost of capital assets at June 30, 2020	\$ 11,328,439	
Less: accumulated depreciation as of June 30, 2020	<u>(6,416,815)</u>	4,911,624
Long-term liabilities are not due and payable in the current period, and therefore, are not reported in governmental funds		
Capital lease liability		(405,210)
Compensated absences payable		(966,814)
Other post-employment benefit liability		(20,315,832)
Net pension liability		(6,765,093)
Deferred inflows, pension related		(1,323,982)
Deferred inflows, other post-employment benefit related		<u>(3,753,726)</u>
Total net position at June 30, 2020 - Governmental Activities		<u>\$ (3,841,854)</u>

The accompanying notes are an integral part of this financial statement.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES
YEAR ENDED JUNE 30, 2020

	<u>General Fund</u>	<u>Work Release Center Fund</u>	<u>Other Governmental Funds</u>	<u>Total</u>
<u>REVENUES</u>				
Ad valorem taxes	\$ 7,527,455	\$ -	\$ -	\$ 7,527,455
Intergovernmental revenues:				
Federal grants	2,298,883	952,909	16,261	3,268,053
State grants:				
State revenue sharing (net)	64,894	-	-	64,894
State supplemental pay	495,058	-	-	495,058
Dare Grant	-	-	-	-
Other state and local grants and contributions	4,997,475	-	-	4,997,475
Fees, charges, and commissions for services:				
Commissions on State Revenue Sharing	72,621	-	-	72,621
Civil and criminal fees	1,564,167	3,128,142	-	4,692,309
Court attendance	4,930	-	-	4,930
Court costs	20,662	-	-	20,662
Feeding and keeping prisoners	-	1,577,207	-	1,577,207
Miscellaneous commissions	-	-	3,352	3,352
Use of money and property:				
Interest	30,563	113,146	1,882	145,591
Sale of Merchandise	-	225,446	359,979	585,425
Miscellaneous	305,673	-	-	305,673
Total Revenues	<u>17,382,381</u>	<u>5,996,850</u>	<u>381,474</u>	<u>23,760,705</u>
<u>EXPENDITURES</u>				
Public safety:				
Personal services and related benefits	13,441,050	3,372,676	-	16,813,726
Operating services	1,399,339	884,063	63,889	2,347,291
Material and supplies	480,609	180,109	40,178	700,896
Travel and training	33,319	6,705	-	40,024
Capital outlay	433,048	229,631	48,245	710,924
Purchase of merchandise for resale	-	94,055	263,054	357,109
Debt Service				
Principal	276,750	146,520	-	423,270
Interest	30,352	5,519	-	35,871
Total Expenditures	<u>16,094,467</u>	<u>4,919,278</u>	<u>415,366</u>	<u>21,429,111</u>
Excess (Deficiency) of Revenues over Expenditures	<u>1,287,914</u>	<u>1,077,572</u>	<u>(33,892)</u>	<u>2,331,594</u>
<u>OTHER FINANCING SOURCES</u>				
Proceeds from sale of assets	6,370	900	-	7,270
Total other financing sources	<u>6,370</u>	<u>900</u>	<u>-</u>	<u>7,270</u>
Net change in fund balance	<u>1,294,284</u>	<u>1,078,472</u>	<u>(33,892)</u>	<u>2,338,864</u>
Fund Balance at beginning of year	<u>2,672,549</u>	<u>8,685,345</u>	<u>161,282</u>	<u>11,519,176</u>
Fund Balance at end of year	<u>\$ 3,966,833</u>	<u>\$ 9,763,817</u>	<u>\$ 127,390</u>	<u>\$ 13,858,040</u>

The accompanying notes are an integral part of this statement.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

RECONCILIATION OF THE GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2020

Total Net Changes in Fund Balances for the year ended June 30, 2020 \$ 2,338,864

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense in the current period.

Capital outlay included in expenditures	706,123	
Depreciation expense for year ended June 30, 2020	<u>(548,448)</u>	157,675

In the statement of activities, only the gain or loss on the sale of assets is reported, whereas in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net position differs from the change in fund balance by the difference in cost, including salvage value, and accumulated depreciation of disposed assets. (172,685)

Capital lease proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount by which the reduction of capital lease obligations exceeded proceeds.

Reduction of capital lease obligations	<u>423,270</u>	423,270
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Changes in compensated absences payable		43,976
Changes in other post-employment benefit liability		(1,107,772)
Non-employer contributions to pension plan		605,832
Pension benefit		<u>(638,055)</u>

Change in Net Position - Governmental Activities \$ 1,651,105

The accompanying notes are an integral part of this financial statement.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
JUNE 30, 2020

	<u>Agency Funds</u>
<u>ASSETS</u>	
Cash	\$ 1,187,998
Total assets	<u>\$ 1,187,998</u>
<u>LIABILITIES</u>	
Due to other funds	\$ 288,754
Due to taxing bodies and others	899,244
Total liabilities	<u>\$ 1,187,998</u>

The accompanying notes are an integral part of this financial statement.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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.

A. BASIS OF PRESENTATION BASIS OF ACCOUNTING

BASIS OF PRESENTATION

The accompanying financial statements of the West Baton Rouge Parish Sheriff have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental units. 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 position and the statement of activities display information about the primary government (the Sheriff). These statements include the financial activities of the overall government, except for fiduciary activities. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions should be recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from nonexchange transactions should be recognized in accordance with the requirements of GASB Codification Section N50.

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

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

A. BASIS OF PRESENTATION BASIS OF ACCOUNTING (continued)

FUND FINANCIAL STATEMENTS (FFS):

The fund financial statements provide information about the Sheriff's funds, including its fiduciary funds. Separate statements for each fund category- governmental and fiduciary- are presented. The emphasis of fund financial statements is on major governmental funds.

The Sheriff reports the following major governmental funds:

General Fund

The General Fund, as provided by Louisiana Revised Statute 33:1422, is the principal fund of the Sheriff's office and accounts for the operations of the Sheriff's office. The Sheriff's primary sources of revenue is an ad valorem tax levied by the law enforcement district and reimbursements from the parish council. Other sources of revenue include commissions on state revenue sharing, state supplemental pay for deputies, civil and criminal fees, fees for court attendance, and maintenance of prisoners, et cetera. General operating expenditures are paid from this fund.

Special Revenue

The Work Release Center fund is used to account for the work done by prisoners in private businesses.

Additionally, the Sheriff reports the following fund types:

Agency Funds

The agency funds are used as depositories for civil suits, cash bonds, taxes, fees, et cetera. Disbursements from these funds are made to various parish agencies, litigants in suits, et cetera, in the manner prescribed by law. The agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

B. REPORTING ENTITY

For financial reporting purposes, the Sheriff's basic financial statements include all funds that are controlled by the Sheriff as an independently elected Parish official. As an independently elected official, the Sheriff is solely responsible for the operations of his office. Other than certain operating expenditures of the Sheriff that are paid or provided by the West Baton Rouge Parish Council (the Parish Council) as required by Louisiana Law, the Sheriff is financially independent. Accordingly, the Sheriff is a primary government for reporting purposes.

The criteria for including organizations as component units within the Sheriff's reporting entity, as set forth in Section 2100 of GASB's Codification of Governmental Accounting and Financial Reporting Standards, include items such as whether the organization is legally separate, whether the Sheriff appoints a voting majority of the organization's board, whether the Sheriff is able to impose his will on the organization, etcetera. The Sheriff does not have any component units.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. BASIS OF ACCOUNTING/MEASUREMENT FOCUS

The Governmental Wide Financial Statements (GWFS) and fiduciary fund statements are reported using the economic resources measurement focus. The government wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the Sheriff gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Sheriff considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. Property taxes, intergovernmental revenues, and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for claims and judgments and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds.

D. INTERFUND ACTIVITY

Interfund activities between governmental funds and fiduciary funds remain as due to/due from on the government wide financial statements.

E. BUDGET PRACTICES

The proposed budget for the year ended June 30, 2020, was made available for public inspection and comments from taxpayers at the Sheriff's office during June 2019. The proposed budget, prepared on the modified accrual basis of accounting, was published in the official journal 10 days prior to the public hearing, which was held at the Sheriff's office, for comments from taxpayers. The budget is legally adopted and amended, as necessary, by the Sheriff.

All expenditure appropriations lapse at year end. Unexpended appropriations and any excess of revenues over expenditures are carried forward to the subsequent year as beginning fund balance. Formal budget integration (within the accounting records) is employed as a management control device. Budget amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments.

F. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposit accounts, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and other investments with original maturities of 90 days or less. Under state law, the Sheriff may deposit funds in demand deposit accounts, interest bearing demand deposit accounts, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. Tax collections must be deposited in a bank domiciled in the parish where the funds are collected.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

G. COMPENSATED ABSENCES

Effective January 1, 2018, the Sheriff has the following policy relating to paid time off (PTO):

- PTO is given to all full-time employees annually in a lump sum on their hire/anniversary date. The PTO given to employees at hire/anniversary date is determined on a graduated scale based on employee's years of service and ranges from one week to eight weeks.
- PTO leave can be accumulated and allowed to carry over year to year up to a maximum of 400 hours.
- PTO hours in excess of 400 hours will be forfeited and lost on hire/anniversary date.
 - There is a one-time exception. Accumulated leave in excess of the 400 hours prior to the effective date of the new policy will be grandfathered in and locked as of December 31, 2017. The balance grandfathered in and locked as of December 31, 2017 will be available to employees at any time during their employment.
- A maximum of 400 hours of accumulated PTO will only be paid at the time of an employee's retirement or death.

H. CAPITAL ASSETS

All capital assets are capitalized at historical cost, or estimated historical costs for assets where actual cost is not available. Donated fixed assets are recorded at their fair value at the date of donation. The Sheriff maintains a threshold level of \$1,000 or more for capitalizing assets. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the assets' lives are not capitalized. Capital assets are recorded in the GWFS, but are not reported in the FFS. Since surplus assets are sold for an immaterial amount when declared no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Buildings	39
Vehicles	4-5
Equipment	7
Software	3

I. RISK MANAGEMENT

The Sheriff is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; error and omissions. To handle such risk of loss, the Sheriff maintains commercial insurance policies, workers' compensation insurance, and surety bond coverage. There were no significant reductions in insurance coverage during the year ended June 30, 2020.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

J. NET POSITION IN THE GOVERNMENT-WIDE FINANCIAL STATEMENTS

For the government-wide statement of net position, net position is reported as restricted when constraints placed on net position use either:

Net investment in capital assets - This component 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 capital assets.

Restricted net position - This component consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, laws, or regulation of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net position - This component consists of all other net position that do not meet the definition of "restricted" or "net investment in capital assets".

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

K. FUND EQUITY OF FUND FINANCIAL STATEMENTS

Accounting standards require governmental fund balances to be reported in as many as five classifications as listed below:

Nonspendable - represents amounts that are not expected to be converted to cash because they are either not in spendable form or legally or contractually required to be maintained intact.

Restricted - represents balances where constraints have been established by parties outside the Sheriff's office or imposed by law through constitutional provisions or enabling legislation.

Committed - represents balances that can only be used for specific purposes pursuant to constraints imposed by formal action of the Sheriff's highest level of decision-making authority.

Assigned - represents balances that are constrained by the government's intent to be used for specific purposes, but are not restricted nor committed.

Unassigned - represents balances that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the general fund.

When expenditures are incurred for the purposes for which both restricted and unrestricted amounts are available, the Sheriff's office reduces restricted amounts first, followed by unrestricted amounts. When expenditures are incurred for purposes for which committed, assigned and unassigned amounts are available, the Sheriff's office reduces committed amounts first, followed by assigned amounts and then unassigned amounts.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

L. DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES

In addition to assets, the Statement of Net Position or Balance Sheet will sometimes report a separate section for deferred outflows of resources. This separate financial element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenditure) until then. The Sheriff has two items that qualify for this category; pension and other post-employment benefits related deferrals, which are reported in the government-wide statement.

In addition to liabilities, the Statement of Net Position or Balance Sheet will sometimes report a separate section for deferred inflows of resources. This separate financial element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) at that time. The Sheriff has two items that qualify for this category; pension and other post-employment benefits related deferrals. These amounts are recognized as an inflow of resources in the period that the amounts become available.

M. PENSION PLANS

The West Baton Rouge Parish Sheriff's Office is a participating employer in a cost-sharing, multiple-employer defined benefit pension plan as described in Note 9. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of each of the plans, and additions to/deductions for the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments have been reported at fair value within the plan.

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.

O. POSTEMPLOYMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

The Sheriff provides certain continuing health care and life insurance benefits for its retired employees. The Sheriff recognized the cost of providing these retiree benefits as expenditures in the fund financial statements when paid during the year.

P. RECLASSIFICATIONS

Certain amounts in the June 30, 2020 financial statements have been reclassified to conform to the current year presentation. The reclassification has no effect on the change in net position for 2020.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

2. CASH AND CASH EQUIVALENTS

At June 30, 2020, the Sheriff has unrestricted cash and cash equivalents (book balances) as follows:

Governmental Funds:	
Petty Cash	\$ 2,291
Interest bearing and non-interest bearing demand deposits	<u>9,224,958</u>
Total governmental funds	<u>9,227,249</u>
Fiduciary Funds:	
Interest bearing demand deposits	<u>1,187,998</u>
Total fiduciary funds	<u>1,187,998</u>
Total	<u>\$ 10,415,247</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.

Custodial credit risk

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The government does not have a deposit policy for custodial credit risk. At June 30, 2020, the government's bank balance of \$10,482,164 was not exposed to custodial credit.

3. CERTIFICATE OF DEPOSIT

The Sheriff holds one certificate of deposit at a local financial institution. The certificate of deposit has a maturity of 24 months and the interest rate is 2.25%. The following is a summary of the Sheriff's certificate of deposit at book value as of June 30, 2020:

Governmental Funds:	
Certificates of deposit	<u>\$ 1,000,000</u>
Total governmental funds	<u>\$ 1,000,000</u>

This deposit is stated at cost, which approximates market. Under state law, this deposit (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. As of June 30, 2020, the certificate of deposit was not exposed to custodial risk.

4. RECEIVABLES

The accounts receivables at June 30, 2020 are as follows:

Class of Receivable

Local	\$ 286,799
State	559,639
Federal	<u>3,030,929</u>
Total	<u>\$ 3,877,367</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

5. 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 in October and billed to the taxpayers 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 West Baton Rouge Parish and are collected by the Sheriff. The taxes are remitted to the appropriate taxing bodies net of deductions for assessor's and legislative pension fund contributions.

Ad valorem taxes are budgeted and recorded in the year levied and billed. For the year ended June 30, 2020, law enforcement taxes applicable to the Sheriff's General Fund, were levied at the rate of 16.10 mills on property with assessed valuations totaling \$467,752,882.

The sheriff has authorized and levied an ad valorem tax of 16.10 mills.

6. DEFERRED COMPENSATION PLAN

The Sheriff participates in the State of Louisiana Deferred Compensation Plan, (an IRC 457 deferred compensation plan). The plan covers all full-time employees. The Sheriff matches 25% to 100% of employee contributions based on years of service. The Sheriff's contributions for the years ending June 30, 2020 and 2019 were \$341,162 and \$387,802, respectively.

7. LONG-TERM LIABILITIES

The following is a summary of long-term liabilities transactions of the West Baton Rouge Sheriff for the year ended June 30, 2020:

<i>Governmental Activities:</i>	Balance 7/1/2019	Additions	Reductions	Balance 6/30/2020	Due within One Year
Capital lease obligations	\$ 828,480	\$ -	\$ 423,270	\$ 405,210	\$ 244,254
Compensated absences	1,095,350	10,064	116,315	989,099	22,285
OPEB	16,722,452	3,914,173	320,793	20,315,832	-
Net pension liability	5,511,475	1,253,618	-	6,765,093	-
Total	<u>\$24,157,757</u>	<u>\$5,177,855</u>	<u>\$ 860,378</u>	<u>\$28,475,234</u>	<u>\$ 266,539</u>

The following is a summary of future minimum lease payments under the capital leases and the present value of the net minimum lease payments as of June 30, 2020.

Year ending June 30 th	
2021	261,264
2022	165,835
Future minimum lease payments	427,099
Less: Amount representing interest	(21,889)
Present value of net minimum payments	<u>\$ 405,210</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

8. CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended June 30, 2020, is as follows:

Governmental
Activities:

	<u>Land</u>	<u>Construction In Progress</u>	<u>Building</u>	<u>Vehicles and Equipment</u>	<u>Total</u>
Cost of Capital					
Assets June 30, 2019	\$ 446,331	\$ 40,994	\$ 4,666,590	\$ 5,900,964	\$ 11,054,879
Additions	-	48,645	104,631	642,486	795,762
Deletions	-	(89,639)	-	(432,563)	(522,202)
Cost of Capital					
Assets June 30, 2020	<u>446,331</u>	<u>-</u>	<u>4,771,221</u>	<u>6,110,887</u>	<u>11,328,439</u>
Accumulated Depreciation					
June 30, 2019	-	-	1,513,285	4,614,960	6,128,245
Additions	-	-	102,201	446,247	548,448
Deletions	-	-	-	(259,878)	(259,878)
Accumulated Depreciation					
June 30, 2020	<u>-</u>	<u>-</u>	<u>1,615,486</u>	<u>4,801,329</u>	<u>6,416,815</u>
Capital Assets, net of Accumulated Depreciation					
June 30, 2020	<u>\$ 446,331</u>	<u>\$ -</u>	<u>\$ 3,155,735</u>	<u>\$ 1,309,558</u>	<u>\$ 4,911,624</u>

For the year ended June 30, 2020, depreciation expense was \$548,448.

Capital Leases

The Sheriff has acquired various vehicles under capital lease obligations. The lease payments relating to the vehicles have been capitalized and included in vehicles and equipment on the accompanying government-wide financial statements. The leased vehicles have a cost of \$972,663 and accumulated amortization of \$575,355, which is included with accumulated depreciation, and has been recorded in the governmental activities. Amortization expense, which is included with depreciation expense, recognized on the leases as of June 30, 2020 was \$240,785 in the governmental activities.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

9. PENSION PLAN

Substantially all employees of the West Baton Rouge Parish Sheriff's office 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.

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 Louisiana Sheriff's Pension and Relief Fund, 1225 Nicholson Drive, Baton Rouge, Louisiana 70802, or by calling (225)219-0500

Plan Description:

The Louisiana Sheriff's Pension and Relief Fund is the administrator of a cost-sharing, multiple employer defined benefit plan. The plan provides retirement, disability and survivor benefits to employees of Sheriff's offices throughout the state of Louisiana, employees of the Louisiana Sheriff's Association and the Sheriff's Pension and Relief Fund's office as provided for in LRS 11:2171.

Members who joined the system on or before December 31, 2011, are eligible for regular retirement benefits upon attaining 30 years of creditable service at any age, or 12 years of creditable service and aged 55 years is entitled to retirement benefit payable monthly for life, equal to 3.33 percent of his final average compensation for each year of creditable service, not to exceed (after reduction for optional payment form) 100% of average final compensation. Active, contributing members with at least 10 years of creditable service may retire at age 60. The accrued normal retirement benefit is reduced actuarially for each month or fraction thereof that retirement begins prior to the member's earliest normal retirement date assuming continuous service. Members who joined the system on or after January 1, 2012, who retires at or after age 62 with at least 12 years of creditable service, at or after age 60 with at least 20 years of creditable service, or at 55 with 30 years of creditable service is entitled to a retirement benefit payable monthly for life, equal to 3.00 percent. For members with 30 or more years of service; the accrual rate is 3.33 percent. The retirement allowance is equal to the benefit accrual times the member's final average compensation each year of creditable service. In any case, the retirement benefit cannot exceed 100 percent of their final average salary.

Members with 20 or more years of service may retire with a reduced retirement at age 55. For members eligible on or before June 30, 2006, final average compensation is based on the average monthly earnings during the highest 36 consecutive months (60 highest consecutive months for member employed between July 1, 2006 and July 1, 2013) or joined months if service was interrupted. The earnings to be considered for each 12-month period within the 36-month (or 60 month) period shall not exceed 125% of the preceding 12months. For members joining after July 1, 2013, final compensation is based on the average monthly earnings during the highest 60 consecutive months and the earnings to be considered for each 12-month period within the 60 months shall not exceed 115% of the preceding 12-month period.

A member is eligible to receive disability benefits if the member has at least 10 years of creditable service when a non-service related disability is incurred; there are no service requirements for a service related disability. Disability benefits shall be the lesser of a sum equal to the greatest of 45% of final average compensation or the members' accrued retirement benefit at the time of termination of employment due to disability, or the retirement benefit which would be payable assuming continued service to the earliest normal retirement age. Members who become partially disabled receive 75% of the amount payable for total disability.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

9. PENSION PLAN (continued)

Plan Description (continued):

Survivor benefits for death solely as a result of injuries received in the line of duty are based on the following. For a spouse alone, a sum equal to 50% of the member's final average compensation with a minimum of \$150 per month. If a spouse is entitled to benefits and has a child or children under 18 years of age (or over said age if physically or mentally incapacitated and dependent upon the member at the time of his death), an additional sum of 15% of the member's final average compensation is paid to each child with total benefits paid to spouse and children not to exceed 100%. If a member dies with no surviving spouse, surviving children under age eighteen will receive monthly benefits of 15% of the member's final average compensation up to a maximum of 60% of final average compensation if there are more than 4 children. If a member is eligible for normal retirement at the time of death, the surviving spouse receives an automatic option 2 benefit.

The additional benefit payable to children shall be the same as those available for members who die in the line of duty. In lieu of receiving option 2 benefit, the surviving spouse may receive a refund of the member's accumulated contributions. All benefits payable to surviving children shall be extended through age twenty-two, if the child is a full-time student in good standing enrolled at a board approved or accredited school, college, or university.

The fund does provide for deferred benefits for vested members who terminate before being eligible for retirement. Benefits become payable once the member reaches the appropriate age for retirement.

In lieu of receiving a service retirement allowance, any member of the Fund who has more than sufficient service for a regular service retirement may elect to receive a "Back-DROP" benefit. The Back-DROP benefit is based upon the Back-DROP period selected and the final average compensation prior to the period selected. The Back-DROP period is the lesser of three years or the service accrued between the time a member first becomes eligible for retirement and his actual date of retirement. For those individuals with thirty or more years, the Back-DROP period is the lesser of four years or service accrued between the time a member first becomes eligible for retirement and his actual date of retirement. At retirement, the member's maximum monthly retirement benefit is based upon his service, final average compensation and plan provisions in effect on the last day of creditable service immediately prior to the commencement of the Back-DROP period. In addition to the monthly benefit at retirement, the member receives a lump-sum payment equal to the maximum monthly benefit as calculated above multiplied by the number of months in the Back- DROP period.

In addition, the member's Back-DROP account will be credited with employee contributions received by the retirement fund during the Back-DROP period. Participants have the option to opt out of this program and take a distribution, if eligible, or to rollover the assets to another qualified plan.

Cost of living provisions for the Fund allows the board of trustees to provide an annual cost of living increase of 2.5% of the eligible retiree's original benefit if certain funding criteria are met. Members are eligible to receive a cost of living adjustment once they have attained the age of sixty and have been retired at least one year. Funding criteria for granting cost of living adjustments is dependent on the funded ratio.

According to state statute, contribution requirements for all employers are actuarially determined each fiscal year. For the year ending June 30, 2019, the actual employer contribution rate was 12.25 percent.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

9. PENSION PLAN (continued)

In accordance with state statute, the Fund receives ad valorem taxes, insurance premium 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. Non-employer contributions are recognized as revenue and excluded from pension expense. For the year ended June 30, 2020, the Sheriff recognized \$605,832 of non-employer contributions as revenue.

Plan members are required by state statute to contribute 10.25 percent of their annual covered salary and the West Baton Rouge Parish Sheriff is required to contribute at an actuarially determined rate. The current rate is 12.25 percent of annual covered payroll. Contributions to the System also include one-half of one percent of the taxes shown to be collectible by the tax rolls of each parish and funds as required and available from insurance premium taxes. The contribution requirements of plan members and the West Baton Rouge Parish Sheriff are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The West Baton Rouge Parish Sheriff's contributions to the System, for the years ending June 30, 2020, 2019 and 2018, were \$1,246,787, \$1,224,253, and \$1,261,552, respectively.

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

At June 30, 2020, the Sheriff reported a liability of \$6,765,093 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Sheriff's proportion of the net pension liability was based on a projection of the Sheriff's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers actuarially determined. At June 30, 2019, the Sheriff's proportion was 1.4302%, which was a decrease of 0.0071% from its proportion measured as of June 30, 2018.

At June 30, 2020, the Sheriff reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ (1,296,055)
Changes of assumptions	2,067,507	-
Net difference between projected and actual earnings on pension plan investments	243,445	-
Changes in proportion and differences between Employer contributions and proportionate share of contributions	164,261	(27,927)
Employer contributions subsequent to the measurement date	1,246,787	-
Total	<u>\$ 3,722,000</u>	<u>\$ (1,323,982)</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

9. PENSION PLAN (continued)

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

The Sheriff reported a total of \$1,246,787 as deferred outflow of resources related to pension contributions made subsequent to the measurement period of June 30, 2019 which will be recognized as a reduction in net pension liability in the year ended June 30, 2020.

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

<u>Year</u>	<u>LSRPF</u>
2020	\$ 445,760
2021	(176,119)
2022	333,812
2023	422,995
2024	124,783
	<u>\$ 1,151,231</u>

Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2020 is as follows:

Valuation Date	June 30, 2019
Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Expected Remaining Service Lives	6 years
Investment Rate of Return	7.10%, net of investment expense
Discount Rate	7.10%
Projected salary increases	5.5% (2.50% inflation, 3.0% merit)
Mortality	RP-2000 Combined Healthy with Blue Collar Adjustment Sex Distinct Table for active members, healthy annuitants and beneficiaries RP-2000 Disabled Lives Mortality Table 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 projected benefit payments 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.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

9. PENSION PLAN (continued)

Actuarial Assumptions (continued)

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 and an adjustment for the effect of rebalancing/diversification. The target allocation and best estimates of geometric real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2019 are summarized in the following table:

Asset Class	<u>Target Allocation</u>	<u>Real Return Arithmetic Basis</u>	<u>Long-Term Expected Real Rate of Return</u>
Equity Securities	62%	7.1%	4.4%
Bonds	23%	3.0%	0.7%
Alternative investments	15%	4.6%	0.6%
Total	<u>100%</u>		<u>5.7%</u>
Inflation			<u>2.5%</u>
Expected Arithmetic Nominal Return			<u>8.1%</u>

Mortality Rate

The mortality rate assumptions were set after reviewing an experience study performed over the period July 1, 2009 through June 30, 2014. The data was then assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the Fund's liabilities. Annuity values calculated based on this mortality were compared to those produced by using a setback of standard tables. The result of the procedure indicated that these tables would produce liability values approximating the appropriate generational mortality tables used.

Discount Rate

The discount rate used to measure the total pension liability was 7.10%. 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, actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive 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.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

9. PENSION PLAN (continued)

Sensitivity of the Employer's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following table presents the Sheriff's proportionate share of the net pension liability (NPL) using the discount rate of each Retirement System as well as what the Sheriff's proportionate share of the NPL would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate used by each of the Retirement Systems:

	<u>1.0% Decrease</u>	<u>Current Discount Rate</u>	<u>1.0% Increase</u>
LSPRF			
Rates	6.10%	7.10%	8.10%
WBRSO Share of NPL	\$ 14,146,844	\$ 6,765,093	\$ 552,677

Amounts Payables to Pension Plan

The Sheriff had \$198,244 due to the pension fund at June 30, 2020.

10. POST-EMPLOYMENT HEALTH CARE AND LIFE INSURANCE BENEFITS (OPEB)

General Information about the OPEB Plan

Plan description – The West Baton Rouge Parish Sheriff's Office (the Sheriff) provides certain continuing health care and life insurance benefits for its retired employees. The West Baton Rouge Parish Sheriff's OPEB Plan (the OPEB Plan) is a single-employer defined benefit OPEB plan administered by the Sheriff. The authority to establish and/or amend the obligation of the employer, employees and retirees rests with the Sheriff. No assets are accumulated in a trust that meets the criteria in Governmental Accounting Standards Board (GASB) Codification Section P52 *Postemployment Benefits Other Than Pensions—Reporting For Benefits Not Provided Through Trusts That Meet Specified Criteria—Defined Benefit*.

Benefits Provided – Medical and life benefits are provided through comprehensive plans and are made available to employees upon actual retirement. Employees retirement eligibility (D.R.O.P. entry) provisions are as follows: attainment of 30 years of service at any age or age 55 and 12 years of service if earlier; or, for employees hired after June 30, 2008, the earliest of 30 years of service at any age, and age 55 with 15 years of service.

Life insurance coverage is provided to retirees and 100% of the blended rate (active and retired) is paid by the employer for the amount \$10,000. The amount of insurance coverage while active is continued after retirement, but insurance coverage amounts are reduced to 75% of the original amount at age 65 and to 50% of the original amount at age 70.

Employees covered by benefit terms – At June 30, 2020, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	44
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	197
	<u>241</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

10. POST-EMPLOYMENT HEALTH CARE AND LIFE INSURANCE BENEFITS (OPEB) (continued)

Total OPEB Liability

The Sheriff's total OPEB liability of \$20,315,832 was measured as of June 30, 2020 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and other inputs – The total OPEB liability in the June 30, 2020 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.5%
Salary increases	3.0%, including inflation
Prior discount rate	3.50%
Discount rate	2.21%
Healthcare cost trend rates	5.5% annually until 2030, then 4.5%
Mortality	SOA RP-2014 Table

The discount rate was based on the average of the Bond Buyers' 20 Year General Obligation municipal bond index as of June 30, 2020, the end of the applicable measurement period.

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of ongoing evaluations of the assumptions from July 1, 2009 to June 30, 2020.

Changes in the Total OPEB Liability

Balance at June 30, 2019	\$ 16,722,452
Changes for the year:	
Service cost	537,423
Interest	594,691
Differences between expected and actual experience	(4,019,113)
Change in assumptions	6,801,172
Benefit payments and net transfers	(320,793)
Net changes	<u>3,593,380</u>
Balance at June 30, 2020	<u>\$ 20,315,832</u>

Sensitivity of the total OPEB liability to changes in the discount rate – The following presents the total OPEB liability of the Sheriff, as well as what the Sheriff's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.21%) or 1-percentage-point higher (3.21%) than the current discount rate:

	<u>1.0% Decrease (1.21%)</u>	<u>Current Discount Rate (2.21%)</u>	<u>1.0% Increase (3.21%)</u>
Total OPEB liability	<u>\$ 24,479,095</u>	<u>\$ 20,315,832</u>	<u>\$ 17,078,572</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

10. POST-EMPLOYMENT HEALTH CARE AND LIFE INSURANCE BENEFITS (OPEB) (continued)

Changes in the Total OPEB Liability (continued)

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates – The following presents the total OPEB liability of the Sheriff, as well as what the Sheriff’s total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (4.5%) or 1-percentage-point higher (6.5%) than the current healthcare trend rates:

	1.0% Decrease (4.5%)	Current Trend (5.5%)	1.0% Increase (6.5%)
Total OPEB liability	\$ 17,090,269	\$ 20,315,832	\$ 24,435,798

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2020, the Sheriff recognized OPEB expense of \$1,428,565. At June 30, 2020, the Sheriff reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 739,385	\$ (3,753,726)
Change in assumptions	6,457,754	
Total	\$ 7,197,139	\$ (3,753,726)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Years ending June 30:	
2021	\$ 296,451
2022	296,451
2023	296,451
2024	296,451
2025	296,451
Thereafter	1,961,158
	\$ 3,443,413

11. LITIGATION AND CLAIMS

At June 30, 2020, the Sheriff was involved in several lawsuits. In the opinion of the Sheriff’s legal counsel, the ultimate resolution of these claims would not create a liability to the Sheriff in excess of existing insurance coverage.

12. EXPENDITURES OF THE SHERIFF'S OFFICE PAID BY THE PARISH COUNCIL

The Sheriff’s office is located in the parish courthouse. Expenditures for maintenance and operation of the parish courthouse, as required by state statute, are paid by the West Baton Rouge Parish Council and are not included in the accompanying financial statements.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

13. LEASE COMMITMENTS

The Sheriff leases vehicles under various leasing arrangements which qualify as operating leases. The lease payments are made on a monthly basis under scheduled terms that vary.

Management has estimated the future minimum lease payments under all of the non-cancellable lease agreements in effect at June 30, 2020 as follows:

Year ending <u>June 30,</u>	<u>Amount</u>
2021	\$ 11,611
2022	8,038
	<u>\$ 19,649</u>

Lease payments made during the year ended June 30, 2020 totaled \$17,369 for the leases.

14. EX-OFFICIO TAX COLLECTOR

The amount of cash on hand at the end of the year was \$136,179.

As of June 30, 2020, the West Baton Rouge Parish Sheriff has collected all taxes assessed by the West Baton Rouge Parish Assessor for the 2019 tax year.

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

West Baton Rouge Parish Assessor	\$ 1,145,584
Atchafalaya Levee District	1,866,188
West Baton Rouge Parish Drainage District	3,339,350
West Baton Rouge Parish Council	7,546,004
Louisiana Agriculture & Forestry Commission	3,956
West Baton Rouge Parish School Board	25,965,254
West Baton Rouge Parish Council on Aging	1,159,497
Louisiana Tax Commission	18,435
West Baton Rouge Parish Museum	927,597
West Baton Rouge Parish Sheriff	7,467,162
West Baton Rouge Parish Library	1,901,574
	<u>\$ 51,340,601</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

15. DUE TO/FROM OTHER FUNDS

During the year, the general fund records receivables for its portion of fines, taxes, bonds or fees collected by these funds and due to others for any advances to these funds. Individual balances due to/from other funds at June 30, 2020 are as follows:

	Due to Other Funds	Due From Other Funds
Major Governmental Funds:		
General Fund	\$ -	\$ 45,499
Work Release Center	-	210,329
Subtotal – Major Governmental Funds	-	255,828
Non-Major Governmental Funds:		
Prisoner Welfare Fund	-	32,926
Subtotal – Non-Major Governmental Funds	-	32,926
Fiduciary Funds:		
Inmate Account (Jail)	32,926	-
Inmate Account (WRC)	210,329	-
Clearing Account	45,191	-
Tax Collector	308	-
Subtotal- Fiduciary Funds	288,754	-
TOTAL	\$ 288,754	\$ 288,754

16. CHANGES IN FIDUCIARY NET POSITION

A summary of changes in fiduciary net position due to taxing bodies and others is as follows:

	Balance at Beginning of Year	Additions	Reductions	Balance at End of Year
Agency funds:				
Tax Collector Fund	\$ 1,273	\$ 53,221,865	\$ 53,086,959	\$ 136,179
Clearing Account	208,107	800,404	827,851	180,660
Work Release – Inmate	575,172	7,912,862	7,883,361	604,673
Inmate Account – Jail	175,341	1,320,507	1,265,092	230,756
Work Release – Trustee	28,865	164,082	157,217	35,730
Civil Account	-	652,046	652,046	-
Total	\$ 988,758	\$ 64,071,766	\$ 63,872,526	\$ 1,187,998

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO THE FINANCIAL STATEMENTS

17. TAX ABATEMENTS

The local government is subject to certain property tax abatements granted by the Louisiana State Board of Commerce and Industry (the “State Board”), a state entity governed by board members representing major economic groups and gubernatorial appointees. Abatements to which the government may be subject include those issued for property taxes under the Industrial Tax Exemption Program (“ITEP”). For the year ending June 30, 2020, the government participated in the Industrial Tax Exemption Program.

Under the ITEP, as authorized by *Article 7, Section 21(F) of the Louisiana Constitution and Executive Order Number JBE 2016-73*, companies that qualify as manufacturers can apply to the State Board for a property tax exemption on all new property, as defined, used in the manufacturing process. Under the ITEP, companies are required to promise to expand or build manufacturing facilities in Louisiana, with a minimum investment of \$5 million. Under the original program guidelines, the exemptions are granted for a 5-year term and are renewable for an additional 5-year term upon approval by the State Board. Effective June 24, 2016 the term of the exemption contract which shall be for up to, but no more than five years and may provide for an ad valorem exemption of up to 100 percent and terms for renewal may be included provided that the renewal of the contract shall be for a period up to, but no more than three years and may provide for an ad valorem tax exemption of up to, but no more than 80 percent. In the case of the local government, these state-granted abatements have resulted in reductions of property taxes, which the tax assessor administers as a temporary reduction in the assessed value of the property involved. The abatement agreements stipulate a percentage reduction of property taxes, which can be as much as 100 percent. The local government may recapture abated taxes if a company fails to expand facilities or otherwise fail to fulfill its commitments under the agreement.

Taxes abated for the fiscal year ended June 30, 2020 were as follows:

	<u>Total</u>
Tax Abatement Program	
Industrial Tax Exemption Program	\$ 5,164,723
	<u>\$ 5,164,723</u>

18. SUBSEQUENT EVENTS

Management has evaluated subsequent events through the date that the financial statements were available to be issued February 19, 2021, noting that the COVID-19 outbreak in the United States has caused business disruption through mandated closings and other operational restrictions on businesses. While the disruption is currently expected to be temporary, there is considerable uncertainty around the duration of the mandates. However, the related financial impact and duration cannot be reasonably estimated at this time. The Sheriff’s office did receive additional CARES Act funding in the amount of \$2,151,739 subsequent to year end.

No subsequent events occurring after this date have been evaluated for inclusion in these financial statements.

REQUIRED
SUPPLEMENTARY INFORMATION – PART III

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>REVENUES</u>				
Ad valorem taxes	\$ 7,190,850	\$ 7,505,500	\$ 7,527,455	\$ 21,955
Intergovernmental revenues:				
Federal grants	117,130	218,450	2,298,883	2,080,433
State grants:				
State revenue sharing (net)	63,534	64,894	64,894	-
State supplemental pay	480,000	493,270	495,058	1,788
Dare Grant	3,187	-	-	-
Other State & Local Grants	5,154,190	5,020,280	4,997,475	(22,805)
Fees, charges, and commissions for services:				
Commissions on State Revenue Sharing	72,600	72,620	72,621	1
Civil and criminal fees	1,918,300	1,705,845	1,564,167	(141,678)
Court attendance	7,000	6,290	4,930	(1,360)
Court costs	20,000	21,800	20,662	(1,138)
Use of money and property:				
Interest	54,000	31,910	30,563	(1,347)
Miscellaneous	150,000	245,710	305,673	59,963
Total Revenues	<u>15,230,791</u>	<u>15,386,569</u>	<u>17,382,381</u>	<u>1,995,812</u>
<u>EXPENDITURES</u>				
Public safety:				
Personal services and related benefits	13,441,063	13,422,780	13,441,050	(18,270)
Operating services	1,488,000	1,667,288	1,399,339	267,949
Material and supplies	273,560	475,575	480,609	(5,034)
Travel and training	75,560	33,730	33,319	411
Capital outlay	150,000	397,962	433,048	(35,086)
Debt service	-	-	307,102	(307,102)
Total Expenditures	<u>15,428,183</u>	<u>15,997,335</u>	<u>16,094,467</u>	<u>(97,132)</u>
(Deficiency) Excess of Revenues over Expenditures	(197,392)	(610,766)	1,287,914	1,898,680
<u>OTHER FINANCING SOURCES</u>				
Proceeds from sale of assets	-	6,375	6,370	(5)
Total other financing sources	<u>-</u>	<u>6,375</u>	<u>6,370</u>	<u>(5)</u>
Net change in fund balance	<u>(197,392)</u>	<u>(604,391)</u>	<u>1,294,284</u>	<u>(1,898,675)</u>
Fund Balance, July 1, 2019	<u>2,794,332</u>	<u>2,672,549</u>	<u>2,672,549</u>	<u>-</u>
Fund Balance, June 30, 2020	<u>\$ 2,596,940</u>	<u>\$ 2,068,158</u>	<u>\$ 3,966,833</u>	<u>\$ (1,898,675)</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
BUDGETARY COMPARISON SCHEDULE
WORK RELEASE CENTER FUND
FOR THE YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>REVENUES</u>				
Intergovernmental revenues:				
Federal grants	\$ -	\$ -	\$ 952,909	\$ 952,909
Fees, charges, and commissions for services:				
Civil and criminal fees	2,921,500	2,866,470	3,128,142	261,672
Feeding and keeping prisoners	1,452,250	1,887,460	1,577,207	(310,253)
Miscellaneous commissions	-	-	-	-
Use of money and property:				
Interest	155,000	116,870	113,146	(3,724)
Sale of Merchandise	180,000	208,790	225,446	16,656
Total Revenues	<u>4,708,750</u>	<u>5,079,590</u>	<u>5,996,850</u>	<u>917,260</u>
<u>EXPENDITURES</u>				
Public safety:				
Personal services and related benefits	3,375,700	3,331,035	3,372,676	(41,641)
Operating services	895,000	1,012,650	1,036,102	(23,452)
Material and supplies	140,000	154,845	180,109	(25,264)
Travel and training	6,000	6,705	6,705	-
Capital outlay	100,000	236,455	229,631	6,824
Purchase of merchandise for resale	65,000	78,000	94,055	(16,055)
Total Expenditures	<u>4,581,700</u>	<u>4,819,690</u>	<u>4,919,278</u>	<u>(99,588)</u>
Excess of Revenues over Expenditures	127,050	259,900	1,077,572	817,672
<u>OTHER FINANCING SOURCES</u>				
Proceeds from sale of assets	-	900	900	-
Total other financing sources	<u>-</u>	<u>900</u>	<u>900</u>	<u>-</u>
Net change in fund balance	<u>127,050</u>	<u>260,800</u>	<u>1,078,472</u>	<u>817,672</u>
Fund Balance, July 1, 2019	<u>8,712,428</u>	<u>8,685,345</u>	<u>8,685,345</u>	<u>-</u>
Fund Balance, June 30, 2020	<u>\$ 8,839,478</u>	<u>\$ 8,946,145</u>	<u>\$ 9,763,817</u>	<u>\$ 817,672</u>

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS
FOR THE YEAR ENDED JUNE 30, 2020

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB Liability			
Service cost	\$ 537,423	\$ 328,992	\$ 336,866
Interest	594,691	551,145	541,031
Differences between expected and actual experience	(4,019,113)	809,803	(114,271)
Changes of assumptions	6,801,172	301,049	-
Benefit payments	<u>(320,793)</u>	<u>(329,033)</u>	<u>(311,879)</u>
Net change in total OPEB liability	<u>3,593,380</u>	<u>1,661,956</u>	<u>451,747</u>
Total OPEB liability- beginning	<u>16,722,452</u>	<u>15,060,496</u>	<u>14,608,749</u>
Total OPEB liability- ending	<u>\$ 20,315,832</u>	<u>\$ 16,722,452</u>	<u>\$ 15,060,496</u>
Covered employee payroll	\$ 9,290,554	\$ 8,921,915	\$ 8,662,053
Total OPEB liability as a percentage of covered employee payroll	218.67%	187.43%	173.87%

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

Notes to Schedule:

<i>Benefit Changes:</i>	None	None	None
<i>Changes of Assumptions:</i>			
Discount rate:	2.21%	3.50%	3.62%
Mortality Rates:	RP2014	RP2000	RP2000
Trends:	Variable	5.5%	5.5%

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
SCHEDULE OF THE SHERIFF'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
FOR THE YEAR ENDED JUNE 30, 2020 (*)

Louisiana Sheriff's Pension and Relief Fund	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Employer's Proportion of the Net Pension Liability (Assets)	1.4302%	1.4373%	1.3920%	1.3858%	1.3856%	1.3714%
Employer's Proportionate Share of the Net Pension Liability (Asset)	\$ 6,765,093	\$ 5,511,475	\$ 6,027,823	\$ 8,795,603	\$ 6,176,216	\$ 5,430,652
Employer's Covered-Employee Payroll	\$ 9,993,901	\$ 9,894,528	\$ 9,646,293	\$ 9,464,430	\$ 9,186,570	\$ 8,854,184
Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered-Employee Payroll	67.6922%	55.7023%	62.4885%	92.9333%	67.2309%	61.3343%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	88.9085%	90.4106%	88.4876%	82.0970%	86.6065%	87.3447%

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

(*) The amounts presented have a measurement date of the previous fiscal year end.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
SCHEDULE OF WEST BATON ROUGE PARISH SHERIFF'S CONTRIBUTIONS
FOR THE YEAR ENDED JUNE 30, 2020

Louisiana Sheriffs' Pension and Relief Fund	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 1,246,787	\$ 1,224,253	\$ 1,261,552	\$ 1,278,134	\$ 1,301,359	\$ 1,309,086
Contributions in relation to contractually required contributions	<u>1,246,787</u>	<u>1,224,253</u>	<u>1,261,552</u>	<u>1,278,134</u>	<u>1,301,359</u>	<u>1,309,086</u>
Contribution deficiency (excess)	-	-	-	-	-	-
Employer's Covered Employee Payroll	\$ 10,177,856	\$ 9,993,901	\$ 9,894,528	\$ 9,646,293	\$ 9,464,430	\$ 9,186,570
Contributions as a % of Covered Employee Payroll	12.2500%	12.2500%	12.7500%	13.2500%	13.7500%	14.2500%

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

Notes to the Net Pension Liability Required Supplementary Information:

Changes in Benefit Term: There were no changes in benefit terms for the fiscal year ended June 30, 2020.

Changes in Assumption: There were no changes in assumptions for the fiscal year ended June 30, 2020.

OTHER SUPPLEMENTARY INFORMATION – PART IV

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NON-MAJOR GOVERNMENTAL FUNDS DESCRIPTIONS

SPECIAL REVENUE FUNDS

Special revenue fund accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purpose.

PRISONER WELFARE FUND

The prisoner welfare fund accounts for sales to prisoners in parish jail. Revenues are used to purchase recreational equipment, personal items, and items for resale.

DRUG TASK FORCE FUND

The Drug Task Force is a federal anti-drug abuse grant awarded by the Louisiana Commission in Law Enforcement to local law enforcement authorities to enhance their efforts in the prevention of drug traffic.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
JUNE 30, 2020

	Drug Task Force Fund	Prisoner Welfare Fund	Total
<u>ASSETS</u>			
Cash and cash equivalents	\$ 13,668	\$ 110,721	\$ 124,389
Due from other funds	-	32,926	32,926
Total assets	\$ 13,668	\$ 143,647	\$ 157,315
 <u>LIABILITIES</u>			
Accounts payable	\$ -	\$ 27,383	\$ 27,383
Accrued liabilities	2,542	-	2,542
Total liabilities	2,542	27,383	29,925
 <u>FUND BALANCE</u>			
Restricted for grants	11,126	-	11,126
Assigned	-	116,264	116,264
Total fund balance	11,126	116,264	127,390
Total liabilities and fund balance	\$ 13,668	\$ 143,647	\$ 157,315

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENTS OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
YEAR ENDED JUNE 30, 2020

	Drug Task Force Fund	Prisoner Welfare Fund	Total
<u>REVENUES</u>			
Intergovernmental revenues:			
Federal grants	\$ 16,261	\$ -	\$ 16,261
Fees, charges, and commissions for services:			
Miscellaneous commissions	-	3,352	3,352
Use of money and property:			
Interest	162	1,720	1,882
Sale of Merchandise	-	359,979	359,979
Total Revenues	16,423	365,051	381,474
<u>EXPENDITURES</u>			
Public safety:			
Operating services	16,261	47,628	63,889
Material and supplies	-	40,178	40,178
Capital outlay	-	48,245	48,245
Purchase of merchandise for resale	-	263,054	263,054
Total Expenditures	16,261	399,105	415,366
Excess (Deficiency) of Revenues over Expenditures	162	(34,054)	(33,892)
Fund Balance at beginning of year	10,964	150,318	161,282
Fund Balance at end of year	\$ 11,126	\$ 116,264	\$ 127,390

STATE OF LOUISIANA, PARISH OF WEST BATON ROUGE PARISH

AFFIDAVIT

Michael B. Cazes, Sheriff of West Baton Rouge Parish

BEFORE ME, the undersigned authority, personally came and appeared,
Michael B. Cazes, the Sheriff of West Baton Rouge Parish, State of Louisiana,
who after being duly sworn, deposed and said:

The following information is true and correct:
\$136,179 is the amount of cash on hand in the tax collector account on June 30, 2020;

He further deposed and said:

All itemized statements of the amount of taxes collected for tax year 2019, 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.

MB Cazes
Signature
Sheriff of West Baton Rouge Parish

SWORN to and subscribed before me. Notary, this 9th day of February 2021, in my office in Port Allen, Louisiana.
(City/Town)

[Signature] (Signature)
Aimee Riera (Print), # 1166310
Notary Public
lifetime (Commission)

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA
SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS
TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER
JUNE 30, 2020

Agency Head Name: Mike Cazes, Sheriff

Purpose	Amount
Salary	\$ 165,869
Benefits- insurance	10,436
Benefits- retirement	56,752
Travel	1,056
Cell phone	<u>564</u>
Total	<u><u>\$ 234,677</u></u>



INDEPENDENT AUDITORS' 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

Honorable Mike Cazes
West Baton Rouge Parish Sheriff
Port Allen, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining information of the West Baton Rouge Parish Sheriff (the Sheriff), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the West Baton Rouge Parish Sheriff's basic financial statements, and have issued our report thereon dated February 19, 2021.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Additional matters were communicated to management in a separate letter dated February 19, 2021.

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.



Gonzales, Louisiana
February 19, 2021



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY
THE UNIFORM GUIDANCE**

Honorable Mike Cazes
West Baton Rouge Parish Sheriff
Port Allen, Louisiana

Report on Compliance for Each Major Federal Program

We have audited the West Baton Rouge Parish Sheriff's compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the West Baton Rouge Parish Sheriff's major federal programs for the year ended June 30, 2020. West Baton Rouge Parish Sheriff's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of West Baton Rouge Parish Sheriff's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about West Baton Rouge Parish Sheriff's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of West Baton Rouge Sheriff's compliance.

Opinion on Each Major Federal Program

In our opinion, West Baton Rouge Sheriff complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

Report on Internal Control Over Compliance

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

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Diez Dupuy Ruiz

Gonzales, Louisiana
February 19, 2021

**WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2020**

FEDERAL GRANTOR/ PASS THROUGH GRANTOR/ PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH ENTITY IDENTIFYING NUMBER	FEDERAL EXPENDITURES
<u>United States Department of Justice:</u>			
Direct Program:			
Office of Justice Programs:			
US Marshall OT	16.111		11,440
Equitable Sharing	16.922		103,558
Passed through the Louisiana Commission on Law Enforcement			
Edward Byrne Justice Assistance Grant Program - Multi-Jurisdictional Task Force	16.738	2017-DJ-01 4731	16,261
Edward Byrne Justice Assistance Grant Program - Anti-Terrorist Grant	16.738	2017-DJ-03 4732	13,000
Total United States Department of Justice			144,259
<u>United States Department of Treasury</u>			
Passed through Louisiana Division of Administration			
COVID 19 - Coronavirus Relief Fund	21.019	M00001711	3,027,412
Total United States Department of Treasury			3,027,412
<u>United States Department of Transportation:</u>			
Passed through Louisiana Department of Public Safety and Corrections:			
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	2020-30-57	21,143
Total United States Department of Transportation			21,143
<u>United States Department of Homeland Security and Emergency Preparedness</u>			
Passed through Governor's Office of Homeland Security & Emergency Preparedness:			
High Intensity Drug Trafficking Areas Program	95.001	G20GC0001A	27,989
Operation Stonegarden	97.067	EMW-2020-SS-00011-S01	47,250
Total United States Department of Homeland Security and Emergency Preparedness			75,239
Total Federal Assistance Expended			<u>\$ 3,268,053</u>

See accompanying notes to schedule of expenditures of federal awards.

WEST BATON ROUGE PARISH SHERIFF
FOR ALLEN, LOUISIANA

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2020

BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the West Baton Rouge Parish Sheriff under programs of the federal government for the year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of West Baton Rouge Parish Sheriff, it is not intended to and does not present the financial position, changes in financial position, or, where applicable, cash flows of the West Baton Rouge Parish Sheriff.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited to reimbursement.

INDIRECT COST RATE

The West Baton Rouge Parish Sheriff has not elected to use the 10 percent de minimis indirect cost as allowed under the Uniform Guidance.

SUBRECIPIENTS

There were no awards passed through to subrecipients.

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2020

A. SUMMARY OF AUDIT RESULTS

Financial Statements

1. The auditors' report expressed an unmodified opinion on whether the financial statements of the West Baton Rouge Parish Sheriff's Office were prepared in accordance with GAAP.
2. No significant deficiencies relating to the audit of the financial statements are reported in the Independent Auditors' 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*. No material weaknesses are reported.
3. No instances of noncompliance material to the financial statements of the West Baton Rouge Parish Sheriff's Office which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.

Federal Awards

4. No significant deficiencies relating to the audit over the major federal award programs were reported. No material weaknesses are reported.
5. The auditors' report on compliance for the major federal award programs for West Baton Rouge Parish Sheriff expresses an unmodified opinion on all major programs.
6. Audit findings that are required to be reported in accordance with 2 CFR Section 200.516(a) are reported in this schedule.
7. The following program was tested as a major program:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
21.019	COVID-19: Coronavirus Relief Fund

8. The threshold used for distinguishing between types A & B was \$750,000.
9. West Baton Rouge Sheriff did not qualify as a low-risk auditee.

B. FINDINGS – FINANCIAL STATEMENT AUDIT

None noted

C. FINDINGS – COMPLIANCE

None noted

D. FINDINGS – MAJOR FEDERAL AWARDS PROGRAM

None noted

WEST BATON ROUGE PARISH SHERIFF
PORT ALLEN, LOUISIANA

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2020

A. FINDINGS – FINANCIAL STATEMENT AUDIT

None noted

B. FINDINGS – COMPLIANCE

None noted



February 19, 2021

To the Honorable Mike Cazes
West Baton Rouge Parish Sheriff
Port Allen, Louisiana

Compliance and Other Matters

As a part of obtaining reasonable assurance about whether the financial statements of the West Baton Rouge Parish Sheriff as of and for the year ended June 30, 2020 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.

During our audit we became aware of a certain instance regarding compliance with provisions of laws other than noncompliance with which could have a direct and material effect on the determination of financial statement amounts. This letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated February 19, 2021, on the financial statements of the West Baton Rouge Parish Sheriff.

MLP – 2020-001 Uniforms

Condition: The Sheriff has a formal uniform policy and provides a uniform allowance to its employees. The policy does not cover all current procedures in place to procure the uniforms, maintain the uniforms under employment, or to return the uniforms to the Sheriff's Office upon termination of employment.

Recommendation: The West Baton Rouge Parish Sheriff should update the policy to be consist with current practices and consult with legal counsel to determine that the West Baton Rouge Parish Sheriff's Office is in compliance with Louisiana law.

We will review the status of these comments during our next audit engagement. We have already discussed this comment and suggestion with Sheriff Mike Cazes, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This communication is intended solely for the information and use of management and the Honorable Sheriff, and others within the West Baton Rouge Parish Sheriff, and is not intended to be, and should not be, used by anyone other than those specified parties.

Sincerely,

Diez, Dupuy & Ruiz