

Financial Report

Terrebonne Parish Sheriff's Office
Gray, Louisiana

June 30, 2025



Financial Report

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Gray, Louisiana

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Terrebonne Parish Sheriff's Office Gray, Louisiana

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FINANCIAL SECTION

INDEPENDENT AUDITOR’S REPORT

To the Honorable Timothy Soignet,
Terrebonne Parish Sheriff’s Office,
Gray, Louisiana.

Opinion

We have audited the accompanying financial statements of the governmental activities and General Fund of Terrebonne Parish Sheriff’s Office (the “Sheriff”), State of Louisiana, as of and for the year ended June 30, 2025, and the Fiduciary Fund 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 and the Fiduciary Fund of the Sheriff as of June 30, 2025 and the respective changes in net position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the 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 related to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the 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 the twelve months beyond the financial statement date, including any currently know information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. 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 management's discussion and analysis on pages 4 through 11, the Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget to Actual - General Fund and Notes to Budgetary Comparison Schedule on pages 49 and 50, the Schedule of Changes in the Sheriff's Total OPEB Liability and Related Ratios on page 51, the Schedule of the Sheriff's Proportionate Share of the Net Pension Liability (Assets) on page 52 and the Schedule of Sheriff Contributions on page 53 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate, operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States

of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Sheriff's basic financial statements. The supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. The supplementary information section, Schedules 1 through 4 on pages 54 through 58 and Schedule 6 on pages 60 through 62 are the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, Schedules 1 through 4 and 6 are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The supplementary information in Schedule 5 on page 59, Affidavit of Cash on Hand and of Taxes Collected and Assessed and Uncollected, has not been subjected to auditing procedures applied in the audit of the basic financial statements and accordingly, we express no opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 25, 2025 on our consideration of Terrebonne Parish Sheriff's Office's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants 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 effectiveness of the Sheriff's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Sheriff's internal control over financial reporting and compliance.

Bourgeois Bennett, L.L.C.

Certified Public Accountants.

Houma, Louisiana,
November 25, 2025.

MANAGEMENT’S DISCUSSION AND ANALYSIS

Terrebonne Parish Sheriff’s Office

Gray, Louisiana

June 30, 2025

The Management’s Discussion and Analysis of the Terrebonne Parish Sheriff’s Office’s (the “Sheriff”) financial performance presents a narrative overview and analysis of the Sheriff’s financial activities for the year ended June 30, 2025. This document focuses on the current year’s activities, resulting changes, and currently known facts. Please read this document in conjunction with the financial statements which follow this section.

FINANCIAL HIGHLIGHTS

As of June 30, 2025, the Sheriff had a deficit net position of \$54,408,546, which represents a 2.72% increase from last fiscal year.

The Sheriff’s revenues decreased \$2,543,876 or 6.21% mainly because of a decrease in intergovernmental revenue due to decrease in one-time funding amounts available from the State along with decrease in contract services between Terrebonne Parish Consolidated Government related to deputy services.

The Sheriff’s expenses increased by \$472,187 or 1.20% due to increases in personal services.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Sheriff’s financial statements. The Sheriff’s annual report consists of five parts: (1) management’s discussion and analysis (this section), (2) basic financial statements, (3) required supplementary information, (4) supplementary information, and (5) various governmental compliance reports and schedules by certified public accountants and management.

The basic financial statements include two kinds of statements that present different views of the Sheriff:

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Sheriff’s finances, in a manner similar to a private sector business. The Statement of Net Position (Deficit) presents information on all of the Sheriff’s assets, deferred outflow of resources, liabilities and deferred inflow of resources, with the difference reported as net position (deficit). Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Government-Wide Financial Statements (Continued)

of the Sheriff is improving or deteriorating. The Statement of Activities presents information showing how the Sheriff's net position (deficit) changed during each fiscal year. All changes are reported regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods. The governmental activity of the Sheriff is public safety. The government-wide financial statements are presented on Exhibit A and B of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Sheriff uses funds to ensure and demonstrate compliance with finance-related laws and regulations and maintains two types of funds, governmental and fiduciary fund types.

Governmental Fund

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. Both the Governmental Fund Balance Sheet and the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Sheriff maintains one individual governmental fund. Information is presented in the Governmental Fund Balance Sheet and in the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance for the General Fund. The governmental fund financial statements can be found on Exhibits C through F of this report.

Fiduciary Fund

Fiduciary funds are used to account for resources held for the benefit of parties outside the Sheriff. These funds report taxes collected for other taxing bodies, deposits held pending a court action and the individual prison inmate accounts. While these funds represent a trust responsibility, these assets are restricted in purpose and do not represent assets of the Sheriff. Therefore, these assets are not presented as part of the government-wide financial statements. The Statement of Fiduciary Net Position and Statement of Changes in Fiduciary Net Position can be found on Exhibit G and H of this report.

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Notes to the Financial Statements

The accompanying notes to the financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the financial statements are found in Exhibit I of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Sheriff's budget presentations, Schedule of Changes in the Sheriff's Total OPEB Liability and Related Ratios, a Schedule of the Sheriff's Proportionate Share of Net Pension Liability (Assets), and a Schedule of Sheriff Contributions. A budgetary comparison statement is included as "required supplementary information" for the General Fund. This statement demonstrates compliance with the Sheriff's adopted and final revised budget. Required supplementary information can be found on Exhibits J through N of this report.

Immediately following the required supplementary information section is the supplementary information section consisting of the Combining Statement of Fiduciary Net Position - Custodial Funds, Combining Statement of Changes in Fiduciary Net Position - Custodial Funds and the Schedule of Ad Valorem Taxes Collected and Assessed and Uncollected, which presents detail changes in the Sheriff's agency funds and ad valorem tax information for the year ended June 30, 2025. A Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officer and the Justice System Funding Schedule is also presented in the supplementary information section. An Affidavit of Cash on Hand and of Taxes Collected and Assessed and Uncollected, as required by the State of Louisiana, is presented in supplementary information. Also included in supplementary information is the Justice System Funding Schedule which is a required schedule resulting from Act 87 of the 2020 regular legislative session. Supplemental schedules can be found on Schedules 1 through 6 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of the Sheriff's financial position. As of June 30, 2025, net position is a deficit of \$54,408,546. A portion of the Sheriff's net position, \$16,260,843, reflects its net investment in capital assets (e.g., land, furniture and fixtures, boats and vehicles, weapons and equipment, and buildings). Consequently, these assets are not available for future spending.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)**Condensed Statements of Net Position (Deficit)**

	June 30		Dollar Change
	<u>2025</u>	<u>2024</u>	
Current and other assets	\$ 14,141,207	\$ 19,190,712	\$ (5,049,505)
Capital assets	16,260,843	13,376,008	2,884,835
Total assets	<u>30,402,050</u>	<u>32,566,720</u>	<u>(2,164,670)</u>
Deferred outflows of resources	<u>7,877,591</u>	<u>13,863,962</u>	<u>(5,986,371)</u>
Total assets and deferred outflows of resources	<u>38,279,641</u>	<u>46,430,682</u>	<u>(8,151,041)</u>
Current liabilities	1,246,530	703,874	542,656
Long-term liabilities	56,728,415	60,539,826	(3,811,411)
Total liabilities	<u>57,974,945</u>	<u>61,243,700</u>	<u>(3,268,755)</u>
Deferred inflows of resources	<u>34,713,242</u>	<u>38,157,170</u>	<u>(3,443,928)</u>
Total liabilities and deferred inflows of resources	<u>92,688,187</u>	<u>99,400,870</u>	<u>(6,712,683)</u>
Net position (deficit):			
Net investment in capital assets	16,260,843	13,376,008	2,884,835
Restricted	601,566	613,069	(11,503)
Unrestricted (deficit)	<u>(71,270,955)</u>	<u>(66,959,265)</u>	<u>(4,311,690)</u>
Total net position	<u>\$ (54,408,546)</u>	<u>\$ (52,970,188)</u>	<u>\$ (1,438,358)</u>

Total current and other assets decreased \$5,049,505 primarily due to an overall decrease in cash and cash equivalents of \$4,403,886 as a result of capital outlay expenditures related to the completion of phase 2 of the Work Release building along with the purchase of other equipment and machinery. See the Capital Assets section of the Management's Discussion and Analysis and Note 6 for additional details. Total liabilities decreased \$3,268,755 as a result of decrease in net pension liability and principal payment on limited tax bond. See Note 9 for details related to long-term liabilities.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)**Governmental Activities**

Governmental activities decreased the Sheriff's net position by \$1,438,358. Key elements of this decrease are as follows:

Condensed Statements of Activities

	<u>For the year ended June 30,</u>		<u>Dollar Change</u>	<u>Total Percent Change</u>
	<u>2025</u>	<u>2024</u>		
Revenues				
Program:				
Charges for services	\$ 11,004,722	\$ 11,857,458	\$ (852,736)	-7.19%
Operating grants and contributions	3,224,540	5,472,941	(2,248,401)	-41.08%
General:				
Ad valorem taxes	8,284,295	7,910,631	373,664	4.72%
Sales taxes	14,193,790	14,175,653	18,137	0.13%
Grants not restricted to specific program	1,365,131	1,329,818	35,313	2.66%
Insurance proceeds	84,420	186,383	(101,963)	-54.71%
Gain on sale of assets	6,909	-	6,909	100.00%
Unrestricted investment earnings	229,719	4,518	225,201	4984.53%
Total revenues	<u>38,393,526</u>	<u>40,937,402</u>	<u>(2,543,876)</u>	<u>-6.21%</u>
Program Expenses				
Public safety	<u>39,831,884</u>	<u>39,359,697</u>	<u>472,187</u>	<u>1.20%</u>
Increase (decrease) in net position	(1,438,358)	1,577,705	(3,016,063)	-191.17%
Net Position (Deficit)				
Beginning of year	<u>(52,970,188)</u>	<u>(54,547,893)</u>	<u>1,577,705</u>	<u>2.89%</u>
End of year	<u>\$ (54,408,546)</u>	<u>\$ (52,970,188)</u>	<u>\$ (1,438,358)</u>	<u>-2.72%</u>

Total revenues decreased by \$2,543,876. Operating grants and contributions revenue decreased \$2,248,401 primarily due to the Sheriff's Office not receiving one-time funding from the State for various capital improvements as received during fiscal year 2024. Total expenses increased \$472,187. Personal service expenses increased due to employees receiving pay increases through the longevity raise program as well as an increased number of employees. Operating services and maintenance also increased due to increased costs of supplies and materials.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Sheriff uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Sheriff's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Sheriff's financing requirements. The General Fund is the chief operating fund of the Sheriff. It is used to account for all financial resources except those that are required to be accounted for in another fund. The Sheriff's total General Fund balance decreased by \$5,694,992 during the year ended June 30, 2025 and the unassigned fund balance component of the General Fund's fund balance was \$12,320,215 and is available for spending at the Sheriff's discretion. The remainder of the General Fund's fund balance of \$601,566 is restricted.

Fiduciary Funds

These funds are used as depositories for civil suits, cash bonds, taxes, fees and other custodial funds. Disbursements from these funds are made to various parish agencies, litigants in suits, etc. in the manner prescribed by law. These funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. The activity from these funds are excluded from the Sheriff's government-wide financial statements because the Sheriff cannot use these assets to finance operations.

General Fund Budgetary Highlights

The budgetary comparison schedule for the General Fund displays original and final budgets and actual with a variance column showing the favorable or (unfavorable) differences of actual with the final budget. The budget was amended once during the year. The major differences between the original General Fund budget and the final amended budget were as follows:

- Revenues
 - Intergovernmental revenue increased \$989,689 to reflect anticipated increase in receipt of state grants.
 - Fees, charges, and commissions for services decreased \$957,866 to reflect anticipated decrease in services upon non-renewal of contract between the Sheriff and Terrebonne Parish Consolidated Government for various deputy services.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS (Continued)**General Fund Budgetary Highlights (Continued)**

- Expenditures
 - Personal services and related benefits increased \$3,294,095 to reflect anticipated increase in personal services due to an increase in the number of employees and longevity pay raises during the year.
 - Operation and maintenance increased \$310,587 to reflect increase in spending in various departments due to increased costs of goods and services.
 - Capital outlay increased \$2,421,482 to reflect an increase in new machinery and equipment purchases along with completion of phase 2 of the Work Release building in Gray.

CAPITAL ASSETS**Capital Assets**

The Sheriff's investment in capital assets for its governmental activities as of June 30, 2025, amounts to \$16,260,843 (net of accumulated depreciation and amortization). This investment in capital assets includes land, furniture and fixtures, boats and vehicles, weapons and equipment, and buildings and improvements as follows:

	<u>2025</u>	<u>2024</u>
Capital assets		
Land	\$ 338,500	\$ 338,500
Furniture and fixtures	534,794	488,294
Boats and vehicles	2,418,943	2,671,334
Weapons and equipment	1,436,269	1,006,899
Buildings	10,085,930	7,502,205
	<u>14,814,436</u>	<u>12,007,232</u>
Right-of-use assets		
Boats and vehicles	1,760	100,526
Weapons and equipment	1,444,647	1,268,250
	<u>1,446,407</u>	<u>1,368,776</u>
Totals	<u>\$ 16,260,843</u>	<u>\$ 13,376,008</u>

Capital asset additions for the year were \$4,341,110 and disposals were \$631,955. Depreciation expense for the year was \$1,498,329. Right-of-use asset additions for the year were \$742,212. Amortization expense for the year was \$664,581.

CAPITAL ASSETS (Continued)

Capital Assets (Continued)

Major capital asset additions during the current fiscal year included the following:

- Completion of phase 2 of the Work Release building
- Addition of various computer equipment.
- Addition of various deputy equipment.
- Addition of various radios.
- Addition of vehicles.

Additional information on the Sheriff's capital assets can be found in Note 6, Exhibit I of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

Approximately 58% of the Sheriff's budgeted revenues are derived from ad valorem and sales and use taxes. Revenues and expenses for the year ended June 30, 2026 in total are expected to increase due to overall economic conditions causing increases in costs.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Sheriff's finances for all those with an interest in the Sheriff's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to: Mr. Timothy Soignet, Terrebonne Parish Sheriff's Office and Tax Collector, Post Office Box 1670, Houma, LA 70361-1670.

STATEMENT OF NET POSITION (DEFICIT)**Terrebonne Parish Sheriff's Office**
Gray, Louisiana

June 30, 2025

	<u>Governmental Activities</u>
Assets	
Cash and interest-bearing deposits	\$ 11,676,367
Receivables:	
Due from other governmental units	2,261,062
Accounts	203,778
Capital assets:	
Non-depreciable	338,500
Depreciable, net of accumulated depreciation	14,475,936
Right-of-use assets, net of accumulated amortization	<u>1,446,407</u>
Total assets	<u>30,402,050</u>
Deferred Outflows of Resources	
Pension	6,010,508
Other postemployment benefits	<u>1,867,083</u>
Total deferred outflow of resources	<u>7,877,591</u>
Total assets and deferred outflow of resources	<u>38,279,641</u>
Liabilities	
Accounts and other accrued payables	1,246,530
Long-term liabilities:	
Due within one year	1,478,037
Due after one year	<u>55,250,378</u>
Total liabilities	<u>57,974,945</u>
Deferred Inflows of Resources	
Pension	1,674,816
Other postemployment benefits	<u>33,038,426</u>
Total deferred inflow of resources	<u>34,713,242</u>
Total liabilities and deferred inflow of resources	<u>92,688,187</u>

**Exhibit A
(Continued)**

	<u>Governmental Activities</u>
Net Position (Deficit)	
Net investment in capital assets	16,260,843
Restricted for special programs	601,566
Unrestricted	<u>(71,270,955)</u>
Total net position (deficit)	<u><u>\$ (54,408,546)</u></u>

See notes to financial statements.

STATEMENT OF ACTIVITIES**Terrebonne Parish Sheriff's Office**
Gray, Louisiana

For the year ended June 30, 2025

Functions/Programs	Expenses	Program Revenue		Capital Grants and Contributions	Net (Expenses) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions		
Governmental activities:					
General government - public safety	<u>\$ 39,831,884</u>	<u>\$ 11,004,722</u>	<u>\$ 3,224,540</u>	<u>\$ -</u>	<u>\$ (25,602,622)</u>
General revenues:					
Property taxes					8,284,295
Sales tax					14,193,790
Gain on the sale of assets					6,909
Grants not restricted to specific programs					1,365,131
Insurance proceeds					84,420
Unrestricted investment earnings					<u>229,719</u>
Total general revenues					<u>24,164,264</u>
Change in net position					(1,438,358)
Net position (deficit)					
Beginning of year					<u>(52,970,188)</u>
Ending					<u>\$ (54,408,546)</u>

See notes to financial statements.

GOVERNMENTAL FUND BALANCE SHEET**Terrebonne Parish Sheriff's Office**
Gray, Louisiana

June 30, 2025

	<u>General Fund</u>
Assets	
Cash and interest-bearing deposits	\$ 11,676,367
Receivables:	
Due from other governmental units	2,261,062
Accounts	<u>203,778</u>
Total assets	<u><u>\$ 14,141,207</u></u>
Liabilities	
Accounts payable	\$ 624,151
Salaries payable	<u>595,275</u>
Total liabilities	<u>1,219,426</u>
Fund balances:	
Restricted - narcotics	601,566
Unassigned	<u>12,320,215</u>
Total fund balances	<u>12,921,781</u>
Total liabilities and fund balances	<u><u>\$ 14,141,207</u></u>

See notes to financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUND
BALANCE SHEET TO THE STATEMENT OF NET POSITION**

Terrebonne Parish Sheriff's Office
Gray, Louisiana

June 30, 2025

Fund Balances - Governmental Fund		\$ 12,921,781
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds:		
Governmental capital assets	\$ 28,874,312	
Less accumulated depreciation	<u>(14,059,876)</u>	14,814,436
Long-term assets are not financial resources and, therefore, are not reported in the governmental fund.		
Right-of-use assets, net of accumulated amortization		1,446,407
Deferred outflows of resources used in governmental activities are not financial resources and, therefore, are not reported in governmental funds.		
Pension	6,010,508	
Other postemployment benefit obligation	<u>1,867,083</u>	7,877,591
Current liabilities		
Accrued interest		(27,104)
Non-current liabilities are not due and payable in the current period and therefore are not reported in the governmental funds:		
Bonds payable	(2,821,000)	
Lease liability	(2,019,347)	
Compensated absences	(585,909)	
Net pension liability	(12,827,417)	
Other postemployment benefit obligations	<u>(38,474,742)</u>	(56,728,415)
Deferred inflows of resources are not due and payable in the current period and, therefore, are not reported in governmental funds.		
Pension	(1,674,816)	
Other postemployment benefit obligation	<u>(33,038,426)</u>	<u>(34,713,242)</u>
Net Position of Governmental Activities		<u><u>\$ (54,408,546)</u></u>

See notes to financial statements.

**STATEMENT OF GOVERNMENTAL FUND REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE**

**Terrebonne Parish Sheriff's Office
Gray, Louisiana**

For the year ended June 30, 2025

	<u>General Fund</u>
Revenues	
Ad valorem taxes	\$ 8,284,295
Sales taxes	14,193,790
Intergovernmental revenues:	
Federal grants	798,676
State revenue sharing, net	218,004
State supplemental pay	2,155,640
State gaming revenue	1,147,127
State grants	259,417
Local grant	10,807
Fees, charges, and commissions for services:	
Contract services	2,883,891
Civil and criminal fees and commissions	1,362,396
Feeding, keeping, and transporting prisoners	2,772,793
Other	3,985,642
Miscellaneous:	
Interest	<u>229,719</u>
Total revenues	<u>38,302,197</u>
Expenditures	
Current:	
Public safety:	
Personal services and related benefits	29,447,018
Operating services	1,295,073
Operation and maintenance	8,423,928
Travel and other charges	126,631
Debt service:	
Principal	310,000
Interest	89,804
Capital outlay - lease	742,212
Capital outlay	<u>4,341,110</u>
Total expenditures	<u>44,775,776</u>

**Exhibit E
(Continued)**

	<u>General Fund</u>
Excess (Deficiencies) of Revenues Over Expenditures	(6,473,579)
Other Financing Sources and Uses	
Lease proceeds	742,212
Insurance proceeds	84,420
Sale of surplus equipment	<u>51,955</u>
Total other financing uses	<u>878,587</u>
Net Change in Fund Balance	(5,594,992)
Fund Balance	
Beginning of year	<u>18,516,773</u>
End of year	<u><u>\$ 12,921,781</u></u>

See notes to financial statements.

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

Terrebonne Parish Sheriff's Office
Gray, Louisiana

For the year ended June 30, 2025

Net Change in Fund Balance - Governmental Fund \$ (5,594,992)

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

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

Capital outlay	\$ 4,341,110	
Depreciation expense	<u>(1,498,329)</u>	2,842,781

The net effect of various miscellaneous transactions involving capital assets, such as sales, trade-ins and donations, and lease is to decrease net position.

Disposition of capital assets		(35,577)
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The net effect of various transactions involving leases and right-of-use assets is to decrease net assets.

Capital outlay - lease	742,212	
Lease proceeds	(742,212)	
Amortization of right-of-use asset	(664,581)	
Lease interest expense	(146,564)	
Lease expense	<u>601,296</u>	(209,849)

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction however has an effect on net position. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Principal payment		310,000
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Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Increase in compensated absences	(31,682)	
Decrease in other postemployment benefits	1,904,081	
Decrease in accrued interest expense	2,831	
Increase in pension expense	<u>(625,951)</u>	<u>1,249,279</u>

Change in Net Position of Governmental Activities \$ (1,438,358)

See notes to financial statements.

STATEMENT OF FIDUCIARY NET POSITION**Terrebonne Parish Sheriff's Office**
Gray, Louisiana

June 30, 2025

	<u>Custodial Funds</u>
Assets	
Cash and interest-bearing deposits	<u>\$ 3,089,141</u>
Liabilities	
Accounts payable	<u>\$ 3,089,141</u>
Fiduciary net position	
Due to other governments	<u>-</u>
Total liabilities and fiduciary net position	<u>\$ 3,089,141</u>

See notes to financial statements.

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**Terrebonne Parish Sheriff's Office**
Gray, Louisiana

June 30, 2025

	<u>Custodial Funds</u>
Additions	
Deposits:	
Suits, sales and garnishments	\$ 3,855,847
Bonds	1,436,206
Fines and costs	185,823
Prisoner deposits	6,250,754
Taxes, fees, etc., paid to tax collector	130,867,329
Interest	228,179
	<u>142,824,138</u>
Total additions	<u>142,824,138</u>
Reductions	
Taxes, fees, etc., distributed to taxing bodies and others	131,135,674
Deposits settled to:	
Sheriff's General Fund	3,031,842
Clerk of Court	241,313
Criminal Court Fund	219,635
District Attorney	169,511
Indigent defender board	169,165
Inmate commissary purchases	1,703,072
Inmate withdrawals	1,730,317
Litigants	3,111,014
Other settlements	1,353,393
	<u>142,864,936</u>
Total reductions	<u>142,864,936</u>
Net decrease in fiduciary net position	(40,798)
Net position at beginning of year	<u>40,798</u>
Net position at end of year	<u><u>\$ -</u></u>

NOTES TO FINANCIAL STATEMENTS**Terrebonne Parish Sheriff's Office**

Gray, Louisiana

June 30, 2025

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

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

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

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

The accounting policies of the Sheriff conform to accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of significant accounting policies:

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

a. Reporting Entity

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

GASB No. 14, "*The Financial Reporting Entity*", GASB No. 39, "*Determining Whether Certain Organizations Are Component Units-an amendment of GASB Statement No. 14*", and GASB No. 61, "*The Financial Reporting Entity: Omnibus and amendment of GASB Statements No. 14 and No. 34*" established the criterion for determining which component units should be considered part of the Sheriff for financial reporting purposes. The basic criteria are as follows:

1. Legal status of the potential component unit including the right to incur its own debt, levy its own taxes and charges, expropriate property in its own name, sue and be sued, and the right to buy, sell and lease property in its own name.
2. Whether the governing authority appoints a majority of the board members of the potential component unit.
3. Fiscal interdependency between the Sheriff and the potential component unit.
4. Imposition of will by the Sheriff on the potential component unit.
5. Financial benefit/burden relationship between the Sheriff and the potential component unit.

The Sheriff has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

b. Basis of Presentation

The Sheriff's financial statements consist of the government-wide statements on all of the non-fiduciary activities and the fund financial statements.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Basis of Presentation (Continued)

Government-Wide Financial Statements:

The government-wide financial statements include the Statement of Net Position and the Statement of Activities for all activities of the Sheriff. The government-wide presentation focuses primarily on the sustainability of the Sheriff as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. Governmental activities of the Sheriff generally are supported by taxes and intergovernmental revenues.

Fund Financial Statements:

The daily accounts and operations of the Sheriff are organized on the basis of a fund and accounts groups, each of which is considered a separate accounting entity. The operations of the fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Government resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds of the Sheriff are grouped into generic fund types and two broad categories as follows:

Governmental activities presented as governmental funds in the fund financial statements.

General Fund - This fund is the primary operating fund of the Sheriff and accounts for and reports the operations of the Sheriff. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to the Sheriff's policy. The General Fund is always a major fund.

Fiduciary Funds:

Custodial Funds - These funds are used to account for and report assets that the Sheriff holds for others in an agency capacity. Since by definition these assets are being held for the benefit of others and cannot be used to address activities or obligations of the Sheriff, these funds are not incorporated into the government-wide statements. The custodial funds are as follows:

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

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Basis of Presentation (Continued)

Fiduciary Funds (Continued)

Tax Collector Fund - Article V, Section 27 of the Louisiana Constitution of 1974, provides that the Sheriff will serve as the collector of state and parish taxes and fees. The Tax Collector Fund is used to account for and report the collection and distribution of taxes and fees to the appropriate taxing authorities.

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

Inmate Deposit Fund - To account for and report funds belonging to individuals incarcerated in the parish prison. The funds are used by prisoners to purchase personal items while incarcerated, and any remaining balances are returned to prisoners upon their release.

c. Measurement Focus and Basis of Accounting

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

Government-Wide Financial Statements:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

Fund Financial Statements:

All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current position. Governmental funds are maintained on the modified accrual basis of accounting.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Measurement Focus and Basis of Accounting (Continued)

Governmental fund revenues resulting from exchange transactions are recognized in the fiscal year in which the exchange takes place and meets the government's availability criteria (susceptible to accrual). Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For this purpose, the Sheriff considers revenues to be available if they are collected within 60 days of the end of the current fiscal year.

Non-exchange transactions, in which the Sheriff receives value without directly giving value in return, include sales and use tax, property tax, grants, and entitlements. Ad valorem taxes are recorded in the year taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. Sales and use taxes are recognized in the period when the underlying transaction has occurred, and the resources are available. Federal and state entitlements (which include state supplemental pay for deputies and state revenue sharing) are recorded as unrestricted grants when available and measurable. Federal and state grants are recorded when the allowable expenditures have been incurred.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is 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 resources. Allocations of cost such as depreciation are not recognized in the governmental funds.

Custodial funds are unlike all other types of funds reporting liabilities to the beneficiaries when an event has occurred that compels the disbursement of fiduciary resources. Events that compel disbursement of fiduciary resources occur when a demand for resources has been made or when no further action, approval or condition is required to be taken or met by the beneficiary to release the assets. Custodial funds use the accrual basis of accounting to recognize receivables and payables.

d. Use of Estimates

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

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

e. Cash and Cash Equivalents

Cash and interest-bearing deposits include amounts in demand deposits, interest-bearing demand deposits, and time deposits. They are stated at cost, which approximates market. Under state law, the Sheriff may deposit with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States. Tax collections must be deposited in a bank domiciled in the parish where the funds are collected.

f. Accounts Receivable

The financial statements of the Sheriff contain no allowance for uncollectible accounts. Uncollectible amounts for receivables are recognized as reductions in revenue at the time information becomes available, which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operation of the funds.

g. Capital Assets

The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-Wide Financial Statements:

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets purchased or acquired with an original cost of \$500 or more are valued at historical cost or estimated historical cost if actual cost is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. Automobiles awarded to the Sheriff's office by court award are recorded as capital assets at their estimated fair market value at the date of award. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

g. Capital Assets (Continued)

Furniture and fixtures	5 - 7 years
Boats and vehicles	2 - 10 years
Weapons and equipment	3 - 5 years
Buildings	30 years

Fund Financial Statements:

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

h. Non-Current Liabilities

The accounting treatment of non-current liabilities depends on whether they are reported in the government-wide or fund financial statements.

Government-Wide Financial Statements:

All non-current liabilities to be repaid from governmental resources are reported as liabilities in the government-wide statements. Non-current liabilities consist of compensated absences accrued, bonds payable, obligations for other postemployment benefits (group healthcare and life insurance), lease liability and net pension liability.

Fund Financial Statements:

Non-current liabilities for governmental funds are not reported as liabilities in the fund financial statements.

i. Compensated Absences

The following vacation hours are earned during a fiscal year:

<u>Years of Service</u>	<u>Total Annual Leave Earned For Fiscal Year</u>
1 - 15 years	120 hours
16 - 24 years	160 hours
25 and above years	200 hours

Vacation time must be taken on a calendar year basis and is not available for carryover.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i. Compensated Absences (Continued)

Beginning October 1, 2013, employees are paid for worked overtime each pay period. Prior to October 1, 2013, unpaid overtime was allowed to accumulate as comp-time. Comp-time may be used for paid time off from work. As of June 30, 2025, the Sheriff had \$5,136 of comp-time remaining to be paid and included comp-time in compensated absences.

j. Interfund Transactions

In the financial statements, interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables (due from) and payables (due to) as appropriate. Transfers represent a permanent relocation of resources between funds. In other words, they are not expected to be paid. Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as “internal balances”. As of and for the year ended June 30, 2025, the Sheriff did not have any residual balances from interfund loans/borrowing arrangements or transfers.

k. Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Financial Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and will not be recognized as an outflow of resources (expenses/expenditures) until then. As of June 30, 2025, deferred outflows of resources related to pensions and other postemployment benefits.

In addition to liabilities, the Statement of Financial Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources (revenue) until then. As of June 30, 2025, deferred inflows of resources in the government-wide statements related to pensions and other postemployment benefits.

l. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Sheriff’s Pension and Relief Fund (the “System”) and additions to/deductions from the System fiduciary net position have been determined on the same basis as they are reported by the System. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

m. Fund Equity

Government-Wide Statements:

Equity is classified as net position and may be displayed in three components:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets. As of June 30, 2025, the Sheriff did not report any borrowings attributable to acquisitions, construction or improvements of those assets.
- b. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net position that does not meet the definition of “restricted” or “net investment in capital assets”.

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

Fund Financial Statements:

Governmental fund equity is classified as fund balance. Fund balance is further classified as follows:

- a. Non-spendable - Amounts that cannot be spent either because they are in a non-spendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted - Amounts for which constraints have been placed on the use by externally imposed donors, grantors, creditors, or government laws and regulations, or imposed by law through constitutional provisions or enabling legislation.
- c. Committed - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Sheriff.
- d. Assigned - Amounts that are constrained by the Sheriff’s intent to be used for a specific purpose but do not meet the criteria for restricted or committed.
- e. Unassigned - All other spendable amounts.

For the classification of governmental fund balances, the Sheriff considers an expenditure to be made from the most restrictive fund balance first when more than one classification is available.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

n. New GASB Statements

During the year ending June 30, 2025, the Sheriff implemented the following GASB Statements:

Statement No. 101, “*Compensated Absences*” provides guidance to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This Statement did not affect the Sheriff’s financial statements.

Statement No. 102, “*Certain Risk Disclosures*” defines concentrations and constraints. The Statement also requires governments to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact and whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. Additional disclosures are to be included if reporting criteria is met which will provide users of government financial statements with essential information about risks related to a government’s vulnerabilities due to certain concentrations or constraints. This Statement did not affect the Sheriff’s financial statements.

The GASB has issued the following Statements which will become effective in future years as shown below:

Statement No. 103, “*Financial Reporting Model Improvements*” provides guidance to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government’s accountability. The Statement establishes new or modifies existing requirements related to Management’s Discussion and Analysis (MD&A), unusual or infrequent items, presentation of proprietary fund statement of revenues, expenses, and changes in fund net position, information about major component units in basic financial statements, and budgetary comparison information. The requirements of this Statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Management has yet to determine the effect of this Statement on the financial statements.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

n. New GASB Statements (Continued)

Statement No. 104, “*Disclosure of Certain Capital Assets*” provides users of government financial statements with essential information about certain types of capital assets. This Statement requires certain types of capital assets to be disclosed separately in the capital assets note disclosures required by Statement 34. Lease assets recognized in Statement No. 87, and intangible right-to-use assets recognized in accordance with Statement No. 94, should be disclosed separately by major class of underlying asset in the capital asset note disclosure. Subscription assets recognized in accordance with Statement No. 96 also should be separately disclosed. This Statement also requires additional disclosure for capital assets held for sale. A capital asset is a capital asset held for sale if (a) the government has decided to pursue the sale of the capital asset and (b) it is probable that the sale will be finalized within one year of the financial statement date. The requirements of this Statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged.

Note 2 - DEPOSITS

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States or any other federally insured investments, certificates of deposit of any bank domiciled or having a branch office in the state of Louisiana, guaranteed investment contracts and investment grade (A-1/P-1) commercial paper or domestic corporations.

State law also requires that deposits of all political subdivisions be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana, and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision. The year end balances of deposits are as follows:

Bank Balance	Reported Amount
\$15,673,696	\$14,759,508

Custodial credit risk is the risk that in the event of a bank failure, the Sheriff’s deposits may not be returned to it. The Sheriff does not have a policy to monitor or attempt to reduce exposure to custodial credit risk. As of June 30, 2025, \$14,673,696 of the Sheriff’s bank balance of \$15,673,696 was exposed to custodial credit risk. These deposits were uninsured and collateralized with securities held by the pledging financial institution’s trust department or agent and are deemed to be held in the Sheriff’s name by state statutes.

Note 2 - DEPOSITS (Continued)

As of June 30, 2025, cash in excess of the FDIC insurance was collateralized by securities held by an unaffiliated bank for the account of the Sheriff. The GASB considers these securities subject to custodial credit risk. Even though the deposits are considered subject to custodial credit risk under the provisions of GASB Statement No. 40, Louisiana Revised Statute 39: 1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within ten days of being notified by the depositor that the fiscal agent has failed to pay deposited funds upon demand.

A reconciliation of deposits as shown on the Statement of Net Position and Governmental Fund Balance Sheet is as follows:

Reported amount	\$14,759,508
Less cash reported in the Statement of Fiduciary Fund	(3,089,141)
Cash on hand	<u>6,000</u>
 Cash - Statement of Net Position	 <u><u>\$11,676,367</u></u>

As of June 30, 2025, the Sheriff, as ex-officio tax collector, has cash in the Tax Collector Custodial Fund totaling \$636,943. The unsettled balance as of June 30, 2025 consists of the following:

Taxes	\$ 494,903
Insurance licenses	129,181
Refunds and redemptions	<u>12,859</u>
 Total	 <u><u>\$ 636,943</u></u>

Note 3 - PROPERTY TAXES

The Sheriff is the ex-officio tax collector of the Parish and is responsible for the collection and distribution of ad valorem property taxes. Ad valorem taxes are levied each November 1 on the assessed value listed as of the prior January 1 for all real property, merchandise, and movable property located in the Parish. Assessed values are established by the Terrebonne Parish Assessor's Office and the State Tax Commission at percentages of actual value as specified by Louisiana law. Taxes are due and payable December 31 with interest being charged on payments after January 1. Taxes can be paid through the tax sale date, which is the last Wednesday in June.

Ad valorem taxes are budgeted and recorded in the year levied and billed. For the year ended June 30, 2025, law enforcement taxes applicable to the Sheriff's General Fund, were levied at the rate of 7.58 mills on property with net assessed valuations totaling \$1,098,779,452. Total law enforcement taxes levied in November 2024 were \$8,328,748.

Note 4 - DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units as of June 30, 2025, consist of the following:

<u>Government</u>	<u>Purpose</u>	<u>Amounts</u>	
Federal Emergency Management Agency			\$ 677,859
State of Louisiana	Prisoner maintenance	\$ 124,429	
	Video poker	144,709	
	Prisoner hold	17,808	
	Work release	<u>89,020</u>	375,966
Terrebonne Parish Sales and Use Tax Department	Sales tax		1,131,750
Terrebonne Parish Consolidated Government	Work release	1,374	
	Details	15,421	
	Other	<u>32,285</u>	49,080
Other governments			<u>26,407</u>
			<u><u>\$ 2,261,062</u></u>

Note 5 - ACCOUNTS RECEIVABLE

Accounts receivable detail for the year ended June 30, 2025 was as follows:

Jail phone reimbursement	\$ 43,997
Commissary sales	44,052
Agent advances	8,553
Other	<u>107,176</u>
Total	<u><u>\$203,778</u></u>

Note 6 - CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2025 was as follows:

	Balance July 1, 2024	Additions	Deletions/ Adjustments	Balance June 30, 2025
Capital assets not being depreciated:				
Land	\$ 338,500	\$ -	\$ -	\$ 338,500
Capital assets being depreciated:				
Furniture and fixtures	2,870,980	175,349	(33,496)	3,012,833
Boats and vehicles	9,021,737	508,439	(524,368)	9,005,808
Weapons and equipment	3,864,166	741,591	(74,091)	4,531,666
Buildings and improvements	9,069,774	2,915,731	-	11,985,505
Total capital assets being depreciated	24,826,657	4,341,110	(631,955)	28,535,812
Less accumulated depreciation for:				
Furniture and fixtures	(2,382,686)	(127,540)	32,187	(2,478,039)
Boats and vehicles	(6,350,403)	(741,725)	505,263	(6,586,865)
Weapons and equipment	(2,857,267)	(297,058)	58,928	(3,095,397)
Buildings and improvements	(1,567,569)	(332,006)	-	(1,899,575)
Total accumulated depreciation	(13,157,925)	(1,498,329)	596,378	(14,059,876)
Total capital assets being depreciated, net	11,668,732	2,842,781	(35,577)	14,475,936
Right-of-use assets:				
Boats and vehicles	317,489	-	-	317,489
Weapons and equipment	2,374,970	742,212	-	3,117,182
Total right-to-use assets being amortized	2,692,459	742,212	-	3,434,671
Less accumulated amortization for:				
Boats and vehicles	(216,963)	(98,766)	-	(315,729)
Weapons and equipment	(1,106,720)	(565,815)	-	(1,672,535)
Total accumulated amortization	(1,323,683)	(664,581)	-	(1,988,264)
Right-of-use assets being amortized, net	1,368,776	77,631	-	1,446,407
Total capital assets, net	\$13,376,008	\$2,920,412	\$(35,577)	\$16,260,843

During the year ended June 30, 2025, \$1,498,329 for depreciation was charged to public safety. During the year ended June 30, 2025, \$664,581 of amortization expense was recognized.

Note 7 - LEASE COMMITMENTS

The Sheriff entered into various leasing agreements for the use of vehicles and equipment. The leases contain imputed interest rates ranging from 0.93% to 4.40%. These leases require monthly or yearly payments ranging from \$920 to \$335,772. The leases mature in months ranging from July 2025 to January 2043.

Reported under Statement 87 for the year ended June 30, 2025 are as follows:

Lease expense	\$ 454,732
Cash paid for lease	\$ 601,296
Right-of-use asset	\$1,446,407
Lease liability	\$2,019,347

The weighted-average remaining lease term in years as of June 30, 2025 is 8.44 years.

The weighted-average of the interest rates as of June 30, 2025 is 3.59%.

As of June 30, 2025, minimum future obligations under leases are as follows:

Year Ending June 30,	Amounts
2026	\$ 502,561
2027	427,737
2028	431,386
2029	99,060
2030	102,812
Thereafter	785,548
Total minimum lease payments	2,349,104
Less amount representing interest	(329,757)
Present value of capital lease obligation	2,019,347
Less current maturities	(574,128)
Total lease obligations	\$1,445,219

Note 8 - ACCOUNTS AND ACCRUED PAYABLES

Accounts payable and accrued expenditures as of June 30, 2025 consisted of the following:

	Governmental Activities
Vendors	\$ 623,905
Salaries and benefits	595,275
Accrued interest	27,104
Due to other governments:	
Terrebonne Parish Consolidated Government	246
Total	\$1,246,530

Note 9 - NON-CURRENT LIABILITIES

Non-current liabilities consist of accumulated unpaid vacation and comp-time, net pension liability and other postemployment benefits. The following is a summary of non-current liability transactions of the Sheriff for the year ended June 30, 2025:

	Payable July 1, 2024	Increase/ Earned	Decrease/ Used	Payable June 30, 2025	Due Within One Year
Compensated absences	\$ 554,227	\$ 142,410	\$ (110,728)	\$ 585,909	\$ 585,909
Limited tax					
Bonds, series 2021	3,131,000	-	(310,000)	2,821,000	318,000
Lease liability	1,731,867	742,212	(454,732)	2,019,347	574,128
Net pension liability	18,255,886	-	(5,428,469)	12,827,417	-
Other postemployment benefits	36,866,846	1,607,896	-	38,474,742	-
Totals	\$60,539,826	\$2,492,518	\$(6,303,929)	\$56,728,415	\$1,478,037

On December 1, 2021, the Sheriff issued Limited Tax Bonds, Series 2021 with a maturity date of March 1, 2033 and an interest rate of approximately 3% for the purpose of acquiring, constructing, improving and renovating law enforcement buildings and other land, facilities, equipment and furnishing therefor. The principal amount of \$4,040,000 is due on March 1, 2033. This bond is secured and payable from an irrevocable pledge and dedication of the funds to be derived by the Sheriff from the levy and collection of a special tax of 7.58 mills.

Note 9 - NON-CURRENT LIABILITIES (Continued)

The annual requirements to amortize debt for limited tax bonds as of June 30, 2025, are as follows:

Year Ending June 30,	Principal	Interest	Totals
2026	\$ 318,000	\$ 76,906	\$ 394,906
2027	327,000	67,924	394,924
2028	337,000	58,577	395,577
2029	347,000	48,847	395,847
2030	357,000	38,726	395,726
2031 - 2033	<u>1,135,000</u>	<u>51,335</u>	<u>1,186,335</u>
	<u>\$2,821,000</u>	<u>\$342,315</u>	<u>\$3,163,315</u>

Compensated absences are described in Note 1i. Lease liabilities are described on Note 7. Other postemployment obligations are described in Note 10.

Note 10 - OTHER POSTEMPLOYMENT BENEFITS

Plan Description

The Sheriff administers a single employer defined benefit healthcare plan (the “Plan”). The Plan provides for the lifetime payment of medical and dental insurance premiums to eligible retirees and their dependents through the Sheriff’s group health plan, which cover both active and retired members. Sheriff employees with 20 years of permanent full-time creditable service with the Sheriff or 30 years of permanent full-time creditable service with any Sheriff’s office are eligible to participate in the Sheriff’s Pension and Relief Fund (see Note 11) and are eligible to participate in the Plan, which provides 100% of retiree healthcare and life insurance. The amount of life insurance coverage is a continuation of the amount in effect at the retirement date, but retiree coverage is reduced to 75% and 50% of the retirement date amount at ages 65 and 75, respectively. A retiree may elect dependent healthcare coverage at applicable rates. A retiree with less than 20 years of permanent full-time creditable service is eligible to participate in the Plan at the applicable rates. The Sheriff does not issue a publicly available financial report on the Plan.

Employees Covered by Benefit Terms

As of June 30, 2025, the following employees were covered by the benefit terms:

Inactive employees of beneficiaries	
currently receiving benefits payments	120
Inactive employees entitled to but	
not yet receiving benefit payments	-
Active employees	<u>322</u>
Total	<u>442</u>

Note 10 - OTHER POSTEMPLOYMENT BENEFITS

Total OPEB Liability

The Sheriff's total OPEB liability of \$38,474,742 was measured as of June 30, 2025 and was determined by an actuarial valuation as of July 1, 2024.

Actuarial Assumptions and Other Inputs

The total OPEB liability in June 30, 2025 was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Measurement date	June 30, 2025
Actuarial valuation date	July 1, 2024
Inflation	2.30%
Salary increases, include inflation	6.00% (3.70% salary increase, 2.30% inflation)
Discount rate	5.20%
Healthcare cost trend rates	<p>Medical - Pre 65 Trend - 6.80% in year 1, 6.30% in year 2, 5.50% in year 3, 5.00% in year 4, 4.90% in year 5, 4.70% in year 6, 4.60% in year 7, 4.50% in year 8, 4.30% in year 9, 4.20% in year 10 and trending down to 4.10%.</p> <p>Medical - Post 65 Trend - 7.40% in year 1, 6.30% in year 2, 5.60% in year 3, 5.20% in year 4, 5.00% in year 5, 4.90% in year 6, 4.70% in year 7, 4.50% in year 8, 4.30% in year 9, 4.20% in year 10 and trending down to 4.10%.</p>
Retirees' share of benefit-related costs	<p>An employee is eligible to elect medical coverage upon retiring or disability. Eligibility is based on 20 years of service with Terrebonne Parish Sheriff's office or 30 years of service at any Sheriff's Office.</p> <p>Spouses of retiring members are also eligible for health and life benefits under the Plan; however, they are responsible for full cost of coverage.</p>

The discount rate was based on the Bond Buyer General Obligation 20-Bond Municipal Index.

Note 10 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Actuarial Assumptions and Other Inputs (Continued)

Mortality rates for pre-retirement/post-retirement/disabled employees were based Sex-distinct Pub-2010 General Mortality Table for employees/retirees/disabled participants, projected generationally using IRS 2024 adjusted improvement scale MP-2021.

Changes in Total OPEB Liability

	Total OPEB Liability
Balance as of June 30, 2024	\$36,866,846
Changes for the year:	
Service cost	2,726,898
Interest	1,541,644
Differences between expected and actual experience	343,539
Changes in assumptions or other inputs	(2,264,767)
Benefit payments	(739,418)
Net changes	1,607,896
Balance as of June 30, 2025	\$38,474,742

Sensitivity to the Total OPEB Liability to Change in the Discount Rate

The following presented 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% lower or higher than the current discount rate.

	1.0% Decrease (4.20%)	Current Discount Rate (5.20%)	1.0% Increase (6.20%)
Total OPEB liability	\$44,735,112	\$38,474,742	\$33,393,333

Note 10 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Sensitivity of the Total OPEB Liability to Changes in the Health 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 a rate that is 1% lower or higher than the current healthcare cost trend rates.

	<u>1.0% Decrease</u>	<u>Current Healthcare Cost Trend Rate</u>	<u>1.0% Increase</u>
Total OPEB liability	<u>\$32,800,250</u>	<u>\$38,474,742</u>	<u>\$45,787,899</u>

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

For the year ended June 30, 2025, the Sheriff recognized total OPEB expense of \$1,164,663. As of June 30, 2025, the Sheriff reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 293,019	\$ (4,540,225)
Changes of assumptions	<u>1,574,064</u>	<u>(28,498,201)</u>
Totals	<u>\$1,867,083</u>	<u>\$(33,038,426)</u>

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

<u>Year Ending June 30,</u>	<u>Amount</u>
2026	\$ (5,554,340)
2027	(5,925,443)
2028	(5,989,286)
2029	(6,250,803)
2030	(5,752,398)
Thereafter	<u>(1,699,073)</u>
Total	<u>\$ (31,171,343)</u>

Note 11 - PENSION PLAN

Plan Description - The Sheriff contributes to the Sheriff's Pension and Relief Fund (the "System"), a cost-sharing, multiple-employer defined benefit pension plan administered by the Sheriff's Pension and Relief Fund, a public corporation created in accordance with the provisions of Louisiana Revised Statute 11:2171 to provide retirement, disability and survivor benefits to employees of Sheriff's offices throughout the State of Louisiana. The Sheriff's Pension and Relief Fund issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Sheriff's Pension and Relief Fund, 1225 Nicholson Drive, Baton Rouge, Louisiana 70802.

Benefits Provided. The System provides retirement, deferred retirement, disability and death benefits. Members who became eligible on or before December 31, 2011 with twelve years of creditable service may retire at age 55, and members with thirty years 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 to exceed (after reduction for optional payment form) 100% of average final compensation. Active, contributing members with at least ten years of creditable service may retire at age 60. The accrued normal retirement benefit is reduced for each month retirement begins prior to normal retirement date. For members who became eligible on or after January 1, 2012, with twelve years of creditable service may retire at age 62. Members with twenty years of service may retire at the age of 60. Members with thirty or more years of service may retire at age 55. The benefit accrual rate for members with less than thirty years of creditable service is 3% per year, while members with thirty or more years the benefit accrual rate is 3⅓% per year. The retirement allowance is equal the benefit accrual rate times the member's average final compensation multiplied by his years of creditable service, not to exceed (after reduction for optional payment form) 100% of average final compensation. For a member whose first employment making him eligible for membership in the System 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. For a member whose first employment making him eligible for membership in the System began after June 30, 2006, final average compensation is based on the average monthly earnings during the highest 60 consecutive months or joined months if service was interrupted. For a member, whose first employment making him eligible for membership in the System began before July 1, 2013, the earnings to be considered for each 12 month period within the applicable 36 or 60 month period shall not exceed 125% of the preceding 12 month period earnings. For a member, whose first employment making him eligible for membership in the System began on or after July 1, 2013, the earnings to be considered for each 12 month period within the 60 month period shall not exceed 115% of the preceding 12 month period earnings.

Note 11 - PENSION PLAN (Continued)

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 “DROP” benefit. The 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. The member’s employee retirement contributions are also credited to his account during the DROP period. At retirement, the member will receive a lump-sum payment equal to the monthly benefit multiplied by the number of months in the DROP period. A member is eligible to receive disability benefits if he has at least ten years of creditable service when a non-service related disability is incurred; there are no service requirements for a service related disability. Death benefits are payable to eligible surviving dependents based on the deceased member’s years of creditable service and compensation and the dependent’s relationship to the deceased member. The System provides permanent benefit increases, cost of living adjustments (COLA) as approved by the State Legislature.

Contributions. According to state statute, contribution requirements for all employers are actuarially determined each year. For both the years ending June 30, 2025 and 2024, the actual employer contribution rate was (11.50%) with an additional 0% allocated from the Funding Deposit Account.

In accordance with state statute, the System 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.

Contributions to the System from the Sheriff were \$2,224,486 for the year ended June 30, 2025.

Pension Liabilities. As of June 30, 2025, the Sheriff reported a liability of \$12,827,417 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Sheriff’s proportion of the net pension liability was based on a projection of the Sheriff’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. As of June 30, 2024, the Sheriff’s proportion was 2.12230%, which was an increase of 0.04488% from its proportion measured as of June 30, 2023.

Pension Expense. For the year ended June 30, 2025, the Sheriff recognized pension expense of \$2,850,437.

Note 11 - PENSION PLAN (Continued)

Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.

As of June 30, 2025, the Sheriff reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ -	\$ (291,302)
Net difference between projected and actual earnings on pension plan investments	2,547,025	(1,210,239)
Change in proportion	588,621	(173,275)
Change in assumptions	650,376	-
Sheriff contributions subsequent to the measurement date	<u>2,224,486</u>	<u>-</u>
	<u>\$6,010,508</u>	<u>\$(1,674,816)</u>

The Sheriff reported \$2,224,486 as deferred outflows of resources related to pensions resulting from the Sheriff's contributions subsequent to the measurement date and will be recognized as a reduction of the net pension asset in the valuation for the year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2026	\$ 508,975
2027	3,369,025
2028	(775,298)
2029	<u>(991,496)</u>
Total	<u>\$2,111,206</u>

Note 11 - PENSION PLAN (Continued)

Actuarial Assumptions. A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2024 are as follows:

Valuation date	June 30, 2024
Actuarial cost method	Entry Age Normal Cost
Actuarial assumptions:	
Expected remaining service lives	5 years (2023, 2022 and 2021 5 years; 2020, and 2019 6 years).
Investment rate of return	6.85%, net of investment expense.
Discount rate	6.85%
Projected salary increases	5.00 % (2.50% inflation, 2.50% 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 retirees, 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.

Note 11 - PENSION PLAN (Continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Estimates of arithmetic real rates of return for each major asset class based on the System's target asset allocation as of June 30, 2024 are as shown on the next page:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Real Return Arithmetic Basis</u>	<u>Long-Term Expected Real Rate of Return</u>
Equity securities	62.00%	6.95%	4.29%
Fixed income	25.00%	5.40%	1.33%
Alternative investments	<u>13.00%</u>	6.31%	<u>0.82%</u>
Totals	<u>100.00%</u>		6.44%
Inflation			<u>2.51%</u>
Expected arithmetic nominal return			<u>8.95%</u>

Discount Rate. The discount rate used to measure the collective pension liability was 6.85%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by Public Retirement Systems' Actuarial Committee (PRSAC) taking into consideration the recommendation of the System's actuary. Based on those assumptions, the System'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.

Note 11 - PENSION PLAN (Continued)

Sensitivity of the Sheriff’s Proportionate Share of the Collective Net Pension Liability to Changes in the Discount Rate. The following presents the Sheriff’s proportionate share of the Collective Net Pension Liability using the discount rate of 6.85%, as well as what the Sheriff’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower (5.85%) or one percentage-point higher (7.85%) than the current rate:

	1.0% Decrease (5.85%)	Current Discount Rate (6.85%)	1.0% Increase (7.85%)
Sheriff’s proportionate share of the net pension liability	\$27,774,063	\$12,827,417	\$362,330

Pension Plan Fiduciary Net Position. The Sheriff’s Pension and Relief Fund has issued a stand-alone audit report on their financial statements for the year ended June 30, 2024. Access to the report can be found on the Louisiana Legislative Auditor’s website, www.la.la.gov.

Note 12 - DEFERRED COMPENSATION PLAN

The Sheriff offers its employees participation in the Louisiana Public Employees Deferred Compensation Plan adopted by the Louisiana Deferred Compensation Commission and established in accordance with 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, Post Office Box 94397, Baton Rouge, Louisiana 70804-9397. During the year then ended June 30, 2025, the Sheriff contributed \$423,635 to the Plan.

Note 13 - LITIGATION, CLAIMS, AND RISK MANAGEMENT

The Sheriff’s Office is exposed to various risks of losses related to general liability, auto liability, property, and group health benefits. For the year ending June 30, 2025, the Sheriff purchased commercial liability insurance to cover risk of loss related to torts or negligence by employees. Commercial insurance has also been obtained to cover real and personal property, general liability, automobile, crime, and law enforcement liability. Management believes coverage obtained will adequately cover any future claims.

As of June 30, 2025, the Sheriff is involved in various lawsuits claiming damages. Some of these lawsuits seek substantial amounts. The Sheriff plans to vigorously oppose these suits and, based on the advice of counsel, does not believe their ultimate disposition will materially affect the accompanying financial statements.

Note 14 - COMMITMENTS AND CONTINGENCIES

The Terrebonne Parish Clerk of Court is required to remit specific costs back to the Sheriff's Office for process services provided by the Sheriff's Office related to court cases. The Sheriff identifies an estimate of approximately \$906,000 is due to the Sheriff's Office for services rendered on both settled and unsettled court cases. This amount, which is unrecorded, is identified by the Sheriff's internal audit and confirmed by the Terrebonne Parish Clerk of Court.

Note 15 - STATE OF LOUISIANA TAX ABATEMENTS

The Sheriff's ad valorem tax revenues were reduced by \$120,657 under agreements entered with the State of Louisiana.

Note 16 - SUBSEQUENT EVENTS

Management evaluates events occurring subsequent to the date of financial statements in determining the accounting for and disclosure of transactions and events that effect the financial statements. Subsequent events have been evaluated through November 25, 2025, which is the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION SECTION

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND**

Terrebonne Parish Sheriff's Office
Gray, Louisiana

For the year ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues				
Ad valorem taxes	\$ 7,860,537	\$ 8,272,012	\$ 8,284,295	\$ 12,283
Sales and use taxes	13,601,466	14,099,087	14,193,790	94,703
Intergovernmental revenues:				
Federal grants	420,294	844,010	798,676	(45,334)
State revenue sharing, net	834,413	217,918	218,004	86
State supplemental pay	1,805,448	2,100,938	2,155,640	54,702
State gaming revenue	1,221,289	1,137,732	1,147,127	9,395
State grants	34,672	936,080	259,417	(676,663)
Local grants	-	69,127	10,807	(58,320)
Fees, charges, and commissions for services:				
Contract services	4,105,721	2,864,395	2,883,891	19,496
Civil and criminal fees and commissions	1,322,271	1,310,340	1,362,396	52,056
Feeding, keeping, and transporting prisoners	2,771,975	2,718,890	2,772,793	53,903
Other	3,585,985	3,934,461	3,985,642	51,181
Interest	4,008	160,435	229,719	69,284
Total revenues	<u>37,568,079</u>	<u>38,665,425</u>	<u>38,302,197</u>	<u>(363,228)</u>
Expenditures				
Current:				
Public safety:				
Personal services and related benefits	25,866,753	29,160,848	29,447,018	(286,170)
Operating services	1,371,698	1,278,900	1,295,073	(16,173)
Operation and maintenance	7,726,574	8,037,161	8,423,928	(386,767)
Travel and other charges	85,964	127,329	126,631	698
Debt service:				
Principal	302,000	310,000	310,000	-
Interest	97,988	89,806	89,804	2
Capital outlay - lease	-	-	742,212	(742,212)
Capital outlay	2,010,000	4,431,482	4,341,110	90,372
Total expenditures	<u>37,460,977</u>	<u>43,435,526</u>	<u>44,775,776</u>	<u>(1,340,250)</u>
Excess (Deficiencies) of Revenues Over Expenditures	<u>107,102</u>	<u>(4,770,101)</u>	<u>(6,473,579)</u>	<u>(1,703,478)</u>
Other Financing Sources and Uses				
Lease proceeds	-	-	742,212	742,212
Insurance proceeds	156,427	94,510	84,420	(10,090)
Sale of surplus equipment	17,067	10,948	51,955	41,007
Total other financing uses	<u>173,494</u>	<u>105,458</u>	<u>878,587</u>	<u>773,129</u>
Net Change in Fund Balance	<u>280,596</u>	<u>(4,664,643)</u>	<u>(5,594,992)</u>	<u>(930,349)</u>
Fund Balance				
Beginning of year	<u>18,392,125</u>	<u>18,516,773</u>	<u>18,516,773</u>	<u>-</u>
End of year	<u>\$ 18,672,721</u>	<u>\$ 13,852,130</u>	<u>\$ 12,921,781</u>	<u>\$ (930,349)</u>

NOTES TO BUDGETARY COMPARISON SCHEDULE

Terrebonne Parish Sheriff's Office
Gray, Louisiana

June 30, 2025

Note 1 - BASIS OF ACCOUNTING

Budgeted amounts are as originally adopted or as finally amended by the Sheriff. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP).

Note 2 - BUDGETS

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

- The chief civil deputy - financial officer prepares a proposed budget for the General Fund and submits it to the Sheriff for the fiscal year no later than fifteen days prior to the beginning of each year.
- A summary of the proposed budget is published and the public notice that the proposed budget is available for public inspection. At the same time, a public hearing is called.
- A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
- After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
- All budgetary appropriations lapse at the end of each fiscal year.

**SCHEDULE OF CHANGES IN THE SHERIFF'S TOTAL
OPEB LIABILITY AND RELATED RATIOS**

**Terrebonne Parish Sheriff's Office
Gray, Louisiana**

For the year ended June 30, 2025

	<u>2025</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB liability:								
Service cost	\$ 2,726,898	\$ 2,793,218	\$ 3,661,376	\$ 5,572,689	\$ 4,566,958	\$ 3,281,950	\$ 3,017,871	\$ 3,030,930
Interest	1,541,644	1,627,816	2,081,899	1,666,023	1,551,791	2,139,836	2,022,534	1,734,547
Difference between expected and actual experience	343,539	(1,486,598)	(1,582,016)	(4,096,600)	-	(604,192)	-	(1,833,999)
Changes in assumptions or other inputs	(2,264,767)	(7,513,664)	(16,774,121)	(18,916,203)	270,844	3,413,167	4,082,118	1,419,013
Benefit payments	(739,418)	(710,512)	(753,195)	(519,738)	(443,373)	(429,783)	(588,857)	(465,898)
Net change in total OPEB liability	1,607,896	(5,289,740)	(13,366,057)	(16,293,829)	5,946,220	7,800,978	8,533,666	3,884,593
Total OPEB liability, beginning of year	36,866,846	42,156,586	55,522,643	71,816,472	65,870,252	58,069,274	49,535,608	45,651,015
Total OPEB liability, end of year	<u>\$ 38,474,742</u>	<u>\$ 36,866,846</u>	<u>\$ 42,156,586</u>	<u>\$ 55,522,643</u>	<u>\$ 71,816,472</u>	<u>\$ 65,870,252</u>	<u>\$ 58,069,274</u>	<u>\$ 49,535,608</u>
Covered employee payroll	<u>\$ 20,474,163</u>	<u>\$ 18,072,835</u>	<u>\$ 17,336,165</u>	<u>\$ 15,886,449</u>	<u>\$ 12,306,274</u>	<u>\$ 12,372,181</u>	<u>\$ 12,088,369</u>	<u>\$ 13,728,991</u>
Total OPEB liability as a percentage of covered employee payroll	<u>187.92%</u>	<u>203.99%</u>	<u>243.17%</u>	<u>349.50%</u>	<u>583.58%</u>	<u>532.41%</u>	<u>480.37%</u>	<u>360.81%</u>
Notes to schedule:								
Changes of benefit terms:	None	None	None	None	None	None	None	None
Changes of assumptions and other inputs reflected the effects of changes in the discounts rate each period:	<u>5.20%</u>	<u>3.93%</u>	<u>3.65%</u>	<u>3.54%</u>	<u>2.16%</u>	<u>2.21%</u>	<u>3.50%</u>	<u>3.62%</u>

The schedule is provided prospectively beginning with the Sheriff's fiscal year ended June 30, 2018 and is intended to show a ten year trend. Additional years will be reported as they become available.

**SCHEDULE OF THE SHERIFF'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY (ASSETS)**

Terrebonne Parish Sheriff's Office
Gray, Louisiana

June 30, 2025

	<u>2025</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Sheriff's proportion of the net pension liability (asset)	<u>2.122300%</u>	<u>2.077420%</u>	<u>2.091010%</u>	<u>1.920030%</u>	<u>1.69617%</u>	<u>1.91307%</u>	<u>2.15269%</u>	<u>2.15396%</u>	<u>2.27551%</u>	<u>2.23508%</u>
Sheriff's proportionate share of the net pension liability (asset)	<u>\$ 12,827,417</u>	<u>\$ 18,255,886</u>	<u>\$ 16,995,450</u>	<u>\$ (951,469)</u>	<u>\$ 11,739,473</u>	<u>\$ 9,049,268</u>	<u>\$ 8,254,802</u>	<u>\$ 9,327,249</u>	<u>\$ 14,442,398</u>	<u>\$ 9,962,908</u>
Sheriff's covered-employee payroll	<u>\$ 17,920,527</u>	<u>\$ 16,653,016</u>	<u>\$ 15,512,990</u>	<u>\$ 13,994,178</u>	<u>\$ 12,522,279</u>	<u>\$ 13,368,539</u>	<u>\$ 14,816,355</u>	<u>\$ 13,749,637</u>	<u>\$ 15,611,414</u>	<u>\$ 14,831,345</u>
Sheriff's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	<u>71.579%</u>	<u>109.625%</u>	<u>109.556%</u>	<u>-6.799%</u>	<u>93.749%</u>	<u>67.691%</u>	<u>55.714%</u>	<u>67.836%</u>	<u>92.512%</u>	<u>67.175%</u>
Plan fiduciary net position as a percentage of the total pension liability (asset)	<u>89.40%</u>	<u>83.94%</u>	<u>83.90%</u>	<u>101.04%</u>	<u>84.73%</u>	<u>88.91%</u>	<u>90.41%</u>	<u>88.49%</u>	<u>82.10%</u>	<u>86.61%</u>

The schedule is provided prospectively beginning with the Sheriff's fiscal year ended June 30, 2016 and is intended to show a ten year trend. Additional years will be reported as they become available.

SCHEDULE OF SHERIFF CONTRIBUTIONS

Terrebonne Parish Sheriff

Gray, Louisiana

June 30, 2025

	<u>2025</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Contractually required contributions	\$ 2,224,486	\$ 2,060,861	\$ 1,915,097	\$ 1,900,330	\$ 1,714,228	\$ 1,533,979	\$ 1,637,646	\$ 1,889,085	\$ 1,821,827	\$ 2,146,174
Contributions in relation to the contractually required contribution	<u>(2,224,486)</u>	<u>(2,060,861)</u>	<u>(1,915,097)</u>	<u>(1,900,330)</u>	<u>(1,714,228)</u>	<u>(1,533,979)</u>	<u>(1,637,646)</u>	<u>(1,889,085)</u>	<u>(1,821,827)</u>	<u>(2,146,174)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u> ⁽¹⁾
Sheriff's covered-employee payroll	<u>\$ 19,343,355</u>	<u>\$ 17,920,527</u>	<u>\$ 16,653,016</u>	<u>\$ 15,512,900</u>	<u>\$ 13,994,178</u>	<u>\$ 12,522,279</u>	<u>\$ 13,368,539</u>	<u>\$ 14,816,355</u>	<u>\$ 13,749,637</u>	<u>\$ 15,611,414</u>
Contributions as a percentage of covered-employee payroll	<u>11.50%</u>	<u>11.50%</u>	<u>11.50%</u>	<u>12.25%</u>	<u>12.25%</u>	<u>12.25%</u>	<u>12.25%</u>	<u>12.75%</u>	<u>13.25%</u>	<u>13.75%</u>

⁽¹⁾ Difference due to refunds or timing matters during the year.

The schedule is provided prospectively beginning with the Sheriff's fiscal year ended June 30, 2016 and is intended to show a ten year trend. Additional years will be reported as they become available.

REQUIRED SUPPLEMENTARY INFORMATION

COMBINING STATEMENT OF FIDUCIARY NET POSITION:
CUSTODIAL FUNDS

Terrebonne Parish Sheriff's Office
Gray, Louisiana

For the year ended June 30, 2025

	Sheriff's Fund	Tax Collector Fund	Bonds and Fines Fund	Inmate Deposit Fund	Total Custodial Funds
Assets					
Cash	\$ 82,710	\$ 636,943	\$ 901,734	\$ 1,467,754	\$ 3,089,141
Liabilities					
Due to taxing authorities	\$ -	\$ 636,943	\$ -	\$ -	\$ 636,943
Due to other governments and others	82,710	-	901,734	1,467,754	2,452,198
Total liabilities	82,710	636,943	901,734	1,467,754	3,089,141
Fiduciary, net position					
Held for others	-	-	-	-	-
Total liabilities and fiduciary net position	\$ 82,710	\$ 636,943	\$ 901,734	\$ 1,467,754	\$ 3,089,141

COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET POSITION:
CUSTODIAL FUNDS

Terrebonne Parish Sheriff's Office
Gray, Louisiana

For the year ended June 30, 2025

	Sheriff's Fund	Tax Collector Fund	Bonds and Fines Fund	Inmate Deposit Fund	Total Custodial Funds
Additions:					
Deposits:					
Suits, sales and garnishments	\$ 3,855,847	\$ -	\$ -	\$ -	\$ 3,855,847
Bonds	-	-	1,436,206	-	1,436,206
Fines and costs	-	-	185,823	-	185,823
Prisoner deposits	-	-	-	6,250,754	6,250,754
Taxes, fees, etc., paid to tax collector	-	130,867,329	-	-	130,867,329
Interest	-	227,547	632	-	228,179
	<u>3,855,847</u>	<u>131,094,876</u>	<u>1,622,661</u>	<u>6,250,754</u>	<u>142,824,138</u>
Total additions					
Reductions:					
Taxes, fees, etc., distributed to taxing bodies and others	-	131,135,674	-	-	131,135,674
Deposits settled to:					
Sheriff's General Fund	392,352	-	203,148	2,436,342	3,031,842
Clerk of Court	202,693	-	38,620	-	241,313
Criminal Court Fund	-	-	219,635	-	219,635
District Attorney	-	-	169,511	-	169,511
Indigent defender board	-	-	169,165	-	169,165
Inmate commissary purchases	-	-	-	1,703,072	1,703,072
Inmate withdrawals	-	-	-	1,730,317	1,730,317
Litigants	3,111,014	-	-	-	3,111,014
Other settlements	149,788	-	822,582	381,023	1,353,393
	<u>3,855,847</u>	<u>131,135,674</u>	<u>1,622,661</u>	<u>6,250,754</u>	<u>142,864,936</u>
Total reductions					
Net decrease in fiduciary net position	-	(40,798)	-	-	(40,798)
Net position, beginning of year	-	40,798	-	-	40,798
Net position, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SCHEDULE OF AD VALOREM TAXES
COLLECTED AND ASSESSED AND UNCOLLECTED

Terrebonne Parish Sheriff's Office
Gray, Louisiana

For the year ended June 30, 2025

Description	Taxes Collected	Taxes Assessed and Uncollected
Law Enforcement Taxes		
Law Enforcement	\$ 8,247,294	\$ 32,714
District Taxes/Special Fees		
Assessment District	2,132,546	8,459
Terrebonne Levee District	5,320,484	21,104
Veterans Memorial (Mtce)	544,017	2,158
Bayou Blue Fire District (Mtce)	673,284	32
Bayou Cane Fire District (Mtce)	5,655,890	4,353
Coteau Fire District (Mtce)	981,709	321
Fire District No. 4A (Mtce)	1,627,830	1,102
Fire District No. 5 (Mtce)	778,066	29
Fire District No. 6 (Mtce)	633,924	1,846
Fire District No. 7 (Mtce)	993,340	18,615
Fire District No. 8 (Mtce)	472,673	2,241
Fire District No. 9 (Mtce)	370,970	19,290
Fire District No. 10 (Mtce)	1,043,701	106
Schriever Fire District (Bonds)	188,389	1
Schriever Fire District (Mtce)	1,883,889	14
Village East Fire District (Mtce)	445,058	266
Recreation District No. 1 (Mtce)	1,409,534	609
Recreation District No. 23 (Mtce)	1,647,596	915
Recreation District No. 3 (Mtce)	193,440	148
Recreation District No. 11 (Mtce)	1,437,607	16,253
Recreation District No. 4 (Mtce)	666,145	426
Recreation District No. 5 (Bonds)	89,156	2
Recreation District No. 5 (Mtce)	594,373	14
Recreation District No. 6 (Bonds)	209,333	611
Recreation District No. 6 (Mtce)	592,454	1,725
Recreation District No. 7 (Mtce)	428,229	7,857
Recreation District No. 8 (Mtce)	404,378	1,917

**Schedule 3
(Continued)**

Description	Taxes Collected	Taxes Assessed and Uncollected
District Taxes/Special Fees (Continued)		
Recreation District No. 9 (Mtce)	659,789	17,321
Recreation District No. 10 (Mtce)	519,581	52
Tax Commission Fee No. 1	6,879	-
Tax Commission Fee No. 2	44,684	-
Bayou Lafourche Freshwater	2,295,751	9,106
Parish Taxes		
Parish Tax	2,934,092	10,545
Sewerage Tax (Bonds)	816,025	3,237
Health Unit (Mtce)	1,806,136	7,164
Drainage Tax (Bonds)	816,025	3,237
Drainage Tax (Mtce)	7,779,440	30,858
Roads and Bridges (Bonds)	816,025	3,237
Recreation Tax (Mtce)	2,404,554	9,538
Terrebonne ARC	5,668,655	22,486
Sanitation District (Mtce)	11,935,728	47,343
Mental Health	456,974	1,813
Council on Aging	8,160,252	32,368
Youth Detention Center(1)	1,044,512	4,143
Youth Detention Center(2)	1,022,752	4,056
Road District No. 6 (Mtce)	32,385	94
Road Light No. 1 (Mtce)	810,391	380
Road Light No. 2 (Mtce)	118,218	23
Road Light No. 3A (Mtce)	569,184	3,624
Road Light No. 4 (Mtce)	216,906	139
Road Light No. 5 (Mtce)	108,068	2
Road Light No. 6 (Mtce)	167,860	488
Road Light No. 7 (Mtce)	270,461	4,962
Road Light No. 8 (Mtce)	112,327	533
Road Light No. 9 (Mtce)	180,701	4,984
Road Light No. 10 (Mtce)	204,203	21
City Ad Valorem Tax	1,824,521	10,410
City of Houma Fire Protection District	1,494,924	8,530
City of Houma Police Protection District	1,494,924	8,530
Nuisance Fee	69,465	-
School Board Taxes		
School Tax Maintenance/Regular	4,199,809	16,659
School Tax Maintenance/Special	5,886,261	23,349
	<u>\$ 106,613,771</u>	<u>\$ 432,360</u>

**SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER
PAYMENTS TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER**

**Terrebonne Parish Sheriff's Office
Gray, Louisiana**

For the year ended June 30, 2025

Agency Head Name: Timothy Soignet, Sheriff

Purpose

Salary	\$ 213,934
Benefits - insurance	10,087
Benefits - retirement	20,137
Benefits - deferred compensation	8,712
Car allowance	-
Vehicle provided by government	-
Per diem	-
Reimbursements	-
Travel	3,387
Registration fees	225
Conference travel	-
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Meals	-
	<hr/>
	<u>\$ 256,482</u>

**AFFIDAVIT OF CASH ON HAND AND OF TAXES
COLLECTED AND ASSESSED AND UNCOLLECTED**

Terrebonne Parish Sheriff's Office

June 30, 2025

State of Louisiana
Parish of Terrebonne

Before me, the undersigned authority, personally came and appears, Timothy Soignet, the Sheriff of Terrebonne Parish, State of Louisiana, who after being duly sworn, deposed and said:

The following information is true and correct:

\$636,943 is the amount of cash on hand in the tax collector account as of June 30, 2025.

He further deposed and said:

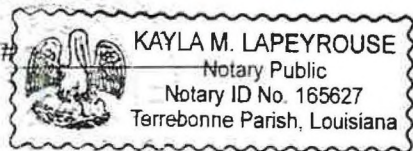
All itemized statements of the amount of taxes collected for the tax year 2025 by taxing authority, are true and correct.

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



Timothy Soignet, Sheriff
Terrebonne Parish

Sworn to and subscribed before me, Notary, this 25th day of November, 20 25 in my office in Terrebonne Louisiana.


(Signature)
(Print)

Terrebonne Parish
(Sheriff)

JUSTICE SYSTEM FUNDING SCHEDULE -
COLLECTING/DISBURSING ENTITY
AS REQUIRED BY ACT 87 OF THE
2020 REGULAR LEGISLATIVE SESSION

Terrebonne Parish Sheriff
Gray, Louisiana

June 30, 2025

	<u>First Six Month Period Ended December 31, 2024</u>	<u>Second Six Month Period Ended June 30, 2025</u>
Beginning balance of amounts collected	\$ 1,397,050	\$ 1,100,379
Collections:		
Criminal court costs/fees	229,428	231,353
Criminal fines - other	63,546	51,626
Civil fees	1,700,608	2,155,239
Restitution	-	-
Interest earnings on collected balances	319	313
Bond fees 380, 942, BR, 2%	246,283	246,459
Other - cash bonds	<u>281,273</u>	<u>272,106</u>
Subtotal collections	<u>2,521,457</u>	<u>2,957,096</u>
Disbursements to Governments and Nonprofits:		
Terrebonne Parish Criminal Court fund	114,029	103,226
Terrebonne Criminal Court fund (boykin)	1,225	1,155
Terrebonne Indigent Defenders Office, fines and costs	32,600	31,439
Terrebonne Indigent Defenders Office	1,858	1,894
Terrebonne Indigent Defenders Office, 2%	53,401	47,973
Law clerk fund, fines and costs	12,110	10,274
Law clerk fund, 2%	53,401	47,973
Terrebonne Parish Sheriff's Office, fines and costs	19,761	17,563
Terrebonne Parish Sheriff's Office, Act 942	1,858	1,894
Terrebonne Parish Sheriff's Office, Act 380, br	15,455	16,585
Terrebonne Parish Sheriff's Office, 2%	53,401	47,973
Terrebonne Parish Sheriff's Office, DARE	1,000	1,900

**Schedule 6
(Continued)**

	First Six Month Period Ended December 31, 2024	Second Six Month Period Ended June 30, 2025
Disbursements to Governments and Nonprofits: (Continued)		
Terrebonne Parish Sheriff's Office, civil	209,518	182,834
Terrebonne Parish Sheriff's Office, civil - property taxes	19,260	953
Terrebonne Parish Clerk of Court, fines and costs	17,930	16,938
Terrebonne Parish Clerk of Court, Act 942	1,858	1,894
Terrebonne Parish Clerk of Court, civil fees	122,054	80,639
Terrebonne Parish District Attorney, fines and costs	29,045	25,959
Terrebonne Parish District Attorney, Act 942	6,503	6,629
Terrebonne Parish District Attorney, 2%	53,401	47,973
Louisiana Commission On Law Enforcement (training)	1,084	947
Louisiana Commission On Law Enforcement (CVRF)	4,615	4,583
Louisiana Wildlife And Fisheries (Act 724)	5	15
Court Management Information System	1,659	1,449
Office of State Police, Act 942	1,858	1,894
Terrebonne Parish Consolidated Government (subpoena fees)	2,765	2,405
Terrebonne Parish Consolidated Government (Crime Stoppers)	1,104	962
Terrebonne Parish Consolidated Government (coroner fees)	825	785
Terrebonne Parish Consolidated Government (HPD)	375	-
Louisiana Supreme Court (Act 405)	274	240
Department of Corrections (LA doc)	6,025	5,675
Department of Health and Hospitals - State of Louisiana/th/scitf (Act 654)	4,595	4,015
City Court of Houma bonds	14,456	9,504
Southeast lab (Nicholls State University)	-	-
Check charges	4,078	947
Transfer to partial payment account	11,008	13,771

**Schedule 6
(Continued)**

	<u>First Six Month Period Ended December 31, 2024</u>	<u>Second Six Month Period Ended June 30, 2025</u>
Disbursements to Governments and Nonprofits: (Continued)		
Attorneys	1,326,572	1,784,441
Houma Courier	9,229	16,274
Miscellaneous	14,433	72,053
Amounts retained by Collecting Agency		
Amounts "Self-Disbursed" to collecting agency	13,193	12,567
Disbursement to Individuals/3rd Party Collections or Processing Agencies:		
Restitution payments to individuals	4,159	511
Bond fees refunds	558,258	434,884
Other disbursements to individuals	11,418	5,839
Payments to 3rd party collection/processing agencies	<u>6,472</u>	<u>5,602</u>
Subtotal disbursements/retainage	<u>2,818,128</u>	<u>3,073,031</u>
Ending balance of amounts collected but not disbursed/retained	<u><u>\$ 1,100,379</u></u>	<u><u>\$ 984,444</u></u>

SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS

**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**

To the Honorable Timothy Soignet,
Terrebonne Parish Sheriff’s Office,
Gray, Louisiana.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the General Fund and the Fiduciary Fund of the Terrebonne Parish Sheriff’s Office (the “Sheriff”) as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Sheriff’s basic financial statements and have issued our report thereon dated November 25, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Sheriff’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Sheriff’s internal control. Accordingly, we do not express an opinion on the effectiveness of the 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 Sheriff’s financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Report on Compliance and Other Matters

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

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 Sheriff'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 Sheriff's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Bourgeois Bennett, L.L.C.

Certified Public Accountants.

Houma, Louisiana,
November 25, 2025.

SCHEDULE OF FINDINGS AND RESPONSES

Terrebonne Parish Sheriff's Office
Gray, Louisiana

For the year ended June 30, 2025

Section I - Summary of Auditor's Results

a) Financial Statements

Type of auditor's report issued: unmodified

Internal control over financial reporting:

- Material weakness(as) identified? Yes No
- Significant deficiency(is) identified that are
not considered to be a material weakness? Yes None reported

Noncompliance material to financial statements noted? Yes No

b) Federal Awards

The Sheriff did not expend more than \$750,000 in federal awards during the year ended June 30, 2025; therefore, is exempt from the audit requirements under the Uniform Guidance.

Section II - Financial Statement Findings

No financial statement findings were noted during the audit for the year ended June 30, 2025.

Section III - Federal Award Findings and Questioned Costs

Not applicable.

REPORTS BY MANAGEMENT

SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

Terrebonne Parish Sheriff's Office Gray, Louisiana

For the year ended June 30, 2025

Section I - Internal Control and Compliance Material to the Financial Statements

Internal Control Over Financial Reporting

No material weaknesses were reported during the audit for the year ended June 30, 2024.

No significant deficiencies were reported during the audit for the year ended June 30, 2024.

Compliance and Other Matters

No compliance findings material to the financial statements were noted during the audit for the year ended June 30, 2024.

Section II - Internal Control and Compliance Material to Federal Awards

There were no federal award findings or questioned costs reported during the audit of the financial statements for the year ended June 30, 2024.

Section III - Management Letter

A management letter was not issued in connection with the audit of the Sheriff's financial statements as of and for the year ended June 30, 2024.

MANAGEMENT'S CORRECTIVE ACTION PLAN

Terrebonne Parish Sheriff's Office Gray, Louisiana

For the year ended June 30, 2025

Section I - Internal Control and Compliance Material to the Financial Statements

Internal Control Over Financial Reporting

No material weaknesses were reported during the audit for the year ended June 30, 2025.

No significant deficiencies were reported during the audit for the year ended June 30, 2025.

Compliance and Other Matters

No compliance findings material to the financial statements were noted during the audit for the year ended June 30, 2025.

Section II Internal Control and Compliance Material to Federal Awards

There were no federal award findings or questioned costs reported during the audit for the year ended June 30, 2025.

Section III - Management Letter

A management letter was not issued in connection with the audit of the Sheriff's financial statements as of and for the year ended June 30, 2025.

STATEWIDE AGREED-UPON PROCEDURES

INDEPENDENT ACCOUNTANT’S REPORT ON
APPLYING AGREED-UPON PROCEDURES

To the Honorable Timothy Soignet,
Terrebonne Parish Sheriff’s Office,
Gray, Louisiana.

We have performed the procedures described in Schedule 7 on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor’s (LLA) Statewide Agreed-Upon Procedures (SAUP) for the fiscal period July 1, 2024 through June 30, 2025. Terrebonne Parish Sheriff’s Office (the “Sheriff”) management is responsible for those C/C areas identified in the SAUPs.

The Sheriff has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in the LLA’s SAUPs for the fiscal period July 1, 2024 through June 30, 2025. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purpose. 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 responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are described in Schedule 7.

We were engaged by the Sheriff to perform this agreed-upon procedures engagement and conducted our engagement in accordance with the 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 these C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

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

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

Bourgeois Bennett, L.L.C.

Certified Public Accountants

Houma, Louisiana,
November 25, 2025.

SCHEDULE OF PROCEDURES AND ASSOCIATED FINDINGS
OF THE STATEWIDE AGREED-UPON PROCEDURES

Terrebonne Parish Sheriff's Office
 Gray, Louisiana

For the year ended June 30, 2025

The required procedures and our findings are as follows:

1. Procedures Performed on the Sheriff's Written Policies and Procedures:

A. Obtain and inspect the Sheriff's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the Sheriff's operations:

- i. ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.
 Performance: Obtained and read the written policy for budgeting and found it to address all the functions listed above.
 Exceptions: There were no exceptions noted.
- ii. ***Purchasing***, including (1) how purchases are initiated, (2) how vendors are added to the vendor list, (3) the preparation and approval process of purchase requisitions and purchase orders, (4) controls to ensure compliance with the Public Bid Law, and (5) documentation required to be maintained for all bids and price quotes.
 Performance: Obtained and read the written policy for purchasing and found it to address all the functions listed above.
 Exceptions: There were no exceptions noted.
- iii. ***Disbursements***, including processing, reviewing, and approving.
 Performance: Obtained and read the written policy for disbursements and found it to address all the functions listed above.
 Exceptions: There were no exceptions noted.
- iv. ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
 Performance: Obtained and read the written policy for receipts and found it to address all the functions listed above.
 Exceptions: There were no exceptions noted.

1) **Procedures Performed on the Sheriff's Written Policies and Procedures: (Continued)**

- v. **Payroll/Personnel**, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.
Performance: Obtained and read the written policy for payroll and personnel.
Exceptions: There was an exception noted due to the policy lacking a provision on payroll processing.
- vi. **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
Performance: Obtained and read the written policy for contracting.
Exceptions: There were exceptions noted due to the policy lacking provisions on types of services requiring written contracts, standard terms and conditions, and monitoring process.
- vii. **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
Performance: Obtained and read the written policy for travel and expense reimbursement and found it to address all the functions listed above.
Exceptions: There were no exceptions noted.
- viii. **Credit Cards (and debit cards, fuel cards, purchase cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
Performance: Obtained and read the written policy for credit cards and found it to address all the functions listed above.
Exceptions: There were no exceptions noted.
- ix. **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the Sheriff's ethics policy.
Performance: Obtained and read the written policy for ethics and found it to address all the functions listed above.
Exceptions: There were no exceptions noted.
- x. **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
Performance: Obtained and read the written policy for debt service.
Exceptions: There was an exception noted due to the policy lacking a provision on continuing disclosure/EMMA reporting requirement.

1) Procedures Performed on the Sheriff's Written Policies and Procedures: (Continued)

- xi. **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

Performance: Obtained and read the written policy for information technology disaster recovery/business continuity and found it to address all the functions listed above.

Exceptions: There were no exceptions noted.

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

Performance: Obtained and read the written policy for sexual harassment and found it to address all the functions listed above.

Exceptions: There were no exceptions noted.

2) Procedures Performed on the Sheriff's Board or Finance Committee:

Prior year testing resulted in no exceptions related to the board or finance committee. Therefore, testing is not required in the current year.

3) Procedures Performed on the Sheriff's Bank Reconciliations:

Prior year testing resulted in no exceptions related to bank reconciliations. Therefore, testing is not required in the current year.

4) Procedures Performed on the Sheriff's Collections (excluding electronic funds transfers):

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

Performance: Obtained the listing of deposit sites from management and received management's representation in a separate letter. The Sheriff has 3 deposit sites.

Exceptions: There were no exceptions noted.

**4) Procedures Performed on the Sheriff's Collections (excluding electronic funds transfers):
(Continued)**

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

Performance: Obtained the listing of collection locations from management and received management's representation in a separate letter. The Sheriff has 3 deposit sites. There are 5 collection locations.

Exceptions: There were no exceptions noted.

- i. Employees responsible for cash collections do not share cash drawers/registers;
Performance: Inspected policy manuals, inquired of management and observed that employees do not share cash drawers.
Exceptions: There were no exceptions noted.
- ii. Each employee responsible for collecting cash is not also responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit;
Performance: Inspected policy manuals, inquired of management and observed employees collecting cash are not responsible for preparing/making deposits.
Exceptions: There were no exceptions noted.
- iii. Each employee responsible for collecting cash is not also responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit; and
Performance: Inspected policy manuals, inquired of management and observed employees collecting cash are not responsible for making deposits.
Exceptions: There were no exceptions noted.
- iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or custodial fund additions, is (are) not also responsible for collecting cash, unless another employee/official verifies the reconciliation.
Performance: Inspected policy manuals, inquired of management and observed employees performing reconciliations do not collect cash.
Exceptions: There were no exceptions noted.

**4) Procedures Performed on the Sheriff's Collections (excluding electronic funds transfers):
(Continued)**

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

Performance: Obtained a copy of the insurance policy for theft and a listing of all employees covered by the policy. The policy was in force during the fiscal period.

Exceptions: There were no exceptions noted.

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

i. Observe that receipts are sequentially pre-numbered.

Performance: Obtained supporting documentation for the selected deposits and observed that receipts were sequentially pre-numbered.

Exceptions: There were no exceptions noted.

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

Performance: Traced supporting documentation to the deposit slip.

Exceptions: There were no exceptions noted.

iii. Trace the deposit slip total to the actual deposit per the bank statement.

Performance: Traced deposit slip total to actual deposit per bank statement.

Exceptions: There were no exceptions noted.

iv. Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).

Performance: Observed whether the deposits tested were made within one business day of receipt.

Exceptions: There were no exceptions noted.

v. Trace the actual deposit per the bank statement to the general ledger.

Performance: Traced the actual deposit per the bank statement to the general ledger.

Exceptions: There were no exceptions noted.

5) Procedures Performed on the Sheriff's Non-Payroll Disbursements (excluding card purchases, travel reimbursements, and petty cash purchases):

- A. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).

Performance: Obtained a listing of locations that process payments for the fiscal period from management and received management's representation in a separate letter.

Exceptions: There were no exceptions noted.

- B. For each location selected under procedure #5A, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, then inquire of employees about their job duties), and observe that job duties are properly segregated such that:

Performance: Obtained a listing of employees involved in non-payroll purchasing and payment functions and received management's representation in a separate letter that the listing is complete.

Exceptions: There were no exceptions noted.

- i. At least 2 employees are involved in initiating a purchase request, approving a purchase, and placing an order or making the purchase;

Performance: Obtained a listing of employees involved in initiating a purchase request, approving a purchasing, and placing an order/making a purchase.

Observed at least 2 employees are involved.

Exceptions: There were no exceptions noted.

- ii. At least 2 employees are involved in processing and approving payments to vendors;

Performance: Obtained a listing of employees involved in processing and approving payments to vendors. Observed at least 2 employees are involved.

Exceptions: There were no exceptions noted.

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

Performance: Obtained a listing of employees involved in processing payments to vendors. Observed if any employees involved are adding/modifying vendor files.

Exceptions: There were no exceptions noted.

- iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments; and

Performance: Observed the employee that mails the check is not responsible for processing payments.

Exceptions: There were no exceptions noted.

5) Procedures Performed on the Sheriff's Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases): (Continued)

- v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.

Performance: Obtained a listing of employees authorized to sign checks and noted that these employees also approve electronic disbursements.

Exceptions: There were no exceptions noted.

- C. For each location selected under procedure #5A, obtain the Sheriff'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

Performance: Obtained the Sheriff's non-payroll disbursement transaction population and management's representation that the population is complete. Randomly selected 5 disbursements for each location.

Exceptions: There were no exceptions noted.

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

Performance: Observed that the 5 disbursements matched the related original invoice/billing statements and observed supporting documentation indicating deliverables were received.

Exceptions: There were no exceptions noted.

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

Performance: Observed the 5 disbursements included evidence of segregation of duties.

Exceptions: There were no exceptions noted.

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

Performance: Observed that selected disbursements were approved by authorized persons and required number of signers.

Exceptions: There were no exceptions noted.

6) Procedures Performed on the Sheriff's Credit Cards/Debit Cards/Fuel Cards/Purchase Cards (cards):

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

Performance: Obtained a listing of all active credit cards, bank debit cards, fuel cards, and cards from management and management's representation that the listing is complete. Observed all active cards, including the card numbers and the names of the persons who maintain possession of the cards.

Exceptions: There were no exceptions noted.

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

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

Performance: Observed evidence that the statement and supporting documentation was reviewed and approved, in writing, by someone other than the authorized card holder.

Exceptions: There were no exceptions noted.

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

Performance: Observed finance charges and/or late fees were not assessed on the selected statements.

Exceptions: There were no exceptions noted.

- C. Using the monthly statements or combined statements selected under procedure #6B, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (e.g., each card should have 10 transactions subject to inspection). For each transaction, observe that it is supported by:

- i. An original itemized receipt that identifies precisely what was purchased.

Performance: Observed that the transactions from the monthly statements were supported by original itemized receipts that identifies precisely what was purchased.

Exceptions: There were no exceptions noted.

6) Procedures Performed on the Sheriff's Credit Cards, Debit Cards, Fuel Cards, Purchase Cards (cards): (Continued)

ii. Written documentation of the business/public purpose.

Performance: Observed that the transactions from the monthly statements were supported with written documentation of the business/public purpose.

Exceptions: There were no exceptions noted.

iii. Documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and observe whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

Performance: Observed transactions for any meal charges and documentation of the individuals participating in meals.

Exceptions: There were no exceptions noted.

7) Procedures Performed on the Sheriff's Travel and Travel-Related Expense Reimbursements (excluding card transactions):

Prior year testing resulted in no exceptions related to travel and travel-related expense reimbursements. Therefore, testing is not required in the current year.

8) Procedures Performed on the Sheriff's Contracts:

Prior year testing resulted in no exceptions related to contracts. Therefore, testing is not required in the current year.

9) Procedures Performed on the Sheriff's Payroll and Personnel:

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

Performance: Obtained the listing of employees and their related salaries from management and management's representation that the listing is complete. Randomly selected 5 employees and agreed paid salaries to authorized salary or pay per personnel files.

Exceptions: There were no exceptions noted.

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

9) Procedures Performed on the Sheriff's Payroll and Personnel: (Continued)

- i. Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);
Performance: Obtained daily attendance and leave records for pay period selected for proper documentation.
Exceptions: There were no exceptions noted.
 - ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials;
Performance: Inspected the approval of attendance and leave by the supervisors for the selected employee.
Exceptions: There was an exception noted due to 1 employee's attendance and leave details lacking approval by their supervisor for the selected pay period.
 - iii. Observe that any leave accrued or taken during the pay period is reflected in the Sheriff's cumulative leave records; and
Performance: Inspected any leave accrued or taken during the pay period was reflected in the cumulative leave records.
Exceptions: There were no exceptions noted.
 - iv. Observe the rate paid to the employees or officials agrees to the authorized salary/pay rate found within the personnel file.
Performance: Inspected and agreed the rate paid to employees to the authorized pay rate in the personnel files.
Exceptions: There were no exceptions noted.
- C. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials and obtain related documentation of the hours and pay rates used in management's termination payment calculations and the Sheriff's policy on termination payments. Agree the hours to the employee's or official's cumulative leave records, agree the pay rates to the employee's or official's authorized pay rates in the employee's or official's personnel files, and agree the termination payment to Sheriff policy.
Performance: Inquired of management of those employees/officials that terminated during the fiscal period and management's representation that the list is complete. Agreed the hours to the employees' cumulative leave records, agreed the pay rates to the employees' authorized rates in the employees' personnel file and agreed the termination payment to the Sheriff's policy for the two employees selected.
Exceptions: There were no exceptions noted.

9) Procedures Performed on the Sheriff's Payroll and Personnel: (Continued)

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

Performance: Obtained management's representation of the timely filing of payroll forms and timely payments and inspected payroll reporting forms to confirm that all payments were submitted to the applicable agencies by the required deadlines.

Exceptions: There were no exceptions noted.

10) Procedures Performed on the Sheriff's Ethics:

Prior year testing resulted in no exceptions related to ethics. Therefore, testing is not required in the current year.

11) Procedures Performed on the Sheriff's Debt Service:

Prior year testing resulted in no exceptions related to debt service. Therefore, testing is not required in the current year.

12) Procedures Performed on the Sheriff's Fraud Notice:

Prior year testing resulted in no exceptions related to fraud notice. Therefore, testing is not required in the current year.

**13) Procedures Performed on the Sheriff's Information Technology Disaster Recovery/
Business Continuity:**

Prior year testing resulted in no exceptions related to information technology disaster recovery/business continuity. Therefore, testing is not required in the current year.

14) Procedures Performed on the Sheriff's Prevention of Sexual Harassment:

Prior year testing resulted in no exceptions related to sexual harassment. Therefore, testing is not required in the current year.

Management's Overall Response to Exceptions:

- 1)A(v) Management will consider adding the required provision to the existing payroll/personnel policy.
- 1)A(vi) Management will consider adding the required provisions to the existing contracts policy.
- 1)A(x) Management will consider adding the required provision to the existing debt service policy.
- 9)B(ii) Management will ensure that supervisors approve the attendance and leave of employees.