

SABINE PARISH SHERIFF
Many, Louisiana

Financial Statements
For Year Ended June 30, 2022

SABINE PARISH SHERIFF
Many, Louisiana
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June 30, 2022

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INDEPENDENT AUDITOR'S REPORT

Honorable Aaron Mitchell
Sabine Parish Sheriff
Many, Louisiana

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the major fund, and each fiduciary fund type of the of the Sabine Parish Sheriff (Sheriff), Many, Louisiana, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Sheriff's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the Sabine Parish Sheriff, as of June 30, 2022, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

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

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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 Sheriff's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility 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 generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

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

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Sheriff's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Sheriff's ability to continue as a going concern for a reasonable period of time.

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

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the information listed in the table of contents as Required Supplemental Information Part I and Part II be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to Required Supplementary Information Part I 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.

Supplemental Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Sabine Parish Sheriff's basic financial statements. The supplementary information, listed in the table of contents as Other Supplemental Information, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information and the Required Supplemental Information Part II are the responsibility of management and were 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 information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 29, 2022, on our consideration of the Sabine Parish Sheriff's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and in considering the Sabine Parish Sheriff's internal control over financial reporting and compliance.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of the Louisiana Legislative Auditor, we have issued a report, dated November 29, 2022, on the results of our state-wide agreed-upon procedures performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards*. The purpose of that report is solely to describe the scope of testing performed on those control and compliance areas identified in the Louisiana Legislative Auditor's state-wide agreed-upon procedures, and the results of that testing, and not to provide an opinion on control or compliance.

Dees Gardner, Certified Public Accountants, LLC

Mansfield, Louisiana
November 29, 2022

REQUIRED SUPPLEMENTAL INFORMATION (PART I)
MANAGEMENT'S DISCUSSION AND ANALYSIS
(Unaudited)

**Sabine Parish Sheriff
Many, Louisiana
FYE June 30, 2022**

Management's Discussion and Analysis (Unaudited)

Within this section of the Sabine Parish Sheriff's (the Sheriff) annual financial report, the Sheriff's management is pleased to provide this narrative overview and analysis of the financial activities of the Sheriff as of and for the fiscal year ended June 30, 2022. The Sheriff's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section. We encourage readers to consider the information presented here in conjunction with the Sheriff's basic financial statements and supplementary information provided in this report in assessing the efficiency and effectiveness of our stewardship of public resources.

FINANCIAL HIGHLIGHTS

- The Sheriff's total net position increased \$195,073 (4.14%) during the fiscal year reported compared to an increase of \$160,824 (3.54%) at June 30, 2021. At June 30, 2022, the assets of the Sheriff exceeded its liabilities by \$4,903,850 compared to the prior year's ending net position of \$4,708,777 (restated).
- A net pension benefit of \$262,777 was reported for the year ended June 30, 2022 a decrease of \$3,515,144 from the net pension liability of \$3,252,367 reported for the year ended June 30, 2021.
- The other postemployment benefit obligations (OPEB) reported as a long-term liability decreased \$1,545,835 (19.08%) to \$6,558,056 for year end June 30, 2022 in the Statement of Net Position.
- Property tax revenue increased \$475,443 (15.13%) to \$3,616,867 during this fiscal year.
- Sales tax revenue increased \$710,380 (19.12%) to \$4,425,848 during the fiscal year.
- The Sheriff's total general and program revenues were \$10,021,908 during the year ended June 30, 2022, compared to \$9,863,908 year ended June 30, 2021, an increase of \$158,000 (1.6%).
- During the year ended June 30, 2022, the Sheriff's total expenses, excluding depreciation, were \$9,393,379, compared to \$9,291,704 during year ended June 30, 2021, a decrease of \$101,675 (1.1%). Depreciation expense was \$433,456 in 2022; and \$411,380 in 2021.
- The Sheriff's capital assets had a net increase of \$205,243 for the year ended June 30, 2022, and a net increase of \$426,782 for year ended June 30, 2021.

The financial highlights are explained in more detail in the "financial analysis" section of this document.

OVERVIEW OF THE FINANCIAL STATEMENTS

This Management Discussion and Analysis document introduces the Sheriff's basic financial statements. The basic financial statements include three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. The basic financial statements include two kinds of financial statements that present different views of the Sheriff -- Fund Financial Statements and Government-Wide Financial Statements. The Notes to the Financial Statements explain some of the information in the financial statements and provide additional detail. This report also contains additional required supplementary information (budgetary schedule) and other supplementary information in addition to the basic financial statements. These components are described below:

Governmental Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Sheriff uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Sheriff's most significant funds rather than the Sheriff as a whole.

Governmental funds are reported in the governmental fund financial statements and encompass the same function reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the Sheriff's governmental funds, including object classifications. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and commitment of spendable resources for the near-term.

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the differences between these two perspectives. The basic governmental fund financial statements are presented in the first three columns of the basic financial statements in this report.

The Sheriff maintains one governmental funds, the General Fund. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures and changes in fund balances for the General Fund which is classified as a major fund.

Government-Wide Financial Statements

The Sheriff's annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the Sheriff's overall financial status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in accrual accounting and elimination or reclassification of activities between funds. These statements report all revenues and expenses connected with the year--even if cash has not been received or paid--and includes all assets of the Sheriff as well as liabilities (long-term debt). Additionally, certain eliminations have occurred as prescribed by GASB 34 in regard to interfund activity, payables, and receivables. The government-wide financial statements include two statements. The following two statements report the Sheriff's *net position* and changes in them.

The Sheriff's net position--the difference between assets and liabilities--can be thought of as one way to measure the Sheriff's financial health, or *financial position*.

- **Statement of Net Position.** This is the government-wide statement of position presenting information that includes all of the Sheriff's assets and liabilities, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Sheriff as a whole is improving or deteriorating. Evaluation of the overall health of the Sheriff would also extend to other non-financial factors such as diversification of the taxpayer base, in addition to the financial information provided in this report.
- **Statement of Activities.** This reports how the Sheriff's net position changed during the current fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statement of activities is to show the financial reliance of the Sheriff's distinct activities or functions on revenues provided by the Sheriff's taxpayers.

The government-wide financial statements present governmental activities of the Sheriff that are principally supported by property and sales taxes. The sole purpose of these governmental activities is public safety. The government-wide financial statements are presented in the last column of these reports.

Fiduciary Fund Type Financial Statements

The Fiduciary fund financial statements report taxes collected for other taxing bodies, deposits held pending court action and the individual prison inmate accounts. The Sheriff only reports custodial funds. The statement of fiduciary net position – custodial funds and statement of changes in fiduciary net position – custodial funds are presented as basic financial statements in this report.

Notes to the Basic Financial Statements

The accompanying notes to the financial statements provide additional information essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found immediately following the basic financial statements.

Required Supplemental Information

The basic financial statements and accompanying notes are followed by a section of required supplementary information concerning the Sheriff's budget presentations, employee and retiree pension and health benefits. Budgetary comparison statements are included for the general fund as "required supplementary information." This statement is a schedule demonstrating compliance with the Sheriff's adopted and final revised budget.

Other Supplemental Information

Following the required supplementary information is supplementary information. A report for the Sheriff as ex officio tax collector is presented as required by the Louisiana Legislative Auditor. The schedule of compensation, benefits and other payments to agency head or chief executive officer is presented to fulfil the requirements of Louisiana Revised Statute 24:513(A)(3). The justice system funding schedule – collecting/disbursing entity and the justice system funding schedule – receiving entity are presented to fulfil the requirements of Louisiana Revised Statute 24:515.2.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net Position

The following table provides a summary of the Sheriff's net position:

	SUMMARY OF STATEMENTS OF NET POSITION			
	June 30, 2022		Restated June 30, 2021	
	Governmental Activities	% of Total	Governmental Activities	% of Total
ASSETS				
Cash and interest-bearing deposits	\$ 5,220,452	38.44%	\$ 6,134,196	44.35%
Investments	4,743,283	34.93%	4,605,783	33.30%
Receivables	634,150	4.67%	609,213	4.40%
Prepaid items	46,117	0.34%	6,516	0.05%
Capital assets, net	2,660,586	19.59%	2,455,343	17.75%
Right-of-use assets	12,967	0.10%	21,504	0.16%
Net pension benefit	262,777	1.93%	-	0.00%
TOTAL ASSETS	13,580,332	100.00%	13,832,555	99.84%
DEFERRED OUTFLOWS OF RESOURCES				
OPEB related	1,264,129	44.33%	1,415,926	40.45%
Pension related	1,587,514	55.67%	2,084,680	59.55%
TOTAL DEFERRED OUTFLOWS OF RESOURCES	2,851,643	100.00%	3,500,606	100.00%
LIABILITIES				
Current liabilities:				
Accounts and other accrued payables	338,964	4.80%	577,290	4.82%
Long-term liabilities:				
Compensated absences	149,222	2.11%	32,841	0.27%
Long-term debt	-	0.00%	-	0.00%
Lease obligations	10,992	0.16%	19,759	
Other postemployment benefit obligations	6,558,056	92.93%	8,103,891	67.61%
Net pension liabilities	-	0.00%	3,252,367	27.13%
TOTAL LIABILITIES	7,057,234	100.00%	11,986,148	99.84%
DEFERRED INFLOWS OF RESOURCES				
OPEB related	1,695,622	37.93%	208,496	32.67%
Pension related	2,775,269	62.07%	429,740	67.33%
TOTAL DEFERRED INFLOWS OF RESOURCES	4,470,891	100.00%	638,236	100.00%
NET POSITION				
Net investment in capital assets	2,660,586	54.26%	2,455,343	52.14%
Net investment in right-of-use assets	12,967		21,504	
Restricted for other uses	64,877	1.32%	62,941	1.34%
Unrestricted	2,165,420	44.16%	2,168,989	46.06%
TOTAL NET POSITION	\$ 4,903,850	99.74%	\$ 4,708,777	99.54%

As noted earlier, net position may serve over time as a useful indicator of the Sheriff's financial position. The Sheriff's net position total is \$4,903,850 at June 30, 2022.

A portion of the Sheriff's net position \$2,660,586 (54.26%) reflects its investment in capital assets such as buildings, safety equipment, vehicles, and computer hardware and software. The Sheriff uses these capital assets to provide services to the citizens of the parish; consequently, these assets are not available for future spending. There is no outstanding debt related to these assets. At June 30, 2022 \$2,165,420 (44.16%) of the net position is unrestricted and may be used to meet the Sheriff's ongoing obligations to citizens and creditors at the discretion of the Sheriff. The unrestricted net position consists primarily of cash, demand and time deposits, and investments.

Changes in Net Position

Comparative data for government-wide information is presented as it accumulates and is presented to assist analysis in future years. The following table provides a summary of the Sheriff's changes in net position:

	June 30, 2022		June 30, 2021	
	Governmental Activities	% of Total	Governmental Activities	% of Total
REVENUES:				
Program:				
Charges for services	\$ 2,068,161	20.64%	\$ 1,730,677	17.55%
Operating and capital grants	400,988	4.00%	1,209,495	12.26%
General:				
Property taxes	3,616,867	36.09%	3,141,424	31.85%
Sales tax	4,425,848	44.16%	3,715,468	37.67%
State revenue sharing	66,607	0.66%	66,602	0.68%
Miscellaneous	38,922	0.39%	38,766	0.39%
Investment earnings	(571,025)	-5.70%	(38,524)	-0.39%
Loss from uncollectible receivables	(24,460)	-0.24%	-	0.00%
TOTAL REVENUES	10,021,908	100%	9,863,908	100%
PROGRAM EXPENSES:				
Public safety	9,826,835		9,703,084	
TOTAL EXPENSES	9,826,835		9,703,084	
CHANGE IN NET POSITION	195,073		160,824	
BEGINNING NET POSITION	4,708,777		4,546,208	
NET POSITION ADJUSTMENT	-		1,745	
ENDING NET POSITION	\$ 4,903,850		\$ 4,708,777	

Revenues

The Sheriff is heavily reliant on sales and property taxes to support operations. Sales tax revenue provided \$4,425,848 (44.16%) of revenue during the current fiscal year. This was an increase of \$710,380 (19.12%) over the year ended June 30, 2021. Property taxes of \$3,616,867 provided 36.09% of the Sheriff's total revenues in the current fiscal year compared to \$3,141,424 or 31.85% for the year ended June 30, 2021. \$7,577,219 (75.61%) of total revenue was derived from general revenues including property and sales tax, state revenue sharing, interest, and miscellaneous. This compares to general revenues of \$6,923,736 (70.19%) for the year ended June 30, 2021.

Note that program revenues covered 25.13% of the government's operating expenses for year end June 30, 2022, compared to 30.30% for the year ended June 30, 2021. This means that the government's taxpayers and the Sheriff's other general revenues funded 74.87% of its operations during the year ended June 30, 2022; and 69.70% for year ended June 30, 2021.

Program revenues decreased \$471,023 (16%) from \$2,940,172 in the year ended June 30, 2021, to \$2,469,149 in the current year. This was primarily due to Cares Act grant funds received in the prior year and not in the current year.

Functional Expenses

The total function of the Sheriff's office is public safety-law enforcement activities. Of the total costs, depreciation on the buildings, office equipment and vehicles was \$433,456 or 4.41% of total expenses.

FINANCIAL ANALYSIS OF THE INDIVIDUAL FUNDS

General Fund--Major Governmental Fund

The General Fund is the Sheriff's primary operating fund and the largest source of day-to-day service delivery. The General Fund's 2022 fund balance decreased by \$473,380. Overall, revenues from all sources increased \$182,460 (1.85%) for the year. Expenditures reflect an increase of \$476,975 over last year, or about 4.76%.

GENERAL FUND BUDGETARY HIGHLIGHTS

Budgetary integration is employed as a management control device during the fiscal year. The budget policy of the Sheriff complies with state law, as amended, and as set forth in the Louisiana Revised Statutes Title 39, Chapter 9, Louisiana Local Government Budget Act (LSA--R.S. 39:1301 seq.). The Sheriff did amend the original budget during the year.

Actual revenues available for expenditure were \$76,517 (0.76%) less than final budgeted amounts. Actual expenditures were \$152,416 (1.47%) more than the final budgeted amounts.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The Sheriff's investment in capital assets, as of June 30, 2022, was \$6,944,343, net of accumulated depreciation of \$4,283,757, leaving a book value of \$2,660,586. This investment in capital assets consists of, vehicles, furniture, fixtures and equipment, and buildings and improvements. The total net increase in the Sheriff's investment in capital assets for the current year was \$205,243 (8.36%).

Additions to capital assets during year end June 30, 2022, included detention center lock system upgrades totaling \$137,802; new detention center fencing \$12,700; CID building roof \$19,900; detention center road repairs \$14,421; Various camera systems \$35,596; LPR units \$19,743; 14 new and used vehicles totaling \$398,538. Depreciation charges for the year totaled \$433,456 compared to \$411,380 for 2021.

At June 30, 2022, the depreciable capital assets for governmental activities were 62.71% depreciated versus 65.02% in the prior year. This comparison indicates that the Sheriff has some aging assets and may have higher capital outlay costs in the future.

Debt

At year end, the Sheriff's long-term debt is due to employees for uncompensated earned absences and for accrued health care and life insurance benefits and pension benefits for retirees.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The annual budget is developed to provide efficient, effective, and economic uses of the Sheriff's resources, as well as a means to accomplish the highest priority objectives. Through the budget, the Sheriff sets the direction of the department, allocates its resources, and establishes its priorities. The following economic factors were considered when the budget for the fiscal year end June 30, 2022, was prepared.

- Sales tax and property revenues are conservatively expected to remain constant over the prior year.
- The Sheriff plans to continue to update the vehicles in the department as well as update equipment but at an increased cost.
- Other revenues and expenditures are expected to be consistent with the prior year.

CONTACTING THE SHERIFF'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the Sheriff's finances, compliance with governmental financial reporting laws and regulations, and demonstrate the Sheriff's commitment to public accountability. If you have questions about this report or would like to request additional information, contact Aaron Mitchell, Sheriff, P.O. Box 1440, Many, LA 71449.

BASIC FINANCIAL STATEMENTS

SABINE PARISH SHERIFF
Many, Louisiana

GOVERNMENTAL FUNDS BALANCE SHEET / STATEMENT OF NET POSITION

June 30, 2022

	Governmental Funds		Government-wide Statements Statement of Net Position
	Financial Statements		
	Balance Sheet		
	General Fund	Adjustments	
ASSETS			
Current assets:			
Cash	\$ 5,220,452	\$ -	\$ 5,220,452
Investments	4,743,283	-	4,743,283
Accounts receivables, net	634,150	-	634,150
Prepaid expenses	46,117	-	46,117
Noncurrent assets:			
Capital assets, net of accumulated depreciation	-	2,660,586	2,660,586
Right-of-use assets	-	12,967	12,967
Net pension benefit	-	262,777	262,777
TOTAL ASSETS	\$ 10,644,002	2,936,330	13,580,332
DEFERRED OUTFLOWS OF RESOURCES			
OPEB related		1,264,129	1,264,129
Pension related		1,587,514	1,587,514
TOTAL DEFERRED OUTFLOWS OF RESOURCES		2,851,643	2,851,643
LIABILITIES			
Current liabilities:			
Accounts payable	\$ 338,964	-	338,964
Noncurrent liabilities:			
Compensated absences	-	149,222	149,222
Lease obligation	-	10,992	10,992
Other postemployment benefit obligations	-	6,558,056	6,558,056
TOTAL LIABILITIES	338,964	6,718,270	7,057,234
DEFERRED INFLOWS OF RESOURCES			
OPEB related		1,695,622	1,695,622
Pension related		2,775,269	2,775,269
TOTAL DEFERRED INFLOWS OF RESOURCES		4,470,891	4,470,891
FUND BALANCE/NET POSITION			
Fund Balances:			
Nonspendable:			
Prepaid expenses	46,117	(46,117)	-
Restricted:			
Inmate trust accounts	64,877	(64,877)	-
Unassigned	10,194,044	(10,194,044)	-
TOTAL FUND BALANCES	10,305,038	(10,305,038)	-
TOTAL LIABILITIES AND FUND BALANCE	\$ 10,644,002	-	
Net Position:			
Net investment in capital assets		2,660,586	2,660,586
Net investment in right-of-use assets		12,967	12,967
Restricted		64,877	64,877
Unrestricted		2,165,420	2,165,420
TOTAL NET POSITION		\$ -	\$ 4,903,850

The notes to the financial statements are an integral part of this statement.
See the accompanying independent auditor's report.

SABINE PARISH SHERIFF
Many, Louisiana

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO
GOVERNMENT-WIDE STATEMENT OF NET POSITION**

June 30, 2022

Total Fund Balance, Governmental Funds \$ 10,305,038

Certain deferred outflows are reported in the Statement of Net Position but not in the governmental funds.

Deferred outflows-pension related	1,587,514
Deferred outflows - OPEB	1,264,129

Capital assets and right-of use assets used in governmental activities are not current financial resources and, therefore, are not reported in fund financial statement, but are reported in the governmental activities of the Statement of Net Position.

Cost of capital assets	\$	6,944,343	
Less accumulated depreciation		(4,283,757)	
Right-of-use assets		42,686	
Less accumulated amortization		<u>(29,719)</u>	2,673,553

Long-term liabilities are not due and payable in the current period and are not included in the fund financial statements but are included in the governmental activities of the Statement of Net Position.

Compensated absences	(149,222)
Other post employment benefit obligation	(6,558,056)
Net pension liability	262,777
Long-term portion of Lease obligations	(10,992)
Deferred inflows-pension related	(2,775,269)
Deferred inflows-OPEB related	(1,695,622)

Net Position of Governmental Activities in the Statement of Net Position \$ 4,903,850

The notes to the financial statements are an integral part of this statement.
See the accompanying independent auditor's report.

SABINE PARISH SHERIFF
Many, Louisiana

STATEMENT OF GOVERNMENTAL FUNDS REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES /
STATEMENT OF ACTIVITIES
For the year ended June 30, 2022

	Governmental Fund Financial Statements		Government-wide Statements
	Balance Sheet		Governmental Activities
	General Fund	Adjustments	Statement of Activities
EXPENDITURES/EXPENSES			
Current:			
Public Safety:			
Personal services & related benefits	\$ 6,712,375	\$ (462,980)	\$ 6,249,395
Operating expenses	1,314,541	(8,767)	1,305,774
Material & supplies	1,657,778	-	1,657,778
Travel & other charges	171,895	-	171,895
Capital outlays	638,699	(638,699)	-
Depreciation	-	433,456	433,456
Amortization	-	8,537	8,537
TOTAL EXPENDITURES/EXPENSES	10,495,288	(668,453)	9,826,835
PROGRAM REVENUES			
Charges for services	2,068,161	-	2,068,161
Operating grants and contributions	400,988	-	400,988
TOTAL PROGRAM REVENUES	2,469,149	-	2,469,149
NET PROGRAM EXPENSE	(8,026,139)	668,453	(7,357,686)
GENERAL REVENUES			
Property taxes	3,616,867	-	3,616,867
Sales taxes	4,425,848	-	4,425,848
State revenue sharing	66,607	-	66,607
Miscellaneous income	38,922	-	38,922
Investment earnings	(571,025)	-	(571,025)
TOTAL GENERAL REVENUES	7,577,219	-	7,577,219
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENDITURES/ CHANGES IN NET POSITION	(448,920)	668,453	219,533
Other financing sources(uses)			
Loss from uncollectible receivables	(24,460)	-	(24,460)
TOTAL OTHER FINANCING SOURCES(USES)	(24,460)	-	(24,460)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER FINANCING SOURCES(USES)/ CHANGE IN NET POSITION	(473,380)	668,453	195,073
FUND BALANCE / NET POSITION			
Beginning of the year (restated)	10,778,418		4,708,777
End of the year	\$ 10,305,038		\$ 4,903,850

The notes to the financial statements are an integral part of this statement.
See the accompanying independent auditor's report.

SABINE PARISH SHERIFF
Many, Louisiana

**RECONCILIATION OF THE STATEMENT OF GOVERNMENTAL FUNDS REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES**

For the year ended June 30, 2022

Fund Financial statements excess of revenues over expenditures	\$	(473,380)
<p>Governmental funds report capital outlays as expenditures because such outlays use current financial resources. However, for governmental activities those capital outlays are reported in the Statement of Net Position and are allocated over their useful lives in the Statement of Activities.</p>		
Capital outlays	\$ 638,699	
Depreciation expense	<u>(433,456)</u>	205,243
<p>Amortization expense of right-of-use assets is reported in the government-wide financial statements, but does not require the use of current financial resources and is not reported in the fund financial statements.</p>		
		(8,537)
<p>Payments made on long-term leases are shown as expenditures in the governmental funds, but the payments reduce long-term liabilities in the Statement of Net Position</p>		
		8,767
<p>In the Statement of Activities, certain operating expenses, are measured by the the amounts accrued during the year. In the governmental funds, however, expenditures for these items are measured by the amounts actually paid.</p>		
Pension (expense) benefit	\$ 427,507	
Non-employer contributions to cost-sharing pension plan	244,942	
Accrued compensated absences	(116,381)	
Accrued other post employment benefit obligations	<u>(93,088)</u>	462,980
Government-wide change in net position	\$	<u><u>195,073</u></u>

The notes to the financial statements are an integral part of this statement.
See the accompanying independent auditor's report.

SABINE PARISH SHERIFF
Many, Louisiana

STATEMENT OF FIDUCIARY NET POSITION
Custodial Funds
June 30, 2022

	Sheriff's Fund	Tax Collector	Total
ASSETS			
Cash	\$ 217,468	\$ 31,258	\$ 248,726
Total Assets	\$ 217,468	\$ 31,258	\$ 248,726
NET POSITION			
Fiduciary net position - held for others	\$ 217,468	\$ 31,258	\$ 248,726

The notes to the financial statements are an integral part of this statement.
See the accompanying independent auditor's report.

SABINE PARISH SHERIFF
Many, Louisiana

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
Custodial Funds

For the year ended June 30, 2022

Additions:	Sheriff's Fund	Tax Collector	Total
Taxes, fees, etc., received:			
Sheriff's sales	\$ 249,717	\$ -	\$ 249,717
Fines, forfeitures, and costs	214,251	-	214,251
Garnishments	115,024	-	115,024
Seizures, bonds, etc	140,092	-	140,092
Ad Valorem			
Current year	-	23,255,266	23,255,266
Prior year	-	12,699	12,699
Protested	-	3,855	3,855
State revenue sharing	-	479,737	479,737
Insurance Premium Rebate	-	165,254	165,254
Interest	935	25,744	26,679
Cost of tax notices, etc.	-	86,653	86,653
Redemptions	-	34,933	34,933
Other additions	474	18,095	18,569
Total additions	<u>720,493</u>	<u>24,082,236</u>	<u>24,802,729</u>
Reductions:			
Settlement payments to:			
Louisiana Dept of Forestry	512	34,769	35,281
Louisiana Tax Commission	-	12,091	12,091
Northwest Crime Lab	23,176	-	23,176
Ware Juvenile Detention Center	3,780	-	3,780
Louisiana Rehabilitation	1,722	-	1,722
Louisiana Commission on Law Enforcement	2,780	-	2,780
Louisiana State Police	150	-	150
Sabine Parish:			
Sheriff's General Fund	81,619	3,762,181	3,843,800
Clerk of Court	40,920	-	40,920
Police Jury	-	5,222,572	5,222,572
School Board	-	8,119,732	8,119,732
Assessor	-	1,552,657	1,552,657
Library	-	1,391,223	1,391,223
Municipalities	(11)	-	(11)
Crime Stoppers	978	-	978
District Attorney	50,327	-	50,327
Judicial Expense Fund	46,113	-	46,113
Criminal Court Fund	76,477	-	76,477
Indigent Defender Fund	54,235	-	54,235
Fire Protection District No. 1	-	826,645	826,645
Fire Protection District No. 2	-	477,291	477,291
Fire Protection District No. 3	-	1,503,214	1,503,214
Litigants, attorneys	172,580	-	172,580
State Pension Funds	-	668,012	668,012
Other Settlements	127,887	439,831	567,718
Refunds	27,919	53,549	81,468
Other reductions	23,512	43,871	67,383
Total reductions	<u>734,676</u>	<u>24,107,638</u>	<u>24,842,314</u>
Net increase (decrease) in fiduciary net position	<u>(14,183)</u>	<u>(25,402)</u>	<u>(39,585)</u>
Net position, beginning	<u>231,651</u>	<u>56,660</u>	<u>288,311</u>
Net position, ending	<u>\$ 217,468</u>	<u>\$ 31,258</u>	<u>\$ 248,726</u>

The notes to the financial statements are an integral part of this statement. See the accompanying independent auditor's report.

NOTES TO FINANCIAL STATEMENTS

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

INTRODUCTION

As provided by Article V. Section 27 of the Louisiana Constitution of 1974, the Sheriff serves a four-year term, as the chief executive officer of the law enforcement district and ex-officio tax collector of the parish. The Sheriff also administers the parish jail system and exercises duties required by the parish court system, such as providing bailiffs, executing orders of the court, and serving subpoenas. As the ex-officio tax collector of the parish, the Sheriff is responsible for the collection and distribution of ad valorem property taxes, state revenue sharing funds, and fines, court costs, and bond forfeitures imposed by the district court.

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

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Presentation

The accompanying basic financial statements of the Sabine Parish Sheriff have been prepared in conformity with generally accepted accounting principles (GAAP) in the United States of America. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*, issued in June 1999. The Basic Financial Statements consist of Government-wide Financial Statements, including a Statement of Net Position and a Statement of Activities, and Fund Financial Statements, which provide more detailed level of financial information.

The significant accounting and reporting policies and practices used by the Sabine Parish Sheriff are described below.

B. Reporting Entity

Governmental Accounting Standards Board Statement No. 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. The basic criterion for including a potential component unit within the reporting entity is financial accountability. Oversight responsibility is determined on the basis of appointment of governing body, ability to significantly influence operations, accountability for fiscal matters, and the nature and significance of an organization's relationship with the primary government. Considering the foregoing criteria, the Sabine Sheriff is deemed to be a separate reporting entity. The accompanying financial statements present information only on the funds maintained by the Sabine Parish Sheriff. There are no component units to be included in the Sheriff's reporting entity.

For financial reporting purposes, the Sheriff's basic financial statements include all funds and activities that are controlled by the Sheriff as an independently elected parish official. The Sheriff is solely responsible for the operations of his office, which include the hiring and retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds. The Sheriff is a primary government for reporting purposes.

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Fund Accounting

The Sheriff uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain Sheriff functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The funds of the Sheriff are classified into two categories: governmental funds (general fund) and fiduciary funds (custodial funds).

Governmental funds are used to account for a 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 recovering the cost of providing services to the public or other agencies through service charges or user fees. The emphasis of fund financial statements is on major funds, each displayed in a separate column.

Fiduciary funds reporting focuses on net position and changes in net position. The only funds accounted for in this category are custodial funds. These funds do not involve measurement of results of operation and, thus, have no measurement focus but use the accrual basis of accounting.

D. Basis of Accounting/Measurement Focus

Governmental Fund Financial Statements

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

The amounts reflected in the General Fund use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Accordingly, revenues are recorded when received in cash, except that revenues subject to accrual (generally received within 60 days after year-end) are recognized when due. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

A fund is considered major if it is the primary operating fund of the Sheriff or its total assets, liabilities, revenues, or expenditures of the individual governmental fund is at least 10 percent of the corresponding total for all governmental funds. Nonmajor funds are aggregated and presented in a single column.

The Sheriff reports the following governmental funds:

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

**SABINE PARISH SHERIFF
Many, Louisiana**

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Basis of Accounting/Measurement Focus (continued)

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 assessed. 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 generally collected in December of the current year and January and February of the ensuing year.

Sales tax revenues are recorded in the period in which the underlying exchange has occurred. Fines, forfeitures, fees and court costs are recognized in the period they are released for distribution by the Courts.

Federal and state entitlements are recorded as unrestricted grants-in-aid when available and measurable. Revenue from federal and state grants is recognized when all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when resources are required to be used or the year when use is first permitted; matching requirements in which the Sheriff must provide local resources to be used for a specified purpose; and expenditure requirements in which the resources are provided to the Sheriff on a reimbursement basis.

Interest earnings on deposits are recorded when earned.

Those revenues susceptible to accrual are sales taxes, property taxes, grants, contracts, interest revenue and charges for services. Substantially all other revenues, including fines, forfeitures, and commissions, are not susceptible to accrual because generally they are not measurable until received in cash.

Expenditures

Salaries and related benefits are recorded when employee services are provided. Purchases of various operating supplies are recorded as expenditures in the accounting period in which they are purchased. Substantially all other expenditures are recognized as expenditures when the related fund liability has been incurred.

Transfers between funds that are not expected to be repaid, sales of assets and compensation for loss of assets are accounted for as other financing sources (uses). These other sources (uses) are recognized at the time the underlying events occur.

Fiduciary Fund Financial Statements

Fiduciary fund financial statements include a Statement of Fiduciary Net Position – Custodial Funds and a Statement of Changes in Fiduciary Net Position – Custodial Funds. The only funds accounted for in this category by the Sheriff are custodial funds. The custodial funds account for assets held by the Sheriff as an agent for various taxing bodies (tax collections), individuals, and for deposits held pending court action. These funds do not involve measurement of results of operations. Consequently, the custodial funds have no measurement focus, but use the accrual basis of accounting. Data from the fiduciary funds is not incorporated in the government-wide financial statements.

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Basis of Accounting/Measurement Focus (continued)

Government-Wide Financial Statements

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

Program revenues include fees and charges paid by the recipients of services offered by the Sheriff, and grants and contributions that are restricted to meeting the operational or capital requirement of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

E. Cash, Interest-Bearing Deposits and Investments

Cash includes cash on hand, amounts in demand deposits, interest-bearing demand deposits, money market accounts, time deposits (certificates of deposit), and short-term, highly liquid investment with original maturities of ninety (90) days or less when purchased. Under state law, the Sheriff may deposit funds with a fiscal agent organized under the laws of Louisiana, the laws of any other state in the union, or the laws of the United States. The Sheriff may invest in United States bonds, treasury notes and bills, government-backed agency securities, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. In addition, local Louisiana governments are authorized to invest in the Louisiana Asset Management Pool, Inc. (LAMP), a non-profit corporation formed by an initiative of the State Treasurer and organized under the laws of the State of Louisiana, which operates a local government investment pool.

F. Accounts Receivable

In the government-wide financial statements, receivables consist of all revenues earned at year-end and not yet received. Major receivables for the governmental activities include sales tax, fees for services, and other intergovernmental revenues. All receivables are current and therefore due within one year. Allowances are reported when accounts are proven to be uncollectible.

G. Prepaid expenses

Payments made to vendors for services or supplies that will benefit periods beyond June 30, 2022, are recorded as prepaid expenses.

H. Capital Assets

Capital assets which include property, plant, and equipment are reported in the government-wide financial statements. All capital assets, other than land, are depreciated using the straight-line method over their estimated useful lives, ranging from three to forty years depending upon the expected durability of the particular asset. Depreciation of all exhaustible capital assets is recorded as an expense in the statement of activities. Capital assets are recorded in the statement of net position.

All purchased and constructed capital assets are valued at historical cost or estimated cost if historical cost is not available. Donated capital assets are valued at their estimated fair market value at the date of donation. The Sheriff maintains a threshold level of \$5,000 or more for capitalizing capital assets for reporting purposes. Salvage value is taken into consideration for depreciation purposes for vehicles. Assets reported in the fund financial statements for governmental funds exclude capital assets. The governmental funds financial statements report the acquisition of capital assets as expenditures.

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

I. Compensated Absences

The Sheriff has the following policy relating to vacation, sick leave, and compensatory time:

Vacation leave. Employees of the Sheriff that have been employed one year or more are eligible for vacation leave. Those with one through nine years of service earn two weeks of vacation leave per year and those with 10 or more years of service earn three weeks vacation leave per year. The annual accrual is based on the fiscal year, accruing on July 1 annually. New employees attaining one year of service during a fiscal year will earn a prorated leave amount. Annual leave can be carried over to a maximum of 42 hours. Employees are compensated for unused balances at termination of employment.

Sick leave. Employees are not compensated for unused sick leave balances at termination of employment.

Compensatory time. Policies for compensatory time have been modified effective July 1, 2022. Previously, law enforcement personnel were permitted to accrue compensatory time (comp time) in lieu of overtime up to a maximum of 480 hours and other employees up to a maximum of 240 hours. The revision states that only school resource officers are allowed to accrued up to 480 hours and all other personnel cannot accrue more than 90 hours of comp time. Unused comp time is paid out at termination of employment.

The Sheriff's recognition and measurement criteria for compensated absences follows GASB Statement No. 16 which provides that vacation leave and other compensated absences with similar characteristics should be accrued as a liability as the benefits are earned by the employees if *both* of the following conditions are met:

- a. The employees' rights to receive compensation are attributable to services already rendered.
- b. It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payment at termination or retirement.

J. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element, Deferred Outflows of Resources, represents a consumption of net position that applies to a future period and so will not be recognized as an expense or expenditure until then. In addition to liabilities, the statement of financial position reports a separate section for Deferred Inflows of Resources. This separate financial statement element represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Sheriff recognizes differences between expected and actual factors in total pension liability measurements, changes in assumptions about future factors in the total pension liability measurements, and the differences between projected and actual earnings on pension plan investments within these financial statement sections.

K. Pension Plan

The Sabine Parish Sheriff is a participating employer in a cost-sharing, multiple-employer defined benefit pension plan as described in Note 8. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of each of the plans, and additions to / deductions for the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. The financial statements were prepared using the accrual basis of accounting, member and employer contributions are recognized when due, pursuant to formal commitments and statutory requirements. Benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance statutes governing the plan. Expenses are recognized when the liability is incurred, regardless of when payment is made. Investments have been reported at fair value within the plan.

**SABINE PARISH SHERIFF
Many, Louisiana**

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

L. Other Postemployment Benefits

The Sabine Parish Sheriff follows GASB Statement 75 "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions," which requires the accrual of other postemployment benefits for retired employees. The sheriff has recorded a liability for other postemployment benefits (see Note 9). In the government-wide financial statements, the other postemployment benefits liability is recorded as an expense and non-current liability and allocated on a functional basis. In the fund financial statements, other postemployment benefit expenditures are recognized in the amount contributed to the plan or expected to be liquidated with expendable available financial resources. Expendable available financial resources generally refer to other postemployment benefit payments due and payable as of the end of the year.

M. Use of Estimates

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

N. Risk Management

The Sheriff is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, and injuries to employees. To handle such risk of loss, the Sheriff maintains commercial insurance policies covering: automobile liability, medical payments, uninsured motorist, and collision; health insurance providing 100 percent coverage for any employee injured while on the job; and surety bond coverage. The Sheriff also maintains a Louisiana Sheriffs' Risk Management Program liability insurance policy. No claim has been paid on the policy during the past three years nor is the Sheriff aware of any unfiled claims.

O. Equity

Net Position. In the government-wide financial statements equity (the difference between assets and liabilities) is classified as net position and is reported in three components:

- a. Net Investment in capital assets--Consists of capital assets including restricted capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Net Investment in right-of-use assets--Consists of right-of-use assets, net of accumulated amortization.
- c. Restricted net position--Consists of net position with constraints placed on the use by (1) external groups, such as creditors, grantors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- d. Unrestricted net position--Consists of all other net position that does not meet the definition of "restricted" or "net investment in capital assets."

The Sabine Parish Sheriff's policy is to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balances. As required by GASB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions," this Statement provides clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent. The following classifications describe the relative strength of the spending constraints:

**SABINE PARISH SHERIFF
Many, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

O. Equity (continued)

1. Nonspendable--Amounts that are not in spendable form (such as prepaid expenses) because they are legally or contractually required to be maintained intact.
2. Restricted--Amounts constrained to specific purposes by their providers (such as grantors or higher levels of government).
3. Committed--Amounts constrained by the Sheriff himself. To be reported as committed, amounts cannot be used for any other purpose unless the Sheriff takes the action to remove or change the constraint.
4. Assigned--Amounts the Sheriff intends to use for a specific purpose.
5. Unassigned--All amounts not included in other spendable.

At June 30, 2022, \$46,117 was non-spendable prepaid expenses; \$64,877 was restricted by the grantor; and \$10,194,044 was unassigned.

The Sheriff would typically use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

P. Change in Accounting Principles

For the year ended June 30, 2022, the Sheriff implemented Governmental Accounting Standards Board (GASB) Statement No. 87, Leases. GASB Statement No. 87 enhances the relevance and consistency of information of the government's leasing activities. It establishes requirements for lease accounting based on the principle that leases are financings of the right to use an underlying asset. A lessee is required to recognize a lease liability and an intangible right to use lease asset. This change required a restatement of beginning net position as follows:

		<u>Government-wide</u>
		<u>Governmental</u>
		<u>Activities</u>
Total Net Position, June 30, 2021, as previously reported	\$	4,707,032
Change in accounting principle:		
Net effect of implementing GASB Statement No. 87		1,745
Total Net Position, June 30, 2021, Restated	\$	4,708,777

2. LEVIED TAXES

The Sheriff was authorized 13.62 ad valorem tax millage and levied mills of 13.62 mills for 2021. Ad valorem taxes are recorded in the year the taxes are assessed. Total assessed value in the parish was \$308,902,072 in 2021. The amount of ad valorem tax collections recognized for the year ending June 30, 2022 was \$3,616,867.

Ad Valorem Taxes Paid Under Protest

Louisiana Revised Statute 47:1576 provides that taxpayers, at the time of payment of all taxes due, may give notice to the tax collector of their intention to file suit for recovery of all or a portion of the total taxes paid. Upon receipt of a notice, the amount paid shall be segregated and held by the tax collector for a period of thirty days. If a suit is filed within thirty days, the segregated funds shall be held pending outcome of the suit. If the taxpayer prevails, the tax collector shall refund the amount due with interest from the date the funds were received by the tax collector. As of June 30, 2022, there was \$3,862 paid under protest and escrowed.

**SABINE PARISH SHERIFF
Many, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022**

2. LEVIED TAXES (continued)

Ad Valorem Tax Abatement and Homestead Exemption

The Louisiana Industrial Ad Valorem Tax Exemption program (Louisiana Administrative Code, Title 13, Chapter 5) is a state incentive program which abates, up to ten years, local ad valorem taxes on a manufacturer's new investment and annual capitalized additions related to the manufacturing site. Applications to exempt qualified property for five years are approved by the Louisiana Economic Development's Board of Commerce and Industry. The exemption may be renewed for an additional five years. Under state law, the first \$75,000 of assessed value of your primary residence is exempt from ad valorem taxation. For the fiscal year ending June 30, 2022, approximately \$932,011 in Sabine Parish Sheriff ad valorem tax revenues were exempted from tax through the homestead exemption and abated by the state of Louisiana through the Louisiana Industrial Ad Valorem Tax Exemption program.

Sales Taxes:

The Sheriff collects a one-half percent parish-wide sales and use tax with the net proceeds, after deduction costs of collection and administration, dedicated and used for salaries and benefits of deputies, and acquiring, maintaining, and operating of Sheriff's vehicles and equipment. The tax, approved by voters on July 17, 2004, was effective from and after October 1, 2004.

The Sheriff collects a one-quarter percent parish-wide sales and use tax with the net proceeds, after deducting costs of collection and administration, dedicated and used for the purpose of providing additional funding for the Sheriff's Office. The tax, approved by voters on January 18, 2003, was effective August 1, 2003 and is for a period of 10 years ending July 31, 2014. The tax was approved and renewed effective August 1, 2014 and for a period of 10 years ending July 31, 2024. April 30, 2022 voters approved and renewed the tax for an additional 10 years ending July 1, 2033.

The amount of sales tax collected for year ended June 30, 2022, was \$4,425,848.

3. CASH, INTEREST-BEARING DEPOSITS AND INVESTMENTS

Cash:

At June 30, 2022, the Sheriff has cash in interest bearing and non-interest bearing accounts (book balance) totaling \$5,469,178 as follows:

	Government Funds	Fidiciary Funds	Total
Demand deposits	\$ 259	\$ -	\$ 259
Interest-bearing demand deposits	2,757,682	248,726	3,006,408
Money market accounts	2,462,011	-	2,462,011
Petty Cash	500	-	500
Categorized bank deposits	\$ 5,220,452	\$ 248,726	\$ 5,469,178

The Sheriff has restricted assets relating to inmate trust accounts, probation accounts and narcotics funds. The inmate trust accounts consist of money that is deposited by inmates for purchase of commissary items. The Sheriff is not entitled to spend these funds. Probation and narcotics money consists of funds collected by the Sheriff related to criminal cases. The Sheriff is not entitled to spend these funds until the related case has been settled. Once cases are settled the funds will either be returned to the defendant or distributed among local Parish entities.

**SABINE PARISH SHERIFF
Many, Louisiana**

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

3. CASH, INTEREST-BEARING DEPOSITS AND INVESTMENTS (continued)

The cash and investments of the Sabine Parish Sheriff are subject to the following risk:

Custodial Credit Risk:

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the government will not be able to recover its deposits.

Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must always equal or exceed the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Sheriff that the fiscal agent bank has failed to pay deposited funds upon demand. Further, Louisiana Revised Statute 39:1224 states that securities held by a third party shall be deemed to be held in the Sheriff's name.

At year end, the Sheriff had collected bank balances of \$3,357,337 which were covered by \$500,000 of federal depository insurance and pledged securities with a market value of \$3,719,123 held by the custodial banks in the name of the Sabine Parish Sheriff. Time and savings deposits (money market accounts) of \$2,462,011 are held with an investment management company and covered by Security Investor Protection Corporation (SPIC) insurance of \$500,000. Holdings with investment companies are not required to be collateralized.

Investments:

At June 30, 2022, the Sheriff held its assets in U.S. agency securities, equity trusts and certificates of deposit. The below schedule identified the investments by type:

Type	Carrying Value	Remaining Maturity				Credit Rating
		>1	1-5	6-10	11-30	
Investments at fair value						
U.S. agency securities	\$ 4,676,679	\$ -	\$ 370,341	\$ 1,533,528	\$ 2,772,810	AAA
Investments at net asset value						
Equity trusts	66,604	66,604	-	-	-	
Total investments measured at fair value	\$ 4,743,283	\$ 66,604	\$ 370,341	\$ 1,533,528	\$ 2,772,810	

Accrued interest of \$17,835 is included in the Governmental Activities receivables balance per the Statement of Net Position.

Investment valuation. The Sheriff categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

3. CASH, INTEREST-BEARING DEPOSITS AND INVESTMENTS (continued)

The Sheriff has the following recurring fair value measurements as of June 30, 2022:

Level 2 inputs—U.S. agency securities are valued using a market based approach comprised of a combination of directly observable quoted prices and a matrix pricing technique that relies on the securities' relationship to other benchmark quoted securities.

Interest Rate Risk: This is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity its fair value is to changes in market interest rates. The Sheriff does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, as a means of offsetting exposure to interest rate risk, the Sheriff diversifies its investments by security type and institution.

Credit Risk: Generally, credit risk is the risk that an issuer of a debt type investment will not fulfill its obligation to the holder of the investment. The Sabine Parish Sheriff's investments comply with Louisiana Statutes (LSA R.S. 33:2955). Under state law, the Sabine Sheriff may deposit funds with a fiscal agent organized under the laws of Louisiana, the laws of any other state in the union, or the laws of the United States. The Sheriff may invest in United States bonds, treasury notes and bills, government backed agency securities, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana.

Concentration of Credit Risk. The Sheriff's investment portfolio had concentration of credit risk on June 30, 2022 due to the holding of securities issued by the following U.S. Agencies that are both permitted by statute and Sheriff's investment policy. The Sheriff's investment portfolio consisted of 41.08% of securities issued by the Federal Home Loan Bank, 21.78% of securities issued by the Federal Farm Credit Bank, 23.61% of securities issued by the Government National Mortgage Association (GNMA), and 12.12% of securities issued by the Federal National Mortgage Association (FNMA). The Sheriff's investment policy does not limit the amount it may invest in any one issuer.

Custodial credit risk: For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Sheriff does not have an investment policy for custodial credit risk; however, state law described in a preceding paragraph is designed to limit this risk. The Sheriff has custodial credit risk exposure for the investment balance because the related securities are uninsured, unregistered, and held by the government's brokerage firm, which is also the counterparty for these particular securities. Investments are held with an investment management company which is insured by SIPC for up to \$500,000.

The \$66,604 in equity trusts is invested in GNMA re-investment trust securities, valued using net asset value (NAV). This security is a pooled investment vehicle that seeks monthly distributions of interest through long-term investments in a portfolio of Ginnie Maes. Interest in these securities may be liquidated on a daily basis at the daily redemption rate which is NAV.

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

4. RECEIVABLES

The following is a summary of receivables at June 30, 2022:

	<u>General Fund</u>
Intergovernmental revenues:	
Federal overtime	\$ 20,244
Parish building reimbursement	8,960
Parish revenue	48,501
Dispatch salary reimbursements	15,641
State supplemental pay	1,524
Sales tax	414,096
Fees, charges, and commissions for services:	
Court fines and fees	3,520
Feeding and keeping parish prisoners	10,983
Feeding and keeping state prisoners	65,245
Commissary	12,072
City Telcoin	6,421
	<u>607,207</u>
General	
Accrued interest	20,368
Deposits on utilities	1,075
Overpayments to be refunded	5,500
Totals	<u>\$ 634,150</u>

5. CAPITAL ASSETS

A summary of changes in office furnishings, equipment and vehicles follows:

<u>Governmental Activities</u>	Balance 7/1/2021	Additions	Reclassification/ Deletions	Balance 6/30/2022
Capital assets not begin depreciated:				
Land	\$ 111,165	\$ -	\$ -	\$ 111,165
Total assets not being depreciated	<u>111,165</u>	<u>-</u>	<u>-</u>	<u>111,165</u>
Depreciable assets:				
Buildings & improvements	2,977,045	184,823	(6,304)	3,155,564
Furniture, fixtures, & equipment	996,268	55,338	(126,726)	924,880
Vehicles	2,728,305	398,538	(374,109)	2,752,734
Total depreciable assets	<u>6,701,618</u>	<u>638,699</u>	<u>(507,139)</u>	<u>6,833,178</u>
Total Assets	6,812,783	638,699	(507,139)	6,944,343
Less accumulated depreciation	4,357,440	433,456	(507,139)	4,283,757
Capital assets, net	<u>\$ 2,455,343</u>	<u>\$ 205,243</u>	<u>\$ -</u>	<u>\$ 2,660,586</u>

Depreciation expense in the amount of \$433,456 was charged to public safety.

6. COMPENSATED ABSENCES

Compensated absences represent accumulated and vested employee leave benefits computed in accordance with accounting principles generally accepted in the United States of America. The liability for compensated absences is computed only at the end of the fiscal year. As of June 30, 2022, the Sheriff's compensated absences payable in accordance with GASB Statement No. 16 amounted to 14,057 hours with a resulting liability as following:

**SABINE PARISH SHERIFF
Many, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022**

6. COMPENSATED ABSENCES (continued)

Compensated absences at July 1, 2021	\$	32,841
Additions		116,381
Deductions		-
Compensated absences at June 30, 2022	\$	149,222

7. DEFERRED COMPENSATION

Certain employees of Sabine Parish Sheriff participate in the Louisiana Public Employees Deferred Compensation Plan adopted under the provisions of the Internal Revenue Code Section 457. Complete disclosures relating to the Plan are included in the separately issued audit report for the Plan, available from the Louisiana Legislative Auditor, P. O. Box 94397, Baton Rouge, Louisiana 70804-9397.

8. PENSION PLAN

Plan Description. Substantially all employees of the Sabine Parish Sheriff's office are members of the Louisiana Sheriffs' Pension and Relief Fund (Fund), a cost-sharing, multiple-employer defined benefit pension plan established in accordance with the provisions of Louisiana Revised Statute 11:2171 to provide retirement, disability and survivor benefits to employees of sheriffs' offices throughout the state, employees of the Louisiana Sheriffs' Association and the Sheriff's Pension and Relief Fund's office. The Sheriffs' Pension and Relief Fund, State of Louisiana, is the administrator of the Fund and is governed by a separate board of trustees.

Funding Policy. Contribution requirements for all employers are actuarially determined each year in accordance with state statute. For the year ended June 30, 2022, the actual employer contribution rate was 12.25% with no additional percentage allocated from the Funding Deposit Account. Employee contributions are based on the employee's annual covered salary and are established by the board of trustees. For the year ended June 30, 2022, the employee contribution rate was 10.25%.

The Sabine Parish Sheriff's contributions to the System which also include the employee's portion are as follows:

	2022	2021	2020
Employee portion	\$ 462,071	\$ 396,368	\$ 355,585
Employer contributions	552,231	473,711	424,968
Total pension contributions	\$ 1,014,302	\$ 870,079	\$ 780,553

In accordance with state statute, the Fund receives ad valorem taxes, insurance premium taxes and state revenue sharing funds. These additional sources of income are used as employer contributions and are considered support from non-employer contributing entities, but are not considered special funding situations. Non-employer contributions are recognized as revenue and excluded from pension expense. Non-employer contributions of \$244,942 were recorded for the year ended June 30, 2022, in the government-wide statements.

Retirement Benefits. For members who become eligible for membership on or before December 31, 2011: Members with twelve years of creditable service may retire at age fifty-five; members with thirty years of service may retire regardless of age. The retirement allowance is equal to three and one-third percent of the member's average final compensation multiplied by his years of creditable service, not the exceed (after reduction for optional payment form) 100% of average final compensation. Active, contributing members with at least ten years of creditable service may retire at age sixty. The accrued normal retirement benefit is reduced actuarially for each month or fraction thereof that retirement begins prior to the member's earliest normal retirement date assuming continuous service.

SABINE PARISH SHERIFF
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NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

8. PENSION PLAN (continued)

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

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

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

For members whose first employment making the eligible for membership in the fund began on or after July 1, 2013, final average compensation is based on the average monthly earnings during the highest sixty consecutive months or joined months if service was interrupted. The earnings to be considered for each twelve-month period within the sixty-month period shall not exceed 115% of the preceding twelve-month period.

Disability Benefits. Members are eligible to receive disability benefits if they have at least ten years of creditable service when a non-service related disability is incurred; there are no service requirements for a service related disability. Disability benefits shall be the lesser of 1) a sum equal to the greatest of 45% of final average compensation or the member's accrued retirement benefit at the time of termination of employment due to disability, or 2) the retirement benefit which would be payable assuming continued service to the earliest normal retirement age. Members who become partially disable receive 75% of the amount payable for total disability.

Survivor Benefits. Survivor benefits for death solely as a result of injuries received in the line of duty are based on the following: for a spouse alone, a sum equal to 50% of the members final average compensation with a minimum of \$150 per month. If a spouse is entitled to benefits and has a child or children under eighteen years of age (or over said age if physically or mentally incapacitated and dependent upon the member at the time of his death), an additional sum of 15% of the member's final average compensation is paid to each child with total benefits paid to spouse and children not to exceed 100%. If a member dies with no surviving spouse, surviving children under age eighteen will receive monthly benefits of 15% of the member's final average compensation up to a maximum of 60% of final average compensation if there are more than four children. If a member is eligible for normal retirement at the time of death, the surviving spouse received an automatic option 2 benefit. The additional benefit payable to children shall be the same as those available for members who die in the line of duty. In lieu of receiving option 2 benefit, the surviving spouse may receive a refund of the member's accumulated contributions. All benefits payable to surviving children shall be extended through age twenty-three, if the child is a full-time student in good standing enrolled at a board approved or accredited school, college, or university.

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

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

8. PENSION PLAN (continued)

Deferred Retirement Option Plan (DROP)/Back Deferred Retirement Option Plan (Back-DROP). For members retiring before July 1, 2001 in lieu of terminating employment and accepting a service retirement, members could elect to participate in the Deferred Retirement Option Plan (DROP). Upon entering the DROP employee and employer contributions cease. The monthly retirement contribution that would have been paid if the member retired is deposited into the DROP account for up to three years. Funds held in the DROP account earn interest and can be disbursed to the member upon request. Effective July 1, 2001, the Back-DROP program replaced the DROP program. In lieu of receiving a service retirement allowance, any member of the Fund who has more than sufficient service for a regular service retirement may elect to receive a "Back-DROP" benefit. A member elects to "take" Back-DROP at the time of separation from employment to retire. The Back-DROP benefit is based upon the Back-DROP period selected and the final average compensation prior to the period selected. The Back-DROP period is the lesser of three years or the service accrued between the time a member first becomes eligible for retirement and his actual date of retirement. For those individuals with thirty or more years, the Back-DROP period is the lesser of four years or service accrued between the time a member first becomes eligible for retirement and his actual date of retirement. A member's Back-DROP benefit is the maximum monthly retirement benefit multiplied by the number of months in the Back-DROP period. In addition, the member's Back-DROP account will be credited with employee contributions received by the Fund during the Back-DROP period. The member's DROP and Back-DROP balances left on deposit are managed by a third party, fixed income investment manager. Participants have the option to opt out of this program and take a distribution, if eligible, or to rollover the assets to another qualified plan.

Permanent Benefit Increases/Cost of Living Adjustments. As fully described in Title 11 of the Louisiana Revised Statutes, the Fund allows for the payment of permanent benefit increases, also known as cost-of-living adjustments (COLAs), which are funded through investment earnings when recommended by the Board of Trustees and approved by the State Legislature. Cost-of-living provisions for the Fund allows the board of trustees to provide an annual cost of living increase of 2.5% of the eligible retiree's original benefit if certain funding criteria are met. Members are eligible to receive a cost-of-living adjustment once they have attained the age of sixty and have been retired at least one year. Funding criteria for granting cost-of-living adjustments is dependent on the funded ratio.

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

At June 30, 2022, the Sheriff reported a asset of \$262,777 for its proportionate share of the net pension asset. The net pension asset was measured as of June 30, 2021, and the total pension asset used to calculate the net pension asset was determined by an actuarial valuation as of that date. The Sheriff's proportion of the net pension asset was based on a projection of the Sheriff's long-term share of contributions to the pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2021, the Sheriff's proportion was 0.530273%, which was an increase of 0.06036% from its proportion measured as of June 30, 2020.

For the year ended June 30, 2022, the Sheriff recognized total pension benefit of \$427,507.

At June 30, 2022, the Sheriff reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

8. PENSION PLAN (continued)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 365,894
Changes of assumptions	808,632	-
Net difference between projected and actual earnings on pension plan investments	-	2,372,986
Changes in employer's proportion of beginning NPL	210,703	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	15,948	36,389
Employer contributions subsequent to the measurement date	552,231	-
Total	<u>\$ 1,587,514</u>	<u>\$ 2,775,269</u>

Sheriff contributions subsequent to the measurement date in the amount of \$552,231 reported as deferred outflows of resources related to pensions will be recognized as a reduction of the net pension liability in the year ending June 30, 2022. 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	
2022	\$ (338,869)
2023	(315,854)
2024	(409,006)
2025	(676,257)
2026	-
Total	<u>\$ (1,739,986)</u>

Actuarial Methods Assumptions

The total pension liability in the June 30, 2021 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Valuation Date	June 30, 2021
Actuarial Cost Method	Entry Age Normal Method
Actuarial Assumptions:	
Expected Remaining Service Lives	2021 - 5 years; 2018-2020 - 6 years; 2016 & 2017 -7 years
Investment Rate of Return	6.90% net of investment expense, including inflation
Discount Rate	6.90%
Projected salary increases	5.00% (2.5% inflation, 2.5% merit)
Mortality Rates	Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Employees multiplied by 120% for males and 115% for females for active members, each with full generational projection using the appropriate MP2019 scale. Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Healthy Retirees multiplied by 120% for males and 115% for females for annuitants and beneficiaries, each with full generational projection using the appropriate MP2019 scale. Pub-2010 Public Retirement Plans Mortality Table for Safety Disabled Retirees multiplied by 120% for males and 115% for females for disabled annuitants, each with full generational projection using the appropriate MP2019 scale.
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the Fund and includes previously granted cost-of-living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2022

8. PENSION PLAN (continued)

The mortality rate assumptions were set after reviewing an experience study performed over the period July 1, 2014 through June 30, 2019. The data was then assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the Fund's liabilities. Annuity values calculated based on this mortality were compared to those produced by using a setback of standard tables. The result of the procedure indicated that these tables would produce liability values approximating the appropriate generational mortality tables used.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Estimates of arithmetic real rates of return for each major asset class based on the Fund's target asset allocation as of June 30, 2021 are as follows:

	Long-Term Expected Rate of Return		
Asset Class	Target Asset Allocation	Real Return Arithmetic Basis	Long-Term Expected Portfolio Real Rate of Return
Equity securities	62%	7.08%	4.39%
Fixed Income	25%	1.44%	0.36%
Alternative Investments	13%	4.38%	0.57%
Totals	100%		5.32%
Inflation			2.55%
Expected Arithmetic Nominal Return			7.87%

The discount rate used to measure the total pension liability was 6.90%. 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 rates approved by PRSAC taking into consideration the recommendation of the Fund's actuary. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Sheriff calculated using the discount rate of 6.90%, as well as what the Sheriff's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	Changes in Discount Rate		
	1% Decrease	Current Discount Rate	1% Increase
	5.90%	6.90%	7.90%
Net pension liability (asset)	2,885,263	(262,777)	(2,887,238)

**SABINE PARISH SHERIFF
Many, Louisiana**

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

8. PENSION PLAN (continued)

Change in Net Pension Liability

The changes in the net pension liability for the year ended June 30, 2022 were recognized in the current reporting period as pension expense except as follows:

Differences between Expected and Actual Experience. The differences between expected and actual experience with regard to economic or demographic factors in the measurement of the total pension liability were recognized as pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan.

Differences between Projected and Actual Investment Earnings. The differences between projected and actual investment earnings on pension plan investments were recognized in pension expense using the straight-line amortization method over a closed five-year period.

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

Changes in Proportion. Changes in the employer's proportionate shares of the collective net pension liability and collective deferred outflows of resources and deferred inflows of resources since the prior measurement date were recognized in employer's pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided pensions through the pension plan.

Contributions—Proportionate Share. Differences between contributions remitted to the Fund and the employer's proportionate share are recognized in pension expense (benefit) using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with a pension through the pension plan.

Retirement Fund Audit Report

The Sheriff's Pension and Relief Fund has issued a stand-alone financial report for the year ended June 30, 2021. Access to the report can be found on the Louisiana Legislative Auditor's website www.la.gov.

9. POSTEMPLOYMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

General Information about the OPEB Plan

Plan description – The Sabine Parish Sheriff's Office (the Sheriff) provides certain continuing health care and life insurance benefits for its retired employees. The Sabine Parish Sheriff's OPEB Plan (the OPEB Plan) is a single-employer defined benefit OPEB plan administered by the Sheriff. The authority to establish and/or amend the obligation of the employer, employees and retirees rests with the Sheriff. No assets are accumulated in a trust that meets the criteria in Governmental Accounting Standards Board (GASB).

Benefits Provided – Medical, dental, and life insurance benefits are provided through comprehensive plans and are made available to employees upon actual retirement. Employees retirement eligibility (D.R.O.P. entry) provisions are as follows: attainment of 30 years of service at any age, or age 55 and 12 years of service if earlier; or, for employees hired after January 1st, 2012, the earliest of age 55 and 30 years of service, age 60 and 20 years of service, and age 62 with 12 years of service. Notwithstanding this there is a minimum service

SABINE PARISH SHERIFF
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NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

9. POST RETIREMENT HEALTH CARE AND LIFE INSURANCE BENEFITS (continued)

requirement of 15 years for benefits. There are custom eligibility requirements which may further restrict eligibility as follows: (1) At least sixteen years of service and is at least sixty-five years of age. (2) At least twenty years of service and is at least fifty-five years of age. (3) At least thirty years of continuous service regardless of age.

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

Employees covered by benefit terms— As of the measurement date June 30, 2022, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	21
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	100
Total	121

Total OPEB Liability

The Sheriff's total OPEB liability of \$6,558,056 was measured as of June 30, 2022, and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and other inputs – The total OPEB liability in the June 30, 2022, actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	3.0%
Salary increases	3.00%
Prior discount rate	2.16%
Discount rate	3.54% annually
Healthcare cost trend rates	5.5% annually until year 2032, then 4.5%
Mortality	SOA RP-2014 Table

The discount rate was based on the average of the Bond Buyers' 20 Year General Obligation municipal bond index on the applicable measurement dates.

The actuarial assumptions used in the June 30, 2022 valuation were based on the results of ongoing evaluations of the assumptions from July 1, 2009 to June 30, 2022.

Balance at June 30, 2021	\$ 8,103,891
Changes for the year	
Service cost	198,427
Interest cost at 2.16%	177,187
Differences between expected and actual experience	(895,228)
Changes in assumptions	(838,385)
Benefit payments and net transfers	(187,837)
Net changes	(1,545,836)
Balance at June 30, 2022	\$ 6,558,055

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

9. POST RETIREMENT HEALTH CARE AND LIFE INSURANCE BENEFITS (continued)

Sensitivity of the total OPEB liability to changes in the discount rate – The following presents the total OPEB liability of the Sheriff, as well as what the Sheriff's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.54%) or 1-percentage-point higher (4.54%) than the current discount rate:

		Changes in Discount Rate		
		1% Decrease 2.54%	Current 3.54%	1% Increase 4.54%
	Total OPEB liability	\$ 7,684,093	\$ 6,558,055	\$ 5,659,643

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

		Changes in healthcare cost trend rates		
		1% Decrease 4.50%	Current Trend 5.50%	1% Increase 6.50%
	Total OPEB liability	\$ 5,832,279	\$ 6,558,055	\$ 7,476,416

For the year ended June 30, 2022, the Sheriff recognized total OPEB expense of \$93,088. At June 30, 2022, the Sheriff reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 707,071	\$ (962,035)
Changes in assumptions	557,058	(733,587)
Total	\$ 1,264,129	\$ (1,695,622)

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

Year ending June 30	
2023	\$ (94,689)
2024	\$ (94,689)
2025	\$ (94,689)
2026	\$ (94,689)
2027	\$ (94,689)
Thereafter	\$ 41,954

10. COMMITMENTS AND CONTINGENCIES

Lawsuits. At June 30, 2022, the Sheriff was a defendant in lawsuits principally arising from the normal course of operations. Although the outcome of these lawsuits is not presently determinable, in the opinion of the Sheriff and legal counsel, resolution of these matters would not create a liability in excess of insurance coverage that would have a material adverse effect on the financial condition of the Sheriff.

**SABINE PARISH SHERIFF
Many, Louisiana**

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

10. COMMITMENTS AND CONTINGENCIES (continued)

Grants. The Sheriff receives grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could result in a request for reimbursement for disallowed costs under the terms of the agreements. In the opinion of management, such disallowance, if any, would be insignificant.

Cooperative Endeavor Agreements:

Effective July 1, 2020, the Sabine Parish Sheriff entered into a cooperative endeavor agreement with the Sabine Parish School Board, to provide POST-Certified law enforcement officers as School Resource Officers (SRO's) to enhance security of students, teachers, and employees of schools operated by the School Board. The School Board is responsible for covering up to \$150,000 of the costs of the SRO's for the year ending June 30, 2022.

Effective for the period August 1, 2021 through September 30, 2022, the Sheriff entered into a cooperative endeavor agreement with other law enforcement agencies for a Victims Assistance program. The total cost to the Sheriff for the program will be \$14,458.

Effective April 1, 2022 the Sheriff entered into a cooperative endeavor agreement with the Sabine Parish Communications District (E-911), wherein dispatchers and part-time employees of E-911 will become employees of the Sheriff with the Sheriff being paid \$8,300 per month to covers the costs of employing said employees.

11. LEASES

Under GASB 87 the Sheriff recognizes all leases over one year in term as right-of-use assets at the present value of all lease payments, amortized over the term of the leases. The Sheriff has right-of-use asset leases of the following nature:

A lease dated December 13, 2017 between Tower Communications, Inc, as Lessor, and the Sabine Parish Sheriff's Office, as Lessee, for space on a communications tower with additional grants of related use. The lease is for a term of five years commencing January 1, 2018 for a monthly amount of \$377.

A copier lease effective June 1, 2019, between Xerox Financial Services, LLC, as Lessor, and The Sabine Parish Sheriff's Office, as Lessee, for a term of five years with a monthly payment of \$389.

Right-of-use assets and amortization activity as of and for the year ended June 30, 2022, is as follows:

<u>Governmental Activities</u>	Balance 7/1/2021	Additions	Deletions	Balance 6/30/2022
Right-of-Use Assets	\$ 42,686	\$ -	\$ -	\$ 42,686
Total	<u>42,686</u>	<u>-</u>	<u>-</u>	<u>42,686</u>
Less Accumulated Amortization				
Right-of-Use Assets	21,182	8,537	-	29,719
Total	<u>21,182</u>	<u>8,537</u>	<u>-</u>	<u>29,719</u>
Right-of-Use Assets, Net	\$ <u>21,504</u>	\$ <u>(8,537)</u>	\$ <u>-</u>	\$ <u>12,967</u>

At June 30, 2022, amortization expense of \$8,537 was charged to the general government function.

SABINE PARISH SHERIFF
Many, Louisiana

NOTES TO THE FINANCIAL STATEMENTS
June 30, 2022

11. LEASES (continued)

The changes in lease liabilities for June 30, 2022 are as follows:

Beginning Lease Liabilities	\$ 19,759
Additions	-
Deductions	<u>(8,767)</u>
Ending Lease Liabilities	<u>\$ 10,992</u>

The future minimum lease payments and interest required under these leases are as follows:

Year ending June 30,	Principal	Interest	Total
2023	\$ 6,759	\$ 170	\$ 6,929
2024	<u>4,233</u>	<u>46</u>	<u>4,279</u>
Totals	<u>\$ 10,992</u>	<u>\$ 216</u>	<u>\$ 11,208</u>

12. RELATED PARTY TRANSACTIONS

Procedures, observations, and inquiries did not disclose any material related party transactions for the fiscal year ended June 30, 2022.

13. ON-BEHALF PAYMENTS

Salaries:

The Sheriff recognizes as general fund revenues and expenses, supplemental pay paid by the State of Louisiana to the Sheriff's employees. For the year ended June 30, 2022, the state contributed \$270,427.

Operating expenses:

The Sheriff's office is located in the parish courthouse. Expenditures for maintenance and operation of the parish courthouse, as required by state statute, are paid by the Sabine Parish Police Jury and are not included in the accompanying financial statements.

14. SUBSEQUENT EVENTS

Management has performed an evaluation of the Sheriff's activities through November 29, 2022, and has concluded that there are no significant events requiring recognition or disclosure through the date and time these financial statements were available to be issued.

REQUIRED SUPPLEMENTAL INFORMATION (PART II)

SABINE PARISH SHERIFF
Many, Louisiana

BUDGETARY COMPARISON SCHEDULE -- GENERAL FUND

For the year ended June 30, 2022

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		<u>(Negative)</u>
REVENUES				
Prisoner reimbursement fees	1,759,987	1,998,625	2,068,161	69,536
Operating grants and contributions	11,775	64,000	400,988	336,988
Property taxes	3,565,000	3,615,000	3,616,867	1,867
Sales taxes	3,700,000	4,013,000	4,425,848	412,848
State revenue sharing	102,600	124,600	66,607	(57,993)
Miscellaneous income	179,500	197,530	38,922	(158,608)
Investment earnings	109,275	85,670	(571,025)	(656,695)
Loss on uncollectible receivables	-	-	(24,460)	(24,460)
TOTAL REVENUES	<u>9,428,137</u>	<u>10,098,425</u>	<u>10,021,908</u>	<u>(76,517)</u>
EXPENDITURES				
Public Safety:				
Personal services & related benefits	\$ 6,581,442	\$ 6,759,470	\$ 6,712,375	\$ 47,095
Operating expenses	2,060,169	2,395,115	1,314,541	1,080,574
Material & supplies	259,500	467,500	1,657,778	(1,190,278)
Travel & other charges	75,000	74,000	171,895	(97,895)
Capital outlays	337,500	646,787	638,699	8,088
TOTAL EXPENDITURES/EXPENSES	<u>9,313,611</u>	<u>10,342,872</u>	<u>10,495,288</u>	<u>(152,416)</u>
EXCESS(Deficiency) of REVENUES OVER EXPENDITURES	114,526	(244,447)	(473,380)	75,899
FUND BALANCE				
Beginning of the year	10,778,418	10,778,418	10,778,418	-
End of the year	<u>\$ 10,892,944</u>	<u>\$ 10,533,971</u>	<u>\$ 10,305,038</u>	<u>\$ (228,933)</u>

The notes to the financial statements are an integral part of this statement.
See the accompanying independent auditor's report.

SABINE PARISH SHERIFF
Many, Louisiana

SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS

For the year ended June 30, 2022

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Total OPEB Liability					
Service cost	\$ 160,142	\$ 162,389	\$ 178,229	\$ 192,647	\$ 198,427
Interest	210,503	223,695	244,029	168,101	177,187
Changes of benefit terms	-	-	-	-	-
Differences between expected and actual experience	202,545	400,537	(268,066)	316,671	(895,228)
Changes of assumptions		104,291	624,568	76,582	(838,385)
Benefit payments	(129,810)	(105,997)	(151,836)	(160,187)	(187,837)
Net change in total OPEB liability	<u>443,380</u>	<u>784,915</u>	<u>626,924</u>	<u>593,814</u>	<u>(1,545,836)</u>
Total OPEB liability-beginning	<u>5,654,858</u>	<u>6,098,238</u>	<u>6,883,153</u>	<u>7,510,077</u>	<u>8,103,891</u>
Total OPEB liability-ending	<u>\$ 6,098,238</u>	<u>\$ 6,883,153</u>	<u>\$ 7,510,077</u>	<u>\$ 8,103,891</u>	<u>\$ 6,558,055</u>
Covered-employee payroll	\$ 3,176,730	\$ 3,272,032	\$ 2,848,796	\$ 2,934,260	\$ 4,191,588
Net OPEB liability as a percentage of covered-employee payroll	191.97%	210.36%	263.62%	276.18%	156.46%
Notes to Schedule					
Benefit Change:	None	None	None	None	None
Changes of Assumptions:					
Discount rate	3.62%	3.50%	2.21%	2.16%	3.54%
Mortality	RP-2000	RP-2000	RP-2014	RP-2014	RP-2014
Trend	5.50%	5.50%	Variable	Variable	Variable

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

The notes to the financial statements are an integral part of this statement.
See the accompanying independent auditor's report.

SABINE PARISH SHERIFF
Many, Louisiana

SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

For the year ended June 30, 2022

Louisiana: Sheriffs' Pension and Relief Fund

Fiscal Year*	Agency's proportion of the net pension liability (asset)	Agency's proportionate share of the net pension liability (asset)	Agency's covered-employee payroll	Agency's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	Plan fiduciary net position as a percentage of the total pension liability
2015	0.47972%	\$ 1,899,694	\$3,173,301	60%	87.34%
2016	0.47161%	\$ 2,102,210	\$3,126,852	67%	86.61%
2017	0.48531%	\$ 3,080,199	\$3,314,415	93%	82.10%
2018	0.47588%	\$ 2,060,686	\$3,288,052	63%	88.49%
2019	0.47974%	\$ 1,839,638	\$3,301,934	56%	90.41%
2020	0.47273%	\$ 2,236,135	\$3,304,418	68%	88.91%
2021	0.46992%	\$ 3,252,367	\$3,469,119	94%	84.73%
2022	0.53027%	\$ (262,777)	\$3,867,019	7%	101.04%

*Amounts presented were determined as of the measurement date (previous fiscal year end)

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

The notes to the financial statements are an integral part of this statement
See the accompanying independent auditor's report.

SABINE PARISH SHERIFF

Many, Louisiana

SCHEDULE OF PENSION CONTRIBUTIONS

For the year ended June 30, 2022

Louisiana: Sheriffs' Pension and Relief Fund

Fiscal Year*	(a) Statutorily Required Contribution	(b) Contributions in relation to the statutorily required contribution	(a-b) Contribution Deficiency (Excess)	Agency's covered-employee payroll	Contributions as a percentage of covered-employee payroll
2015	\$ 445,576	\$ 445,576	\$ -	\$ 3,126,852	14.25%
2016	\$ 455,733	\$ 455,733	\$ -	\$ 3,314,415	13.75%
2017	\$ 435,928	\$ 435,928	\$ -	\$ 3,288,052	13.26%
2018	\$ 420,996	\$ 420,996	\$ -	\$ 3,301,934	12.75%
2019	\$ 405,419	\$ 405,419	\$ -	\$ 3,304,418	12.27%
2020	\$ 424,968	\$ 424,968	\$ -	\$ 3,469,119	12.25%
2021	\$ 473,711	\$ 473,711	\$ -	\$ 3,867,019	12.25%
2022	\$ 552,231	\$ 552,231	\$ -	\$ 4,508,011	12.25%

*Amounts presented were determined as of the end of the fiscal year.

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

The notes to the financial statements are an integral part of this statement
See the accompanying independent auditor's report.

**SABINE PARISH SHERIFF
Many, Louisiana**

NOTES TO REQUIRED SUPPLEMENTAL INFORMATION

As of and for the Year Ended June 30, 2022

Budgetary Information

The Sheriff's budget is prepared in accordance with accounting principles generally accepted in the United States of America.

The Louisiana Local Government Budget Act provides that "the total proposed expenditures shall not exceed the total of estimated funds available for the ensuing year." The "total estimated funds available" is the sum of the respective estimated fund balances at the beginning of the year and the anticipated revenues for the current year.

The Sheriff exercises budgetary control at the functional level. Within functional levels, the accountant has the authority to make amendments as necessary.

Expenditures may not legally exceed appropriations at the fund level. Appropriations that are not expended lapse at year-end. The budget was not amended during the year. The budget comparison schedules present the original adopted budget and the final budget.

The Sheriff's budget process is as follows:

Proposed budgets, prepared on the modified accrual basis of accounting, are published in the official journal at least 10 days prior to the public hearing. Public hearings are held at the Sheriff's office during the month of June for comments from taxpayers. The budgets are then legally adopted by the Sheriff and amended during the year, as necessary. Budgets are established and controlled by the Sheriff at the object level of expenditure.

Appropriations lapse at year-end and must be reappropriated for the following year to be expended. The Sheriff must approve all changes or amendments to the budget.

Formal budgetary integration is employed as a management control device during the year, and encumbrance accounting is not used by the Sheriff. Budgeted amounts included in the accompanying financial statements include the original adopted budget amounts and the final budget which includes all amendments.

Pension Information

The schedule of the Sheriff's proportionate share of the net pension liability and the schedule of the Sheriff's pension contributions are intended to show information for 10 years. Additional years will be displayed as they become available. There were no changes of benefit terms for the year ended June 30, 2022.

Changes of assumptions:

Year ended June 30,	Discount rate	Investment rate of return	Inflation rate	Expected remaining lives	Projected salary increase
2015	6.00%	7.70%	3.00%	6	6.00%
2016	7.60%	7.70%	2.88%	7	5.50%
2017	7.50%	7.60%	2.88%	7	5.50%
2018	7.40%	7.50%	2.78%	6	5.50%
2019	7.25%	7.25%	2.60%	6	5.50%
2020	7.10%	7.10%	2.50%	6	5.50%
2021	7.00%	7.00%	2.50%	6	5.00%
2022	6.90%	6.90%	2.50%	5	5.00%

OTHER SUPPLEMENTAL INFORMATION

**SABINE PARISH SHERIFF
Many, Louisiana**

**SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS
TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER
For the year ended June 30, 2022**

Aaron Mitchell, Sheriff

Purpose:

Salary	\$	167,367
Benefits - Insurance		11,344
Benefits - Retirement		22,482
Expense allowance		16,157

See the accompanying independent auditor's report.

ANNUAL REPORTING REQUIREMENT OF SHERIFF AS EX OFFICIO TAX COLLECTOR TO LEGISLATIVE AUDITOR

State of Louisiana, Parish of Sabine
Aaron Mitchell, Sheriff of Sabine Parish

BEFORE ME, the undersigned authority, personally came and appeared, Aaron Mitchell, the Sheriff of Sabine Parish, State of Louisiana, who after being duly sworn, deposed and said:

The following information is true and correct:

\$31,258 is the amount of cash on hand in the tax collector accounts on June 30, 2022.

He further deposed and said:

All itemized statements of the amounts of taxes collected for the tax year 2021, by taxing authority, are true and correct.

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



Sheriff of Sabine Parish

SWORN to and subscribed before me, Notary, this 29th day of November, 2022, in my office in Many, LA.



Supplemental Information.
See the accompanying independent auditor's report

Sabine Parish Sheriff
Many, Louisiana
Justice System Funding Schedule - Receiving Entity
as required by Act 87 of the 2020 Regular Legislative Session
For the year ended June 30, 2022

Cash Basis Presentation	First Six Month Period Ended 12/31/2021	Second Six Month Period Ended 06/30/2022
Receipts From:		
Civil fees:		
Natchitoches Parish Government	\$ 1,135	\$
36th District Clerk of Court	786	183
10th District Clerk of Court	520	388
1st District Clerk of Court	414	403
42nd District Clerk of Court	29	748
30th District Clerk of Court	286	317
Shreveport City Clerk	116	241
9th District Clerk of Court	35	251
14th District Clerk of Court	100	165
Natchitoches Clerk of Court	199	35
16th District COC		234
City of Natchitoches		211
26th District Clerk of Court	29	149
Other Clerks Totaling Less Than \$150 Annually	1,070	987
Subtotal Receipts	\$ 4,718	\$ 4,312
Ending Balance of Amounts Assessed but Not Received	-	-

Supplemental information.

SABINE PARISH SHERIFF
Many, Louisiana
Justice System Funding Schedule - Collecting/Disbursing Entity
as required by Act 87 of the 2020 Regular Legislative Session
For the year ended June 30, 2022

Cash Basis Presentation	First Six Month Period Ended 12/31/21	Second Six Month Period Ended 6/30/22
Beginning Balance of Amounts Collected	\$ 230,875	\$ 233,345
Add: Collections		
Civil Fees	106,478	108,509
Bond Fees	46,861	67,702
Asset Forfeiture/Sale	120,011	155,280
Pre-trial Diversion Program Fees	-	-
Criminal Court Costs/Fees	59,041	55,676
Criminal Fines - Contempt	-	-
Criminal Fines - Other	-	-
Restitution	-	-
Probation/Parole/Supervision Fees	-	-
Service/Collection Fees	-	-
Interest Earnings on Collected Balances	476	459
Other	-	-
Subtotal Collections	332,867	387,626
Less: Disbursements To Governments & Nonprofits:		
Bond Fees		
Sabine Parish Clerk of Court	639	737
Sabine Parish District Attorney	11,058	16852
11th Judicial District Indigent Defender Fund	9,462	15009
11th Judicial District Expense Fund	8,823	14272
North LA. Crime Lab	639	737
Criminal Court Costs/Fees		
Northwest Louisiana Crime Lab	3,924	7,716
Sabine Crime Stoppers	118	176
Sabine Parish Clerk of Court	2,859	5,024
Sabine Parish District Attorney	4,779	6,272
11th Judicial District Criminal Court Fund	22,423	26,504
11th Judicial District Indigent Defender Fund	6,189	8,020
11th Judicial District Judicial Expense Fund	793	1,258
Louisiana Rehabilitation Services	532	315
Sabine Parish Police Jury	2,281	3,729
Louisiana State Treasurer	25	75
Louisiana Commission on Law Enforcement	647	1,423
Louisiana State Police	480	150
Ware Juvenile	433	723
Louisiana Supreme Court	222	336
Wildlife & Fisheries	25	75

SABINE PARISH SHERIFF
Many, Louisiana
Justice System Funding Schedule - Collecting/Disbursing Entity (continued)
as required by Act 87 of the 2020 Regular Legislative Session
For the year ended June 30, 2022

Civil Costs/Fees			
11th Judicial District Criminal Court Fund	\$	11,095	\$ 16,153
Sabine Parish Clerk of Court		2,131	3,852
Louisiana State Treasurer		75	25
Sabine Parish District Attorney		4,291	7,065
11th Judicial District Indigent Defender Fund		5,570	9,985
Northwest Louisiana Crime Lab		3,821	6,340
Sabine Parish Police Jury		3,767	6,757
11th Judicial District Judicial Expense Fund		1,608	2,777
Ware Juvenile		938	1,688
Louisiana Commission on Law Enforcement		248	465
Sabine Crime Stoppers		248	436
Louisiana Rehabilitation Services		320	555
Louisiana Supreme Court		481	824
Wildlife & Fisheries		387	25
Garnishment Payments:			
Sabine Parish Clerk of Court		4,711	4,864
Sheriff Sale Payments:			
Sabine Parish Clerk of Court		7,668	8,771
Less: Amounts Retained by Collecting Agency			
Collection fee based on percentage of collection			
Bond Fees		8,823	14,272
Amounts "Self-Disbursed" to Collecting Agency			
Civil Fees		2,992	4,801
Criminal fees		4,732	6,020
Bond Fees		5,451	6,262
Garnishment Fees		5,227	3,541
Sheriff Sale Fees		10,106	9,016
Less: Disbursements to Individuals/3rd Party			
Collection or Processing Agencies			
Garnishment Payments to 3rd Party		46,588	49,614
Sheriff Sale Payments to 3rd Party		80,377	128,930
Cash Bond Refunds		26,787	893
Fine Refunds		1,090	169
Other disbursements to individuals		14,514	
Subtotal Disbursements/Retainage		330,397	403,503
Total: Ending Balance of Amounts Collected but not Disbursed/Retained	\$	233,345	\$ 217,468

Supplemental information.

OTHER REPORTS



Dees Gardner, Certified Public Accountants, LLC

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

Honorable Aaron Mitchell
Sabine Parish Sheriff
Many, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and the *Louisiana Governmental Audit Guide*, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Sabine Sheriff as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Sabine Parish Sheriff's basic financial statements and have issued our report thereon dated November 29, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Sabine Parish Sheriff's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Sabine Parish Sheriff's internal control. Accordingly, we do not express an opinion on the effectiveness of the Sabine Parish Sheriff's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify one deficiency in internal control, described in the accompanying schedule of findings and questioned costs, that we consider to be a significant deficiency, identified as 2022-01.

Compliance and Other Matters

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

Sabine Parish Sheriff's Response to Finding

The Sabine Parish Sheriff's response to the findings was not subjected to the 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. However, this report is a matter of public record and its distribution is not limited. Under Louisiana Revised Statute 25:513, this report is distributed by the Louisiana Legislative Auditor as a public document in accordance with Louisiana Revised Statute 44:6.

Dees Gardner, Certified Public Accountants, LLC

Mansfield, Louisiana
November 29, 2022

Sabine Parish Sheriff

Many, Louisiana

SCHEDULE OF AUDIT FINDINGS AND RESPONSES

For the Year ended June 30, 2022

Part I. SUMMARY OF AUDITOR'S REPORTS

A. SUMMARY OF AUDIT RESULTS

INDEPENDENT AUDITOR'S REPORT:

We have audited the basic financial statements of the Sabine Parish Sheriff as of and for the year ended June 30, 2022, and have issued our report thereon dated November 29, 2022. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our audit of the financial statements as of June 30, 2022, resulted in an unmodified opinion.

REPORT ON COMPLIANCE AND INTERNAL CONTROL OVER THE FINANCIAL REPORTING:

Internal Control

Significant Deficiency	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Material Weaknesses	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Compliance

Compliance Material to Financial Statements	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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A management letter was not issued.

FEDERAL AWARDS: Not applicable

B. FINDINGS IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The following findings relates to the financial statements and is required to be reported in accordance with *Government Auditing Standards*.

Internal Control

2022-01 Custodial Fund Reconciliation (repeat)

Criteria – The Sheriff's Fund bank account is used as a depository for court fines, traffic tickets payments, commercial and cash bonds, and undistributed Sheriff's sales. Control procedures should be in place that reconciles the case or docket balances to the depository balance.

Finding – These depository cash balances are reconciled to the balances recorded in the subsidiary listing of cases, dockets, receipts, tickets or undistributed Sheriff's sales upon request. However, the cash balances are not reconciled to subsidiary listings regularly.

Cause – Limited staff makes it difficult to initiate the process and develop the correct reports from the case management software.

Effect – Unauthorized transactions may occur, and not be detected timely.

Recommendation – We recommend that the Sheriff initiate/improve the process of reconciling subsidiary balances to the respective depository balances.

Sabine Parish Sheriff

Many, Louisiana

SCHEDULE OF AUDIT FINDINGS AND RESPONSES

For the Year ended June 30, 2022

2022-01 Custodial Fund Reconciliation (repeat) (continued)

Management's Response and Planned Corrective Action:

The Sheriff is still in the process of correcting this issue, but as noted there is difficulty in retrieving appropriate data from the software. The new chief civil deputy has made progress and should have the issue resolved during the current fiscal year.

Compliance

None

Sabine Parish Sheriff
Many, Louisiana
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS
For the Year ended June 30, 2022

2019-001, 2020-001 and 2021-01. Custodial Fund Reconciliation

Unresolved, See Finding 2022-01

2020-002 and 2021-003. Public Bid Law

Resolved in current year.

2020-003 and 2021-004 Collateral on Deposits

Resolved in current year.

2021-02 Disaster Recovery

Resolved in current year.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS



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Independent Accountant's Report On Applying Agreed-Upon Procedures

To the Honorable Aaron Mitchell,
Sabine Parish Sheriff and the
Louisiana Legislative Auditor:

We have performed the procedures enumerated below, which were agreed to by the Sabine Parish Sheriff (the Sheriff) and the Louisiana Legislative Auditor (LLA) on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2021 through June 30, 2022. The Sheriff's management is responsible for those C/C areas identified in the SAUPs.

The Sheriff's has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period July 1, 2021 through June 30, 2022. 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 any associated findings are as follows:

Written Policies and Procedures

1. Obtain and inspect the entity's written policies and procedures and observe that they address each of the following categories and subcategories (if applicable to public funds and the entity's operations):
 - a) **Budgeting**, including preparing, adopting, monitoring, and amending the budget.
No exceptions were noted as a result of this procedure.
 - b) **Purchasing**, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes.
No exceptions were noted as a result of this procedure.
 - c) **Disbursements**, including processing, reviewing, and approving.
No exceptions were noted as a result of this procedure.
 - d) **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.
No exceptions were noted as a result of this procedure.
 - e) **Payroll/Personnel**, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.
No exceptions were noted as a result of this procedure.

- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.

Policies and procedures were obtained and it was observed that Section (f) was not covered.

- g) **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).

Policies and procedures were obtained and it was observed that Sections g(2) and g(3) were not covered.

- h) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.

No exceptions were noted as a result of this procedure.

- i) **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the entity's ethics policy.

Policies and procedures were obtained and it was observed that Section (i) was not covered except as to Section i(4).

- j) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

No exceptions were noted as a result of this procedure.

- k) **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.

Policies and procedures were obtained and not found to cover Section (k).

- l) **Sexual Harassment**, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

Policies and procedures were obtained and not found to cover Sections l(2-3).

Board or Finance Committee

2. Section not applicable to entity.

Bank Reconciliations

3. Obtain a listing of client 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 selected each account, and observe that:

A listing of client bank accounts from management and management's representation that the listing is complete were obtained. The main operating account and 4 other accounts selected for review.

- a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated, electronically logged);

No exceptions were noted as a result of this procedure.

- b) Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and

No exceptions were noted as a result of this procedure.

- c) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

The entity had several accounts with items outstanding for more than 12 months.

Collections (excluding EFTs)

- 4. 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).

A listing of deposit sites for the fiscal period and management's representation that the listing is complete were obtained. The only deposit site of the entity was selected.

- 5. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e. 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, 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:

A listing of collection locations and management's representation that the listing is complete was obtained. The 5 collection locations of the entity were selected.

- a) Employees that are responsible for cash collections do not share cash drawers/registers.

Employees responsible for cash collection can share cash registers.

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

Employees responsible for cash collections can also prepare and make bank deposits..

- c) Each employee responsible for collecting cash is not 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.

Employees responsible for collecting cash, also post collections to the general ledger.

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

Employees responsible for collecting cash can also be responsible for reconciling cash collections to the general ledger.

- 6. Inquire of management that all employees who have access to cash are covered by a bond or insurance policy for theft.

No exceptions were noted as a result of this procedure.

- 7. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (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:

Only one bank account under procedure #3 had applicable deposits to test under this section. Two random deposits were selected for testing.

- a) Observe that receipts are sequentially pre-numbered.

One exception was noted as a result of this procedure.

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

No exceptions were noted as a result of this procedure.

- c) Trace the deposit slip total to the actual deposit per the bank statement.

No exceptions were noted as a result of this procedure.

- d) Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100).

No exceptions were noted as a result of this procedure.

- e) Trace the actual deposit per the bank statement to the general ledger.

No exceptions were noted as a result of this procedure.

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

8. 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).

A listing of locations that process payments for the fiscal period and management's representation that the listing is complete were obtained. Two locations of the entity were selected.

9. For each location selected under #8 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, inquire of employees about their job duties), and observe that job duties are properly segregated such that:

- a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.

No exceptions were noted as a result of this procedure.

- b) At least two employees are involved in processing and approving payments to vendors.

No exceptions were noted as a result of this procedure.

- c) The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.

No exceptions were noted as a result of this procedure.

- d) 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.

No exceptions were noted as a result of this procedure.

10. For each location selected under #8 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:

- a) Observe that the disbursement matched the related original invoice/billing statement.

No exceptions were noted as a result of this procedure.

- b) Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

No exceptions were noted as a result of this procedure.

Credit Cards/Debit Cards/Fuel Cards/P-Cards

- 11. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-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.

A listing of active cards for the fiscal period and management's representation that the listing is complete were obtained.

- 12. 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:

Five random monthly statements were selected and were for two fleet fuel card and three credit card accounts of the entity.

- a) Observe that 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) was reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder.

No exceptions noted were noted as a result of this procedure.

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

Finance charges were noted in four of five accounts reviewed.

- 13. Using the monthly statements or combined statements selected under #12 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 (i.e. each card should have 10 transactions subject to testing). For each transaction, observe that 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.

Documentation was not found for most transactions associated with credit card statements. No compensating controls noted.

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

- 14. 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:

- a) If reimbursed using a per diem, agree the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov).

The written travel policies of the entity call for actual costs travel reimbursements. For applicable reimbursements reviewed, per diem meal reimbursements were noted. It was unclear if these per diem reimbursements would exceed Louisiana or GSA rates due to a lack of detail in reimbursement documentation reviewed.

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

No exceptions noted were noted as a result of this procedure.

- c) Observe that 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 (procedure #1h).

The business purpose was not documented in several reimbursements reviewed.

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

Two reimbursements did not include documentation of approval.

Contracts

- 15. 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:

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

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

No exceptions noted were noted as a result of this procedure.

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

No exceptions were noted as a result of this procedure.

- c) If the contract was amended (e.g. change order), observe that the original contract terms provided for such an amendment.

No exceptions were noted as a result of this procedure.

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

No exceptions were noted as a result of this procedure.

Payroll and Personnel

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

A listing of employees/elected officials employed during the fiscal period and management's representation that the listing is complete were obtained. Five employees of the entity selected for review.

- 17. Randomly select one pay period during the fiscal period. For the 5 employees/officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:

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

No exceptions noted were noted as a result of this procedure.

- b) Observe that supervisors approved the attendance and leave of the selected employees/officials.

No exceptions noted were noted as a result of this procedure.

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

No exceptions noted were noted as a result of this procedure.

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

No exceptions noted were noted as a result of this procedure.

19. Obtain management's representation that employer and employee portions of payroll taxes, retirement contributions, health insurance premiums, and workers' compensation premiums have been paid, and associated forms have been filed, by required deadlines.

No exceptions were noted as a result of this procedure.

Ethics

20. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above obtain ethics documentation from management, and:

- a. Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.

Two employees did not complete the required ethics training.

- b. Observe that the documentation demonstrates each employee/official attested through signature verification that he or she has read the entity's ethics policy during the fiscal period.

The employees did not sign to verify having read the entity's ethics policy.

Debt Service

21. Obtain a listing of bonds/notes issued during the fiscal period and management's representation that the listing is complete. Select all bonds/notes on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each bond/note issued.

Section not applicable to entity.

22. 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).

Section not applicable to entity.

Fraud Notice

23. 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.

No misappropriations reported by entity.

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

No exceptions were noted as a result of this procedure.

Information Technology Disaster Recovery/Business Continuity

25. Perform the following procedures,

- a) Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if no written documentation, inquire of personnel responsible for backing up critical data) and observe that such backup occurred within the past week. If backups are stored on a physical medium (e.g., tapes, CDs), observe evidence that backups are encrypted before being transported.
- b) 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.
- c) Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

We performed the above procedures and discussed the results with management.

Sexual Harassment

26. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, 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.

No employees tested completed sexual harassment training.

27. 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).

The entities sexual harassment policy and complaint procedure is not posted on its website or a conspicuous location on the premises.

28. 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:

The entity did not report any sexual harassment complaints in the current year.

- a) Number and percentage of public servants in the agency who have completed the training requirements;
0%.
- b) Number of sexual harassment complaints received by the agency;
0.
- c) Number of complaints which resulted in a finding that sexual harassment occurred;
0.
- d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
0.
- e) Amount of time it took to resolve each complaint.
0.

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

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

The purpose of this report is 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.

Dees Gardner, Certified Public Accountants, LLC

Mansfield, LA
November 29, 2022



Sabine Parish Sheriff's Department

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AARON MITCHELL
SHERIFF & EX-OFFICIO TAX COLLECTOR

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Management responses to statewide agreed upon procedure exceptions:

Section 1 - Written Policies and Procedures

Management will review written policies and procedures and address the noted areas.

Section 3 – Bank Reconciliations

Management will make sure items outstanding for more than 12 months will be researched and turned over to state unclaimed property as needed.

Section 4 – Collections

Management will review collections procedures to ensure proper segregation of duties.

Section 12(b) and 13 – Credit Cards

Management will ensure documentation is required for all credit card purchases and that statements that statements are paid timely moving forward.

Section 14 – Travel Expenses

Management will review current travel and travel expense reimbursement policies and either update current policies or change the current processes.

Section 20 – Ethics

Management will ensure all employees complete required ethics training annually and document having reviewed the Sheriff's ethics policies.

Sections 26-27 – Sexual harassment

Management will review current policies and procedures and make updates as noted in Section 1 above. Employees will complete the sexual harassment training as required. The Sheriff's policy will either be posted to the website or conspicuously posted on site.


Jennifer J. Comeaux

Chief Civil Deputy