

IBERVILLE PARISH SHERIFF

Plaquemine, Louisiana

Financial Report

Year Ended June 30, 2023

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INDEPENDENT AUDITORS' REPORT

The Honorable Brett Stassi
Iberville Parish Sheriff
Plaquemine, Louisiana

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Iberville Parish Sheriff, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Iberville Parish Sheriff's basic financial statements as listed in the table of contents.

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 Iberville Parish Sheriff, as of June 30, 2023, 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.

Basis for Opinions

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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Iberville Parish Sheriff and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Iberville Parish Sheriff's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Iberville Parish Sheriff's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Iberville Parish Sheriff's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, schedule of changes in the sheriff's total OPEB liability and related ratios, schedule of employer's share of net pension liability, schedule of employer contributions, and notes to the required supplementary information on pages 48 through 53 be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Iberville Parish Sheriff's basic financial statements. The Justice System Funding Reporting Schedules (reporting schedules) were created by Act 87 of the Louisiana 2020 Regular Legislative Session. The reporting schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 reporting schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the budgetary comparison information for the General Fund expenditures, statement of fiduciary net position – custodial funds, statement of changes in fiduciary net position – custodial funds, and the affidavit but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 29, 2023, on our consideration of the Iberville 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 Iberville 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 Iberville Parish Sheriff's internal control over financial reporting and compliance.

Champagne & Company, LLC

Certified Public Accountants

Breaux Bridge, Louisiana
September 29, 2023

BASIC FINANCIAL STATEMENTS

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Statement of Net Position
June 30, 2023

	Governmental Activities
ASSETS	
Current assets:	
Cash and interest-bearing deposits	\$ 23,791,042
Investments	4,240,067
Due from other governmental units	429,724
Prepaid items	163,045
Total current assets	28,623,878
Noncurrent assets:	
Capital assets:	
Non-depreciable	245,132
Depreciable, net	3,566,247
Total noncurrent assets	3,811,379
Total assets	32,435,257
DEFERRED OUTFLOWS OF RESOURCES	
Deferred amount on pension	9,042,971
Deferred amount on post-employment benefit plan	4,477,318
Total deferred outflows of resources	13,520,289
LIABILITIES	
Current liabilities:	
Accounts and other accrued payables	429,823
Total current liabilities	429,823
Noncurrent liabilities:	
Compensated absences	1,066,429
Net pension liability	11,051,650
Postemployment benefit obligation payable	14,722,684
Total noncurrent liabilities	26,840,763
Total liabilities	27,270,586
DEFERRED INFLOWS OF RESOURCES	
Deferred amount on pension	576,718
Deferred amount on post-employment benefit plan	5,684,733
Total deferred inflows of resources	6,261,451
NET POSITION	
Net investment in capital assets	3,811,379
Restricted	106,382
Unrestricted	8,505,748
Total net position	\$ 12,423,509

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Statement of Activities
For the Year Ended June 30, 2023

Activities	Expenses	Program Revenues			Net (Expense) Revenue and Change in Net Position
		Fees, Fines, and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental activities:					
Public safety	\$ 22,890,538	\$ 716,408	\$ 2,525,006	\$ -	\$ (19,649,124)
Interest expense	<u>6,373</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(6,373)</u>
Total governmental activities	<u>\$ 22,896,911</u>	<u>\$ 716,408</u>	<u>\$ 2,525,006</u>	<u>\$ -</u>	<u>(19,655,497)</u>
General revenues:					
Taxes -					
Property taxes, levied for general purposes					21,316,786
Nonemployer pension contributions					628,700
Interest and investment earnings					185,809
Gain on disposal of assets					98,935
Miscellaneous					850,955
State revenue sharing					<u>219,269</u>
Total general revenues					<u>23,300,454</u>
Change in net position					3,644,957
Net position - July 1, 2022					<u>8,778,552</u>
Net position - June 30, 2023					<u>\$ 12,423,509</u>

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

FUND FINANCIAL STATEMENTS (FFS)

FUND DESCRIPTIONS - GOVERNMENTAL FUNDS

MAJOR FUNDS

General Fund

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

Special Revenue Fund

L.E.A.D. Task Force -

To account for funds administered by a multi-jurisdictional drug enforcement task force. The task force includes the Iberville Parish Sheriff's office and the Plaquemine Police Department. The Iberville Parish Sheriff's office has accepted responsibility for the project management.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Balance Sheet - Governmental Funds
June 30, 2023

	<u>General Fund</u>	<u>L.E.A.D. Task Force</u>	<u>Total</u>
ASSETS			
Cash and interest-bearing deposits	\$ 23,722,386	\$ 68,656	\$ 23,791,042
Investments	4,240,067	-	4,240,067
Receivables:			
Due from other governmental units	424,980	4,744	429,724
Due from other funds	33,686	-	33,686
Prepaid expenditures	<u>162,925</u>	<u>120</u>	<u>163,045</u>
Total assets	<u>\$ 28,584,044</u>	<u>\$ 73,520</u>	<u>\$ 28,657,564</u>
LIABILITIES AND FUND BALANCE			
Liabilities:			
Accounts payable	\$ 156,988	\$ 33,686	\$ 190,674
Other accrued payables	239,149	-	239,149
Due to other funds	<u>-</u>	<u>33,686</u>	<u>33,686</u>
Total liabilities	<u>396,137</u>	<u>67,372</u>	<u>463,509</u>
Fund balances:			
Nonspendable	162,925	120	163,045
Restricted	106,382	-	106,382
Committed	-	6,028	6,028
Assigned	-	-	-
Unassigned	<u>27,918,600</u>	<u>-</u>	<u>27,918,600</u>
Total fund balance	<u>28,187,907</u>	<u>6,148</u>	<u>28,194,055</u>
Total liabilities and fund balance	<u>\$ 28,584,044</u>	<u>\$ 73,520</u>	<u>\$ 28,657,564</u>

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Reconciliation of the Governmental Funds Balance Sheet
to the Statement of Net Position
June 30, 2023

Total fund balance for governmental funds at June 30, 2023		\$ 28,194,055
Total net position reported for governmental activities in the statement of net position is different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of:		
Construction in progress	\$ 245,132	
Buildings and improvements, net of \$280,098 accumulated depreciation	655,307	
Office, equipment and furniture, net of \$1,887,650 accumulated depreciation	1,144,290	
Equipment - financed purchase, net of \$247,235 accumulated depreciation	247,234	
Vehicles, net of \$2,429,397 accumulated depreciation	<u>1,519,416</u>	3,811,379
The deferred outflows of expenditures are not a use of current resources, and therefore, are not reported in the funds:		
Pension plan	9,042,971	
Post employment benefit obligation	<u>4,477,318</u>	13,520,289
General long-term debt of governmental activities is not payable from current resources and, therefore, not reported in the funds. This debt is:		
Compensated absences payable	(1,066,429)	
Net OPEB obligation	(14,722,684)	
Net pension asset	<u>(11,051,650)</u>	(26,840,763)
The deferred inflows of contributions are not available resources, and therefore, are not reported in the funds:		
Pension plan	(576,718)	
Post employment benefit obligation	<u>(5,684,733)</u>	<u>(6,261,451)</u>
Total net position of governmental activities at June 30, 2023		<u>\$ 12,423,509</u>

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balances -
Governmental Funds

For the Year Ended June 30, 2023

	General Fund	L.E.A.D. Task Force	Total
Revenues:			
Ad valorem taxes	\$ 21,316,786	\$ -	\$ 21,316,786
Intergovernmental revenues -			
Federal grants	692,890	18,975	711,865
State revenue sharing (net)	219,269	-	219,269
State supplemental pay	621,396	-	621,396
State - video poker	213,215	-	213,215
State grants	75,200	-	75,200
Local government	903,330	-	903,330
Fees, charges, and commissions for services -			
Fines, bonds, sales and seizures	340,497	-	340,497
Civil and criminal fees	104,120	-	104,120
Court attendance	11,458	-	11,458
Feeding and keeping prisoners	260,333	-	260,333
Interest income	185,804	5	185,809
Miscellaneous	<u>850,955</u>	<u>-</u>	<u>850,955</u>
Total revenues	<u>25,795,253</u>	<u>18,980</u>	<u>25,814,233</u>
Expenditures:			
Current -			
Public safety:			
Personal services and related benefits	13,173,931	18,976	13,192,907
Operating services	2,537,050	9,070	2,546,120
Operations and maintenance	4,404,887	-	4,404,887
Travel and other charges	88,081	-	88,081
Debt service	139,348	-	139,348
Capital outlay	<u>886,411</u>	<u>-</u>	<u>886,411</u>
Total expenditures	<u>21,229,708</u>	<u>28,046</u>	<u>21,257,754</u>
Excess (deficiency) of revenues over expenditures	4,565,545	(9,066)	4,556,479
Other financing sources (uses):			
Proceeds from disposal of assets	145,076	-	145,076
Transfers in (out)	<u>(10,000)</u>	<u>10,000</u>	<u>-</u>
Total other financing sources (uses)	<u>135,076</u>	<u>10,000</u>	<u>145,076</u>
Net change in fund balance	4,700,621	934	4,701,555
Fund balance, beginning	<u>23,487,286</u>	<u>5,214</u>	<u>23,492,500</u>
Fund balance, ending	<u>\$ 28,187,907</u>	<u>\$ 6,148</u>	<u>\$ 28,194,055</u>

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For the Year Ended June 30, 2023

Total net change in fund balance for the year ended June 30, 2023 per Statement of Revenues, Expenditures and Changes in Fund Balances		\$ 4,701,555
The change in net position reported for governmental activities in the statement of activities is different because:		
<p>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.</p>		
Capital outlay which is considered expenditures on Statement of Revenues, Expenditures and Changes in Fund Balances	\$ 886,411	
Depreciation expense for the year ended June 30, 2023	<u>(968,726)</u>	(82,315)
<p>Because governmental funds do not record fixed assets and accumulated depreciation, any assets disposed of with no selling price do not affect the statement of revenues, expenditures, and changes in fund balance. However, in the statement of activities, a gain or loss is shown on assets that are not fully depreciated.</p>		
Gain on disposal of assets	98,935	
Proceeds from disposal of assets	<u>(145,076)</u>	<u>(46,141)</u>
Expenses not requiring the use of current financial resources and therefore, are not reported as expenditures in the governmental funds:		
Net change in financed purchase liability	132,975	
Net change in compensated absences payable	(51,919)	
Net change in OPEB liability and related deferrals	(314,019)	
Net change in pension liability and related deferrals	<u>(695,179)</u>	<u>(928,142)</u>
Total change in net position for the year ended June 30, 2023 per Statement of Activities		<u>\$ 3,644,957</u>

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

FUND DESCRIPTIONS - FIDUCIARY FUNDS

CUSTODIAL FUNDS

Civil Fund

To account for funds held in connection with civil suits, sheriff's sales and garnishments and payment of these collections to the Sheriff's General Fund and other recipients in accordance with applicable laws.

Tax Collector Fund

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

Fines Fund

To account for the collection of fines and costs and payments of these collections to the Sheriff's General Fund and other recipients in accordance with applicable laws.

Inmate Deposit Fund

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Statement of Fiduciary Net Position - Custodial Funds
June 30, 2023

ASSETS	
Cash and interest-bearing deposits	\$ 312,197
Receivables:	
Taxes for other governments	<u>18,843</u>
Total assets	<u>331,040</u>
LIABILITIES	
Accounts payable	102,792
Due to local governments/taxing bodies	<u>67,575</u>
Total liabilities	<u>170,367</u>
NET POSITION	
Restricted for:	
Individuals, organizations, and other governments	<u>\$ 160,673</u>

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Statement of Changes in Fiduciary Net Position
Custodial Funds
For the Year Ended June 30, 2023

Additions:	
Sheriff's sales, suits, and seizures	\$ 1,115,745
Garnishments	370,078
Bonds	13,100
Fines and costs	738,134
Inmate deposits	253,388
Taxes, fees, etc., paid to tax collector	102,965,942
Interest earned	69,950
Total additions	<u>105,526,337</u>
Deductions:	
Payments of taxes, fees, etc., distributed to taxing bodies and others	(103,661,488)
Payments to Sheriff's General Fund	(302,537)
Payments to Clerk of Court	(120,492)
Payments to litigants and attorneys	(1,036,891)
Payments to other	(361,262)
Payments to inmates	(31,506)
Total deductions	<u>(105,514,176)</u>
Net increase in net position	12,161
Net position, beginning	<u>148,512</u>
Net position, ending	<u>\$ 160,673</u>

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements

(1) Summary of Significant Accounting Policies

The accompanying financial statements of the Iberville Parish Sheriff (Sheriff) have been prepared in conformity with generally accepted accounting principles (GAAP) generally accepted in the United States of America as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accounting and reporting framework and the more significant accounting policies are discussed below.

The accounting and reporting policies of the Sheriff conform to generally accepted accounting principles as applicable to governments. Such accounting and reporting procedures conform to the requirements of the industry audit guide, *Audits of State and Local Governmental Units*.

The following is a summary of certain significant accounting policies:

A. Financial Reporting Entity

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

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

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

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

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

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

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The statement of net position and the statement of activities display information about the Sheriff as a whole. These statements include all the financial activities of the Sheriff. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities and deferred inflows of resources resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed).

The statement of activities presents a comparison between direct expenses and program revenues for each of the functions 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 and charges paid by the recipients of services offered by the Sheriff, and (b) grants and contributions that are restricted to meeting the operational or capital requirement of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS)

The accounts of the Sheriff are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistently with legal and managerial requirements.

The various funds of the Sheriff are all classified as governmental and fiduciary. The emphasis on fund financial statements is on major governmental funds. A fund is considered major if it is the primary operating fund of the Sheriff or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the Sheriff which are considered to be major funds are described below:

Governmental Funds –

General Fund

The General Fund is the primary operating fund and is used to account for all financial resources, except those required to be accounted for in other funds. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to the Sheriff's policy.

Special Revenue Fund -

L.E.A.D. Task Force

The L.E.A.D. Task Force is used to account for funds administered by a multi-jurisdictional drug enforcement task force. The task force includes the Iberville Parish Sheriff's office and the Plaquemine Police Department.

The Sheriff also reports the following:

Fiduciary Funds -

Fiduciary funds are used to report assets held in a trustee or custodial capacity for others and therefore are not available to support the Sheriff programs. The Sheriff has adopted GASBS No. 84 for the reporting and classification of its fiduciary activities. Fiduciary reporting focus is on net position and changes in net position.

The Sheriff's fiduciary funds are presented in the fiduciary fund financial statements by type (custodial). Because by definition these assets are being held for the benefit of a third party (other local governments, private parties, etc.) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide statements. The individual custodial funds used by the Sheriff for the year ended June 30, 2023 are as follows:

Civil Fund – To account for funds held in connection with civil suits, Sheriff's sales and garnishments and payment of these collections to the Sheriff's General Fund and other recipients in accordance with applicable laws.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

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

Fines Fund – To account for the collection of fines and costs and payment of these collections to the Sheriff's General Fund and other recipients in accordance with applicable laws.

Inmate Deposit Fund – To account for deposits made by, and for, inmates to their individual accounts and the appropriate disbursements to these inmates.

C. Measurement Focus/Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net position and the statement of activities, governmental activities are presented using the economic resources measurement focus as defined in item b. below.

In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus is used as appropriate:

- a. All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The government-wide financial statements utilize an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Fund equity is classified as net position.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

Basis of Accounting

In the government-wide statement of net position and statement of activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days, excluding the FEMA grant program. For the FEMA grant program, the government uses 18 months as the availability period. All other grant revenues are recognized in the same period as the underlying expenditures. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Revenues

Ad valorem taxes and the related state revenue sharing are recorded in the year taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December, January, and February of the fiscal year.

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

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

Expenditures

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

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) when the transfer is authorized by the Sheriff.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

D. Cash, Interest-Bearing Deposits and Investments

Cash, interest-bearing deposits and investments include amounts in demand deposits, interest-bearing demand deposits, time deposits, and interest-bearing securities invested with the Louisiana Asset Management Pool (LAMP), which are stated at cost. An investment in the amount of \$4,240,067 at June 30, 2023 is deposited in LAMP, a local government investment pool. In accordance with GASB Codification Section 150.165, the investment in LAMP is not categorized into the three risk categories provided by GASB Codification Section 150.164 because the investment is in the pool of funds and thereby not evidenced by securities that exist in physical or book entry form. LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana, and is governed by a board of directors comprised of representatives from various local governments and statewide professional organizations. Only local governments having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, the U.S. government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by those securities. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances. LAMP is rated AAAM by Standard & Poor's. Under state law, the Sheriff may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having principal offices in Louisiana.

E. Short-Term Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet. Short-term interfund loans are classified as interfund receivables/payables.

F. Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30, 2023 are recorded as prepaid items. The prepaid items that existed at June 30, 2023 were insurance and maintenance contracts.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

G. Capital Assets

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Sheriff maintains a threshold level of \$5,000 or more for capitalizing capital assets.

Capital assets are recorded in the statement of net position. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	40 years
Office, equipment, and furniture	5-20 years
Vehicles	5 years

H. Compensated Absences

Employees of the Sheriff's office earn from 12 to 18 days of personal leave each year, depending on their length of service. Personal leave may be carried over into bank days. Bank days and personal leave are compensable if an employee leaves the service of the Iberville Parish Sheriff. Additional sick leave without pay is allowed at the discretion of the Sheriff. At June 30, 2023, employees of the Sheriff have accumulated and vested \$1,066,429 of compensated absence benefits. This amount is included in long-term liabilities due after one year in the statement of net position. Compensated absences liability is not recorded in the governmental fund financial statements.

I. Deferred Outflows of Resources and Deferred Inflows of Resources

In some instances, the GASB requires a government to delay recognition of decreases in net position as expenditures until a future period. In other instances, governments are required to delay recognition of increases in net position as revenues until a future period. In these circumstances, deferred outflows of resources and deferred inflows of resources result from the delayed recognition of expenditures or revenues, respectively.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

J. Equity Classifications

In the government-wide statements, net position is displayed in three components:

- a. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position – Consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Constraints may be placed on the use, either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. Restricted net position of \$106,382 consisted of unspent grant funds of \$58,451 and unspent opioid settlement funds of \$47,931.
- c. Unrestricted net position – Net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in either of the other two categories of net position.

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

- a. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
- c. Committed – amounts that can be used only for specific purposes determined by a formal decision of the Sheriff, which is the highest level of decision-making authority.
- d. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the Sheriff's adopted policy, only the Sheriff may assign amounts for specific purposes.
- e. Unassigned – all other spendable amounts.

IBERVILLE PARISH SHERIFF
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Notes to Basic Financial Statements (Continued)

As of June 30, 2023, fund balances are composed of the following:

	General Fund	L.E.A.D. Task Force	Total Governmental Funds
Nonspendable:			
Prepaid items	\$ 162,925	\$ 120	\$ 163,045
Restricted:	-	-	-
Private grant funds - salaries & equipment	58,451	-	58,451
Opioid settlement	47,931	-	47,931
Committed:			
Drug Enforcement Task Force	-	6,028	6,028
Assigned:	-	-	-
Unassigned:	<u>27,918,600</u>	<u>-</u>	<u>27,918,600</u>
Total fund balances	<u>\$ 28,187,907</u>	<u>\$ 6,148</u>	<u>\$ 28,194,055</u>

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

K. Interfund Transactions

Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. All other interfund transactions are reported as transfers. For purposes of the statement of activities, all interfund transfers between individual governmental funds have been eliminated.

L. 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 the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

(2) Cash and Interest-Bearing Deposits

Under state law, the Sheriff may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The Sheriff may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2023, the Sheriff has cash and interest-bearing deposits (book balances) totaling \$24,103,239, of which \$312,197 is attributable to fiduciary funds, which are not presented in the statement of net position.

Custodial credit risk for deposits is the risk that, in the event of a failure of a depository financial institution, the Sheriff's deposits may not be recovered or will not be able to recover the collateral securities that are in the possession of an outside party. 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 pledging financial institution. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the financial institution. These securities are held in the name of the pledging financial institution in a holding or custodial bank that is mutually acceptable to both parties. Deposit balances (bank balances) at June 30, 2023 are secured as follows:

Bank Balances	<u>\$24,335,562</u>
At June 30, 2023 the deposits are secured as follows:	
Federal deposit insurance	\$ 1,502,366
Pledged securities	<u>22,833,196</u>
Total	<u>\$24,335,562</u>

Deposits in the amount of \$22,833,196 were exposed to custodial credit risk. These deposits are uninsured and collateralized with securities held by the pledging institution's trust department or agent, but not in the Sheriff's name. The Sheriff does not have a policy for custodial credit risk.

(3) Investments

The Sheriff had only one investment on which GASB Statement No. 31 applied. This investment was an investment in LAMP. GASB Statement No. 31 requires that investments that fall within the definitions of said statement be recorded at fair value. However, Statement No. 31 also states that investments in an external investment pool operates in a manner consistent with the Security Exchange Commission's (SEC's) Rule 2a7. LAMP is an external investment pool that operates in a manner consistent with SEC Rule 2a7. LAMP is also regulated by the Treasury of the State of Louisiana and fair value of the position in the pool is the same as the value of pool shares.

At June 30, 2023, the Sheriff's investment, at cost, is \$4,240,067. The amortized cost of this investment at June 30, 2023 was also \$4,240,067.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

(4) Due from Other Governmental Units

Amounts due from other governmental units of \$429,724 at June 30, 2023 consisted of the following:

	General Fund	L.E.A.D. Task Force	Total
Federal government	\$ 14,847	\$ 4,744	\$ 19,591
State of Louisiana	152,900	-	152,900
Local governments	148,943	-	148,943
Other	108,290	-	108,290
Total	\$ 424,980	\$ 4,744	\$ 429,724

(5) Accounts and Other Accrued Payables

The accounts and other accrued payables balance of \$429,823 consisted of the following at June 30, 2023:

	General Fund	L.E.A.D. Task Force	Total
Accounts	\$ 156,988	\$ 33,686	\$ 190,674
Retirement	196,636	-	196,636
Other	42,513	-	42,513
Total	\$ 396,137	\$ 33,686	\$ 429,823

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

(6) Capital Assets

Capital asset activity for the year ended June 30, 2023 was as follows:

	<u>Balance</u> <u>7/1/2022</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>6/30/2023</u>
Governmental activities:				
Assets not being depreciated:				
Construction in progress	\$ 3,424	\$ 245,132	\$ (3,424)	\$ 245,132
Assets being depreciated:				
Buildings and improvements	930,757	4,648	-	935,405
Office, equipment, and furniture	2,948,060	179,100	(95,220)	3,031,940
Equipment - financed purchase	494,469	-	-	494,469
Vehicles	<u>3,750,601</u>	<u>460,954</u>	<u>(262,742)</u>	<u>3,948,813</u>
Total	<u>8,127,311</u>	<u>889,834</u>	<u>(361,386)</u>	<u>8,655,759</u>
Less: accumulated depreciation				
Buildings and improvements	237,888	42,210	-	280,098
Office, equipment, and furniture	1,706,028	276,842	(95,220)	1,887,650
Equipment - financed purchase	197,788	49,447	-	247,235
Vehicles	<u>2,045,771</u>	<u>600,227</u>	<u>(216,601)</u>	<u>2,429,397</u>
Total	<u>4,187,475</u>	<u>968,726</u>	<u>(311,821)</u>	<u>4,844,380</u>
Governmental activities, capital assets, net	<u>\$ 3,939,836</u>	<u>\$ (78,892)</u>	<u>\$ (49,565)</u>	<u>\$ 3,811,379</u>

Depreciation expense in the amount of \$968,726 was charged to public safety.

(7) Compensated Absences

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

Compensated absences payable at June 30, 2022	\$ 1,014,510
Additions	594,957
Reductions	<u>(543,038)</u>
Compensated absences payable at June 30, 2023	<u>\$ 1,066,429</u>

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

(8) Ad Valorem Taxes

The Sheriff is the ex-officio tax collector of the parish and is responsible for the collection and distribution of ad valorem property taxes. Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the parish government in June and are billed to taxpayers by the Sheriff in October. 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 Iberville Parish and are collected by the Sheriff. The taxes are remitted to the appropriate taxing bodies net of deductions for assessor's compensation and pension fund contributions.

Ad valorem taxes are budgeted and recorded in the year levied and billed. For the year ended June 30, 2023, law enforcement taxes applicable to the Sheriff's General Fund, were levied at the rate of 22 mills on property with net assessed valuations totaling \$987,091,455.

Total law enforcement taxes levied during 2023 were \$21,716,012.

(9) Long-Term Debt

The following is a summary of long-term debt transactions of the Iberville Parish Sheriff for the year ended June 30, 2023. The financed purchase liability relates to governmental activities, and the payments are made from the general fund. The financed purchase liability in the original amount of \$494,469 on mobile radio equipment financed on June 30, 2018, bearing interest at 4.793% and due in annual installments of \$139,348, beginning July 31, 2019 was retired at June 30, 2023.

Long-term debt at June 30, 2022	\$ 132,975
Debt assumed	-
Debt retired	<u>(132,975)</u>
Long-term debt at June 30, 2023	<u>\$ -</u>

(10) Pension Plan / GASB 68

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 the Sheriffs' Pension and Relief Fund (Fund) and additions to / deductions from the Fund's fiduciary net position have been determined on the same basis as they are reported by the Fund. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

IBERVILLE PARISH SHERIFF
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Notes to Basic Financial Statements (Continued)

Summary of Significant Accounting Policies:

The Sheriffs' Pension and Relief Fund prepares its employer pension schedules in accordance with Governmental Accounting Statement No. 68 – *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*. GASB Statement No. 68 established standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expenses/expenditures. It also provides methods to calculate participating employers' proportionate share of net pension liability, deferred inflows, deferred outflows, pension expense, and amortization periods for deferred inflows and deferred outflows. GASB Statement No. 67 – *Financial Reporting for Pension Plans – an amendment of GASB Statement No. 25* provides methods and assumptions that should be used to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service.

Basis of Accounting:

The Sheriffs' Pension and Relief Fund's employer pension schedules were prepared using the accrual basis of accounting. Employer contributions, for which the employer allocations are based, are recognized in the period in which the employee is compensated for services performed.

Fund Employees:

The Fund is not allocated a proportionate share of the net pension liability related to its employees. The net pension liability attributed to the Fund's employees is allocated to the remaining employers based on their respective employer allocation percentage.

Plan Fiduciary Net Position:

Plan fiduciary net position is a significant component of the Fund's collective net pension liability. The Fund's plan fiduciary net position was determined using the accrual basis of accounting. The Fund's assets, liabilities, revenues, and expenses were recorded with the use of estimates and assumptions in conformity with accounting principles generally accepted in the United States of America. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements and estimates over the determination of the fair market value of the Fund's investments. Accordingly, actual results may differ from estimated amounts.

Plan Description:

The Sheriffs' Pension and Relief Fund (Fund) is a cost-sharing, multiple-employer defined benefit pension plan established in accordance with the provisions of Louisiana Revised Statute 11:2171 to provide retirement, disability, and survivor benefits to employees of sheriff's offices throughout the State of Louisiana, employees of the Louisiana Sheriffs' Association, and the Sheriffs' Pension and Relief Fund's office.

The Fund was established for the purpose of providing retirement benefits for employees of sheriffs' offices throughout the State of Louisiana, employees of the Louisiana Sheriffs' Association,

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Notes to Basic Financial Statements (Continued)

and the employees of the Fund. The projection of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the Fund in accordance with the benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date.

The following is a description of the plan and its benefits and is provided for general information purposes only. Participants should refer to the appropriate statutes for more complete information.

Retirement Benefits:

Members who become eligible for membership on or before December 31, 2011, may retire at age fifty-five with twelve years of credible service or may retire at any age with thirty years of service. The retirement allowance is equal to three and one-third percent of the member's average final compensation multiplied by his years of creditable service, not to exceed (after reduction for optional payment form) 100% of average final compensation. Active, contributing members with at least ten years of creditable service may retire at age sixty. 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 whose first employment began on or after January 1, 2012, may retire at age sixty-two with twelve years of creditable service, or may retire at age sixty with twenty years of credible service, or may retire at age fifty-five with thirty years of credible service. The benefit accrual rate for such members with less than thirty years of service is three percent; for members with thirty or more years of service the accrual rate is three and one-third percent. The retirement allowance is equal to the benefit accrual rate times the member's average final compensation multiplied by his years of creditable service, not to exceed (after reduction for optional payment form) 100% of average final compensation. Members with twenty or more years of service may retire with a reduced retirement at age fifty.

For a member whose first employment began on or before June 30, 2006, final average compensation is based on the average monthly earnings during the highest thirty-six consecutive months or joined months if service was interrupted. The earnings to be considered for each twelve-month period within the thirty-six month period shall not exceed 125% of the preceding twelve-month period.

For a member whose first employment began after June 30, 2006 and before July 1, 2013, final average compensation is based on the average monthly earnings during the highest sixty consecutive months or joined months if service was interrupted. The earnings to be considered for each twelve-month period within the sixty-month period shall not exceed 125% of the preceding twelve-month period.

For a member whose first employment began on or after July 1, 2013, final average compensation is based on the average monthly earnings during the highest sixty consecutive months or joined months if service was interrupted. The earnings to be considered for each

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Notes to Basic Financial Statements (Continued)

twelve-month period within the sixty-month period shall not exceed 115% of the preceding twelve-month period.

Disability Benefits:

A member is eligible to receive disability benefits if he has at least ten 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 1) a sum equal to the greatest of 45% of final average compensation or the member's accrued retirement benefit at the time of termination of employment due to disability, or 2) 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.

Survivor Benefits:

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 eighteen 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 four 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-three, if the child is a full-time student in good standing enrolled at a board approved or accredited school, college, or university.

Deferred Benefits:

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.

Back Deferred Retirement Option Plan (Back-DROP):

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 make a one-time irrevocable election to receive a "Back-DROP" benefit. A member elects Back-DROP at the time of separation from employment (retirement). The Back-DROP benefit is based on the Back-DROP period selected and the final average compensation prior to the period selected. The Back-DROP

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Notes to Basic Financial Statements (Continued)

period is the lesser of three years or the service time accrued between when 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 time accrued between when a member becomes eligible for retirement and his actual date of retirement. A member's Back-DROP benefit is the maximum monthly retirement benefit 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 Fund during the Back-DROP period. The member's DROP and Back-DROP balances left on deposit are managed by a third party, fixed income investment manager. Participants have the option to opt out of this program and take a lump sum distribution, if eligible, annuitize all or a portion of the Back-DROP balance, or to rollover the assets to another qualified plan.

Permanent Benefit Increases/Cost-of-Living Adjustments:

As fully described in Title 11 of the Louisiana Revised Statutes, the Fund allows for the payment of permanent benefit increases, also known as cost-of-living adjustments (COLAs), which are funded through investment earnings when recommended by the Board of Trustees and approved by the State Legislature. 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.

Employer Contributions:

According to state statute, contribution requirements for all employers are actuarially determined each fiscal year. For the year ending June 30, 2022, the actual employer contribution rate was 12.25% with an additional 0% allocated from the Funding Deposit Account.

In accordance with state statute, the Fund also 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. Non-employer contributions for the year ended June 30, 2023, were \$628,700.

Schedule of Employer Allocations:

The schedule of employer allocations reports the historical employer contributions in addition to the employer allocation percentages for each participating employer. The historical employer contributions are used to determine the proportionate relationship of each employer to all employers of the Sheriffs' Pension and Relief Fund. The employer's proportion was determined on a basis that is consistent with the manner in which contributions to the pension plan are determined. The allocation percentages were used in calculating each employer's proportionate share of the pension amounts.

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Notes to Basic Financial Statements (Continued)

The allocation method used in determining each employer's proportion was based on each employer's contributions to the Fund during the fiscal year ended June 30, 2022, as compared to the total of all employers' contributions received by the Fund during the fiscal year ended June 30, 2022.

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

At June 30, 2023, the Sheriff reported a liability of \$11,051,650 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2022, 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, 2022, the Sheriff's proportion was 1.359724%, which was an increase of 0.054271% from its proportion measured as of June 30, 2021.

For the year ended June 30, 2023, the Sheriff recognized pension expense of \$2,556,531 less employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, \$2,114.

At June 30, 2023, 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 experiences	\$ 508,388	\$ 549,114
Changes of assumptions	1,650,776	-
Net difference between projected and actual earnings on pension plan investments	4,784,669	-
Change in proportion and differences between employer contributions and proportionate share of contributions	868,599	27,604
Employer contributions subsequent to the measurement date	<u>1,230,539</u>	<u>-</u>
Total	<u>\$ 9,042,971</u>	<u>\$ 576,718</u>

Deferred outflows of resources of \$1,230,539 related to pensions resulting from the Sheriff's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

Fiscal Year Ended		
2024		\$ 1,989,876
2025		1,681,316
2026		945,556
2027		2,618,966
		\$ 7,235,714

Actuarial Assumptions:

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2022, are as follows:

Valuation Date	June 30, 2022
Actuarial Cost Method	Individual Entry Age Normal Method
Actuarial Assumptions:	
Investment Rate of Return (Discount Rate)	6.85%, net of pension plan investment expense, including inflation
Projected Salary Increases	5.00% (2.50% inflation, 2.50% merit)
Mortality Rates	<p>Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Employees multiplied by 120% for males and 115% for females for active members, each with full generational projection using the appropriate MP2019 scale.</p> <p>Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Healthy Retirees multiplied by 120% for males and 115% for females for annuitants and beneficiaries, each with full generational projection using the appropriate MP2019 scale.</p> <p>Pub-2010 Public Retirement Plans Mortality Table for Safety Disabled Retirees multiplied by 120% for males and 115% for females for disabled retirees, each with full generational projection using the appropriate MP2019 scale.</p>

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

Expected Remaining Service Lives	2022 - 5 years 2021 - 5 years 2020 - 6 years 2019 - 6 years 2018 - 6 years 2017 - 7 years 2016 - 7 years
Cost-of-Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the Fund and includes previously granted cost-of-living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

The mortality rate assumptions were set after reviewing an experience study performed over the period July 1, 2014 through June 30, 2019. 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.

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.

Estimates of arithmetic real rates of return for each major asset class based on the Fund's target asset allocation as of June 30, 2022, were as follows:

Asset Class	Long-Term Expected Rate of Return		
	Target Asset Allocation	Real Return Arithmetic Basis	Long-term Expected Portfolio Real Rate of Return
Equity Securities	62%	6.61%	4.10%
Fixed Income	25%	4.92%	1.23%
Alternative Investments	13%	6.54%	0.85%
Totals	100%		6.18%
Inflation			<u>2.25%</u>
Expected Arithmetic Nominal Return			<u>8.43%</u>

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

The discount rate used to measure the total pension liability was 6.85%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by PRSAC taking into consideration the recommendation of the Fund's actuary. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

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

The following presents the employer's proportionate share of the net pension liability using the discount rate of 6.85%, as well as what the employer's proportionate share of the net pension liability 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 as of June 30, 2023:

	Changes in Discount Rate		
	1.0% Decrease	Current	1.0% Increase
	5.85%	Discount Rate 6.85%	7.85%
Employer's proportionate share of the net pension liability	\$ 19,570,028	\$ 11,051,650	\$ 3,948,812

Change in Net Pension Liability:

The changes in the net pension liability for the year ended June 30, 2023, were recognized in the current reporting period except as follows:

- a. Differences between Expected and Actual Experience: The differences between expected and actual experience with regard to economic or demographic factors in the measurement of the total pension liability were recognized as pension expense (benefit) using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan. The differences between expected and actual experience resulted in a deferred outflow of resources in the amount of \$508,388 and a deferred inflow of resources in the amount of \$549,114 for the year ended June 30, 2023.
- b. Changes of Assumptions: The changes of assumptions about future economic or demographic factors were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan. Changes of assumptions resulted in a deferred outflow of resources in the amount of \$1,650,776 for the year ended June 30, 2023.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

- c. Differences between Projected and Actual Investment Earnings: The differences between projected and actual investment earnings on pension plan investments were recognized in pension expense (benefit) using the straight-line amortization method over a closed five-year period. The differences between projected and actual investment earnings resulted in a deferred outflow of resources in the amount of \$4,784,669 for the year ended June 30, 2023.
- d. Changes in Proportion: Changes in the employer's proportionate shares of the collective net pension liability and collective deferred outflows of resources and deferred inflows of resources since the prior measurement date were recognized in the employer's pension expense (benefit) using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided pensions through the pension plan. The change in proportion resulted in a deferred outflow of resources in the amount of \$868,599 and a deferred inflow of resources in the amount of \$27,604 for the year ended June 30, 2023.

Contributions – Proportionate Share:

Differences between contributions remitted to the Fund and the employer's proportionate share are recognized in pension expense (benefit) using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with a pension through the pension plan. The resulting deferred inflow/outflow and amortization is not reflected in the schedule of employer amounts due to differences that could arise between contributions reported by the Fund and contributions reported by the participating employer.

Estimates:

The process of preparing the schedule of employer allocations and schedule of pension amounts in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues, and expenses. Accordingly, actual results may differ from estimated amounts.

Retirement Fund Audit Report:

The Sheriffs' Pension and Relief Fund has issued a stand-alone audit report on their financial statements for the year ended June 30, 2022. Access to the report can be found on the Louisiana Legislative Auditor's website, www.la.la.gov.

(11) Deferred Compensation Plan

The Sheriff has a 457(b) deferred compensation plan (defined contribution plan). The Plan is a voluntary plan adopted under the provisions of Internal Revenue Code 457(b). The Plan is administered by Equitable, Inc. There is no minimum age or service requirement for participation in the Plan. A participant is immediately fully vested. In no event shall the assets of this plan revert to the benefit of the Sheriff.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

The Sheriff contributions are discretionary, and the matching percentage is based on a participant's years of service. The Sheriff contributed \$590,517 for eligible employees in the year ended June 30, 2023. Participants can elect any combination of Pre-tax or Roth deferral options.

Benefits are payable to former employees at the time and in the manner designated by participants on a distribution election form. In no event may a participant defer payment of benefits later than April 1 of the calendar year immediately following the year in which participant attains age 70 ½ or the date on which participant terminates employment, if later.

(12) Postemployment Healthcare and Life Insurance Benefits

Plan description – The Iberville Parish Sheriff's Office (the Sheriff) provides certain continuing health care and life insurance benefits for its retired employees. The Iberville 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).

Benefits Provided – Medical, dental and life insurance 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 January 1, 2012, the earliest of age 55 and 30 years of service, age 60 and 20 years of service, and age 62 with 12 years of service. Notwithstanding this there is a minimum service requirement of 15 years for benefits.

Louisiana Revised Statute 13:5554 amended the above to have 100% of the premium costs of group hospital, surgical, and medical expense insurance and the first ten thousand dollars of life insurance contracted shall be paid in full from the sheriff's general fund for any sheriff and full-time deputy sheriff who has retired from the Iberville Parish Sheriff's Office and who is eligible to receive benefits from the Sheriff's Pension and Relief Fund, has attained the age of 55 years with 20 or more years of full-time creditable service with the Iberville Parish Sheriff's Office, and is in good standing with the Iberville Parish Sheriff's Office at the time of retirement. The provisions shall apply to any sheriff, deputy sheriff, and any other person hired by the Iberville Parish Sheriff's Office on or after July 1, 2022.

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

Employees covered by benefit terms – As of the measurement date June 30, 2023, the following employees were covered by the benefit terms:

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

Inactive employees or beneficiaries currently receiving benefit payments	47
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	<u>149</u>
	<u>196</u>

Total OPEB Liability

The Sheriff's total OPEB liability of \$14,722,684 as of the measurement date June 30, 2023, the end of the fiscal year.

Actuarial Assumptions and other inputs – The total OPEB liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	3.0% annually
Salary increases	3.0% annually
Prior discount rate	3.54% annually
Discount rate	3.65% annually
Healthcare cost trend rates	5.5% annually until year 2032, then 4.5%
Mortality	SOA RP-2014 Table

The discount rate was based on the Bond Buyers' 20 Year General Obligation municipal bond index as of June 30, 2023, the end of the applicable measurement period.

The actuarial assumptions used in the June 30, 2023 valuation were based on the results of ongoing evaluations of the assumptions from July 1, 2009 to June 30, 2023.

Changes in the Total OPEB Liability

Balance at June 30, 2022	\$ <u>14,694,360</u>
Changes for the year:	
Service cost	421,491
Interest	527,641
Differences between expected and actual experiences	(304,644)
Changes in assumptions	(267,466)
Benefit payments and net transfers	<u>(348,698)</u>
Net changes	<u>28,324</u>
Balance at June 30, 2023	<u>\$ 14,722,684</u>

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

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 (2.65%) or 1-percentage-point higher (4.65%) than the current discount rate:

	1.0% Decrease 2.65%	Current Discount Rate 3.65%	1.0% Increase 4.65%
Total OPEB liability	<u>\$ 17,524,969</u>	<u>\$ 14,722,684</u>	<u>\$ 12,519,553</u>

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 Discount Rate 5.5%	1.0% Increase 6.5%
Total OPEB liability	<u>\$ 12,983,730</u>	<u>\$ 14,722,684</u>	<u>\$ 16,935,520</u>

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

For the year ended June 30, 2023, the Sheriff recognized OPEB expense of \$662,717. At June 30, 2023, 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 experiences	\$ 983,219	\$ 4,110,965
Changes in assumptions	<u>3,494,099</u>	<u>1,573,768</u>
Total	<u>\$ 4,477,318</u>	<u>\$ 5,684,733</u>

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

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

Fiscal Year Ending June 30		
2024	\$	(286,415)
2025		(286,415)
2026		(286,415)
2027		(286,415)
2028		(286,415)
Thereafter		224,660
	<u>\$</u>	<u>(1,207,415)</u>

(13) Taxes Paid Under Protest

The unsettled balances due to taxing bodies and others in the agency funds at June 30, 2023, include \$25,051 of taxes paid under protest plus interest earned to date on the investment of these funds. These funds are held pending resolution of the protest and are accounted for in the Tax Collector Custodial Fund.

(14) Litigation and Claims

At June 30, 2023, the Sheriff is involved in several claims and/or lawsuits asserting damages. The Sheriff has insurance coverage on all matters. As such, no liability has been recorded as of June 30, 2023.

(15) Risk Management

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

(16) Ambulance Service Agreement

On November 1, 2003, the Iberville Parish Sheriff entered into an agreement with Acadian Ambulance Service, Inc., to provide ambulance service to the residents of Iberville Parish. The original term was for a four-year period ending October 31, 2007. Within the contract, there is an automatic renewal option for two additional three-year terms. The contract was renewed on November 1, 2007 under the terms of the original contract; however, an amendment to the contract was agreed to on August 27, 2008 effective January 1, 2009, increasing monthly ambulance fees from \$47,500 per month to \$84,224 per month, with a 5% automatic annual increase for each following

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

into for calendar year 2014 with monthly fees of \$100,523. The contract will remain in effect until June 30, 2016 and automatically renews for two additional 4-year terms. The contract was renewed on July 1, 2016 under the terms of the 2014 contract; however, an amendment to the contract was agreed to on May 3, 2016 effective July 1, 2016, increasing monthly ambulance fees from \$100,523 per month to \$104,141 per month.

Financing for the ambulance service comes from a parish-wide ad valorem tax and upon expiration of the ad valorem tax, the contract is considered void.

(17) Expenditures of the Sheriff's Office Paid by the Parish Council

The Sheriff's office is located in the parish courthouse. The cost of maintaining and operating the parish courthouse, as required by statute, is paid by the Iberville Parish Council. These expenditures are not included in the accompanying financial statements.

(18) Interfund Transactions

A. Receivables and Payables

Interfund receivables and payables at June 30, 2023 consisted of \$33,686 due to the General Fund from the L.E.A.D. Task Force.

B. Interfund Transfers

Interfund transfers consisted of \$10,000 from General Fund to L.E.A.D. Task Force to fund operating expenses of L.E.A.D Tax Force.

(19) Ex-officio Tax Collector

The amount of cash on hand at year end was \$74,183. The unsettled balances of the Tax Collector Fund at June 30, 2023 consist of:

Petty cash	\$ 400
Undistributed interest	9,773
June 2023 collections	38,959
Protest taxes	<u>25,051</u>
Total	<u>\$ 74,183</u>

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

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

Iberville Parish School Board	\$ 56,816,904
Iberville Parish Law Enforcement	21,614,591
Iberville Parish Government	10,344,990
Iberville Parish Library	3,929,926
Iberville Parish Parks & Recreation	2,937,620
Atchafalaya Basin Levee District	2,957,110
Iberville Parish Assessor	2,023,908
Ponchartrain Levee District	865,027
City of Plaquemine	441,737
Department of Agriculture & Forestry	18,508
Maringouin General Fund	19,359
Town of White Castle	30,447
Louisiana Tax Commission	44,203
Total	<u>\$ 102,044,330</u>

The amount of taxes assessed and uncollected, and the reason for failure to do so is as follows:

	Louisiana Tax Commission Decreases	Unpaid Taxes	<u>Total</u>
Iberville Parish School Board	\$ 138,719	\$ 145,357	\$ 284,076
Iberville Parish Law Enforcement	52,772	55,298	108,070
Iberville Parish Government	25,524	32,795	58,319
Iberville Parish Library	9,595	10,054	19,649
Iberville Parish Parks & Recreation	7,172	7,516	14,688
Atchafalaya Basin Levee District	8,682	4,366	13,048
Iberville Parish Assessor	4,941	5,178	10,119
Ponchartrain Levee District	825	5,030	5,855
City of Plaquemine	2,113	499	2,612
Department of Agriculture & Forestry	-	-	-
Maringouin General fund	1	-	1
Town of White Castle	77	91	168
Louisiana Tax Commission	-	-	-
Total	<u>\$ 250,421</u>	<u>\$ 266,184</u>	<u>\$ 516,605</u>

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Basic Financial Statements (Continued)

(20) Act 706-Schedule of Compensation, Reimbursements, Benefits, and Other Payments to Entity Head

Under Act 706, the Iberville Parish Sheriff's Office is required to disclose the compensation, reimbursements, benefits, and other payments made to the Sheriff, in which the payments are related to the position. The following is a schedule of payments made to the Sheriff for the year ended June 30, 2023.

Entity head: Brett Stassi, Sheriff

Salary	\$ 189,811
Benefits - insurance	9,585
Benefits - retirement	50,421
Benefits - life insurance	1,530
Benefits - AD&D insurance	216
Deferred compensation	<u>20,458</u>
 Total	 <u>\$ 272,021</u>

(21) 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") and the Restoration Tax Abatement Program ("RTAP"). For the year ending June 30, 2023, the Sheriff 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. The exemptions are granted for a 5-year term and are renewable for an additional 5-year term upon approval by the State Board. In the case of the local government, these state-granted abatements have resulted in reductions of property taxes, which the 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 via the Industrial Tax Exemption Program for the fiscal year ended June 30, 2023 totaled \$14,068,802.

**REQUIRED SUPPLEMENTARY
INFORMATION**

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana
General Fund

Budgetary Comparison Schedule
For the Year Ended June 30, 2023
With Comparative Actual Amounts for Year Ended June 30, 2022

	2023			Variance with Final Budget Positive (Negative)	2022 Actual
	Budget		Actual		
	Original	Final			
Revenues:					
Ad valorem taxes	\$ 18,500.000	\$ 21,312,147	\$ 21,316,786	\$ 4,639	\$ 16,468,561
Intergovernmental revenues -					
Federal grants	551,553	634,634	692,890	58,256	758,808
State revenue sharing (net)	225,255	219,269	219,269	-	225,255
State supplemental pay	510,000	661,000	621,396	(39,604)	507,504
State - video poker	160,000	222,700	213,215	(9,485)	194,211
State grants	500	200	75,200	75,000	500
Local government	687,000	849,383	903,330	53,947	828,897
Fees, charges, and commissions for services -					
Fines, bonds, sales and seizures	202,000	309,700	340,497	30,797	329,109
Civil and criminal fees	107,000	97,750	104,120	6,370	148,119
Court attendance	10,000	11,100	11,458	358	10,744
Feeding and keeping prisoners	266,000	257,700	260,333	2,633	261,129
Interest income	19,000	169,000	185,804	16,804	27,395
Miscellaneous	656,680	823,000	850,955	27,955	1,019,643
Total revenues	<u>21,894,988</u>	<u>25,567,583</u>	<u>25,795,253</u>	<u>227,670</u>	<u>20,779,875</u>
Expenditures:					
Current -					
Public safety:					
Personal services and related benefits	13,703,575	13,436,880	13,173,931	262,949	12,636,660
Operating services	2,771,900	2,744,000	2,537,050	206,950	2,316,805
Operations and maintenance	4,087,962	4,559,912	4,404,887	155,025	3,861,642
Travel and other charges	55,500	85,000	88,081	(3,081)	56,364
Debt service	139,348	139,348	139,348	-	139,348
Capital outlay	940,000	1,214,600	886,411	328,189	790,362
Total expenditures	<u>21,698,285</u>	<u>22,179,740</u>	<u>21,229,708</u>	<u>950,032</u>	<u>19,801,181</u>
Excess of revenues over expenditures	196,703	3,387,843	4,565,545	1,177,702	978,694
Other financing sources (uses):					
Proceeds from disposal of assets	30,000	152,499	145,076	(7,423)	91,866
Transfers in (out)	(10,000)	(5,000)	(10,000)	(5,000)	(10,000)
Total financing sources (uses)	<u>20,000</u>	<u>147,499</u>	<u>135,076</u>	<u>(12,423)</u>	<u>81,866</u>
Net change in fund balance	216,703	3,535,342	4,700,621	1,165,279	1,060,560
Fund balance, beginning	<u>22,727,142</u>	<u>23,487,286</u>	<u>23,487,286</u>	<u>-</u>	<u>22,426,726</u>
Fund balance, ending	<u>\$ 22,943,845</u>	<u>\$ 27,022,628</u>	<u>\$ 28,187,907</u>	<u>\$ 1,165,279</u>	<u>\$ 23,487,286</u>

See notes to the required supplementary information.

IBERVILLE PARISH SHERIFF
 Plaquemine, Louisiana
 Special Revenue Fund - L.E.A.D. Task Force

Budgetary Comparison Schedule
 For the Year Ended June 30, 2023
 With Comparative Actual Amounts for Year Ended June 30, 2022

	2023			Variance with Final Budget Positive (Negative)	2022 Actual
	Budget		Actual		
	Original	Final			
Revenues:					
Federal grants	\$ 18,975	\$ 18,975	\$ 18,975	\$ -	\$ 20,870
Interest earned	5	4	5	1	5
Total revenues	<u>18,980</u>	<u>18,979</u>	<u>18,980</u>	<u>1</u>	<u>20,875</u>
Expenditures:					
Current -					
Public safety:					
Personal services and related benefits	19,000	19,000	18,976	24	20,870
Operating services	<u>9,510</u>	<u>9,810</u>	<u>9,070</u>	<u>740</u>	<u>9,826</u>
Total expenditures	<u>28,510</u>	<u>28,810</u>	<u>28,046</u>	<u>764</u>	<u>30,696</u>
Deficiency of revenues over expenditures	(9,530)	(9,831)	(9,066)	765	(9,821)
Other financing sources:					
Transfers from General Fund	<u>10,000</u>	<u>5,000</u>	<u>10,000</u>	<u>5,000</u>	<u>10,000</u>
Net change in fund balance	470	(4,831)	934	5,765	179
Fund balance, beginning	<u>29</u>	<u>5,214</u>	<u>5,214</u>	<u>-</u>	<u>5,035</u>
Fund balance, ending	<u>\$ 499</u>	<u>\$ 383</u>	<u>\$ 6,148</u>	<u>\$ 5,765</u>	<u>\$ 5,214</u>

See notes to the required supplementary information.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Schedule of Changes in the Sheriff's Total OPEB Liability and Related Ratios
For the Year Ended June 30, 2023

	2018	2019	2020	2021	2022	2023
Total OPEB Liability						
Service cost	\$ 320,013	\$ 409,554	\$ 493,770	\$ 272,738	\$ 278,127	\$ 421,491
Interest	500,756	513,159	544,223	338,076	360,194	527,641
Changes of benefit terms	-	-	-	-	-	-
Differences between expected and actual experience	(7,661)	484,241	(6,557,490)	1,002,256	(274,384)	(304,644)
Changes of assumptions	-	299,263	5,735,712	139,333	(1,875,630)	(267,466)
Benefit payments	(355,234)	(374,772)	(357,366)	(377,021)	(330,519)	(348,698)
Net change in total OPEB liability	457,874	1,331,445	(141,151)	1,375,382	(1,842,212)	28,324
Total OPEB liability - beginning	<u>13,513,022</u>	<u>13,970,896</u>	<u>15,302,341</u>	<u>15,161,190</u>	<u>16,536,572</u>	<u>14,694,360</u>
Total OPEB liability - ending	<u>\$ 13,970,896</u>	<u>\$ 15,302,341</u>	<u>\$ 15,161,190</u>	<u>\$ 16,536,572</u>	<u>\$ 14,694,360</u>	<u>\$ 14,722,684</u>
Covered-employee payroll	\$ 6,174,900	\$ 7,130,531	\$ 6,845,007	\$ 7,050,357	\$ 8,836,830	\$ 9,101,935
Sheriff's net OPEB liability as a percentage of covered-employee payroll	226.25%	214.60%	221.49%	234.55%	166.29%	161.75%
Notes to Schedule:						
<i>Benefit Changes:</i>	None	None	None	None	None	None
<i>Changes of Assumptions:</i>						
<i>Discount Rate:</i>	3.62%	3.50%	2.21%	2.16%	3.54%	3.65%
<i>Mortality:</i>	RP-2000	RP-2000	RP-2014	RP-2014	RP-2014	RP-2014
<i>Trend:</i>	5.50%	5.50%	4.50% to 5.50%	4.50% to 5.50%	4.50% to 5.50%	4.50% to 5.50%

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

See notes to the required supplementary information.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Schedule of Employer's Share of Net Pension Liability
For the Year Ended June 30, 2023

Year ended June 30,	Employer Proportion of the Net Pension Liability (Asset)	Employer Proportionate Share of the Net Pension Liability (Asset)	Employer's Covered Employee Payroll	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Employee Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	0.986259%	\$ 3,905,591	\$ 6,306,341	61.93%	87.34%
2016	0.969444%	4,321,313	6,428,559	67.22%	86.61%
2017	0.948529%	6,020,214	6,479,018	92.92%	82.10%
2018	0.983106%	4,257,118	6,805,085	62.56%	88.49%
2019	1.031710%	3,956,245	7,102,195	55.70%	90.41%
2020	1.089732%	5,154,682	7,615,029	67.69%	88.91%
2021	1.076001%	7,447,168	7,943,899	93.75%	84.73%
2022	1.305453%	(646,918)	9,510,849	(6.80%)	101.04%
2023	1.359724%	11,051,650	10,086,519	109.57%	83.90%

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

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

See notes to the required supplementary information.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Schedule of Employer Contributions
For the Year Ended June 30, 2023

Year ended June 30,	Contractually Required Contribution	Contributions in Relation to Contractual Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Employee Payroll	Contributions as a % of Covered Employee Payroll
2015	\$ 916,070	\$ 916,070	\$ -	\$ 6,428,559	14.25%
2016	890,865	890,865	-	6,479,018	13.75%
2017	901,674	901,674	-	6,805,085	13.25%
2018	905,530	905,530	-	7,102,195	12.75%
2019	932,841	932,841	-	7,615,029	12.25%
2020	973,128	973,128	-	7,943,899	12.25%
2021	1,165,079	1,165,079	-	9,510,849	12.25%
2022	1,235,599	1,235,599	-	10,086,519	12.25%
2023	1,230,539	1,230,539	-	10,700,341	11.50%

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

See notes to the required supplementary information.

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to the Required Supplementary Information
For the Year Ended June 30, 2023

(1) Budgets

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

1. The chief financial officer prepares a proposed budget for the general and special revenue funds and submits it to the Sheriff for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.
2. A summary of the proposed budget is published, and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
3. A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
5. All budgetary appropriations lapse at the end of each fiscal year.
6. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as finally amended by the Sheriff.

(2) Pension Plan

Changes of Assumptions – Changes of assumptions about future economic or demographic factors or of other inputs were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan.

SUPPLEMENTARY INFORMATION

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Justice System Funding Schedule - Collecting/Disbursing Schedule
As Required by Act 87 of the 2020 Regular Legislative Session
Cash Basis Presentation
June 30, 2023

	First Six Month Period Ended 12/31/22	Second Six Month Period Ended 6/30/23
Beginning Balance of Amounts Collected (i.e. cash on hand)	\$ 157,292	\$ 241,216
Add: Collections		
Civil Fees (<i>including refundable amounts such as garnishments or advance deposits</i>)	1,005,936	479,886
Bond Fees	57,921	78,493
Asset Forfeiture/Sale	17,250	20,250
Criminal Court Costs/Fees	212,768	201,737
Criminal Fines - Other	168,735	146,560
Service/Collection Fees (e.g. credit card fees, report fees, 3rd party service fees)	2,598	5,737
Interest Earnings on Collected Balances	85	78
Subtotal Collections	\$ 1,465,293	\$ 932,741
Less: Disbursements To Governments & Nonprofits: (<i>Must include one agency name and one collection type on each line and may require multiple lines for the same agency if more than one collection type is applicable. Additional rows may be added as necessary.</i>)		
<i>East Baton Rouge Parish Sheriff's Office - Civil Fees</i>	322	925
<i>Jefferson Parish Sheriff's Office - Civil Fees</i>	150	150
<i>Lafayette Parish Sheriff's Office - Civil Fees</i>	-	9
<i>Livingston Parish Sheriff's Office - Civil Fees</i>	155	-
<i>St. Helena Parish Sheriff's Office - Civil Fees</i>	-	-
<i>Orleans Parish Civil Sheriff's Office - Civil Fees</i>	30	90
<i>Ouachita Parish Sheriff's Office - Civil Fees</i>	326	145
<i>Pointe Coupee Parish Sheriff's Office - Civil Fees</i>	108	169
<i>Rapides Parish Sheriff's Office - Civil Fees</i>	12	-
<i>Tangipahoa Parish Sheriff's Office - Civil Fees</i>	-	-
<i>West Baton Rouge Parish Sheriff's Office - Civil Fees</i>	440	-
<i>18th Judicial District Attorney's Office, Criminal Court Costs/Fees</i>	29,383	24,979
<i>18th Judicial District Attorney's Office, Criminal Fines - Other</i>	21,659	16,459
<i>Louisiana State Treasurer - Criminal Court Costs/Fees</i>	4,387	3,727
<i>Iberville Parish Council - Criminal Court Costs/Fees</i>	16,383	13,946
<i>Iberville Parish Council - Criminal Fines - Other</i>	54,702	21,969
<i>18th Judicial District Court - Criminal Court Costs/Fees</i>	103,144	87,587
<i>18th Judicial District Court - Criminal Fines - Other</i>	82,121	82,378
<i>Louisiana Commission on Law Enforcement - Criminal Court Costs/Fees</i>	6,674	5,853
<i>Iberville Parish Clerk of Court - Criminal Court Costs/Fees</i>	26,427	23,101
<i>Iberville Parish Clerk of Court - Civil Fees</i>	38,867	24,182
<i>Iberville Parish Coroner - Criminal Court Costs/Fees</i>	124	357
<i>Louisiana State Police - Criminal Court Costs/Fees</i>	1,122	1,016
<i>Louisiana Department of Health & Hospitals - Criminal Court Costs/Fees</i>	6,799	5,352

(continued)

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Justice System Funding Schedule - Collecting/Disbursing Schedule (continued)
As Required by Act 87 of the 2020 Regular Legislative Session
Cash Basis Presentation
June 30, 2023

	First Six Month Period Ended 12/31/22	Second Six Month Period Ended 6/30/23
<i>Louisiana Supreme Court - Criminal Court Costs/Fees</i>	713	591
<i>St. Gabriel Police Department - Criminal Court Costs/Fees</i>	19	-
<i>Louisiana Department of Wildlife & Fisheries - Criminal Court Costs/Fees</i>	5	65
<i>18th Judicial District Attorney's Office, Bond Fees</i>	14,239	18,042
<i>18th Judicial District Expense Fund, Bond Fees</i>	12,874	16,278
<i>Iberville Parish Clerk of Court - Bond Fees</i>	390	504
<i>Indigent Defenders' Program - Bond Fees</i>	13,264	16,782
<i>D.P.S. State Police Crime Lab - Bond Fees</i>	390	504
Less: Amounts Retained by Collecting Agency		
Collection Fee for Collecting/Disbursing to Others Based on Percentage of Collection	64,430	39,016
Collection Fee for Collecting/Disbursing to Others Based on Fixed Amount	17,250	20,250
Amounts "Self-Disbursed" to Collecting Agency - Criminal Court Costs/Fees	15,518	13,168
Amounts "Self-Disbursed" to Collecting Agency - Criminal Fines - Other	21,659	16,459
Amounts "Self-Disbursed" to Collecting Agency - Civil Fees	47,469	47,800
Amounts "Self-Disbursed" to Collecting Agency - Bond Fees	13,264	16,782
Less: Disbursements to Individuals/3rd Party Collection or Processing Agencies		
Civil Fee Refunds	4,936	3,362
Bond Fee Refunds	-	2,000
Other Disbursements to Individuals (additional detail is not required)	758,772	442,968
Payments to 3rd Party Collection/Processing Agencies	2,842	5,341
Subtotal Disbursements/Retainage	\$ 1,381,369	\$ 972,306
Total: Ending Balance of Amounts Collected but not Disbursed/Retained (i.e. cash on hand)	\$ 241,216	\$ 201,651
Ending Balance of "Partial Payments" Collected but not Disbursed (only applies if collecting agency does not disburse partial payments until fully collected) - This balance is included in the Ending Balance of Amounts Collected but not Disbursed/Retained above.	\$ -	\$ -
Other Information:		
Ending Balance of Total Amounts Assessed but not yet Collected (i.e. receivable balance)	\$ -	\$ -
Total Waivers During the Fiscal Period (i.e. non-cash reduction of receivable balances, such as time served or community service)	\$ -	\$ -

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Justice System Funding Schedule - Receiving Schedule
As Required by Act 87 of the 2020 Regular Legislative Session
Cash Basis Presentation
June 30, 2023

First Six Month Period Ended 12/31/22	Second Six Month Period Ended 6/30/23
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Receipts From: *(Must include one agency name and one collection type - see below - on each line and may require multiple lines for the same agency. Additional rows may be added as necessary.)*

18th Judicial District Attorney's Office - Asset Forfeiture
Louisiana Department of Public Safety - Criminal Court Costs/Fees
Subtotal Receipts

\$ 48,064	\$ 66,179
2,113	2,888
\$ 50,177	\$ 69,067

Ending Balance of Amounts Assessed but Not Received *(only applies to those agencies that assess on behalf of themselves, such as courts)*

\$ -	\$ -
------	------

Collection Types to be used in the "Receipts From:" section above
Civil Fees
Bond Fees
Asset Forfeiture/Sale
Pre-Trial Diversion Program Fees
Criminal Court Costs/Fees
Criminal Fines - Contempt
Criminal Fines - Other
Restitution
Probation/Parole/Supervision Fees
Service/Collection Fees (e.g. credit card fees, report fees, 3rd party service fees)
Interest Earnings on Collected Balances
Other <i>(do not include collections that fit into more specific categories above)</i>

OTHER INFORMATION

IBERVILLE PARISH SHERIFF
 Plaquemine, Louisiana
 General Fund

Budgetary Comparison Schedule - Expenditures
 For the Year Ended June 30, 2023
 With Comparative Actual Amounts for Year Ended June 30, 2022

	2023			Variance with Final Budget Positive (Negative)	2022 Actual
	Budget		Actual		
	Original	Final			
Current:					
Public safety -					
Personal services and related benefits:					
Sheriff salary	\$ 166,440	\$ 173,722	\$ 172,556	\$ 1,166	\$ 164,317
Deputies salaries	9,480,000	9,234,300	9,076,116	158,184	8,538,999
Other salaries	918,500	847,680	826,101	21,579	950,182
Pension and payroll taxes	3,122,500	3,165,000	3,081,902	83,098	2,964,904
Sheriff's expense allowance	16,135	16,178	17,256	(1,078)	18,258
Total personal services and related benefits	<u>13,703,575</u>	<u>13,436,880</u>	<u>13,173,931</u>	<u>262,949</u>	<u>12,636,660</u>
Operating services:					
Hospitalization and life insurance	2,180,000	2,060,000	1,888,022	171,978	1,745,728
Auto insurance	430,000	464,000	457,882	6,118	415,806
Other liability insurance	161,900	220,000	191,146	28,854	155,271
Total operating services	<u>2,771,900</u>	<u>2,744,000</u>	<u>2,537,050</u>	<u>206,950</u>	<u>2,316,805</u>
Operations and maintenance:					
Ambulance operators	1,359,737	1,370,000	1,366,467	3,533	1,346,273
Auto fuel and oil	500,000	470,000	491,930	(21,930)	508,948
Auto maintenance	225,500	215,700	185,034	30,666	173,270
Deputy uniforms, supplies, etc.	240,000	355,000	345,065	9,935	164,726
Office supplies and maintenance	636,000	706,500	655,930	50,570	590,020
Telephone	472,500	723,760	708,838	14,922	490,639
Prisoner feeding and maintenance	350,000	400,000	395,735	4,265	331,367
Legal fees	30,000	20,000	9,157	10,843	24,058
Other professional fees	90,000	83,000	80,220	2,780	77,775
Criminal investigation expenditures	105,000	134,000	101,766	32,234	90,211
Employee physicals	17,000	16,400	12,359	4,041	14,268
Other	62,225	65,552	52,386	13,166	50,087
Total operations and maintenance	<u>4,087,962</u>	<u>4,559,912</u>	<u>4,404,887</u>	<u>155,025</u>	<u>3,861,642</u>
Travel and other charges	55,500	85,000	88,081	(3,081)	56,364
Debt service	139,348	139,348	139,348	-	139,348
Capital outlay:					
Autos	550,000	1,061,000	594,605	466,395	403,206
Building	50,000	10,000	4,648	5,352	170,424
Construction in progress	100,000	-	161,740	(161,740)	-
Equipment	90,000	97,600	91,153	6,447	30,489
Office and computer equipment	150,000	46,000	34,265	11,735	186,243
Total capital outlay	<u>940,000</u>	<u>1,214,600</u>	<u>886,411</u>	<u>328,189</u>	<u>790,362</u>
Total expenditures	<u>\$ 21,698,285</u>	<u>\$ 22,179,740</u>	<u>\$ 21,229,708</u>	<u>\$ 950,032</u>	<u>\$ 19,801,181</u>

IBERVILLE PARISH SHERIFF
 Plaquemine, Louisiana
 Custodial Funds

Statement of Fiduciary Net Position
 June 30, 2023
 With Comparative Totals for June 30, 2022

	Civil Fund	Tax Collector Fund	Fines Fund	Inmate Deposit Fund	Totals	
					2023	2022
ASSETS						
Cash and interest-bearing deposits	\$ 126,181	\$ 74,183	\$ 68,666	\$ 43,167	\$ 312,197	\$ 258,305
Receivables:						
Taxes for other governments	-	18,843	-	-	18,843	23,529
Total assets	126,181	93,026	68,666	43,167	331,040	281,834
LIABILITIES						
Accounts payable	27,184	-	68,666	6,942	102,792	75,899
Due to taxing bodies, prisoners and others	-	67,575	-	-	67,575	57,423
Total liabilities	27,184	67,575	68,666	6,942	170,367	133,322
NET POSITION						
Restricted for:						
Individuals, organizations, and other governments	\$ 98,997	\$ 25,451	\$ -	\$ 36,225	\$ 160,673	\$ 148,512

IBERVILLE PARISH SHERIFF
 Plaquemine, Louisiana
 Custodial Funds

Statement of Changes in Fiduciary Net Position
 For the Year Ended June 30, 2023

	Civil Fund	Tax Collector Fund	Fines Fund	Inmate Deposit Fund	Total
Additions:					
Sheriff's sales, suits, and seizures	\$ 1,115,745	\$ -	\$ -	\$ -	\$ 1,115,745
Garnishments	370,078	-	-	-	370,078
Bonds	13,100	-	-	-	13,100
Fines and costs	-	-	738,134	-	738,134
Inmate deposits	-	-	-	253,388	253,388
Taxes, fees, etc., paid to tax collector	-	102,965,942	-	-	102,965,942
Interest earned	118	69,787	45	-	69,950
Total additions	<u>1,499,041</u>	<u>103,035,729</u>	<u>738,179</u>	<u>253,388</u>	<u>105,526,337</u>
Deductions:					
Taxes, fees, etc., distributed to taxing bodies and others	163,506	102,876,135	621,847	-	103,661,488
Sheriff's General Fund	202,027	-	66,804	33,706	302,537
Clerk of Court	70,964	-	49,528	-	120,492
Litigants, attorneys	1,036,891	-	-	-	1,036,891
Inmates	-	-	-	31,506	31,506
Other	10,129	159,487	-	191,646	361,262
Total deductions	<u>1,483,517</u>	<u>103,035,622</u>	<u>738,179</u>	<u>256,858</u>	<u>105,514,176</u>
Net increase (decrease) in net position	15,524	107	-	(3,470)	12,161
Net position, beginning	<u>83,473</u>	<u>25,344</u>	<u>-</u>	<u>39,695</u>	<u>148,512</u>
Net position, ending	<u>\$ 98,997</u>	<u>\$ 25,451</u>	<u>\$ -</u>	<u>\$ 36,225</u>	<u>\$ 160,673</u>

STATE OF LOUISIANA, PARISH OF IBERVILLE

AFFIDAVIT

Brett Stassi, Sr., Sheriff of Iberville

BEFORE ME, the undersigned authority, personally came and appeared, Brett Stassi, the Sheriff of Iberville Parish, State of Louisiana, who after being duly sworn, deposed and said:

The following information is true and correct:

\$74,183 is the amount of cash on hand in the tax collector account on June 30, 2023;

He further deposed and said:

All itemized statements of the amount of taxes collected for tax year 2022, 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.

Brett Stassi
Sheriff of Iberville

SWORN to and subscribed before me, Notary, this 10th day of September 2023, in my office in the City of Plaquemine, Louisiana.

Leslie Verret (Signature)
Leslie Verret (Print), # 132581
Notary Public

(Commission)

**INTERNAL CONTROL, COMPLIANCE,
AND
OTHER MATTERS**

Champagne & Company, LLC

Certified Public Accountants

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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*

The Honorable Brett Stassi
Iberville Parish Sheriff
Plaquemine, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Iberville Parish Sheriff, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Iberville Parish Sheriff's basic financial statements and have issued our report thereon dated September 29, 2023.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Iberville Parish Sheriff's internal control over financial reporting (internal control) as a basis for designing 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 Iberville Parish Sheriff's internal control. Accordingly, we do not express an opinion on the effectiveness of the Iberville 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify a certain deficiency in internal control, described in the

accompanying schedule of prior and current year audit findings and management’s corrective action plan as item 2023-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Iberville Parish Sheriff’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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*.

Iberville Parish Sheriff’s Response to Finding

Government Auditing Standards requires the auditor to perform limited procedures on the Iberville Parish Sheriff’s response to the finding identified in our audit and described in the accompanying schedule of prior and current year audit findings and management’s corrective action plan. The Iberville Parish Sheriff’s response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

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

Champagne & Company, LLC
Certified Public Accountants

Breaux Bridge, Louisiana
September 29, 2023

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Schedule of Prior and Current Year Audit Findings and
Management's Corrective Action Plan
For the Year Ended June 30, 2023

I: Prior Year Findings:

Internal Control over Financial Reporting:

2022-001 – Inadequate Segregation of Accounting Functions; Year Initially Occurred – Unknown

Finding:

The Sheriff did not have adequate segregation of functions within the accounting system.

Status:

Unresolved. See item 2023-001.

Compliance

There were no items at June 30, 2022.

Management Letter Items

There were no items at June 30, 2022.

II: Current Year Findings:

2023-001 – Inadequate Segregation of Accounting Functions; Year Initially Occurred – Unknown

Condition and Criteria:

The Sheriff did not have adequate segregation of functions within the accounting system.

Effect:

This condition represents a material weakness in the internal control of the Sheriff.

Cause:

The condition resulted because of the small number of employees in the accounting department.

(continued)

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Schedule of Prior and Current Year Audit Findings and
Management's Corrective Action Plan (continued)
For the Year Ended June 30, 2023

Recommendation:

No plan is considered necessary due to the fact that it would not be cost effective to implement a plan.

Management's Corrective Action Plan:

Mr. Brett Stassi, Sheriff, determined that due to the size of the operation and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of functions.

Compliance

There are no findings reported at June 30, 2023.

Management Letter Items

There are no items reported at June 30, 2023.

IBERVILLE PARISH SHERIFF
Statewide Agreed-Upon Procedures Report

Year Ended June 30, 2023

Champagne & Company, LLC

Certified Public Accountants

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INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Management of Iberville Parish Sheriff and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2022 through June 30, 2023. The Iberville Parish Sheriff's management is responsible for those C/C areas identified in the SAUPs.

The Iberville Parish Sheriff has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period July 1, 2022 through June 30, 2023. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

1) *Written Policies and Procedures*

- A. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:
- i. **Budgeting**, including preparing, adopting, monitoring, and amending the budget.
No exceptions noted.
 - ii. **Purchasing**, including (1) how purchases are initiated, (2) how vendors are added to the vendor list, (3) the preparation and approval process of purchase requisitions and purchase orders, (4) controls to ensure compliance with the Public Bid Law, and (5) documentation required to be maintained for all bids and price quotes.
No exceptions noted.

- iii. **Disbursements**, including processing, reviewing, and approving.
No exceptions noted.
- iv. **Receipts/Collections**, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g. periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
No exceptions noted.
- v. **Payroll/Personnel**, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.
No exceptions noted.
- vi. **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
No exceptions noted.
- vii. **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
No exceptions noted.
- viii. **Credit Cards (and debit cards, fuel cards, purchase cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
No exceptions noted.
- ix. **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.
No exceptions noted.
- x. **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
No exceptions noted.
- xi. **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
We performed the procedure and discussed the results with management.
- xii. **Prevention of Sexual Harassment**, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.
No exceptions noted.

2) Board or Finance Committee

The Iberville Parish Sheriff is not required to maintain minutes, therefore, these steps are not applicable.

- A. Obtain and inspect the board finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and
- i. Observe that the board finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
 - ii. For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual, at a minimum, on proprietary funds, and semi-annual budget-to-actual, at a minimum, on all special revenue funds. *Alternately, for those entities reporting on the not-for-profit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.*
 - iii. For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.
 - iv. Observe whether the board finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

3) Bank Reconciliations

- A. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

Obtained a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Management identified the entity's main operating account. Obtained bank statements and reconciliations for the main operating account and 4 additional accounts for one random month during the period.

- i. Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);
No exceptions noted.
- ii. Bank reconciliations include written evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and
No exceptions noted.
- iii. Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.
No exceptions noted.

4) Collections (excluding electronic funds transfers)

- A. Obtain a listing of deposit sites for the fiscal period where deposits for cash checks money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

Obtained a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete.

- B. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, then inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:

Obtained a listing of collection locations for each deposit site and management's representation that the listing is complete. Obtained written policies and procedures relating to employee job duties.

- i. Employees responsible for cash collections do not share cash drawers/registers;

At one cash collection location tested, a cash drawer is shared between employees.

- ii. Each employee responsible for collecting cash is not also responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit:

No exceptions noted.

- iii. Each employee responsible for collecting cash is not also responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit; and

No exceptions noted.

- iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, is (are) not responsible for collecting cash, unless another employee/official verifies the reconciliation.

No exceptions noted

- C. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe the bond or insurance policy for theft was in force during the fiscal period.

No exceptions noted.

- D. Randomly select two deposit dates for each of the 5 bank accounts selected for Bank Reconciliations procedure #3A (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* Obtain supporting documentation for each of the 10 deposits and:

- i. Observe that receipts are sequentially pre-numbered.

No exceptions noted

- ii. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.

No exceptions noted.

- iii. Trace the deposit slip total to the actual deposit per the bank statement.
No exceptions noted.
- iv. Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
Two deposits tested were not made within one business day of receipt.
- v. Trace the actual deposit per the bank statement to the general ledger.
No exceptions noted

5) Non-Payroll Disbursements (excluding card purchases, travel reimbursements, and petty cash purchases)

- A. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5)
Obtained a listing of locations that process payments for the fiscal period and management's representation that the listing is complete.
- B. For each location selected under #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, then inquire of employees about their job duties), and observe that job duties are properly segregated such that
*Obtained a listing of those employees involved with non-payroll purchasing and payment functions
Obtained written policies and procedures relating to employee job duties*
 - i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order or making the purchase:
No exceptions noted.
 - ii. At least two employees are involved in processing and approving payments to vendors:
Only one employee is involved in processing and approving payments to vendors.
 - iii. The employee responsible for processing payments is prohibited from adding modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files:
No exceptions noted
 - iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments; and
No exceptions noted.
 - v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearing house (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.
No exceptions noted
- C. For each location selected under #5A above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and:

Obtained the entity's non-payroll disbursement transaction population and management's representation that the population is complete

- i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity, and

No exceptions noted.

- ii. Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under procedure #5B above, as applicable.

No exceptions noted.

- D. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected, the practitioner should select an alternative month and or account for testing that does include electronic disbursements.

No exceptions noted.

6) Credit Cards/Debit Cards/Fuel Cards/Purchase Cards (Cards)

- A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

Obtained from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and names of the persons who maintained possession of the cards and obtained management's representation that the listing is complete.

- B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement). Obtain supporting documentation, and

- i. Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved) by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and

No exceptions noted.

- ii. Observe that finance charges and late fees were not assessed on the selected statements.

No exceptions noted.

- C. Using the monthly statements or combined statements selected under procedure #6B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (e.g., each card should have 10 transactions subject to inspection). For each transaction, observe it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For

missing receipts, the practitioner should describe the nature of the transaction and observe whether management had a compensating control to address missing receipts, such as a “missing receipt statement” that is subject to increased scrutiny.

No exceptions noted.

7) Travel and Travel-Related Expense Reimbursements (excluding card transactions)

- A. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management’s representation that the listing or general ledger is complete. Randomly select 5 reimbursements and obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected

Obtained from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management’s representation that the listing or general ledger is complete.

- i. If reimbursed using a per diem, observe that the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov);

No exceptions noted.

- ii. If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased;

The transactions selected for testing were not reimbursements of actual costs; therefore, this step is not applicable.

- iii. Observe each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by Written Policies and Procedures procedure #1A(vii); and

No exceptions noted.

- iv. Observe each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

No exceptions noted.

8) Contracts

- A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management’s representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner’s contract, and

Obtained from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period and management’s representation that the listing is complete.

- i. Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law;

The contracts tested were not required to be bid in accordance with Louisiana Public Bid Law; therefore, this step is not applicable.

- ii. Observe that the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter);

One contract was not approved as required by policy.

- iii. If the contract was amended (e.g., change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, the documented approval); and

The contracts tested were not amended; therefore, this step is not applicable.

- iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

No exceptions noted.

9) Payroll and Personnel

- A. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files

Obtained a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. No exceptions noted.

- B. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under procedure #9A above, obtain attendance records and leave documentation for the pay period, and

- i. Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);

No exceptions noted.

- ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials;

No exceptions noted

- iii. Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and

No exceptions noted.

- iv. Observe that the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.

No exceptions noted.

- C. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials and obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee's or officials' cumulative leave records, agree the pay rates to the employee's or official's authorized pay rates in the employee's or official's personnel files, and agree the termination payment to entity policy.

No exceptions noted.

- D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

No exceptions noted.

10) Ethics

- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A obtain ethics documentation from management, and

- i. Observe whether the documentation demonstrates that each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170; and

No exceptions noted.

- ii. Observe whether the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

No exceptions noted

- B. Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

No exceptions noted.

11) Debt Service

- A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.

The Iberville Parish Sheriff did not have bonds/notes and other debt instruments issued during the fiscal period; therefore, this test was not applicable.

- B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

The Iberville Parish Sheriff does not have bonds/notes outstanding at the end of the fiscal period, therefore, this test was not applicable

12) Fraud Notice

- A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.

The Iberville Parish Sheriff did not have misappropriations of public funds and assets during the fiscal period; therefore, this test was not applicable.

- B. Observe that the entity has posted, on its premises and website, the notice required by R.S. 24:523.1, concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

No exceptions noted.

13) Information Technology Disaster Recovery/Business Continuity

- A. Perform the following procedures, **verbally discuss the results with management, and report “We performed the procedure and discussed the results with management.”**

- i. Obtain and inspect the entity’s most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government’s local server or network, (c) was encrypted.

We performed the procedure and discussed the results with management

- ii. Obtain and inspect the entity’s most recent documentation that it has tested verified that its backups can be restored (if there is no written documentation, then inquire of personnel responsible for testing verifying backup restoration) and observe evidence that the test verification was successfully performed within the past 3 months.

We performed the procedure and discussed the results with management.

- iii. Obtain a listing of the entity’s computers currently in use and their related locations, and management’s representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

We performed the procedure and discussed the results with management.

- B. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.

We performed the procedure and discussed the results with management.

14) Prevention of Sexual Harassment

- A. Using the 5 randomly selected employees officials from Payroll and Personnel procedure #9A, obtain sexual harassment training documentation from management, and observe that the documentation demonstrates each employee official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

No exceptions noted.

- B. Observe that the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity’s premises if the entity does not have a website).

No exceptions noted.

- C. Obtain the entity’s annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344:

No exceptions noted.

- i. Number and percentage of public servants in the agency who have completed the training requirements:
No exceptions noted.
- ii. Number of sexual harassment complaints received by the agency:
No exceptions noted.
- iii. Number of complaints which resulted in a finding that sexual harassment occurred:
No exceptions noted.
- iv. Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
No exceptions noted.
- v. Amount of time it took to resolve each complaint.
No exceptions noted.

We were engaged by the Iberville Parish Sheriff to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those C-C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Iberville Parish Sheriff and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C-C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.

Champagne & Company, LLC
Certified Public Accountants

Breaux Bridge, Louisiana
September 29, 2023

IBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Management's Response to Statewide Agreed-Upon Procedures
For the Year Ended June 30, 2023

Management's Response to Item:

- 4B-i Although employees in the courthouse share a cash drawer, there are compensating controls over the cash drawer that make management comfortable with such. No changes deemed necessary.
- 4D-iv IPSO's policy for deposits in the commissary account is that all deposits will be brought to the bank once a week. Deposits are kept in a lock box until deposits are made at the bank.
- 5B-ii IPSO does require Sheriff approval of invoices greater than \$5,000 that are non-recurring and non-payroll related. No other changes deemed necessary at this time.
- 8A-ii The Sheriff allows designated employees to sign contracts and agreements from time to time if he is made aware of such contracts. The policy will be updated to include that verbiage. The contract in question was discussed between the Sheriff and CFO prior to the signing of said contract.