

**Jackson Parish Police Jury
Jonesboro, Louisiana**

**Annual Financial Report
As of and for the Year Ended December 31, 2023**

Jackson Parish Police Jury

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Independent Auditor's Report

Police Jurors
Jackson Parish Police Jury
Jonesboro, Louisiana

Report on the Audit of the Financial Statements

Adverse and Unmodified Opinions

We have audited the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Jackson Parish Police Jury, Jonesboro, Louisiana, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Police Jury's basic financial statements as listed in the table of contents.

Adverse Opinion on Aggregate Discretely Presented Component Units

In our opinion, because of the significance of the matter discussed in the Basis for Adverse and Unmodified Opinions section of our report, the accompanying financial statements referred to above do not present fairly the financial position of the aggregate discretely presented component units of the Police Jury, as of December 31, 2023, or the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified Opinions on Government Activities, Each Major Fund, and Aggregate Remaining Fund Information

In our opinion, the accompanying 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 Police Jury as of December 31, 2023, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Adverse and Unmodified Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Police Jury, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

Matters Giving Rise to Adverse Opinion on the Aggregate Discretely Presented Component Units

The financial statements do not include financial data for the Police Jury's legally separate component units. Accounting principles generally accepted in the United States of America require the financial data for those component units to be reported with the financial data of the Police Jury's primary government unless the Police Jury also issues financial statements for the financial reporting entity that include the financial data for its component units. The Police Jury has not issued such reporting entity financial statements. The effects of not including the Police Jury's legally separate component units on the aggregate discretely presented component units has not been determined.

Responsibilities of Management for the Financial Statements

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

Auditor's 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 auditor's 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 GAAS 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 judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we

- exercise professional judgement 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 Police Jury'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 judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Police Jury'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.

Emphasis of Matters

As disclosed in Note 6 to the financial statements, the net pension liability for the Police Jury was \$1,209,640 at December 31, 2023, as determined by the Parochial Employees' Retirement System of Louisiana. The related actuarial valuation was performed by the Retirement System's actuary using various assumptions. Because actual experience may differ from the assumptions used, there is a risk that this amount at December 31, 2023, could be under or overstated. Our opinion is not modified with respect to this matter.

As disclosed in Note 18 to the financial statements, the Police Jury adopted new accounting guidance, GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements* and GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*. Our opinion is not modified with respect to these matters.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Schedule of Employer's Proportionate Share of the Net Pension Liability (Asset), Schedule of Employer Contributions to Pension Plan, Budgetary Comparison Schedules, and notes to the required supplementary information, as listed in the table of contents, 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Police Jury's basic financial statements of the primary government. The accompanying supplementary information, as listed in the table of contents, 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 accompanying supplementary information, as listed in the table of contents, is 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, as listed in the table of contents, does not include the basic financial statements and our auditor's 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 June 30, 2024 on our consideration of the Police Jury's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 Police Jury'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 Police Jury's internal control over financial reporting and compliance.

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana
June 30, 2024

REQUIRED SUPPLEMENTARY INFORMATION

**Management's Discussion
And Analysis (MD&A)**

**Jackson Parish Police Jury
Management's Discussion and Analysis (MD&A)
December 31, 2023**

Our discussion and analysis of Jackson Parish Police Jury's financial performance provides an overview of the Police Jury's financial activities for the year ended December 31, 2023. Separate financial statements may be obtained from component units not included.

FINANCIAL HIGHLIGHTS Our financial statements provide these insights into the results of this year's operations:

The assets and deferred outflows of resources of the Police Jury exceeded its liabilities and deferred inflows of resources at the close of fiscal year 2023 by \$27,275,291 (net position). Of this amount, \$2,118,863 represents unrestricted net position, which may be used to meet the government's ongoing obligations to citizens and creditors.

The Police Jury total net position changed \$(383,308) primarily because of the increase in retirement expenses related to the changes in the net pension liability (asset) and related deferred outflows and inflows of resources. The Jury believes that taxpayer's funds should be used for projects and maintenance that improve the quality of life for the citizens of Jackson Parish, not for hoarding funds. The Jury believes that it has sufficient net position to provide these programs for the near future.

Total spending for all our governmental activities was \$10,257,027 for the year. Most of the Police Jury's property and sales taxes were used to support the net cost (after deducting restricted grants and fees charged to users) of these six areas: judicial \$275,340, finance and administrative \$719,632, other general government \$951,146, public safety \$655,205, public works \$4,215,270, and culture and recreation \$1,408,282.

At the end of 2023, the Police Jury's governmental funds reported combined fund balances of \$11,201,538, a change of \$(599,956) in comparison with prior year. \$2,060,043 or 18% of the combined fund balance is available for spending at the government's discretion (unassigned fund balance). 100% of the unassigned fund balance is reported in the general fund.

At the end of the current year, unrestricted fund balance (the total of the committed and unassigned components of fund balance) for the general fund was \$2,360,043, or approximately 86% of total general fund expenditures.

NEW GASB STANDARDS In the current fiscal year, the Police Jury implemented Statement No. 94 –*Public-Private and Public-Public Partnerships and Availability Payment Arrangements* and GASB Statement No. 96 –*Subscription-Based Technology Arrangements (SBITAs)*. The implementation of these standards had no effect on the Police Jury's financial statements or notes to the financial statements. More information about these new standards can be found in Note 18 in the notes to the financial statements.

USING THIS ANNUAL REPORT The Police Jury's annual report consists of a series of financial statements that show information for the Police Jury as a whole, and its funds. The Statement of Net Position and the Statement of Activities provide information about the activities of the Police Jury as a whole and present a longer-term view of the Police Jury's finances. Our fund financial statements are included later in this report. For our governmental activities, these statements tell how we financed our services in the short term as well as what remains for future spending. Fund statements also may give you some insights into the Police Jury's overall financial health. Fund financial statements also report the Police Jury's operations in more than detail than the government-wide financial statements by providing information about the Police Jury's most significant funds - General, Road, Solid Waste, Library, Asphalt, and Coronavirus Local Fiscal Recovery.

**Jackson Parish Police Jury
Management's Discussion and Analysis (MD&A)
December 31, 2023**

Required Supplementary Information

Management's Discussion & Analysis (MD&A)

Basic Financial Statements

**Government-wide
Financial Statements**



**Fund
Financial Statements**

Notes to the Financial Statements

Required Supplementary Information

**Schedule of Employer's Proportionate Share of the Net Pension Liability (Asset)
Schedule of Employer Contributions to Pension Plan
Budgetary Information for Major Funds**

Supplementary Information

**Nonmajor Funds Combining Statements
Schedule of Compensation Paid Police Jurors
Schedule of Compensation, Benefits and Other Payments to Agency Head
Justice System Funding Schedule – Receiving Entity**

Other Information

**Other Reports Required by *Government Auditing Standards*
and the Uniform Guidance**

Our auditor has provided assurance in their independent auditor's report, located immediately preceding this Management's Discussion and Analysis, that the Basic Financial Statements, after considering that certain component units are not included, are fairly stated. Varying degrees of assurance is being provided by the auditor regarding the Required Supplementary Information (RSI) and the Supplementary Information. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each part of this report. Separate financial statements may be obtained from the component units that are not included.

Reporting the Police Jury as a Whole

The Statement of Net Position and the Statement of Activities One of the most important questions asked about the Police Jury is, "Is the Police Jury as a whole better off or worse off financially as a result of the year's activities?" The Statement of Net Position and the Statement of Activities, which appear first in the Police Jury's financial statements, report information on the Police Jury as a whole and its activities in a way that helps you answer this question. We prepare these statements to include all assets, liabilities, and deferred inflows/outflows of resources, using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All current year's revenues and expenses are taken into account regardless of when cash is received or paid.

**Jackson Parish Police Jury
Management's Discussion and Analysis (MD&A)
December 31, 2023**

These two statements report the Police Jury's net position - the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources, as reported in the Statement of Net Position as one way to measure the Police Jury's financial health, or financial position. Over time, increases or decreases in the Police Jury's net position - as reported in the Statement of Activities - are one indicator of whether its financial health is improving or deteriorating. The relationship between revenues and expenses is the Police Jury's operating results. However, the Police Jury's goal is to provide services to our citizens, not to generate profits as commercial entities do. One must consider many other nonfinancial factors, such as the quality of health and welfare services provided to parish citizens and the condition of roads, bridges, and drainage systems to assess the overall health of the Police Jury.

The Statement of Net Position and Statement of Activities report the following activity for the Police Jury:

Governmental activities - All of the Police Jury's services are reported here, including public works and health and welfare services. Property taxes, sales taxes, and state and federal grants finance most of these activities.

Reporting the Police Jury's Most Significant Funds

Fund Financial Statements The Police Jury's fund financial statements provide detailed information about the most significant funds - not the Police Jury as a whole. Some funds are required to be established by State law and by bond covenants. However, the Police Jury establishes many other funds to help it control and manage money for particular purposes (like the solid waste fund). The Police Jury's governmental funds use the following accounting approach:

Governmental funds - All of the Police Jury's services are reported in governmental funds. Governmental fund reporting focuses on showing how money flows into and out of funds and the balances left at year-end that are available for spending. They are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Police Jury's operations and the services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Police Jury's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in the reconciliations on Statements D and F.

THE POLICE JURY AS A WHOLE As noted earlier, net position over time may serve as a useful indicator of a government's financial position. The Police Jury's assets and deferred outflows of resources exceeded liabilities and deferred inflows by \$27,275,291 (net position). Our analysis of the primary government focuses on the net position (Table 1) and change in net position (Table 2) of the Police Jury's governmental activities.

**Jackson Parish Police Jury
Management's Discussion and Analysis (MD&A)
December 31, 2023**

**Table 1
Net Position
December 31,**

	<u>2023</u>	<u>2022</u>	<u>Variance</u>	<u>Percent of Change</u>
Other assets	\$ 12,057,129	\$ 15,192,896	\$ (3,135,767)	(20.6)
Capital assets	17,331,026	16,362,251	968,775	5.9
Total assets	<u>29,388,155</u>	<u>31,555,147</u>	<u>(2,166,992)</u>	(6.9)
Deferred outflows of resources	<u>1,588,409</u>	<u>420,558</u>	<u>1,167,851</u>	277.7
Other liabilities	572,647	1,127,842	(555,195)	(49.2)
Long-term liabilities	<u>2,990,453</u>	<u>1,789,054</u>	<u>1,201,399</u>	67.2
Total liabilities	<u>3,563,100</u>	<u>2,916,896</u>	<u>646,204</u>	22.2
Deferred inflows of resources	<u>138,173</u>	<u>1,400,210</u>	<u>(1,262,037)</u>	(90.1)
Net position:				
Net investment in capital assets	16,135,835	15,136,387	999,448	6.6
Restricted	9,020,593	9,344,423	(323,830)	(3.5)
Unrestricted	<u>2,118,863</u>	<u>3,177,789</u>	<u>(1,058,926)</u>	(33.3)
Total net position	<u>\$ 27,275,291</u>	<u>\$ 27,658,599</u>	<u>\$ (383,308)</u>	(1.4)

The largest portion of the Police Jury's net position (\$16,135,835 or 59%) less any related outstanding debt that was used to acquire those assets. The Police Jury uses these capital assets to provide a variety of services to its citizens. Accordingly, these assets are not available for future spending. Although the Police Jury's investments in capital assets are reported net of related debt, it should be noted that the resources used to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Police Jury's combined net position (\$9,020,593 or 33%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of \$2,118,863 is unrestricted net position and may be used to meet the Police Jury's obligations to its citizens and creditors.

At the end of the current fiscal year, the Police Jury is able to report positive balances in all reported categories of net position. The same situation held true for the prior fiscal year.

Governmental Activities The Police Jury's overall net position changed \$(383,308) from the prior year. The reasons for this overall decrease are as follows:

- Changes in the net pension liability (asset) and deferred outflows and inflows of resources related to pensions;
- Increased ad valorem tax revenue; and
- Changes in grant fund revenue and expenditures due to the Coronavirus Local Fiscal Recovery grant being utilized.

**Jackson Parish Police Jury
Management's Discussion and Analysis (MD&A)
December 31, 2023**

**Table 2
Changes in Net Position
For the Years Ended December 31,**

	<u>2023</u>	<u>2022</u>	<u>Variance</u>	<u>Percent of Change</u>
Revenues:				
Program revenues:				
Charges for services	\$ 452,089	\$ 437,073	\$ 15,016	3.4
Operating grants and contributions	1,190,352	2,581,717	(1,391,365)	(53.9)
Capital grants and contributions	-	386,423	(386,423)	(100.0)
General revenues:				
Ad valorem taxes	4,103,285	3,859,849	243,436	6.3
Sales taxes	2,618,808	2,846,822	(228,014)	(8.0)
Severance taxes	865,652	734,483	131,169	17.9
Interest and investment earnings	116,831	57,875	58,956	101.9
Miscellaneous	526,702	508,794	17,908	3.5
Total revenues	<u>9,873,719</u>	<u>11,413,036</u>	<u>(1,539,317)</u>	(13.5)
Functions/Program Expenses:				
General government:				
Legislative	160,799	166,095	(5,296)	(3.2)
Judicial	310,061	264,762	45,299	17.1
Elections	30,630	24,057	6,573	27.3
Finance and administrative	719,632	525,865	193,767	36.8
Other general government	993,369	751,668	241,701	32.2
Public safety	709,521	612,275	97,246	15.9
Public works	5,590,188	4,795,369	794,819	16.6
Health and welfare	147,615	176,664	(29,049)	(16.4)
Culture and recreation	1,544,545	1,318,455	226,090	17.1
Interest on long-term debt	50,667	27,269	23,398	85.8
Total expenses	<u>10,257,027</u>	<u>8,662,479</u>	<u>1,594,548</u>	18.4
Increase (decrease) in net position	(383,308)	2,750,557	(3,133,865)	113.9
Net Position, beginning	<u>27,658,599</u>	<u>24,908,042</u>	<u>2,750,557</u>	11.0
Net Position, ending	<u>\$ 27,275,291</u>	<u>\$ 27,658,599</u>	<u>\$ (383,308)</u>	(1.4)

As reported in the Statement of Activities, the cost of all of our governmental activities this year was \$10,257,027, the amount that our taxpayers ultimately financed for these activities through Police Jury taxes and other general revenue was only \$8,614,586 because some of the cost was paid by other governments and organizations who subsidized certain programs with grants and contributions \$1,190,352; by those charged for services \$452,089.

In Table 3, we have presented the cost of each of the Police Jury's six largest functions for fiscal year ended December 31, 2023 – judicial, finance and administration, other general government, public safety, public works, and culture and recreation, as well as each program's net cost (total cost less revenues generated by the activities). As discussed above, net cost shows the financial burden that was placed on the Police Jury's taxpayers by each of these functions. Providing this information allows our citizens to consider the cost of each function in comparison to the benefits they believe are provided by that function.

**Jackson Parish Police Jury
Management's Discussion and Analysis (MD&A)
December 31, 2023**

**Table 3
For the Years Ended December 31,
Governmental Activities**

	Total Cost of Services 2023	Net Cost of Services 2023	Total Cost of Services 2022	Net Cost of Services 2022
Judicial	\$ 310,061	\$ 275,340	\$ 264,762	\$ 146,827
Finance and administration	719,632	719,632	525,865	387,659
Other general government	993,369	951,146	751,668	396,903
Public safety	709,521	655,205	612,275	356,248
Public works	5,590,188	4,215,270	4,795,369	2,392,227
Culture and recreation	1,544,545	1,408,282	1,318,455	1,248,026
All others	389,711	389,711	394,085	329,376
Totals	\$ 10,257,027	\$ 8,614,586	\$ 8,662,479	\$ 5,257,266

THE POLICE JURY'S FUNDS As we noted earlier, the Police Jury uses funds to help it control and manage money for particular purposes. Looking at funds helps you consider whether the Police Jury is being accountable for the resources taxpayers and others provide to it but may also give you more insight into the Police Jury's overall financial health.

As the Police Jury completed this year, our governmental funds reported a combined fund balance of \$11,201,538 which is a change of \$(599,956) from last year. The primary reasons for the changes in fund balances are:

The General fund is our principal operating fund. The fund balance of the General fund changed \$(184,575) from the \$2,846,295 reported in prior year to \$2,661,720. During the current year, significant changes for the General fund included an increase in ad valorem tax collections (\$122 thousand) and in severance taxes (\$131 thousand) which were offset by an increase in expenses for prisoner housing (\$152 thousand) and building & grounds upkeep (\$138 thousand) and contracted & professional services (\$89 thousand). There was also a reduction in the General fund's transfers in due to utilizing the Coronavirus Local Fiscal Recovery grant funding in prior year and none in the current year.

The Road fund is our road maintenance fund. The Road's fund balance changed from \$2,168,337 to \$2,613,344. This increase was mainly due to the receipt of \$444 thousand in federal funding from FEMA in the current year for reimbursement of damages caused by Hurricane Laura in 2020.

The Solid Waste fund is used to collect, dispose, and maintain garbage throughout Jackson Parish. The Solid Waste's fund balance changed from \$1,206,178 to \$1,392,240. In the current year, Solid Waste fund purchased a compactor truck, excavator, and other equipment totaling \$561 thousand. The equipment purchases were partially funded from state grants (\$121 thousand) and from transfers from the Coronavirus Local Fiscal Recovery fund (\$338 thousand).

The Library fund accounts for the Parish Library activities. The Library's fund balance changed \$(731,746) from \$2,679,737 to \$1,947,991. This change is primarily due to the purchase of the new bookmobile (\$251 thousand) and the completion of the Library's interactive playground (\$274 thousand) offset by an increase in ad valorem tax collections (\$108 thousand).

The Asphalt fund accounts for asphaltting parish roads. The fund balance of the Asphalt Fund changed from \$1,275,152 to \$757,930. The Asphalt fund experienced an increase in the costs for supplies (\$228 thousand) and lease debt service payments (\$50 thousand) in the current year in comparison with the prior year.

**Jackson Parish Police Jury
Management's Discussion and Analysis (MD&A)
December 31, 2023**

The Coronavirus Local Fiscal Recovery fund accounts for a federal grant received to respond to the public health emergency, COVID-19 or its negative economic impacts, respond to workers performing essential work during the COVID-19 pandemic by providing premium pay to eligible workers, and to provide government services, to the extent COVID-19 caused a reduction in revenues collected in the most recent full fiscal year. During the current fiscal year, the Police Jury recognized \$505,410 in grant revenues, expended \$42,223, and transferred \$463,187 to the Road and Solid Waste funds to assist with the costs of equipment purchases.

Nonmajor Governmental funds, which includes the Health Unit, Landfill Closure, Tourism, Opioid Settlement, Debt Service and Capital Project funds, changed from \$1,625,795 to \$1,828,313 or a 12% increase from prior year.

Budgetary Highlights Over the course of the year, the Police Jury revises its budget as it attempts to deal with unexpected changes in revenues and expenditures. (A schedule showing the Police Jury's original and final budget amounts compared with amounts actually paid and received for the General Fund and major special revenue funds with legally adopted budgets is provided later in this report).

Budgeted revenues for the General fund's final budget were \$481 thousand more than the original budget. This is mainly due to the increase in amounts budgeted for severance taxes (\$300 thousand), state aid grants (\$77 thousand) and miscellaneous revenues (\$62 thousand). The original budget was adopted in 2022. The Jury does not consider funds in the Statutory Reserve in building of the budget. These funds are set aside for bona fide emergency use.

Budgeted expenditures for the General Fund's final budget were \$543 thousand more than the original budget. This was mainly due to increasing the budget for finance and administration (\$87 thousand), other general government (\$114 thousand), and public safety (\$271 thousand).

In comparing the General fund's final budget to actual results, the actual revenues exceeded the budgeted amounts by \$6 thousand. This was mainly due to timing and estimated final revenues. The Jury deemed it prudent to budget conservatively. Actual charges to appropriations were \$165 thousand more than the budget mainly due to the timing and estimated final expenses.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets At December 31, 2023, the Police Jury had \$17,331,026 invested in a broad range of capital assets, including land, buildings, furniture and equipment and infrastructure assets such as roads and bridges. This amount represents a net increase (including additions, deductions, and depreciation) of \$968,755 or 5.9%, from last year.

**Capital Assets at Year End
Governmental Activities**

	<u>2023</u>	<u>2022</u>	<u>Variance</u>	<u>Percent of Change</u>
Land	\$ 594,339	\$ 594,339	\$ -	-
Construction in progress	71,803	379,260	(307,457)	(81.1)
Buildings & Improvements	6,995,267	6,702,170	293,097	4.4
Vehicles	1,030,731	601,490	429,241	71.4
Equipment/Machinery/Furniture	1,925,420	1,560,238	365,182	23.4
Infrastructure/Roads	6,185,487	6,274,922	(89,435)	(1.4)
Intangible assets: Leases	527,979	249,832	278,147	111.3
Total net capital assets	<u>\$ 17,331,026</u>	<u>\$ 16,362,251</u>	<u>\$ 968,775</u>	5.9

**Jackson Parish Police Jury
Management's Discussion and Analysis (MD&A)
December 31, 2023**

This year's major additions include resurfacing of parish roads, road construction equipment, and the Library's interactive playground and bookmobile. See Note 5 for further information regarding capital assets of the Police Jury at December 31, 2023.

Debt At the end of this year, the Police Jury had \$670,000 in certificates of indebtedness outstanding versus \$990,000 last year, a decrease of 32%. The certificates are payable over the next two years.

Police Jury has entered into lease agreements for the right-to-use various vehicles and equipment that were required to be reported as a lease liability. The lease agreements range from 3 to 5 years with interest rates ranging from 4.9% to 7.5%. At December 31, 2023, the lease liability was \$525,191. We present additional information about our leases in Note 10 in the notes to the financial statements.

The Police Jury also has an obligation for the landfill closure liability at year end. The landfill liability at December 31, 2023 is \$392,043. We present more detailed information about our long-term liabilities in Note 9 and Note 11 in the notes to the financial statements.

The Policy Jury also has liabilities accrued for compensated absences (Note 8) and net pension liability (asset) (Note 6). See the respective note in the notes to the financial statements for detailed information.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

Our elected and appointed officials and citizens consider many factors when setting the Police Jury's budget and tax rates. One of the most crucial factors affecting the budget is our ad valorem and sales tax collections. We originally budgeted minor changes in next year's budget for ad valorem and sales tax collections. Approximately 68% of total revenue less nonrecurring state and federal grants is from ad valorem and sales taxes. The Jackson Parish Police Jury has adopted a budget for 2024 based on historical data and anticipated activities.

CONTACTING THE POLICE JURY'S FINANCIAL MANAGEMENT Our financial report is designed to provide our citizens, taxpayers, and investors and creditors with a general overview of the Police Jury's finances and to show the Police Jury's accountability for the money it receives. If you have questions about this report or wish to request additional financial information, contact the Secretary-Treasurer at the Jackson Parish Police Jury, 160 Industrial Drive, Jonesboro, Louisiana 71251, telephone number (318) 259-2361.

Jackson Parish Police Jury

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BASIC FINANCIAL STATEMENTS

**Government-wide
Financial Statements (GWFS)**

JACKSON PARISH POLICE JURY

**STATEMENT OF NET POSITION
December 31, 2023**

Statement A

**PRIMARY GOVERNMENT
GOVERNMENTAL
ACTIVITIES**

ASSETS:	
Cash and cash equivalents	\$ 5,846,699
Investments	819,995
Receivables	5,360,510
Prepaid items	29,925
Capital Assets:	
Land	666,142
Capital assets, net of depreciation	<u>16,664,884</u>
TOTAL ASSETS	<u>29,388,155</u>
DEFERRED OUTFLOWS OF RESOURCES:	
Deferred outflows related to pensions	<u>1,588,409</u>
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>1,588,409</u>
LIABILITIES:	
Accounts, salaries, and other payables	562,130
Security deposits	10,517
Long-term liabilities:	
Due within one year:	
Long-term debt: Bonds, leases, and compensated absences	726,812
Due in more than one year:	
Long-term debt: Bonds, leases, compensated absences, and landfill closure	1,054,001
Net pension liability	<u>1,209,640</u>
TOTAL LIABILITIES	<u>3,563,100</u>
DEFERRED INFLOWS:	
Deferred inflows related to pensions	<u>138,173</u>
TOTAL DEFERRED INFLOWS	<u>138,173</u>
NET POSITION:	
Net investment in capital assets	16,135,835
Restricted for:	
Roads	3,503,535
Waste management	1,392,240
Library	2,013,757
Health unit	439,087
Opioid abatement	102,538
Landfill closure	820,005
Tourism	141,270
Pavilion/Riding Arena	250,000
Grand jury and witness fees	21,752
Debt Service	336,409
Unrestricted	<u>2,118,863</u>
TOTAL NET POSITION	<u>\$ 27,275,291</u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

JACKSON PARISH POLICE JURY

STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2023

	PROGRAM REVENUES			Statement B
FUNCTIONS/PROGRAMS	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	PRIMARY GOVERNMENTAL ACTIVITIES
				NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
<i>Primary Government:</i>				
<i>Governmental Activities:</i>				
General government:				
Legislative	\$ 160,799	\$ -	\$ -	\$ (160,799)
Judicial	310,061	22,841	11,880	(275,340)
Elections	30,630	-	-	(30,630)
Finance and administrative	719,632	-	-	(719,632)
Other general government	993,369	-	42,223	(951,146)
Public safety	709,521	-	54,316	(655,205)
Public works	5,590,188	393,837	981,081	(4,215,270)
Health and welfare	147,615	-	-	(147,615)
Culture and recreation	1,544,545	35,411	100,852	(1,408,282)
Interest on long-term debt	50,667	-	-	(50,667)
Total Governmental Activities	\$ 10,257,027	\$ 452,089	\$ 1,190,352	(8,614,586)
General revenues:				
Taxes:				
Ad valorem				4,103,285
Sales and use				2,618,808
State revenue sharing				92,764
Severance				865,652
Miscellaneous				259,590
Licenses and permits				8,972
Interest and investment earnings				116,831
Miscellaneous				165,376
Total general revenues				8,231,278
Change in net position				(383,308)
Net position - beginning				27,658,599
Net position - ending				\$ 27,275,291

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

Jackson Parish Police Jury

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BASIC FINANCIAL STATEMENTS

Fund Financial Statements (FFS)

JACKSON PARISH POLICE JURY

**GOVERNMENTAL FUNDS
Balance Sheet
December 31, 2023**

	GENERAL	ROAD	SOLID WASTE
ASSETS:			
Cash and cash equivalents	\$ 1,587,927	\$ 1,274,483	\$ 1,001,903
Investments	-	-	-
Receivables	1,306,841	1,438,108	454,748
Interfund receivables	-	221,575	-
Prepaid items	29,925	-	-
TOTAL ASSETS	2,924,693	2,934,166	1,456,651
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES			
Liabilities:			
Accounts, salaries, and other payables	187,862	240,311	64,411
Due to other funds	-	-	-
Security deposits	1,200	9,317	-
TOTAL LIABILITIES	189,062	249,628	64,411
Deferred Inflows of Resources:			
Unavailable Revenue-property taxes	73,911	71,194	-
TOTAL DEFERRED INFLOWS OF RESOURCES	73,911	71,194	-
Fund balances:			
Nonspendable	29,925	-	-
Restricted	271,752	2,613,344	1,392,240
Committed	300,000	-	-
Unassigned	2,060,043	-	-
TOTAL FUND BALANCES	2,661,720	2,613,344	1,392,240
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 2,924,693	\$ 2,934,166	\$ 1,456,651

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

Statement C

<u>LIBRARY</u>	<u>ASPHALT</u>	<u>CORONAVIRUS LOCAL FISCAL RECOVERY</u>	<u>NONMAJOR GOVERNMENTAL</u>	<u>TOTAL</u>
\$ 1,118,984	\$ -	\$ -	\$ 863,402	\$ 5,846,699
-	-	-	819,995	819,995
941,264	1,059,533	-	160,016	5,360,510
-	-	-	-	221,575
-	-	-	-	29,925
<u>2,060,248</u>	<u>1,059,533</u>	<u>-</u>	<u>1,843,413</u>	<u>12,278,704</u>
46,491	18,961	-	4,094	562,130
-	221,575	-	-	221,575
-	-	-	-	10,517
<u>46,491</u>	<u>240,536</u>	<u>-</u>	<u>4,094</u>	<u>794,222</u>
65,766	61,067	-	11,006	282,944
<u>65,766</u>	<u>61,067</u>	<u>-</u>	<u>11,006</u>	<u>282,944</u>
-	-	-	-	29,925
1,947,991	757,930	-	1,828,303	8,811,560
-	-	-	10	300,010
-	-	-	-	2,060,043
<u>1,947,991</u>	<u>757,930</u>	<u>-</u>	<u>1,828,313</u>	<u>11,201,538</u>
<u>\$ 2,060,248</u>	<u>\$ 1,059,533</u>	<u>\$ -</u>	<u>\$ 1,843,413</u>	<u>\$ 12,278,704</u>

Jackson Parish Police Jury

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JACKSON PARISH POLICE JURY

**Reconciliation of the Governmental Funds
Balance Sheet to the Statement of Net Position
December 31, 2023**

Statement D

Total fund balance, governmental funds \$ 11,201,538

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

The cost of capital assets (land, buildings, furniture and equipment and infrastructure) purchased or constructed is reported as an expenditure in governmental funds. The Statement of Net Position includes those capital assets among the assets of the Police Jury as a whole. The cost of those capital assets is allocated over their estimated useful lives (as depreciation expense) to the various programs reported as governmental activities in the Statement of Activities. Because depreciation expense does not affect financial resources, it is not reported in governmental funds.

Costs of capital assets	\$ 52,236,200	
Accumulated depreciation	<u>(34,905,174)</u>	17,331,026

Long-term assets that are not available to pay current period expenditures are reported as deferred inflows of resources: unavailable revenue - property taxes in the governmental funds and are reported as revenue in the government-wide statements. 282,944

Deferred outflows of resources are not available to pay current period expenditures and accordingly are not reported in the governmental funds. 1,588,409

Deferred inflows of resources are not due and payable in the current period and accordingly are not reported in the governmental funds. (138,173)

Long-term liabilities applicable to the Police Jury's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities - Net Position.

Long-term liabilities balances at December 31, 2023 are:

Certificates of indebtedness	(670,000)	
Lease liability	(525,191)	
Compensated absences payable	(193,579)	
Estimated liability for landfill closure	(392,043)	
Net pension liability	<u>(1,209,640)</u>	<u>(2,990,453)</u>

Net position of governmental activities \$ 27,275,291

JACKSON PARISH POLICE JURY

**Governmental Funds
Statement of Revenues, Expenditures,
and Changes in Fund Balances
For the Year Ended December 31, 2023**

	GENERAL	ROAD	SOLID WASTE
REVENUES			
Local Sources:			
Taxes:			
Ad valorem	\$ 1,089,145	\$ 1,033,756	\$ -
Sales and use	-	-	1,571,266
Other taxes, penalties and interest	230,304	-	-
Licenses and permits	8,972	-	-
Intergovernmental revenues:			
State funds:			
Severance taxes	865,652	-	-
Parish transportation funds	-	287,386	-
State revenue sharing	25,778	24,232	-
State aid grants	62,655	109,099	121,409
Federal revenue	3,541	443,777	-
Fees, charges, and commissions for services	29,838	-	393,837
Fines and forfeitures	2,778	-	-
Miscellaneous revenues	158,650	13,787	16,431
Use of money and property	34,354	25,504	18,221
TOTAL REVENUES	2,511,667	1,937,541	2,121,164
EXPENDITURES			
Current:			
General government:			
Legislative	160,799	-	-
Judicial	327,847	-	-
Elections	30,630	-	-
Finance and administration	564,662	-	-
Other general government	805,082	-	-
Public safety	705,854	-	-
Public works	-	1,150,960	1,640,457
Health and welfare	16,690	-	-
Culture and recreation	-	-	-
Capital outlay	108,051	1,415,748	561,166
Debt service:			
Principal retirement	9,629	126,074	-
Interest and bank charges	1,746	22,265	-
TOTAL EXPENDITURES	2,730,990	2,715,047	2,201,623
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	\$ (219,323)	\$ (777,506)	\$ (80,459)

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

Statement E

<u>LIBRARY</u>	<u>ASPHALT</u>	<u>CORONAVIRUS LOCAL FISCAL RECOVERY</u>	<u>NONMAJOR GOVERNMENTAL</u>	<u>TOTAL</u>
\$ 968,534	\$ 899,348	\$ -	\$ 162,078	\$ 4,152,861
-	1,047,542	-	-	2,618,808
-	-	-	-	230,304
-	-	-	-	8,972
-	-	-	-	865,652
-	-	-	-	287,386
21,656	21,098	-	-	92,764
-	-	-	30,275	323,438
-	-	505,410	-	952,728
25,636	-	-	-	449,311
-	-	-	-	2,778
86,176	2,562	-	102,866	380,472
14,890	8,388	-	15,474	116,831
<u>1,116,892</u>	<u>1,978,938</u>	<u>505,410</u>	<u>310,693</u>	<u>10,482,305</u>
-	-	-	-	160,799
-	-	-	-	327,847
-	-	-	-	30,630
-	-	-	-	564,662
-	-	42,223	-	847,305
-	-	-	-	705,854
-	1,310,077	-	1,500	4,102,994
-	-	-	147,150	163,840
1,323,326	-	-	32,587	1,355,913
525,312	130,800	-	-	2,741,077
-	39,427	-	320,000	495,130
-	10,247	-	16,409	50,667
<u>1,848,638</u>	<u>1,490,551</u>	<u>42,223</u>	<u>517,646</u>	<u>11,546,718</u>
\$ (731,746)	\$ 488,387	\$ 463,187	\$ (206,953)	\$ (1,064,413)

(Continued)

JACKSON PARISH POLICE JURY

**Governmental Funds
Statement of Revenues, Expenditures,
and Changes in Fund Balances
For the Year Ended December 31, 2023**

	GENERAL	ROAD	SOLID WASTE
OTHER FINANCING SOURCES (USES)			
Transfers in	\$ -	\$ 925,104	\$ 338,083
Transfers out	(1,500)	-	(71,562)
Leases (as lessee)	36,248	297,409	-
Total Other Financing Sources (Uses)	34,748	1,222,513	266,521
Net Change in Fund Balances	(184,575)	445,007	186,062
FUND BALANCES - BEGINNING	2,846,295	2,168,337	1,206,178
FUND BALANCES - ENDING	\$ 2,661,720	\$ 2,613,344	\$ 1,392,240

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

Statement E				
<u>LIBRARY</u>	<u>ASPHALT</u>	<u>CORONAVIRUS LOCAL FISCAL RECOVERY</u>	<u>NONMAJOR GOVERNMENTAL</u>	<u>TOTAL</u>
\$ -	\$ -	\$ -	\$ 409,471	\$ 1,672,658
-	(1,136,409)	(463,187)	-	(1,672,658)
-	130,800	-	-	464,457
-	(1,005,609)	(463,187)	409,471	464,457
(731,746)	(517,222)	-	202,518	(599,956)
2,679,737	1,275,152	-	1,625,795	11,801,494
<u>\$ 1,947,991</u>	<u>\$ 757,930</u>	<u>\$ -</u>	<u>\$ 1,828,313</u>	<u>\$ 11,201,538</u>

JACKSON PARISH POLICE JURY

**Reconciliation of the Governmental Funds
Statement of Revenues, Expenditures, and Changes in Fund Balances
to the Statement of Activities
For the Year Ended December 31, 2023**

		Statement F
Total net change in fund balances - governmental funds	\$	(599,956)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeds depreciation expense in the period:		
Capital outlay	\$ 3,299,455	
Depreciation expense	<u>(2,323,661)</u>	975,794
In the Statement of Activities, scrapping of capital assets are reported as a gain or lost net of book value. Whereas in the governmental funds, there is no recognition because there is no inflow/outflow of current financial resources:		
Cost of assets scrapped	(847,898)	
Accumulated depreciation	<u>840,879</u>	
Net loss		(7,019)
Some revenues in the statement of activities do not provide current financial resources and are not reported as revenues in the governmental funds; whereas other revenues may be reported in the statement of activities in prior periods but are reported as current financial resources in the governmental funds.		
Property taxes	(49,576)	
Federal grants	<u>(443,777)</u>	(493,353)
The issuance of long-term debt provides current financial resources of governmental funds, while the repayment of the principal on long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.		
Principal payments	495,100	
Lease proceeds	<u>(464,427)</u>	30,673
In the Statement of Activities, the estimated liability and expense for landfill closure is based on the landfill capacity to used to date. Whereas in the governmental funds, there is no recognition because there is no inflow/outflow of current financial resources.		
		(40,527)
The recognition of pension expense in the Statement of Activities is based on projected benefit payments discounted to actuarial present value and attributed to periods of employee service. Pension expenditures in the fund financial statements are the amounts actually paid.		
		(267,015)
In the Statement of Activities, certain operating expenses-compensated absences (vacations and sick leave) - are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid).		
		<u>18,095</u>
Change in net position of governmental activities	\$	<u><u>(383,308)</u></u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

Jackson Parish Police Jury
Notes to the Financial Statements
December 31, 2023

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Jackson Parish Police Jury
Notes to the Financial Statements
December 31, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES The Jackson Parish Police Jury (the Police Jury) is the governing authority for Jackson Parish and is a political subdivision of the state of Louisiana. The Police Jury is governed by seven jurors representing the various districts within the parish who are elected to serve four-year terms.

Louisiana Revised Statute 33:1236 gives the Police Jury various powers in regulating and directing the affairs of the parish and its inhabitants. The more notable of those are the powers to make regulations for their own government, to regulate the construction and maintenance of roads and bridges, to regulate the construction and maintenance of drainage systems, to regulate the sale of alcoholic beverages, and to provide for the health and welfare of the poor, disadvantaged, and unemployed in the parish. Funding to accomplish these tasks is provided by ad valorem taxes, sales taxes, beer and alcoholic beverage permits, state revenue sharing, and various other state and federal grants.

In accomplishing its objectives, the Police Jury also has the authority to create special districts (component units) within the parish. The districts perform specialized functions, such as fire protection, library facilities, and health care facilities.

A. REPORTING ENTITY As the governing authority of the parish, for reporting purposes, the Jackson Parish Police Jury is the financial reporting entity for Jackson Parish. The financial reporting entity consists of (a) the primary government (Police Jury), (b) organizations for which the primary government is financially accountable and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statements establish criteria for determining the governmental reporting entity and component units that should be considered part of the Jackson Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criterion includes:

1. Appointing a voting majority of an organization's governing body, and:
 - a. The ability of the Police Jury to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Police Jury.
2. Organizations for which the Police Jury does not appoint a voting majority but are fiscally dependent on the Police Jury and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the Police Jury.
3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

**Jackson Parish Police Jury
Notes to the Financial Statements
December 31, 2023**

Based on the previous criteria, the Police Jury has determined that the following component units are part of the reporting entity:

<u>Component Unit</u>	<u>Method of Inclusion</u>	<u>Fiscal Year End</u>	<u>Criteria Used</u>
Included within the reporting entity:			
Jackson Parish Library	Blended	December 31, 2023	1a
Not included within the reporting entity:			
Jackson Parish Hospital Service District #1	Not included	September 30, 2023	1a
Jackson Parish Recreation District	Not included	December 31, 2023	1a
Ward 2 Fire Protection District	Not included	December 31, 2023	1a
Ward 3 Fire Protection District	Not included	December 31, 2023	1a
Ward 4 Fire Protection District	Not included	December 31, 2023	1a
Quitman Fire Protection District No. 1	Not included	December 31, 2023	1a
Jonesboro Fire Protection District No. 1	Not included	June 30, 2023	1a
Jackson Parish Ambulance Service District	Not included	December 31, 2023	1a
Jackson Parish Watershed District	Not included	December 31, 2023	1a
Jackson Parish Assessor	Not included	December 31, 2023	2
Jackson Parish Clerk of Court	Not included	June 30, 2023	2

The Police Jury has chosen not to include the component units listed above in its basic financial statements. The financial statements only present data of the primary government; however, the data of the component units is necessary in order for the Police Jury to report in conformity with GAAP. If these component units were included, it would be through discrete presentation. Separate financial statements may be obtained from the respective governments.

Considered in the determination of component units of the reporting entity were the Jackson Parish Police Jury, Jackson Parish Communications District, Jackson Parish Sales Tax Agency, Jackson Parish Council on Aging, Jackson Parish Sheriff, the District Attorney and Judges for the Second Judicial District, and the various municipalities in the parish. It was determined that these governmental entities are not component units of the Jackson Parish Police Jury reporting entity because they have separately elected governing bodies, are legally separate, and are fiscally independent of the Jackson Parish Police Jury.

B. FUNDS The accounts of the Police Jury are organized and operated on the basis of funds. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Governmental Funds The governmental funds are divided into separate "fund types." Governmental funds are used to account for government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on the recovering the cost of providing services to the public or other agencies through service charges or user fees. The Police Jury's current operations require the use of governmental funds. The Police Jury reports the following major governmental funds:

General - The General fund is the general operating fund of the Police Jury. It accounts for all activities except those required to be accounted for in other funds.

Road - The Road fund accounts for maintenance of parish highways, streets and bridges. Funding is provided by a parish-wide ad valorem tax, parish transportation funds provided by the State, state revenue sharing funds, issuance of debt, operation transfers from the General and Asphalt funds, interest earned on investments, and miscellaneous revenues.

Jackson Parish Police Jury
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Solid Waste - The Solid Waste fund accounts for the construction, maintenance, and operation of the solid waste system. Funding is provided by a parish-wide sales tax, fees charged for services, interest on investments, and other miscellaneous revenues.

Library - The Library fund accounts for maintenance and operation of the parish library. Funding is provided by a parish-wide ad valorem tax, state revenue sharing funds, State Library of Louisiana funds, interest earned on investments, and fine and program revenues.

Asphalt - The Asphalt fund accounts for asphaltting parish roads. Financing is provided by a parish-wide ad valorem tax, sales and use tax, state revenue sharing funds, miscellaneous revenues and interest earned on investments.

Coronavirus Local Fiscal Recovery - This fund accounts for a federal grant received to respond to the public health emergency, COVID-19 or its negative economic impacts, respond to workers performing essential work during the COVID-19 pandemic by providing premium pay to eligible workers, and to provide government services, to the extent COVID-19 caused a reduction in revenues.

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Government-Wide Financial Statements (GWFS) The Statement of Net Position and the Statement of Activities displays information about the reporting government as a whole. The Statement of Net Position and the Statement of Activities was prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, liabilities, and deferred inflows/outflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, liabilities and deferred inflows/outflows of resources resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33 "Accounting and Financial Reporting for Nonexchange Transactions." Fiduciary funds are not included in the government-wide financial statements.

Program revenues Program revenues included in the Statement of Activities derive directly from the program itself or from parties outside the Police Jury's taxpayers or citizenry, as a whole; program revenues reduce the cost of the function to be financed from the Police Jury's general revenues.

Allocation of indirect expenses The Police Jury reports all direct expenses by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function. Depreciation expense is specifically identified by function and is included in the direct expense of each function. Interest on long-term debt is considered an indirect expense and is reported separately on the Statement of Activities.

Fund Financial Statements (FFS)

Governmental Funds The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred, except for unmatured principal and interest on long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Jackson Parish Police Jury
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With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets.

The governmental funds use the following practices in recording revenues and expenditures:

Revenues Ad valorem taxes and the related state revenue sharing are recorded in the year the taxes are due and payable. Ad valorem taxes are assessed on a calendar-year basis and attach as an enforceable lien and become due and payable on the date the tax rolls are filed with the recorder of mortgages. Louisiana Revised Statute 47:1993 requires that the tax roll be filed on or before November 15 of each year. Ad valorem taxes become delinquent if not paid by December 31. The taxes are normally collected in December of the current year and January and February of the ensuing year.

Sales taxes are susceptible to accrual.

Federal and state grants are recognized when the Police Jury is entitled to the funds.

Fines, forfeitures, and court costs are recognized in the year they are received by the parish tax collector.

Interest income on time deposits is recognized when the time deposits have matured, and the interest is available.

Substantially all other revenues are recognized when they become available to the Police Jury.

Based on the above criteria, ad valorem taxes, sales taxes, federal and state grants, and fines, forfeitures, and court costs have been treated as susceptible to accrual.

Expenditures Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for principal and interest on long-term obligations, which are recognized when due.

Other Financing Sources (Uses) Sale of capital assets, issuance of debt, leases, insurance recoveries, and transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) and are recognized when the underlying events occur.

D. ENCUMBRANCES Outstanding encumbrances' lapse at year-end. Authorization for the eventual expenditure will be included in the following year's budget appropriations. Encumbrance accounting (e.g., purchase orders, contracts) is not recognized within the accounting records for budgetary control purposes.

E. CASH AND CASH EQUIVALENTS Cash includes amounts in demand deposits and interest-bearing demand deposits, and time deposit accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Police Jury may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

F. SHORT-TERM INTERFUND RECEIVABLES/PAYABLES During the course of operations, numerous transactions occur between individual funds for services rendered. These receivables and payables are classified as interfund receivables/payables on the balance sheet. Short-term interfund loans are also classified as interfund receivables/payables.

**Jackson Parish Police Jury
Notes to the Financial Statements
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G. ELIMINATION AND RECLASSIFICATIONS In the process of aggregating data for the statement of net position and the statement of activities some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities' column.

H. INVENTORIES AND PREPAID ITEMS Inventories are valued at cost using the first-in/first-out method and consist of expendable supplies. The cost of such inventories is recorded as expenditures/expenses when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the governmental-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

I. CAPITAL ASSETS Capital assets are recorded at either historical cost or estimated historical cost and depreciated over their estimated useful lives (excluding salvage value) for items over the thresholds listed below. Donated capital assets are recorded at their acquisition value at the date of donation. General and infrastructure assets (e.g. roads, bridges, and other assets that are immovable and of value only to the government) are capitalized and valued at historical cost or estimated historical cost. The Police Jury elected not to retroactively report major general infrastructure assets. Interest during construction was not capitalized on capital assets. Estimated useful life is management's estimate of how long the asset is expected to meet service demands. Straight line depreciation is used based on the following estimated useful lives:

<u>Asset Category</u>	<u>Threshold</u>	<u>Useful Life</u>
Vehicles	\$ 5,000	7 years
Heavy Equipment: Machinery/Device	5,000	5 years
Heavy Equipment: Industrial Fixture	10,000	25 years
Building Purchase or Construction	15,000	40 years
Building Improvements	15,000	20 years
Infrastructure: Land Improvements	15,000	15 years
Infrastructure: Parish Roads	20,000	10 years
Infrastructure: Model Bin Site	20,000	20 years
Office Equipment/Furniture	5,000	7 years
Computers/IT Equipment	5,000	3 years
Internal Use Software (Minor)	5,000 to 25,000	5 years
Internal Use Software (Major)	Over 25,000	10 years
Books, Periodicals and Law Books	5,000	5 years
Library Books/Equipment/Furniture	1,000	3 to 7 years

In cases where a purchase is made and the specific life expectancy is established that does not agree to the above table, the useful life will be adjusted to match the established life of the asset.

J. DEFERRED OUTFLOWS/INFLOWS OF RESOURCES In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow or resources (expense/expenditure) until then. The Police Jury has one item, deferred outflows related to pensions that qualifies in this category and is reported only in the governmental activities as a component of unrestricted net position.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources until that time.

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The Police Jury has one type of item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, *unavailable* revenue, is reported only in the governmental funds balance sheet as unavailable property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The Police Jury also has one item, deferred inflows related to pensions that qualifies in this category and is reported only in the governmental activities as a component of unrestricted net position.

K. COMPENSATED ABSENCES All full-time employees of the Police Jury earn annual leave at rates varying from ten to twenty-one days per year, depending on length of service. Employees may accumulate and carry forward no more than twenty days of annual leave. All full-time permanent employees earn five to twenty-one days of sick leave each year. Sick leave can be accumulated without limitation. Upon retirement, unused sick leave of up to 25 days is paid to employees. Upon retirement, resignation, termination or death, an employee (or beneficiary) will be paid for a maximum of 160 hours (20 days) of unused vacation leave that an employee has accrued on the date of his/her separation.

Full-time employees of the Jackson Parish Library earn from ten to 20 days of annual leave, depending on their length of service with the library. Part-time employees working 20 hours or more per week earn one-half of full-time employee leave each year. Vacation leave can be accumulated up to 25 days. All 12-month employees earn 12 days of sick leave each year. Sick leave can be accumulated up to 60 days. Sick leave lapses upon termination of employment.

The cost of leave privileges, computed in accordance with the previous codification, is recognized as current-year expenditure within the various funds when leave is actually taken or when employees are paid for accrued vacation leave upon retirement.

The Police Jury's recognition and measurement criteria for compensated absences are as follows:

GASB Statement No. 16 provides that vacation leave and other compensated absences with similar characteristics should be accrued as liability as the benefits are earned by the employees if both of the following conditions are met:

The employees' right to receive compensation is attributable to services already rendered.

It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

GASB Statement No. 16 provides that a liability for sick leave should be accrued using one of the following termination approaches:

An accrual for earned sick leave should be made only to the extent it is probable that the benefits will result in termination payments, rather than be taken as absences due to illness or other contingencies, such as medical appointments and funerals.

Alternatively, a governmental entity should estimate its accrued sick leave liability based on the sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments as well as other employees who are expected to become eligible in the future to receive such payments.

L. LONG-TERM LIABILITIES Bond premiums and discounts, as well as issuance costs, are recognized in the period the bonds are issued. Bond and lease proceeds are reported as an other financing source. Issuance costs, even if withheld from the actual net proceeds received, are reported as debt service expenditures. Deferred gains on refunding are capitalized and amortized over the life of refunding only in the governmental activities.

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For purposes 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 retirement systems and additions to/deductions from the retirements systems fiduciary net position have been determined on the accrual basis, the same basis as they are reported by the retirement systems. 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.

M. LEASES The Police Jury is a lessee for non-cancellable leases of vehicles. The Police Jury recognizes a lease liability and an intangible right-to-use lease assets in the government-wide financial statements. The Police Jury recognizes lease liabilities with an initial individual value of \$5,000 or more.

At the commencement of a lease, the Police Jury initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The lease asset is initially measured as the initial amount of the lease liability, adjusted by the lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the lease asset is amortized on a straight-line basis over its useful life.

Key estimates and judgements related to leases include how the Police Jury determines (1) the discount rate it uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments.

- The Police Jury uses the interest rate charged by the lessor as the discount rate. When the interest rate charged by the lessor is not provided, the Police Jury generally uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the non-cancellable period of the lease. Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the Police Jury is reasonably certain to exercise.

The Police Jury monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability.

Lease assets are reported with other capital assets and lease liabilities are reported with long-term debt on the Statement of Net Position.

N. RESTRICTED NET POSITION For the government-wide statement of net position, net position is reported as restricted if either of the following conditions exist:

- Restrictions are externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments;
- Restrictions are imposed by law through constitutional provisions or enabling legislation.

It is the Police Jury's policy to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available. Restricted net position reported in the statement of net position for road maintenance, waste management, library and health unit are restricted by enabling legislation.

O. FUND BALANCES OF FUND FINANCIAL STATEMENTS GASB 54 requires the fund balance amounts to be reported within the fund balance categories as follows:

Non-spendable: Fund balance that is not in spendable form or legally or contractually required to be maintained intact. This category includes items that are not easily converted to cash such as inventories and prepaid items.

Jackson Parish Police Jury
Notes to the Financial Statements
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Restricted: Fund balance that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Committed: Fund balance that can only be used for specific purposes determined by the Police Jury's highest level of decision making authority. The Jury is the highest level of decision making authority of the Police Jury that can, by adoption of a resolution prior to fiscal year, commit fund balance. Committed amounts cannot be used for any other purpose unless the Jury removes or changes the specified use by taking the same type of action it employed to previously commit the funds.

Assigned: Fund balance that is constrained by the Police Jury's intent to be used for specific purposes, but are neither restricted nor committed. Intent should be expressed by the Jury.

Unassigned: Fund balance that is the residual classification for the general fund.

The Police Jury considers restricted amounts to have been spent when an expenditure has been incurred for purposes for which both restricted and unrestricted fund balance is available. The Police Jury reduces committed amounts, followed by assigned amounts and then unassigned amounts when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

P. INTERFUND TRANSACTIONS Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

Q. SALES TAXES The Police Jury has a 4/10% sales and use tax, which was passed by the voters on April 20, 1996, for a period of ten years. The net proceeds of the tax (after necessary costs of collection) are to be used to black top or seal parish roads and streets. The Policy Jury has a 6/10% sales and use tax, which was passed by the voters on April 20, 1996 for a period of 10 years. The net proceeds of the tax (after necessary costs of collection) are to be used for waste management. Both of these sales taxes were renewed in 2005 and again in 2015 for a period of 10 years.

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

NOTE 2 - LEVIED TAXES The Police Jury levies taxes on real and business personal property located within Jackson Parish's boundaries. Property taxes are levied by the Police Jury on property values assessed by the Jackson Parish Tax Assessor and approved by the State of Louisiana Tax Commission.

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The Jackson Parish sheriff's office bills and collects property taxes for the Police Jury. Collections are remitted to the Police Jury monthly.

Property Tax Calendar

Jury Levy date	August 15, 2023
Tax bills mailed	November 13, 2023
Due date	December 31, 2023
Lien date	January 1, 2024
Tax sale date, 2022 delinquent property	May 10, 2023

Assessed values are established by the Jackson Parish Tax Assessor each year on a uniform basis at the following ratios of assessed value to fair market value.

10% land	15% machinery
10% residential improvements	15% commercial improvements
15% industrial improvements	25% public service properties, excluding land

A revaluation of all property is required after 1978 to be completed no less than every four years. The last revaluation was completed in 2020. Total assessed value was \$229,783,030 in calendar year 2023. Louisiana state law exempts the first \$75,000 of the assessed value of a taxpayer's primary residence from parish property taxes. This homestead exemption was \$24,410,853 of the assessed value in calendar year 2023.

State law requires the sheriff to collect property taxes in the calendar year in which the assessment is made. Property taxes become delinquent January 1 of the following year. If taxes are not paid by the due date, taxes bear interest at the rate of 1.25% per month until the taxes are paid. After notice is given to the delinquent taxpayers, the sheriff is required by the *Constitution of the State of Louisiana* to sell the least quantity of property necessary to settle the taxes and interest owed.

All property taxes are recorded in the general, road, library, asphalt, and nonmajor governmental (health unit) funds. Revenues in such funds are recognized in the accounting period in which they become measurable and available. Property taxes are considered measurable in the calendar year of the tax levy. Estimated uncollectible taxes are those taxes based on past experience which will not be collected in the subsequent year and are primarily due to subsequent adjustments to the tax roll. Available means due, or past due, and receivable within the current period and collected within the current period or expected to be collected soon enough thereafter to pay liabilities of the current period. The remaining property taxes receivables are considered available because they are substantially collected within 60 days subsequent to year-end.

The tax roll is prepared by the parish tax assessor in November of each year; therefore, the amount of 2023 property taxes to be collected occurs in December and January and February of the next year. Historically, virtually all ad valorem taxes receivable were collected since they are secured by property; therefore, there is no allowance for uncollectible taxes.

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The following is a summary of the maximum millages allowed and the amounts levied for ad valorem taxes for the year ended December 31, 2023:

	Maximum Allowed Millage	Levied Millage	Expiration Date
Parish-wide taxes:			
Parish general	5.51	5.51	Statutory
Roads and bridges	5.23	5.23	2029
Road asphalt/paving	4.55	4.55	2029
Library & bookmobile	9.14	4.90	2028
Health Unit	0.82	0.82	2032
Forest protection	8 cents/acre	8 cents/acre	-

NOTE 3 - DEPOSITS At December 31, 2023, the Police Jury's book value of deposits was of \$6,666,694. These deposits are reported as follows: Statement A – cash and cash equivalents, \$5,846,699 and Statement A - investments, \$819,995 (time deposits). Deposits are stated at cost, which approximates fair value. Under state law these deposits (or the resulting bank balances) must be secured by federal deposit insurance, or the pledge of securities owned by the fiscal agent bank.

Custodial Credit Risk-Deposits: In the case of deposits, this is the risk that in the event of a bank failure, the government's deposits may not be returned to it. As of December 31, 2023, the Police Jury had a bank balance of \$7,752,765 of which \$7,002,765 was exposed to custodial credit risk because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the Police Jury's name.

Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Police Jury that the fiscal agent has failed to pay deposited funds upon request. The Police Jury's policy does not address custodial credit risk.

Interest Rate Risk: Interest rate risk is the risk that changes in the market interest rates will adversely affect the fair value of an investment. The Police Jury's certificate of deposit matures on January 25, 2027, and has an early withdrawal penalty clause. The certificate of deposit earns an annual percentage yield of 4.35%. The Police Jury policy does not address interest rate risk.

NOTE 4 - RECEIVABLES The following is a summary of receivables at December 31, 2023:

	Ad Valorem	Sales Tax	State	Other local	Total
General	\$ 1,058,604	\$ -	\$ 179,370	\$ 68,867	\$ 1,306,841
Road	1,005,651	-	109,099	323,358	1,438,108
Solid Waste	-	278,259	121,409	55,080	454,748
Library	941,264	-	-	-	941,264
Asphalt	874,027	185,506	-	-	1,059,533
Nonmajor Governmental	157,516	-	2,500	-	160,016
Total	\$ 4,037,062	\$ 463,765	\$ 412,378	\$ 447,305	\$ 5,360,510

Historically, virtually all ad valorem taxes receivable were collected since they are secured by property; therefore, no allowance for doubtful accounts has been established for ad valorem taxes. The balance of the remaining accounts receivable is expected to be collected in full; no allowance for doubtful accounts has been established.

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NOTE 5 - CAPITAL ASSETS The capital assets activity for the year ended December 31, 2023, are as follows:

	Balance Beginning	Additions	Deletions	Balance Ending
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 594,339	\$ -	\$ -	\$ 594,339
Construction in progress	379,260	346,196	653,653	71,803
Total capital assets, not being depreciated	<u>973,599</u>	<u>346,196</u>	<u>653,653</u>	<u>666,142</u>
Capital assets, being depreciated:				
Buildings & Improvements	11,627,438	653,653	-	12,281,091
Vehicles	3,037,242	589,002	-	3,626,244
Equipment/machinery/furniture	5,713,255	709,550	27,768	6,395,037
Infrastructure/Roads	28,151,225	1,190,250	820,130	28,521,345
Intangible assets:				
Lease vehicles	281,884	73,305	-	355,189
Lease equipment/machinery/furniture	-	391,152	-	391,152
Total capital assets, being depreciated	<u>48,811,044</u>	<u>3,606,912</u>	<u>847,898</u>	<u>51,570,058</u>
Less accumulated depreciation:				
Buildings & Improvements	4,925,268	360,556	-	5,285,824
Vehicles	2,435,752	159,761	-	2,595,513
Equipment/machinery/furniture	4,153,017	337,349	20,749	4,469,617
Infrastructure/Roads	21,876,303	1,279,685	820,130	22,335,858
Intangible assets:				
Lease vehicles	32,052	73,195	-	105,247
Lease equipment/machinery/furniture	-	113,115	-	113,115
Total	<u>33,422,392</u>	<u>2,323,661</u>	<u>840,879</u>	<u>34,905,174</u>
Total capital assets, being depreciated, net	<u>15,388,652</u>	<u>1,283,251</u>	<u>7,019</u>	<u>16,664,884</u>
Governmental activities capital assets, net	<u>\$ 16,362,251</u>	<u>\$ 1,629,447</u>	<u>\$ 660,672</u>	<u>\$ 17,331,026</u>

Depreciation/amortization expense was charged to the functions/programs of the governmental activities of the Police Jury as follows:

Judicial	\$ 3,890
Finance and administrative	129,094
Other general government	121,359
Public safety	3,667
Public works	1,799,012
Health and welfare	14,343
Culture and recreation	252,296
Total	<u>\$ 2,323,661</u>

NOTE 6 - PENSION PLAN The Police Jury is a participating employer in a statewide, public employee retirement system, the Parochial Employees' Retirement System of Louisiana (System). The System has a separate board of trustees and administers a cost-sharing, multiple-employer defined benefit pension plan. The System is composed of two plans, Plan A and Plan B, with separate asset and benefit provisions. All employees of the Police Jury are members of Plan A. The authority to establish and amend the benefit terms of the System was granted to the Board of Trustees and the Louisiana Legislature by Title 11 of the Louisiana Revised Statutes. The System issues a

**Jackson Parish Police Jury
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public report that includes financial statements and required supplementary information. Copies of the report for the System may be obtained at www.persla.org.

General Information about the Pension Plan

Plan Descriptions/Benefits Provided

The System administers a plan to provide retirement, disability, and survivor's benefits to employees of taxing districts of a parish or any branch or section of a parish within the state which does not have their own retirement system, and which elect to become members of the System. The age and years of creditable service (service) required in order for a member to receive retirement benefits are established by R.S. 11:1901 and vary depending on the member's hire date.

A member who joined the System prior to January 1, 2007 is eligible for normal retirement if the member has at least 30 years of creditable service regardless of age, 25 years of creditable service and is at least age 55, 10 years of creditable service and is at least age 60, or 7 years of creditable service and is at least age 65. A member who joined the System on or after January 1, 2007 is eligible for normal retirement if the member has at least 30 years of creditable service and is at least age 55, 10 years of creditable service and is at least age 62, or 7 years of creditable service and is at least age 67.

Generally, the monthly amount of the retirement allowance shall consist of an amount equal to 3% of the member's final average compensation multiplied by the member's years of creditable service. However, under certain conditions as outlined in the statutes the benefits are limited to specified amounts.

A member hired prior to January 1, 2007 is eligible to retire and receive disability benefits if the member has at least 5 years of creditable service, is not eligible for normal retirement and has become totally and permanently disabled and is certified as disabled by the State Medical Disability Board. A member who joins the System on or after January 1, 2007, must have at least 7 years of service to qualify for disability benefits.

Upon the death of a member with five or more years of creditable service who is not eligible for retirement, the plan provides benefits for surviving spouses and minor children, as outlined in the statutes.

Deferred Retirement Option Plan

In lieu of terminating employment and accepting a service retirement, any member who is eligible to retire may elect to participate in the Deferred Retirement Option Plan (DROP) in which they are enrolled for 3 years and defer the receipt of benefits. During participation in the plan, employer contributions are payable, but employee contributions cease. The monthly retirement benefits that would be payable, had the person elected to cease employment and receive a service retirement allowance, are paid into the DROP fund. Upon termination of employment prior to or at the end of the specified period of participation, a participant in the DROP may receive, at the participant's option, a lump sum from the account equal to the payments into the account, a true annuity based upon the account balance in that fund or roll over the fund to an individual retirement account. Interest accrued on the DROP benefits for the period between the end of the DROP participation and the members retirement date.

Cost-of-Living Adjustments

The Board is authorized to provide a cost-of-living allowance for those retirees who retired prior to July 1973. The adjustment cannot exceed 2% of the retiree's original benefit for each full calendar year since retirement and may only be granted if sufficient funds are available from investment income in excess of normal requirements. In addition, the Board may provide an additional cost of living increase to all retirees and beneficiaries who are over age 65 equal to 2% of the member's benefit paid on October 1, 1977, (or the member's retirement date, if later). Also, the Board may provide a cost of living increase up to 2.5% for retirees 62 and older (RS 11:1937). Lastly, Act

**Jackson Parish Police Jury
Notes to the Financial Statements
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270 of 2009 provided for further reduced actuarial payments to provide an annual 2.5% cost of living adjustment commencing at age 55. These ad hoc COLAs are not considered to be substantively automatic.

Contributions

Contributions for all members are established by statute at 9.5% of compensation and are deducted from the member's salary and remitted by the participating employer. According to state statute, contributions for all employers are actuarially determined each year. For the year ended December 31, 2023, the actuarially determined contribution rate was 7.49% of member's compensation. However, the actual rate for fiscal year ending December 31, 2023 was 11.50% or \$226,349. According to state statute, the System also receives ¼ of 1% of ad valorem taxes collected within the respective parishes except for Orleans and East Baton Rouge parishes. The System also receives revenue sharing funds each year as appropriated by the Legislature. Tax monies and revenue sharing monies are apportioned between Plan A and Plan B in proportion to the member's compensation. These additional sources of income are used as additional employer contributions and are considered support from non-contributing entities. The Police Jury's proportionate share of non-employer contributions was \$29,286 and was recognized as revenue by the Police Jury.

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

At December 31, 2023, the Police Jury reported a net pension liability (asset) of \$1,209,640 for its proportionate share of the net pension liability (asset) (NPL). The NPL will be liquidated through contributions to the pension plan from the governmental fund in which the related salary was paid. The NPL was measured as of December 31, 2022, and the total pension liability used to calculate the NPL was determined by actuarial valuations as of that date. The Police Jury's proportions of the NPL were based on projections of the Police Jury's long-term share of contributions to the pension plan relative to the projected contribution of all participating employers, actuarially determined. As of December 31, 2022, the most recent measurement date, the Police Jury's proportion was 0.314291% and the changes in proportion from the prior measurement date was a decrease of 0.001447%.

For the year ended December 31, 2023, the Police Jury recognized a total pension expense of \$226,349. The Police Jury reported deferred outflows of resources and deferred inflows of resources related to pensions as components of unrestricted net position from the following sources:

	Deferred Outflows	Deferred Inflows
Differences between expected and actual experience	\$ 44,723	\$ 133,273
Changes in assumptions	38,604	-
Net difference between projected and actual earnings on pension plan investments	1,276,992	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	1,741	4,900
Employer contributions subsequent to the measurement date	226,349	-
Total	\$ 1,588,409	\$ 138,173

Jackson Parish Police Jury
Notes to the Financial Statements
December 31, 2023

Deferred outflows of resources related to pensions resulting from the Police Jury’s contributions subsequent to the measurement date will be recognized as a reduction of the NPL in the year ended December 31, 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:

Year Ended December 31,	Amount
2024	\$ 38,679
2025	205,270
2026	407,470
2027	572,468

Actuarial Assumptions: A summary of the actuarial methods and assumptions used in determining the total pension liability in the December 31, 2022 valuation are as follows:

Valuation Date	December 31, 2022
Actuarial Cost Method	Entry Age Normal Cost
Expected Remaining Service Lives	4 years
Investment Rate of Return	6.40%, net of investment expense, including inflation
Inflation Rate	2.30%
Mortality	For annuitant and beneficiary mortality, the Pub-2010 Public Retirement Plans Mortality Table for General Healthy Retirees was used. For employees, the Pub-2010 Public Retirement Plans Mortality Table for General Employees was used. For disabled annuitants, the Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees was used. These mortality tables were multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale.
Termination, Disability, Retirement	Projected based on a 5 year (January 1, 2013 - December 31, 2017) experience study
Projected Salary Increases	4.75% (2.45% Merit/2.30% Inflation)
Cost of Living Adjustments	Not substantively automatic

Discount Rate: The discount rate used to measure the total pension liability was 6.40%. 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 and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems’ Actuarial Committee. Based on those assumptions, the pension plan’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.

The long-term expected rate of return on pension plan investments was determined using a triangulation method which integrated the capital asset pricing model (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward-looking basis in equilibrium, in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation

**Jackson Parish Police Jury
Notes to the Financial Statements
December 31, 2023**

percentage and by adding expected inflation of 2.10% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.70% for the year ended December 31, 2022.

Best estimates of arithmetic real rates of return for each major asset class included in the System's target asset allocation as of December 31, 2022 are summarized in the following table:

Asset Class	Target Asset Allocation	Long-term Expected Portfolio Real Rate of Return
Fixed income	33%	1.17%
Equity	51%	3.58%
Alternatives	14%	0.73%
Real assets	2%	0.12%
Totals	100%	5.60%
Inflation		2.10%
Expected arithmetic nominal return		7.70%

Sensitivity of the proportionate share of the NPL to changes in the discount rate. The following presents the Police Jury's proportionate share of the NPL using the current discount rate as well as what the Police Jury's proportionate share of the NPL would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate:

1% Decrease (5.40%)	Current Discount Rate (6.40%)	1.0% Increase (7.40%)
\$ 2,991,481	\$ 1,209,640	\$ (284,205)

Pension plan fiduciary net position: Detailed information about fiduciary net position is available in the separately issued financial report referenced above.

Payables to the Pension Plan: At December 31, 2023, the Police Jury had no payables to the System for the December 2023 employee and employer legally required contributions.

Changes in the net pension liability (asset): As of December 31, 2022, the net pension liability (asset) was \$(1,487,263) and as of December 31, 2023, the net pension liability (asset) was \$1,209,640 which is a change of \$2,696,903.

NOTE 7 - ACCOUNTS, SALARIES, AND OTHER PAYABLES The following is a summary of payables at December 31, 2023:

	General	Road	Solid Waste	Library	Asphalt	Nonmajor Governmental	Total
Vendor	\$ 162,596	\$ 215,817	\$ 37,979	\$ 22,555	\$ 11,297	\$ 2,218	\$ 452,462
Salaries and Benefits	25,266	24,494	26,432	23,936	7,664	1,876	109,668
	\$ 187,862	\$ 240,311	\$ 64,411	\$ 46,491	\$ 18,961	\$ 4,094	\$ 562,130

**Jackson Parish Police Jury
Notes to the Financial Statements
December 31, 2023**

NOTE 8 - COMPENSATED ABSENCES Employees of the Police Jury had accumulated and vested \$193,579 of employee leave benefits at December 31, 2023, which includes \$2,767 of employee related benefits. These benefits were computed in accordance with GASB Codification, Section C60. This amount has been recorded as a long-term obligation.

NOTE 9 - LONG-TERM DEBT The following is a summary of the long-term debt transactions and balances for the year ended December 31, 2023:

	Beginning Balance	Additions	Deletions	Ending Balance	Amounts Due Within One Year
Governmental activities:					
Direct placement and borrowings:					
Certificate of indebtedness	\$ 990,000	\$ -	\$ 320,000	\$ 670,000	\$ 330,000
Lease liability	235,864	464,457	175,130	525,191	206,464
Compensated absences	211,674	172,253	190,348	193,579	190,348
Estimated liability for landfill closure	351,516	40,527	-	392,043	-
Total Long-term liabilities	<u>\$ 1,789,054</u>	<u>\$ 677,237</u>	<u>\$ 685,478</u>	<u>\$ 1,780,813</u>	<u>\$ 726,812</u>

Principal and interest payments on the certificate of indebtedness are paid by the Debt Service fund which is funded through transfers from the Asphalt fund. Principal and interest payments on the lease liability are paid by the General and Road funds. Compensated absences are liquidated by the General, Road, Solid Waste, Library, and Nonmajor Governmental (Health Unit) funds.

Information about the changes in the net pension liability (asset) is disclosed in Note 6.

Certificate of Indebtedness

On June 22, 2015, the Police Jury issued \$3,000,000 in certificate of indebtedness, series 2015 for the purpose of constructing and improving the Police Jury's roads and bridges. The certificates mature serially beginning June 1, 2016, with final payment due June 1, 2025. Interest rates range from 0.729% for certificates due June 1, 2016, to 2.066% for certificates due June 1, 2025.

Future debt service requirements for payment of principal and interest are due as follows:

Year Ending December 31,	Principal Payments	Interest Payments	Total
2024	\$ 330,000	\$ 10,249	\$ 340,249
2025	340,000	3,512	343,512
	<u>\$ 670,000</u>	<u>\$ 13,761</u>	<u>\$ 683,761</u>

NOTE 10 - LEASE LIABILITY The Police Jury has entered into multiple lease agreements for the right-to-use vehicles and construction equipment that are required to be reported as a lease liability. The terms of the lease agreements range from 36 to 60 months and have interest rates ranging from 4.9% to 7.5%. At December 31, 2023, the lease liability was \$525,191. The value of the right-to-use assets as of December 31, 2023 was \$746,341 and had accumulated amortization of \$218,362. See Note 5 - Capital Assets for the changes in lease assets for the current fiscal year.

Jackson Parish Police Jury
Notes to the Financial Statements
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The future principal and interest lease payments are as follows:

<u>Year Ending</u> <u>December 31,</u>	<u>Principal</u> <u>Payments</u>	<u>Interest</u> <u>Payments</u>	<u>Total</u>
2024	\$ 206,464	\$ 30,328	\$ 236,792
2025	156,006	17,081	173,087
2026	103,336	8,219	111,555
2027	50,149	2,373	52,522
2028	9,236	227	9,463
	<u>\$ 525,191</u>	<u>\$ 58,228</u>	<u>\$ 583,419</u>

The lease agreements may contain variable payments, residual value guarantees, or termination penalties that are not known or certain to be excised at the time of the lease liability valuation. When applicable, these costs are recognized as expenses in the period that they occur. For the year ended December 31, 2023, the Police Jury did not recognize expenses for the variable lease payments, residual value guarantees, or termination penalties.

NOTE 11 - SOLID WASTE LANDFILL COSTS State and federal laws and regulations require the Jackson Parish Police Jury to place a final cover on its landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for three years after closure.

The Jackson Parish Landfill is a Type III facility that accepts only construction and demolition debris. The Jackson Parish Landfill has an estimated final closing during fiscal year 2040 (approximately 17 years remaining). The current permit expires December 17, 2028.

The estimated liability for landfill closure and post closure care costs has a balance of \$392,043 as of December 31, 2023, which is based on 48.3% usage of the landfill. The recognition of the liability for closure and post closure cost is based on landfill capacity used to date.

The estimated total cost of the landfill closure and post closure care is \$811,347. This is based on the amount that would be paid if all equipment, facilities, and services required to close, monitor, and maintain the landfill were acquired as of December 31, 2023. However, the actual cost of closure and post closure care may be higher due to inflation, changes in technology, or changes in landfill laws and regulations.

The Jackson Parish Police Jury has established a special revenue fund to account for the contributions to finance closure costs and post closure care. The Jackson Parish Police Jury has restricted \$820,005 for the future closure costs as of December 31, 2023.

NOTE 12 - INTERFUND TRANSACTIONS (FFS LEVEL ONLY)

Interfund receivable/payable:

<u>Receivable</u>	<u>Payable</u>	<u>Amount</u>
Road	Asphalt	<u>\$ 221,575</u>

The interfund receivable/payable between the Road fund and the Asphalt fund is for unreimbursed expenses paid by the Road fund.

**Jackson Parish Police Jury
Notes to the Financial Statements
December 31, 2023**

Interfund transfers:

<u>Transfers In</u>	<u>Transfers Out</u>	<u>Amount</u>
Road	Asphalt Fund	\$ 800,000
Road	Coronavirus Local Recovery	125,104
Solid Waste	Coronavirus Local Recovery	338,083
Nonmajor Governmental	General	1,500
Nonmajor Governmental	Asphalt Fund	336,409
Nonmajor Governmental	Solid Waste	71,562
Totals		<u>\$ 1,672,658</u>

Transfers are used to move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them.

NOTE 13 - LITIGATION AND CLAIMS

Litigation - Management and legal counsel for the Police Jury believe that the potential claims against the Police Jury not covered by insurance would not materially affect the Police Jury’s financial position.

Grant Disallowances - The Police Jury participates in multiple state and federally assisted grant programs. The programs are subject to compliance audits under the single audit approach. Such audits could lead to requests for reimbursement by the grantor agency for expenditures disallowed under the terms of the grant.

Construction Commitments - The Police Jury has an active construction project for the replacement of a boiler at the courthouse as of December 31, 2023. The project construction contract was authorized for \$106,877. As of December 31, 2023, the Police Jury had spent \$63,077 and had a remaining commitment of \$43,800.

NOTE 14 - RISK MANAGEMENT The Police Jury is at risk for property damage, liability and theft which are covered by insurance policies. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE 15 - OPIOID SETTLEMENT The State of Louisiana and participating local governments have reached settlement agreements with certain opioid pharmaceutical manufacturers and distributors that resolved opioid litigation brought by states, local political subdivisions, and special districts against opioid pharmaceutical supply chain participants. As provided under the settlement agreements, the amounts distributed are net of amounts attributable to prior settlements between the defendants and certain states/subdivisions, including amounts for attorneys’ fees and costs.

Louisiana settlement proceeds are to be distributed directly to parish governments and sheriffs. The Louisiana Opioid Litigation Memorandum of Understanding (MOU) established guidelines and details regarding the limitations on expenditures and amounts to be received by each entity. According to the MOU, Jackson Parish is to receive 0.08% of current and future settlement amounts over an 18-year projected settlement period. Jackson Parish Police Jury received \$102,538 in fiscal year 2023 for the first 3 years of collected settlements. Future settlement amounts are contingent upon the solvency of the settling defendants.

Jackson Parish Police Jury
Notes to the Financial Statements
December 31, 2023

NOTE 16 - TAX ABATEMENTS The Police Jury is subject to tax abatements granted by the Louisiana Department of Economic Development, Office of Commerce and Industry. Louisiana has a ten-year industrial exemption law that provides any manufacturing establishment entering Louisiana, or any manufacturing establishment expanding its Louisiana facilities is eligible to receive exemption on buildings and equipment from state, parish, and local property taxes for a period of ten years. The exemption is for the “contract” value of buildings or equipment used by the business. When the exemption expires, the property is to be placed on the tax roll at 15% of its current market value. The amount of tax abatement under this program during the fiscal year ended December 31, 2023 by authorized millage is as follows:

<u>Tax Code</u>	<u>Millage</u>	<u>Assessed Valuate Lost to ITEP</u>	<u>Estimated Tax Dollar Lost to ITEP</u>
Parish general	5.51	\$ 14,761,640	\$ 81,337
Roads & bridges	5.23	14,761,640	77,203
Roads asphalt/paving	4.55	14,761,640	67,165
Library & bookmobile	4.90	14,761,640	72,332
Health Unit	0.82	14,761,640	12,105
			<u>\$ 310,142</u>

NOTE 17 - FUND BALANCE CLASSIFICATION DETAILS

	<u>General</u>	<u>Road</u>	<u>Solid Waste</u>	<u>Library</u>	<u>Asphalt Fund</u>	<u>Nonmajor Governmental</u>	<u>Total</u>
Nonspendable:							
Prepaid items	\$ 29,925	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,925
Restricted:							
Roads	-	2,613,344	-	-	757,930	-	3,371,274
Solid waste	-	-	1,392,240	-	-	-	1,392,240
Library	-	-	-	1,947,991	-	-	1,947,991
Health unit	-	-	-	-	-	428,081	428,081
Landfill closure	-	-	-	-	-	820,005	820,005
Tourism	-	-	-	-	-	141,270	141,270
Opioid abatement	-	-	-	-	-	102,538	102,538
Pavilion/Riding Arena	250,000	-	-	-	-	-	250,000
Court and witness fees	21,752	-	-	-	-	-	21,752
Debt service	-	-	-	-	-	336,409	336,409
Committed:							
Contingencies	300,000	-	-	-	-	-	300,000
Facility improvements	-	-	-	-	-	10	10
Unassigned	2,060,043	-	-	-	-	-	2,060,043
Total	<u>\$ 2,661,720</u>	<u>\$ 2,613,344</u>	<u>\$ 1,392,240</u>	<u>\$ 1,947,991</u>	<u>\$ 757,930</u>	<u>\$ 1,828,313</u>	<u>\$ 11,201,538</u>

NOTE 18 - NEW GASB STANDARDS In the current fiscal year, the Police Jury implemented Statement No. 94 –*Public-Private and Public-Public Partnerships and Availability Payment Arrangements*. This statement provides accounting and financial reporting guidance for public-private and public-public partnerships (PPP) and availability payment arrangements (APA). A PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which the Board defines in this Statement as a PPP in which (1) the operator collects and is

**Jackson Parish Police Jury
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December 31, 2023**

compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement. An APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. The adoption of this standard had no impact on the financial reporting for the Police Jury as the Police Jury had no PPPs or APAs.

In the current fiscal year, the Police Jury implemented GASB Statement No. 96 - *Subscription-Based Technology Arrangements (SBITAs)*. This statement provides guidance on the accounting and financial reporting for SBITAs for governments. The statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosure regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, Leases, as amended. The implementation of this standard had no effect on the Police Jury's financial statements or notes to the financial statements.

NOTE 19 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Excess of Actual Expenditures Over Budgeted Expenditures in Individual Funds The following funds had actual expenditures which exceeded budgeted expenditures for the year ended December 31, 2023:

Fund	Budget	Actual	Variance
General	\$ 2,565,712	\$ 2,730,990	\$ (165,278)
Road	2,353,916	2,715,047	(361,131)
Solid Waste	2,167,456	2,201,623	(34,167)
Library	1,772,563	1,848,638	(76,075)
Asphalt	1,178,960	1,490,551	(311,591)

The negative budget variance is a result of expenditures exceeding the budget in the last month of the year and because capital outlay for new leases was not included in the budget.

NOTE 20 - CHANGE IN PRESENTATION In the prior year, the Pavilion/Riding Arena fund was reported as a nonmajor capital project fund, and in the current year is reported with the general fund. The construction of a riding arena is no longer expected to be completed by the Police Jury; however, the restriction of the funds was not removed because the funds may be needed for a contribution to the construction project at a later date.

Jackson Parish Police Jury

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REQUIRED SUPPLEMENTARY INFORMATION

Jackson Parish Police Jury

**Schedule of Employer's Proportionate Share of the Net Pension Liability (Asset)
Last Nine Years**

Exhibit 1-1

<u>Fiscal Year</u>	<u>Employer's Proportion of the Net Pension Liability</u>	<u>Employer's Proportionate Share of the Net Pension Liability (Asset)</u>	<u>Employer's Covered Payroll</u>	<u>Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Employee Payroll</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</u>
2015	0.306734%	\$ 85,899	\$ 1,564,644	5.49%	99.15%
2016	0.302500%	796,267	1,734,414	45.91%	92.23%
2017	0.295510%	608,607	1,752,538	34.73%	94.15%
2018	0.306569%	(227,550)	1,846,305	-12.32%	101.98%
2019	0.302503%	1,342,617	1,890,738	71.01%	88.86%
2020	0.323268%	15,218	2,049,769	0.74%	99.89%
2021	0.321009%	(562,862)	2,166,531	-25.98%	104.00%
2022	0.315738%	(1,487,263)	2,123,616	-70.03%	110.46%
2023	0.314291%	1,209,640	2,114,991	57.19%	91.74%

Notes:

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

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10 year trend is compiled, only information for those years for which information is available is presented.

See accompanying notes to required supplementary information for pensions.

Jackson Parish Police Jury

**Schedule of Employer Contributions to Pension Plan
Last Nine Years**

Exhibit 1-2

Fiscal Year	Contractually Required Contribution	Contributions in Relation to Contractually Required Contributions	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a Percentage of Covered Employee Payroll
2015	\$ 251,490	\$ 251,490	\$ -	\$ 1,734,414	14.50%
2016	227,830	227,830	-	1,752,538	13.00%
2017	230,789	230,789	-	1,846,305	12.50%
2018	217,435	217,435	-	1,890,738	11.50%
2019	235,724	235,724	-	2,049,769	11.50%
2020	265,400	265,400	-	2,166,531	12.25%
2021	260,143	260,143	-	2,123,616	12.25%
2022	243,224	243,224	-	2,114,991	11.50%
2023	226,349	226,349	-	1,968,252	11.50%

Notes:

The amounts presented were determined of the fiscal year end.

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10 year trend is compiled, only information for those years for which information is available is presented.

See accompanying notes to required supplementary information for pensions.

Jackson Parish Police Jury

Notes to Required Supplemental Information for Pensions

Changes in Benefit Terms: A 2.5% COLA effective January 1, 2015, provided by State statutes. This COLA is reflected in amounts reported after 2015.

Change in Assumptions: The following is a detail description of the changes in assumptions:

Report Date	Valuation Date	Investment Rate of Return	Inflation Rate	Mortality Rate - Annuitant and Beneficiary	Mortality Rate - Employees	Mortality Rate - Disabled Annuitants	Salary Increases
December 31,							
2015	2014	7.25%	3.00%	RP-2000 Healthy Annuitant Mortality Table set back 1 year for males and RP-2000 Combined Healthy Female Table for females	RP-2000 Employee Mortality Table set back 1 year for males and females	RP-2000 Disabled Lives Mortality Table	5.75%
2016 & 2017	2015 & 2016	7.00%	2.50%	RP-2000 Healthy Annuitant Sex Distinct Tables set forward 2 years for males and set forward 1 year for females projected to 2031 using Scale AA	RP-2000 Employees Sex Distinct Tables set back 4 years for males and 3 years for females	RP-2000 Disabled Lives Mortality Table set back 5 years for males and 3 years for females	5.25%
2018	2017	6.75%	2.50%	RP-2000 Healthy Annuitant Sex Distinct Tables set forward 2 years for males and set forward 1 year for females projected to 2031 using Scale AA	RP-2000 Employees Sex Distinct Tables set back 4 years for males and 3 years for females	RP-2000 Disabled Lives Mortality Table set back 5 years for males and 3 years for females	5.25%
2019 & 2020	2018 & 2019	6.50%	2.40%	Pub-2010 Public Retirement Plans Mortality Table for General Healthy Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale	Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale	Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale	4.75%
2021, 2022, & 2023	2020, 2021, & 2022	6.40%	2.30%	Pub-2010 Public Retirement Plans Mortality Table for General Healthy Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale	Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale	Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale	4.75%

Jackson Parish Police Jury

Budgetary Comparison Schedules

General and Major Special Revenue Funds with Legally Adopted Annual Budgets

GENERAL

The General fund accounts for all activities of the Police Jury except those that are accounted for in other funds.

ROAD

The Road fund accounts for maintenance of parish highways, streets and bridges. Funding is provided by a parish-wide ad valorem tax, parish transportation funds provided by the state, state revenue sharing funds, issuance of debt, operating transfers from the general fund, interest earned on investments and miscellaneous revenues.

SOLID WASTE

The Solid Waste fund accounts for the construction, maintenance and operation of solid waste system. Funding is provided by a parish-wide sales tax, fees charged for services, interest on investments, and other miscellaneous revenues.

LIBRARY

The Library fund accounts for maintenance and operation of the parish library. Funding is provided by a parish-wide ad valorem tax, state revenue sharing funds, State Library of Louisiana funds, interest earned on investments, and fine and program revenues.

ASPHALT

The Asphalt fund accounts for asphaltting parish roads. Financing is provided by a parish-wide ad valorem tax, sales and use tax, state revenue sharing funds, miscellaneous revenues and interest earned on investments.

CORONAVIRUS LOCAL FISCAL RECOVERY

The Coronavirus Local Fiscal Recovery fund accounts for a federal grant received to respond to the public health emergency, COVID-19 or its negative economic impacts, respond to workers performing essential work during the COVID-19 pandemic by providing premium pay to eligible workers, and to provide government services, to the extent COVID-19 caused a reduction in revenues.

JACKSON PARISH POLICE JURY
GENERAL
Budgetary Comparison Schedule
For the Year Ended December 31, 2023

Exhibit 2-1

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		<u>(NEGATIVE)</u>
REVENUES				
Local Sources:				
Taxes:				
Ad valorem	\$ 1,043,616	\$ 1,043,616	\$ 1,089,145	\$ 45,529
Other taxes, penalties and interest	154,200	180,976	230,304	49,328
Licenses and permits	10,300	9,200	8,972	(228)
Intergovernmental revenues:				
State funds:				
Severance taxes	515,000	815,000	865,652	50,652
State revenue sharing	25,000	25,000	25,778	778
State aid grants	62,775	139,815	62,655	(77,160)
Federal revenue	-	3,541	3,541	-
Fees, charges, and commissions for services	43,000	32,500	29,838	(2,662)
Fines and forfeitures	-	-	2,778	2,778
Miscellaneous revenues	157,250	219,774	158,650	(61,124)
Use of money and property	13,000	35,800	34,354	(1,446)
TOTAL REVENUES	<u>2,024,141</u>	<u>2,505,222</u>	<u>2,511,667</u>	<u>6,445</u>
EXPENDITURES				
Current:				
General government:				
Legislative	164,149	182,202	160,799	21,403
Judicial	240,000	286,163	327,847	(41,684)
Elections	24,700	31,912	30,630	1,282
Finance and administration	440,400	527,269	564,662	(37,393)
Other general government	645,500	759,661	805,082	(45,421)
Public safety	491,000	761,920	705,854	56,066
Health and welfare	16,500	16,585	16,690	(105)
Capital outlay	-	-	108,051	(108,051)
Debt service:				
Principal retirement	-	-	9,629	(9,629)
Interest and bank charges	-	-	1,746	(1,746)
TOTAL EXPENDITURES	<u>2,022,249</u>	<u>2,565,712</u>	<u>2,730,990</u>	<u>(165,278)</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	1,892	(60,490)	(219,323)	(158,833)
OTHER FINANCING SOURCES (USES)				
Transfers out	(153,000)	-	(1,500)	(1,500)
Leases (as lessee)	-	-	36,248	36,248
Total Other Financing Sources (Uses)	<u>(153,000)</u>	<u>-</u>	<u>34,748</u>	<u>34,748</u>
Net Change in Fund Balances	(151,108)	(60,490)	(184,575)	(124,085)
FUND BALANCES - BEGINNING	<u>-</u>	<u>2,846,295</u>	<u>2,846,295</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ (151,108)</u>	<u>\$ 2,785,805</u>	<u>\$ 2,661,720</u>	<u>\$ (124,085)</u>

See accompanying notes to budgetary comparison schedules.

JACKSON PARISH POLICE JURY
ROAD
Budgetary Comparison Schedule
For the Year Ended December 31, 2023

Exhibit 2-2

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
REVENUES				
Local Sources:				
Taxes:				
Ad valorem	\$ 990,578	\$ 990,578	\$ 1,033,756	\$ 43,178
Intergovernmental revenues:				
State funds:				
Parish transportation funds	232,000	300,000	287,386	(12,614)
State revenue sharing	26,000	26,000	24,232	(1,768)
State aid grants	-	-	109,099	109,099
Federal revenue	443,777	443,777	443,777	-
Miscellaneous revenues	19,160	14,500	13,787	(713)
Use of money and property	4,500	26,500	25,504	(996)
TOTAL REVENUES	<u>1,716,015</u>	<u>1,801,355</u>	<u>1,937,541</u>	<u>136,186</u>
EXPENDITURES				
Current:				
Public works	1,173,225	1,174,787	1,150,960	23,827
Capital outlay	891,000	1,179,129	1,415,748	(236,619)
Debt service:				
Principal retirement	-	-	126,074	(126,074)
Interest and bank charges	-	-	22,265	(22,265)
TOTAL EXPENDITURES	<u>2,064,225</u>	<u>2,353,916</u>	<u>2,715,047</u>	<u>(361,131)</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	(348,210)	(552,561)	(777,506)	(224,945)
OTHER FINANCING SOURCES (USES)				
Transfers in	720,000	926,104	925,104	(1,000)
Leases (as lessee)	-	-	297,409	297,409
Total Other Financing Sources (Uses)	<u>720,000</u>	<u>926,104</u>	<u>1,222,513</u>	<u>296,409</u>
Net Change in Fund Balances	371,790	373,543	445,007	71,464
FUND BALANCES - BEGINNING	<u>-</u>	<u>2,168,337</u>	<u>2,168,337</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 371,790</u>	<u>\$ 2,541,880</u>	<u>\$ 2,613,344</u>	<u>\$ 71,464</u>

See accompanying notes to budgetary comparison schedules.

JACKSON PARISH POLICE JURY
SOLID WASTE
Budgetary Comparison Schedule
For the Year Ended December 31, 2023

Exhibit 2-3

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		<u>(NEGATIVE)</u>
REVENUES				
Local Sources:				
Taxes:				
Sales and use	\$ 1,365,000	\$ 1,400,000	\$ 1,571,266	\$ 171,266
Intergovernmental revenues:				
State funds:				
State aid grants	-	100,000	121,409	21,409
Fees, charges, and commissions for services	355,000	347,000	393,837	46,837
Miscellaneous revenues	21,000	18,500	16,431	(2,069)
Use of money and property	9,300	21,000	18,221	(2,779)
	<u>1,750,300</u>	<u>1,886,500</u>	<u>2,121,164</u>	<u>234,664</u>
EXPENDITURES				
Current:				
Public works	1,472,550	1,606,290	1,640,457	(34,167)
Capital outlay	111,000	561,166	561,166	-
	<u>1,583,550</u>	<u>2,167,456</u>	<u>2,201,623</u>	<u>(34,167)</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	<u>166,750</u>	<u>(280,956)</u>	<u>(80,459)</u>	<u>200,497</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	163,000	338,083	338,083	-
Transfers out	(15,000)	(72,562)	(71,562)	1,000
Total Other Financing Sources (Uses)	<u>148,000</u>	<u>265,521</u>	<u>266,521</u>	<u>1,000</u>
Net Change in Fund Balances	314,750	(15,435)	186,062	201,497
FUND BALANCES - BEGINNING	<u>-</u>	<u>1,206,178</u>	<u>1,206,178</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 314,750</u>	<u>\$ 1,190,743</u>	<u>\$ 1,392,240</u>	<u>\$ 201,497</u>

See accompanying notes to budgetary comparison schedules.

JACKSON PARISH POLICE JURY
LIBRARY
Budgetary Comparison Schedule
For the Year Ended December 31, 2023

Exhibit 2-4

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>AMOUNTS</u>	<u>FINAL BUDGET</u> <u>POSITIVE</u> <u>(NEGATIVE)</u>
REVENUES				
Local Sources:				
Taxes:				
Ad valorem	\$ 906,962	\$ 906,962	\$ 968,534	\$ 61,572
Intergovernmental revenues:				
State funds:				
State revenue sharing	24,000	21,000	21,656	656
Fees, charges, and commissions for services	25,000	26,600	25,636	(964)
Miscellaneous revenues	47,400	79,688	86,176	6,488
Use of money and property	7,770	13,900	14,890	990
TOTAL REVENUES	<u>1,011,132</u>	<u>1,048,150</u>	<u>1,116,892</u>	<u>68,742</u>
EXPENDITURES				
Current:				
Culture and recreation	1,354,617	1,349,302	1,323,326	25,976
Capital outlay	476,485	423,261	525,312	(102,051)
TOTAL EXPENDITURES	<u>1,831,102</u>	<u>1,772,563</u>	<u>1,848,638</u>	<u>(76,075)</u>
Net Change in Fund Balances	(819,970)	(724,413)	(731,746)	(7,333)
FUND BALANCES - BEGINNING	<u>795,172</u>	<u>2,679,737</u>	<u>2,679,737</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ (24,798)</u>	<u>\$ 1,955,324</u>	<u>\$ 1,947,991</u>	<u>\$ (7,333)</u>

See accompanying notes to budgetary comparison schedules.

JACKSON PARISH POLICE JURY
ASPHALT
Budgetary Comparison Schedule
For the Year Ended December 31, 2023

Exhibit 2-5

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>AMOUNTS</u>	<u>FINAL BUDGET</u>
				<u>POSITIVE</u>
				<u>(NEGATIVE)</u>
REVENUES				
Local Sources:				
Taxes:				
Ad valorem	\$ 861,874	\$ 861,874	\$ 899,348	\$ 37,474
Sales and use	910,000	990,000	1,047,542	57,542
Intergovernmental revenues:				
State funds:				
State revenue sharing	22,000	22,000	21,098	(902)
Miscellaneous revenues	1,400	2,785	2,562	(223)
Use of money and property	7,100	11,500	8,388	(3,112)
	<u>1,802,374</u>	<u>1,888,159</u>	<u>1,978,938</u>	<u>90,779</u>
EXPENDITURES				
Current:				
Public works	1,153,900	1,137,960	1,310,077	(172,117)
Capital outlay	20,000	41,000	130,800	(89,800)
Debt service:				
Principal retirement	-	-	39,427	(39,427)
Interest and bank charges	-	-	10,247	(10,247)
	<u>1,173,900</u>	<u>1,178,960</u>	<u>1,490,551</u>	<u>(311,591)</u>
EXCESS (Deficiency) OF REVENUES				
OVER EXPENDITURES	628,474	709,199	488,387	(220,812)
OTHER FINANCING SOURCES (USES)				
Transfers out	(336,409)	(1,136,409)	(1,136,409)	-
Leases (as lessee)	-	-	130,800	130,800
	<u>(336,409)</u>	<u>(1,136,409)</u>	<u>(1,005,609)</u>	<u>130,800</u>
Total Other Financing Sources (Uses)	<u>(336,409)</u>	<u>(1,136,409)</u>	<u>(1,005,609)</u>	<u>130,800</u>
Net Change in Fund Balances	292,065	(427,210)	(517,222)	(90,012)
FUND BALANCES - BEGINNING	<u>-</u>	<u>1,275,152</u>	<u>1,275,152</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 292,065</u>	<u>\$ 847,942</u>	<u>\$ 757,930</u>	<u>\$ (90,012)</u>

See accompanying notes to budgetary comparison schedules.

JACKSON PARISH POLICE JURY
CORONAVIRUS LOCAL FISCAL RECOVERY
Budgetary Comparison Schedule
For the Year Ended December 31, 2023

Exhibit 2-6

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>AMOUNTS</u>	<u>FINAL BUDGET</u>
				<u>POSITIVE</u>
				<u>(NEGATIVE)</u>
REVENUES				
Intergovernmental revenues:				
Federal revenue	\$ 568,774	\$ 568,774	\$ 505,410	\$ (63,364)
TOTAL REVENUES	<u>568,774</u>	<u>568,774</u>	<u>505,410</u>	<u>(63,364)</u>
EXPENDITURES				
Current:				
General government:				
Other general government	15,408	15,408	42,223	(26,815)
Capital outlay	90,179	90,179	-	90,179
TOTAL EXPENDITURES	<u>105,587</u>	<u>105,587</u>	<u>42,223</u>	<u>63,364</u>
EXCESS (Deficiency) OF REVENUES				
OVER EXPENDITURES	463,187	463,187	463,187	-
OTHER FINANCING SOURCES (USES)				
Transfers out	(463,187)	(463,187)	(463,187)	-
Net Change in Fund Balances	-	-	-	-
FUND BALANCES - BEGINNING	-	-	-	-
FUND BALANCES - ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes to budgetary comparison schedules.

Jackson Parish Police Jury

**Notes to Budgetary Comparison Schedules
For the Year Ended December 31, 2023**

A. BUDGETS

General Budget Policies Preliminary budgets for the ensuing year are prepared by the secretary-treasurer prior to December 31 of each year. The availability of the proposed budgets for public inspection and the date of the public hearing on the proposed budgets are then advertised in the official journal. During its regular December meeting, the Police Jury holds a public hearing on the proposed budgets in order to receive comments from residents of the parish. Changes are made to the proposed budgets based on the public hearing and the desires of the Police Jury as a whole. The budgets are then adopted during the Police Jury's regular December meeting, and a notice of the adoption is then published in the official journal.

The secretary-treasurer presents necessary budget amendments to the Police Jury during the year when, in her/his judgment, actual operations are differing materially from those anticipated in the original budget. During a regular meeting, the Police Jury reviews the proposed amendments, makes changes as it deems necessary, and formally adopts the amendments. The adoption of the amendments is included in Police Jury minutes published in the official journal.

The Police Jury exercises budgetary control at the functional level. Within functions the secretary-treasurer has the discretion to make changes as she/he deems necessary for proper control. Unexpended appropriations lapse at year end and must be reappropriated in the next year's budget to be expended. Formal budgetary integration is employed as a management control device.

For the year ended December 31, 2023, budgets were adopted for the general fund and all special revenue funds.

Encumbrances Encumbrance accounting is not recognized within the accounting records for budgetary control purposes. Authorization for the eventual expenditure will be included in the following year's budget appropriations.

Budget Basis of Accounting All governmental funds' budgets are prepared on the modified accrual basis of accounting. Budgeted amounts are as originally adopted or as amended by the Jury. Legally, the Jury must adopt a balanced budget; that is, total budgeted revenues and other financing sources including fund balance must equal or exceed total budgeted expenditures and other financing uses. State statutes require the Jury to amend its budgets when total revenue and other sources within a fund are expected to be less than budgeted revenues and other sources by 5% or more and/or when total actual expenditures and other uses within a fund are expected to exceed budgeted expenditures and other uses by 5% or more.

B. UNFAVORABLE BUDGET VARIANCE

The following funds had actual expenditures exceed budgeted expenditures:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
General	\$ 2,565,712	\$ 2,730,990	\$ (165,278)
Road	2,353,916	2,715,047	(361,131)
Solid Waste	2,167,456	2,201,623	(34,167)
Library	1,772,563	1,848,638	(76,075)
Asphalt	1,178,960	1,490,551	(311,591)

The negative budget variance is a result of expenditures exceeding the budget in the last month of the year and because capital outlay for new leases were not included in the budget.

SUPPLEMENTARY INFORMATION

**COMBINING
NONMAJOR GOVERNMENTAL FUNDS -
BY FUND TYPE**

JACKSON PARISH POLICE JURY
NONMAJOR GOVERNMENTAL FUNDS
Combining Balance Sheet - By Fund Type
December 31, 2023

Exhibit 3

	SPECIAL REVENUE	DEBT SERVICE	LCDBG CAPITAL PROJECT	TOTAL
ASSETS:				
Cash and cash equivalents	\$ 526,983	\$ 336,409	\$ 10	\$ 863,402
Investments	819,995	-	-	819,995
Receivables	160,016	-	-	160,016
TOTAL ASSETS	1,506,994	336,409	10	1,843,413
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
Liabilities:				
Accounts, salaries, and other payables	4,094	-	-	4,094
TOTAL LIABILITIES	4,094	-	-	4,094
Deferred Inflows of Resources:				
Unavailable Revenue-property taxes	11,006	-	-	11,006
TOTAL DEFERRED INFLOWS OF RESOURCES	11,006	-	-	11,006
Fund balances:				
Restricted	1,491,894	336,409	-	1,828,303
Committed	-	-	10	10
TOTAL FUND BALANCES	1,491,894	336,409	10	1,828,313
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 1,506,994	\$ 336,409	\$ 10	\$ 1,843,413

JACKSON PARISH POLICE JURY

NONMAJOR GOVERNMENTAL FUNDS
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances - By Fund Type
For the Year Ended December 31, 2023

Exhibit 4

	SPECIAL REVENUE	DEBT SERVICE	LCDBG CAPITAL PROJECT	TOTAL
REVENUES				
Local Sources:				
Taxes:				
Ad valorem	\$ 162,078	\$ -	\$ -	\$ 162,078
Intergovernmental revenues:				
State funds:				
State aid grants	30,275	-	-	30,275
Miscellaneous revenues	102,866	-	-	102,866
Use of money and property	15,474	-	-	15,474
	310,693	-	-	310,693
TOTAL REVENUES				
EXPENDITURES				
Current:				
Public works	-	-	1,500	1,500
Health and welfare	147,150	-	-	147,150
Culture and recreation	32,587	-	-	32,587
Debt service:				
Principal retirement	-	320,000	-	320,000
Interest and bank charges	-	16,409	-	16,409
	179,737	336,409	1,500	517,646
TOTAL EXPENDITURES				
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	130,956	(336,409)	(1,500)	(206,953)
OTHER FINANCING SOURCES (USES)				
Transfers in	71,562	336,409	1,500	409,471
	202,518	-	-	202,518
Net Change in Fund Balances				
FUND BALANCES - BEGINNING	1,289,376	336,409	10	1,625,795
FUND BALANCES - ENDING	\$ 1,491,894	\$ 336,409	\$ 10	\$ 1,828,313

Jackson Parish Police Jury

NONMAJOR SPECIAL REVENUE FUNDS

HEALTH UNIT

The Health Unit fund accounts for a portion of the maintenance and operation of the parish health unit. Financing is provided by a parish-wide ad valorem tax, miscellaneous revenues, and interest earned on investments.

LANDFILL CLOSURE

The Landfill Closure fund accounts for estimated closure cost and post-closure care expenses of the parish landfill site. Financing is provided by contributions and interest on investments.

TOURISM

The Tourism fund accounts for promoting tourism in the parish. Financing is provided by state aid grants and interest earned on investments.

OPIOID SETTLEMENT

This fund accounts for the Police Jury's portion of the settlement agreements that resolved opioid litigation against certain opioid pharmaceutical supply chain participants. Funding is to be used to provide treatment, prevention, and other opioid abatement strategies as outlined in the Louisiana Opioid Memorandum of Understanding.

JACKSON PARISH POLICE JURY

NONMAJOR SPECIAL REVENUE FUNDS

Combining Balance Sheet

December 31, 2023

Exhibit 5

	<u>HEALTH UNIT</u>	<u>LANDFILL CLOSURE</u>	<u>TOURISM</u>	<u>OPIOID SETTLEMENT</u>	<u>TOTAL</u>
ASSETS:					
Cash and cash equivalents	\$ 285,180	\$ 10	\$ 139,255	\$ 102,538	\$ 526,983
Investments	-	819,995	-	-	819,995
Receivables	<u>157,516</u>	<u>-</u>	<u>2,500</u>	<u>-</u>	<u>160,016</u>
TOTAL ASSETS	<u><u>442,696</u></u>	<u><u>820,005</u></u>	<u><u>141,755</u></u>	<u><u>102,538</u></u>	<u><u>1,506,994</u></u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts, salaries, and other payables	<u>3,609</u>	<u>-</u>	<u>485</u>	<u>-</u>	<u>4,094</u>
TOTAL LIABILITIES	<u>3,609</u>	<u>-</u>	<u>485</u>	<u>-</u>	<u>4,094</u>
Deferred Inflows of Resources:					
Unavailable Revenue-property taxes	<u>11,006</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,006</u>
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>11,006</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,006</u>
Fund balances:					
Restricted	<u>428,081</u>	<u>820,005</u>	<u>141,270</u>	<u>102,538</u>	<u>1,491,894</u>
TOTAL FUND BALANCES	<u>428,081</u>	<u>820,005</u>	<u>141,270</u>	<u>102,538</u>	<u>1,491,894</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	<u><u>\$ 442,696</u></u>	<u><u>\$ 820,005</u></u>	<u><u>\$ 141,755</u></u>	<u><u>\$ 102,538</u></u>	<u><u>\$ 1,506,994</u></u>

JACKSON PARISH POLICE JURY

NONMAJOR SPECIAL REVENUE FUNDS
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances
For the Year Ended December 31, 2023

Exhibit 6

	<u>HEALTH UNIT</u>	<u>LANDFILL CLOSURE</u>	<u>TOURISM</u>	<u>OPIOID SETTLEMENT</u>	<u>TOTAL</u>
REVENUES					
Local Sources:					
Taxes:					
Ad valorem	\$ 162,078	\$ -	\$ -	\$ -	\$ 162,078
Intergovernmental revenues:					
State funds:					
State aid grants	-	-	30,275	-	30,275
Miscellaneous revenues	328	-	-	102,538	102,866
Use of money and property	4,931	8,658	1,885	-	15,474
TOTAL REVENUES	<u>167,337</u>	<u>8,658</u>	<u>32,160</u>	<u>102,538</u>	<u>310,693</u>
EXPENDITURES					
Current:					
Health and welfare	147,150	-	-	-	147,150
Culture and recreation	-	-	32,587	-	32,587
TOTAL EXPENDITURES	<u>147,150</u>	<u>-</u>	<u>32,587</u>	<u>-</u>	<u>179,737</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	20,187	8,658	(427)	102,538	130,956
OTHER FINANCING SOURCES (USES)					
Transfers in	-	71,562	-	-	71,562
Net Change in Fund Balances	20,187	80,220	(427)	102,538	202,518
FUND BALANCES - BEGINNING	<u>407,894</u>	<u>739,785</u>	<u>141,697</u>	<u>-</u>	<u>1,289,376</u>
FUND BALANCES - ENDING	<u>\$ 428,081</u>	<u>\$ 820,005</u>	<u>\$ 141,270</u>	<u>\$ 102,538</u>	<u>\$ 1,491,894</u>

Jackson Parish Police Jury

**Schedule of Compensation Paid Police Jurors
For the Year Ended December 31, 2023**

Exhibit 7

COMPENSATION PAID POLICE JURORS The schedule of compensation paid to police jurors is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the Jackson Parish Police Jury members is included in the general administrative expenditures of the general fund. Members of the governing board receive compensation pursuant to Louisiana Revised Statute 33:1233.

Todd Culpepper, President	\$ 16,200
Lanny Burris	8,400
Lewis Chatham	14,400
Tarneshala Cowans	14,400
Amy Magee	14,400
John McCarty	14,400
Regina Rowe	14,400
Lynn Treadway	5,616
Total	<u>\$ 102,216</u>

Jackson Parish Police Jury

**Schedule of Compensation, Benefits and Other Payments to Agency Head
For the Year Ended December 31, 2023**

Exhibit 8

Agency Head Name: Emmett Gibbs, Secretary-Treasurer

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 62,945
Benefits-insurance	29,266
Benefits-retirement	7,239
Benefits-medicare	913
Benefits-social security	1,316
Continuing Professional Education Fees	25
	<u>\$ 101,704</u>

Jackson Parish Police Jury

**Justice System Funding Schedule - Receiving Entity
As Required by Act 87 of the 2020 Regular Legislative Session**

Exhibit 9

Cash Basis Presentation	First Six Month Period Ended 06/30/2023	Second Six Month Period Ended 12/31/2023
Receipts From:		
<i>Andy Brown, Sheriff & Tax Collector: Criminal Court Costs/Fees</i>	<u>\$ 1,536</u>	<u>\$ 1,092</u>
Total Receipts	<u><u>\$ 1,536</u></u>	<u><u>\$ 1,092</u></u>

**OTHER REPORTS REQUIRED BY
*GOVERNMENT AUDITING STANDARDS***

ALLEN, GREEN & WILLIAMSON, LLP



CERTIFIED PUBLIC ACCOUNTANTS

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Aimee Buchanan, CPA

Principal: Cindy Thomason, CPA

Audit Managers: Amy Tynes, CPA, CFE
Margie Williamson, CPA
Jennie Henry, CPA, CFE

Supervisors: Crystal Patterson, CPA
Sandra Harper, CPA

Ernest L. Allen, CPA
(Retired) 1963 - 2000

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*

Independent Auditor's Report

Police Jurors
Jackson Parish Police Jury
Jonesboro, Louisiana

We have audited, 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 (*Government Auditing Standards*), the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Jackson Parish Police Jury as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Police Jury's basic financial statements, and have issued our report thereon dated June 30, 2024. We issued an adverse opinion on the aggregate discretely presented component units due to the omission of the discretely presented component units and an unmodified opinion on the governmental activities, each major fund, and the aggregate remaining fund information.

Report on Internal Control over Financial Reporting

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

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying Schedule of Findings and Responses, we identified certain deficiencies in internal control that we consider to be a material weakness and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We considered the deficiency described in the accompanying Schedule of Findings and Responses as item 2023-001 to be a material weakness.

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. We considered the deficiency described in the accompanying Schedule of Findings and Responses as item 2023-002 to be a significant deficiency.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Police Jury's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the 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 an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which is described in the accompanying Schedule of Findings and Responses as item 2023-002.

Police Jury's Response to Finding

Government Auditing Standards requires the auditor to perform limited procedures on the Police Jury's response to the findings identified in our audit and described in the accompanying Schedule of Findings and Responses and Corrective Action Plan for Current Year Findings and Responses. The Police Jury'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. Under Louisiana Revised Statute 24:513, this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana
June 30, 2024

**Jackson Parish Police Jury
Schedule of Findings and Responses
For the Year Ended December 31, 2023**

PART I - Summary of the Auditor's Results

Financial Statement Audit

- i. The type of audit report issued was an adverse opinion on the aggregate discretely presented component units and an unmodified opinion on the governmental activities, each major fund, and the aggregate remaining fund information.
- ii. There were two significant deficiencies required to be disclosed by *Government Auditing Standards* issued by the Comptroller General of the United States of America. The significant deficiency described in Finding 2023-001 was considered to be a material weakness.
- iii. There was one instance of noncompliance considered material to the financial statements, as defined by the *Government Auditing Standards*.

**Jackson Parish Police Jury
Schedule of Findings and Responses
For the Year Ended December 31, 2023**

PART II - Findings related to the financial statements which are required to be reported in accordance with *Government Auditing Standards* generally accepted in the United States of America:

Reference # and title: 2023-001 Internal Controls over Financial Reporting

Entity-wide or program/department specific: This finding is entity-wide.

Criteria or specific requirement: Sound internal controls over financial reporting require that accounting records contain accurate, complete, and up-to-date information to ensure that the financial data can be relied upon to monitor the financial condition of the Police Jury. Financial records should be reviewed timely to supporting documentation to ensure that transactions are properly recorded and classified in the accounting records. The financial closing process should ensure that all balance sheet accounts are reconciled in a timely manner to ensure that account balances are valid, complete, and accurate.

Condition found: The most significant financial reporting issues are noted below:

- **Bank Reconciliations:** The Police Jury’s bank accounts were not reconciled during 2023. The Masterbank reconciliations, performed during the year, reconciled the changes occurring in the master bank fund during the month and not to the individual funds’ total cash balance. The reconciliations omitted cash journal entries that were not posted to the master bank. During the Police Jury’s software conversion, there were master bank cash equity accounts that were not mapped correctly contributing to the reconciling difference noted by the auditor.
- **Prepaid Expenses:** The prepaid costs for the Library’s bookmobile were not reversed after it was received. This error overstated prepaid items and understated expenditures by \$123 thousand. An audit adjustment was made to correct.
- **Capital Assets:** The Police Jury’s capital asset listing did not include additions of \$438 thousand for roads resurfaced by the Police Jury’s Road Department. In testing capital outlay expenditures, it was noted that the Police Jury overpaid a contractor overstating capital outlay expenditures by \$319 thousand. Audit adjustments were made to correct capital asset additions and record a receivable for the overpayment.
- **Accounts Payable:** In performing the search for unrecorded liabilities and other expenditure testwork, \$136 thousand in expenditures that were related to 2023 were not accrued at year-end. This error understated accounts payable and expenditures and an audit adjustment was made to correct.
- **Wages Payable:** The Police Jury’s journal entry to record wages payable was made as a reduction of cash for \$103 thousand in error. This error understated cash and wages payable and an audit adjustment was made to correct.

Context: The exceptions noted above were identified when performing testing across various account balances and review of the financial statements and appear to be systemic.

Possible asserted effect (cause and effect):

Cause: The bank reconciliations were not performed in a timely manner and the master bank account is not being reconciled back to the total cash balances in the funds. Prior year audit adjustments were not recorded. The Police Jury should follow its established review process to ensure that year-end balances are valid, complete, and accurate.

Effect: The trial balance provided to the auditor was not accurate.

**Jackson Parish Police Jury
Schedule of Findings and Responses
For the Year Ended December 31, 2023**

PART II - Findings related to the financial statements which are required to be reported in accordance with *Government Auditing Standards* generally accepted in the United States of America:

Recommendation to prevent future occurrences: The Police Jury should follow its policies and procedures over the financial close process to ensure that ending balances are valid, complete, and accurate for financial reporting.

Origination date and prior year reference (if applicable): This finding originated fiscal year ended December 31, 2021.

View of responsible official: This is from lack of communication and missed assets. It was a breakdown in communication.

Reference # and title: **2023-002** **Louisiana Local Government Budget Act**

Entity-wide or program/department specific: This finding is entity-wide.

Criteria or specific requirement: Louisiana Revised Statutes 39:1301-131, known as the Louisiana Local Government Budget Act, in addition to other requirements, the Act requires the chief executive or administrative officer to:

- prepare a comprehensive budget presenting a complete finance plan for each fiscal year for the general fund and each special revenue fund with total proposed expenditures of \$500,000 or more.
- prepare a budget message signed by the budget preparer which shall include a summary description of the proposed financial plan, policies, and objectives, assumptions, budgetary basis, and a discussion of the most important features.
- publish a notice stating that the proposed budget is available for public inspection, and the date, time, and place of public hearing at least ten days prior to the date of the first public hearing in the official journal of the governing authority.
- advise the governing authority or independently elected official in writing when total expenditures and other uses for the remainder of the year, within a fund, are exceeding the total budgeted expenditures and other uses by five percent or more. The resulting budget amendment shall only be statutorily required for a special revenue fund with anticipated expenditures that equal or exceed five hundred thousand dollars and whose revenues are not expenditure driven.

Condition found: The Secretary-Treasurer did not complete a budget message, publish a notice in the official journal of the public hearing, or amend the budget as required.

Total actual expenditures and other uses failed to meet total budgeted expenditures and other uses by five percent or more in the following funds that were required to amend its budget:

Fund	Budget	Actual	Variance
General	\$ 2,565,712	\$ 2,732,490	\$ (166,778)
Asphalt	2,315,369	2,626,960	(311,591)

Context: The budget to actual comparison was tested for the general fund and all special revenue funds legally required to amend its budget and appears to be systemic.

**Jackson Parish Police Jury
Schedule of Findings and Responses
For the Year Ended December 31, 2023**

PART II - Findings related to the financial statements which are required to be reported in accordance with *Government Auditing Standards* generally accepted in the United States of America:

Possible asserted effect (cause and effect):

Cause: The Police Jury did not follow the Louisiana Local Budget Act.

Effect: The Police Jury did not meet the requirements of the Louisiana Local Budget Act.

Recommendation to prevent future occurrences: The Police Jury should continuously monitor expenditures including ongoing construction projects and amend budgets as needed.

Origination date and prior year reference (if applicable): This finding originated in the fiscal year ending December 31, 2020.

View of responsible official: There were two funds that were over 5% off the budget which was an oversight due to not having a Secretary Treasurer making the necessary adjustments.

Jackson Parish Police Jury

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OTHER INFORMATION



JACKSON PARISH POLICE JURY
Jackson Parish Police Jury Administrative Building
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Jonesboro, Louisiana 71251-3446
Phone: (318) 259-2361
www.jacksonparishpolicejury.org

MEMBERS

**Summary Schedule of Prior Year Audit Findings and Questioned Costs
For the Year Ended December 31, 2023**

District 1
TODD CULPEPPER
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(318) 259-4184 (Work)
(318) 243-1084

District 2
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Chatham, LA. 71226
(318) 235-0254

District 3
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2332 Walker Road
Jonesboro, LA. 71251
(318) 235-0002

District 4
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Quitman, LA 71268
(318) 259-9694

District 5
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Jonesboro, LA. 71251
(318) 475-0893

District 6
REGINA H. ROWE
159 Hughes Rd.
Jonesboro, LA 71251
(318) 243-1168

District 7
KEITH BURRIS
1439 Bear Creek Road
Quitman, LA 71251
(318) 533-5080

Reference # and title: **2022-001** **Internal Controls over Financial Reporting**

Entity-wide or program/department specific: This finding is entity-wide.

Condition: Sound internal controls over financial reporting require that accounting records contain accurate, complete, and up-to-date information to ensure that the financial data can be relied upon to monitor the financial condition of the Policy Jury. Financial records should be reviewed timely to supporting documentation to ensure that transactions are properly recorded and classified in the accounting records. The financial closing process should ensure that all balance sheet accounts are reconciled in a timely manner to ensure that account balances are valid, complete and accurate. During the performance of the audit the following items were noted:

The most significant financial reporting issues are noted below:

- **Bank Reconciliations:** The master bank account was not reconciled during 2022. The reconciliations, performed after year-end, reconciled the changes occurring in the master bank fund during the month and not to the individual funds' total cash balance. The reconciliations omitted cash journal entries that were not posted to the master bank. During the Police Jury's software conversion, there were two cash equity accounts set up in the master bank for one fund and two funds that were not included in the master bank contributing to the reconciling difference noted by the auditor. The outstanding check listing on the master bank reconciliation does not include the check dates.
- **Accounts Receivable:** The December 2022 sales tax collected in January 2023 and reimbursement for a grant expenditure earned in 2022 were not accrued at year-end. This understated accounts receivable and revenues by \$333,168. An audit adjustment was made to correct.
- **Prepaid Expenses:** The prepaid costs for the Police Jury's administration software, a new administrative generator, and the new bookmobile were not accrued at year-end. This error understated prepaid items and overstated expenditures by \$132,929. An audit adjustment was made to correct.
- **Capital Assets:** The Police Jury's capital asset listing did not include additions for roads resurfaced by the Police Jury's Road department (\$364,810) and the Solid Waste bin's sites (\$210,967) completed in 2022 understating capital assets. The Library's additions to equipment for books, bindery, and periodicals was based on a separate set of books maintained by the Library and not the financial statements maintained by the Police Jury (\$6,601) overstating capital assets.
- **Wages Payable:** The Police Jury journal entry to record wages payable was made as a reduction of cash \$98,281 in error. This error understated cash and wages payable and an audit adjustment was made to correct.
- **Unearned revenues:** The unearned revenues related to the Coronavirus Local Fiscal Recovery fund was not recorded at year-end.

Corrective action planned: See current year finding 2023-001.

Summary Schedule of Prior Year Audit Findings and Questioned Costs (Continued)

Reference # and title: **2022-002** **Five Percent Budget Variance**

Entity-wide or program/department specific: This finding is entity-wide.

Condition: Louisiana Revised Statute 39:1311 requires the chief executive or administrative officer to advise the governing authority or independently elected official in writing when total expenditures and other uses for the remainder of the year, within a fund, are exceeding the total budgeted expenditures and other uses by five percent or more. The resulting budget amendment shall only be statutorily required for a special revenue fund with anticipated expenditures that equal or exceed five hundred thousand dollars and whose revenues are not expenditure driven.

Total actual expenditures failed to meet total budgeted expenditures by five percent or more in the following funds that were required to amend its budget:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Library	\$ 1,646,989	\$ 1,740,328	\$ (93,339)
Coronavirus Local Fiscal Recovery	1,086,616	1,201,662	(115,046)

Corrective action planned: See current year finding 2023-002.

Reference # and title: **2022-003** **Late Submission of the Audit Report to the Legislative Auditor**

Entity-wide or program/department specific: This finding is entity-wide.

Condition: Louisiana Revised Statute (R.S.) 24:513 (audit law) establishes the due date of audit reports as no later than six months after the fiscal year end. An audit that is submitted past the statutory due date must include a finding for non-compliance with the audit law except when an emergency extension request has been approved.

The Police Jury’s audit report for the fiscal year ending June 30, 2022, was not completed within the six-month deadline as required by R.S. 24:513 A (5)(a)(i).

Corrective action taken: The Police Jury hired a fee accountant to assist with financial close process and provide the auditor with documentation to ensure the audit could be completed timely. This finding is considered resolved.

Reference # and title: **2022-004** **Suspension and Debarment**

<u>Federal Grantor/Program Name</u>	<u>Assistance Listing No.</u>	<u>Award Year</u>
United States Department of Treasury Coronavirus State and Local Fiscal Recovery Funds	21.027	2022

Condition: Non-Federal entities are prohibited from contracting with or making subawards under covered transactions to parties that are suspended or debarred. 'Covered transactions' include contracts for goods and services awarded under a non-procurement transaction (e.g., grant or cooperative agreement) that are expected to equal or exceed \$25,000 or meet certain other criteria as specified in 2 CFR section 180.220. When a non-Federal entity enters into a covered transaction with an entity at a lower tier, the non-Federal entity must verify that the entity, as defined in 2 CFR section 180.995 and agency adopting regulations, is not suspended or debarred or otherwise excluded from participating in the transaction. This verification may be accomplished by (1) checking the System for Award Management (SAM) Exclusions maintained by the General Services Administration (GSA), (2) collecting a certification from the entity, or (3) adding a clause or condition to the covered transaction with that entity (2 CFR section 180.300).

In testing compliance and internal controls with respect to the Uniform Guidance 2 CFR section 180.300, the Police Jury did not properly verify that the vendor was not excluded or debarred before contracting with the vendor.

Additionally, no such clause or representation was included in the signed contract or purchase order certifying that the vendor was not suspended, debarred, or otherwise excluded from participating in the covered transaction. Our audit procedures did not identify any covered transactions that equaled or exceeded \$25,000 with vendors suspended, debarred, or otherwise excluded from providing services under the program.

Corrective action taken: All purchase orders now include a statement that requires the contractor/vendor to comply with the federal regulations governing suspension and/or debarment. This finding is considered resolved.

Respectively Submitted,

A handwritten signature in blue ink that reads "Nia Evans". The signature is written in a cursive, flowing style.

Nia Evans, Secretary/Treasurer



JACKSON PARISH POLICE JURY
Jackson Parish Police Jury Administrative Building
160 Industrial Drive
Jonesboro, Louisiana 71251-3446
Phone: (318) 259-2361
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Corrective Action Plan for Current Year Findings and Responses
For the Year ended December 31, 2023

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(318) 243-1084

District 2
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1575 Mariah Road
Chatham, LA. 71226
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Jonesboro, LA. 71251
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District 6
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Jonesboro, LA 71251
(318) 243-1168

District 7
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Quitman, LA 71251
(318) 533-5080

Reference # and title: 2023-001 Internal Controls over Financial Reporting

Entity-wide or program/department specific: This finding is entity-wide.

Condition: Sound internal controls over financial reporting require that accounting records contain accurate, complete, and up-to-date information to ensure that the financial data can be relied upon to monitor the financial condition of the Police Jury. Financial records should be reviewed timely to supporting documentation to ensure that transactions are properly recorded and classified in the accounting records. The financial closing process should ensure that all balance sheet accounts are reconciled in a timely manner to ensure that account balances are valid, complete, and accurate.

The most significant financial reporting issues are noted below:

- **Bank Reconciliations:** The Police Jury's bank accounts were not reconciled during 2023. The Masterbank reconciliations, performed during the year, reconciled the changes occurring in the master bank fund during the month and not to the individual funds' total cash balance. The reconciliations omitted cash journal entries that were not posted to the master bank. During the Police Jury's software conversion, there were master bank cash equity accounts that were not mapped correctly contributing to the reconciling difference noted by the auditor.
- **Prepaid Expenses:** The prepaid costs for the Library's bookmobile were not reversed after it was received. This error overstated prepaid items and understated expenditures by \$123 thousand. An audit adjustment was made to correct.
- **Capital Assets:** The Police Jury's capital asset listing did not include additions of \$438 thousand for roads resurfaced by the Police Jury's Road Department. In testing capital outlay expenditures, it was noted that the Police Jury overpaid a contractor overstating capital outlay expenditures by \$319 thousand. Audit adjustments were made to correct capital asset additions and record a receivable for the overpayment.
- **Accounts Payable:** In performing the search for unrecorded liabilities and other expenditure testwork, \$136 thousand in expenditures that were related to 2023 were not accrued at year-end. This error understated accounts payable and expenditures and an audit adjustment was made to correct.
- **Wages Payable:** The Police Jury's journal entry to record wages payable was made as a reduction of cash for \$103 thousand in error. This error understated cash and wages payable and an audit adjustment was made to correct.

Corrective action planned: There will be more communication between all involved to ensure that the financial reporting is complete and reviewed.

**Corrective Action Plan for Current Year Findings and Responses (Continued)
For the Year ended December 31, 2023**

Person responsible for corrective action:

Nia Evans	Telephone: (318) 259-2361
Jackson Parish Police Jury	Fax: (318) 259-5660
160 Industrial Drive	
Jonesboro, LA 71051	

Anticipated completion date: December 31, 2024

Reference # and title: **2023-002** **Louisiana Local Government Budget Act**

Entity-wide or program/department specific: This finding is entity-wide.

Condition: Louisiana Revised Statutes 39:1301-131, known as the Louisiana Local Government Budget Act, in addition to other requirements, the Act requires the chief executive or administrative officer to:

- prepare a comprehensive budget presenting a complete finance plan for each fiscal year for the general fund and each special revenue fund with total proposed expenditures of \$500,000 or more.
- prepare a budget message signed by the budget preparer which shall include a summary description of the proposed financial plan, policies, and objectives, assumptions, budgetary basis, and a discussion of the most important features.
- publish a notice stating that the proposed budget is available for public inspection, and the date, time, and place of public hearing at least ten days prior to the date of the first public hearing in the official journal of the governing authority.
- advise the governing authority or independently elected official in writing when total expenditures and other uses for the remainder of the year, within a fund, are exceeding the total budgeted expenditures and other uses by five percent or more. The resulting budget amendment shall only be statutorily required for a special revenue fund with anticipated expenditures that equal or exceed five hundred thousand dollars and whose revenues are not expenditure driven.

Condition found: The Secretary-Treasurer did not complete a budget message, publish a notice in the official journal of the public hearing, or amend the budget as required.

Total actual expenditures and other uses failed to meet total budgeted expenditures and other uses by five percent or more in the following funds that were required to amend its budget:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
General	\$ 2,565,712	\$ 2,732,490	\$ (166,778)
Asphalt	2,315,369	2,626,960	(311,591)

Corrective action planned: In the future, the budget will be reviewed and adjusted at year end.

Person responsible for corrective action:

Nia Evans
Jackson Parish Police Jury
160 Industrial Drive
Jonesboro, LA 71051

Telephone: (318) 259-2361
Fax: (318) 259-5660

Anticipated completion date: December 31, 2024

Respectively Submitted,



Nia Evans, Secretary/Treasurer

AGREED-UPON PROCEDURES



ALLEN, GREEN & WILLIAMSON, LLP

CERTIFIED PUBLIC ACCOUNTANTS

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Margie Williamson, CPA
Jennie Henry, CPA, CFE

Supervisors: Crystal Patterson, CPA
Sandra Harper, CPA

Ernest L. Allen, CPA
(Retired) 1963 - 2000

INDEPENDENT ACCOUNTANT’S REPORT ON APPLYING STATEWIDE AGREED-UPON PROCEDURES

Police Jurors
Jackson Parish Police Jury
Jonesboro, Louisiana

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 year period January 1, 2023 through December 31, 2023. Jackson Parish Police Jury’s management is responsible for those C/C areas identified in the SAUPs.

The Police Jury 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 January 1, 2023 through December 31, 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.
 - 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.
 - iii. **Disbursements**, including processing, reviewing, and approving.
 - 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).

- 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 rate of pay or approval and maintenance of pay rate schedules.
- 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.
- vii. **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- viii. **Credit Cards (and debit cards, fuel cards, P-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).
- 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.
- x. **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- 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.
- 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.

Comment: The Police Jury's sexual harassment policy does not address the annual reporting requirement.

Management's Response: The policy has been reviewed to include this new requirement and an amendment will be presented to the Police Jury for their review and adoption.

2) Board or Finance Committee

- 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 nonprofit 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.

Comment: The Policy Jury's minutes for June 2023 did not reference budget-to-actual comparisons being presented. The board/finance committee did not receive written updates of the progress of resolving audit findings, only verbal updates.

Management's Response: Although it was not stated in the minutes, the budget-to-actual comparison was presented and discussed. Going forward, the Secretary-Treasurer will ensure that the budget-to-actual comparison is presented and discussed at every meeting.

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:
- 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);
 - 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 within 1 month of the date the reconciliation was prepared (e.g., initialed and dated, electronically logged); and
 - 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.

Comment: Of the five bank reconciliations tested; (a) three reconciliations were not prepared within 2 months of the related statement closing date; (b) three reconciliations did not have any evidence that the reconciliation had been reviewed, and (c) four reconciliations had reconciling items greater than 12 months without evidence that the items had been researched.

Management's Response: The prior Secretary-Treasurer did not maintain the bank reconciliations. After his separation, the Jury hired a consultant to catch up the bank reconciliation and now they are.

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).
- 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 (e.g., 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, 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:
- i. Employees responsible for cash collections do not share cash drawers/registers;
 - 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;
 - 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
 - iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or custodial fund additions, is (are) not also responsible for collecting cash, unless another employee/official verifies the reconciliation.

- 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 enforced during the fiscal period.
- 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.
 - ii. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
 - iii. Trace the deposit slip total to the actual deposit per the bank statement.
 - iv. Observe 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).
 - v. Trace the actual deposit per the bank statement to the general ledger.

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

5) Non-Payroll Disbursements (excluding card purchases/payments, 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).
- 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:
 - i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase;
 - ii. At least two employees are 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;
 - 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
 - v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.

[Note: Findings related to controls that constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality) should not be reported.]

- C. For each location selected under procedure #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:
 - i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the entity, and

- ii. Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #5B, as applicable.
- D. Using the entity's main operating account and the month selected in the 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.

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

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.
- 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 may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and
 - ii. Observe that finance charges and late fees were not assessed on the selected statements.
- C. Using the monthly statements or combined statements selected under #7B 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 note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

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

- 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 Policy and Procedures procedure #1A(vii); and
- iv. Observe each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

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:
 - 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.
 - ii. Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter).
 - iii. If the contract was amended (e.g., change order), observe 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
 - 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 the invoice and related payment agreed to the terms and conditions of the contract.

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

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.
- B. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under #9A above, obtain attendance records and leave documentation for the pay period, and:
 - i. Observe all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);
 - ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials;
 - iii. Observe any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and
 - iv. Observe the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.
- 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, 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 official's 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.

- 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.

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

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

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

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.
- 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).

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

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.
- B. Observe 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.

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

13) Information Technology Disaster Recovery/Business Continuity

- A. Perform the following procedures,
- i. Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (1) occurred within the past week, (2) was not stored on the government's local server or network, and (3) was encrypted.

- ii. Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.
 - 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.
- 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.
- C. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency's information technology assets have completed cybersecurity training as required by R.S 42:1267. The requirements are as follows:
- Hired before June 9, 2020 - completed the training; and
 - Hired on or after June 9, 2020 - completed the training within 30 days of initial service or employment.

Comment: We performed the procedures 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 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.
- B. Observe 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).
- 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 it includes the applicable requirements of R.S. 42:344:
- i. Number and percentage of public servants in the agency who have completed the training requirements;
 - ii. Number of sexual harassment complaints received by the agency;
 - iii. Number of complaints which resulted in a finding that sexual harassment occurred;
 - iv. Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
 - v. Amount of time it took to resolve each complaint.

Comment: There were no exceptions noted as a result of applying the agreed-upon procedures.

We were engaged by the Jackson Parish Police Jury 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 Jackson Parish Police Jury 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.

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana
June 30, 2024