

**ALLEN PARISH POLICE JURY**  
Oberlin, Louisiana

**ANNUAL FINANCIAL STATEMENTS**

As of December 31,2022 and for the Year Then Ended

## CONTENTS

INDEPENDENT AUDITOR'S REPORT	2-4
BASIC FINANCIAL STATEMENTS	
Government-Wide Financial Statements:	
Statement of Net Position - Governmental Activities	6
Statement of Activities	7
Fund Financial Statements:	
Governmental Funds:	
Balance Sheet	8
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	9
Statement of Revenues, Expenditures, and Changes in Fund Balances	10
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	11
Fiduciary Funds:	
Statement of Fiduciary Net Position	12
NOTES TO THE FINANCIAL STATEMENTS	14-40
REQUIRED SUPPLEMENTARY INFORMATION	
Budgetary Comparison Schedules	41-44
Notes to Budgetary Comparison Schedules	45
Schedule of Police Jury's Proportionate Share of Net Pension Liability	46
Schedule of Police Jury's Contributions	47
Schedule of Changes in Total OPEB Liability and Related Ratios	48
OTHER SUPPLEMENTARY SCHEDULES	
Schedule of Compensation, Benefits and Other Payments to Agency Head .....	50
Schedule of Compensation Paid Elected Officials	51
Community Grant Agreement-Coushatta Tribe of Louisiana	52
Schedule of Federal Awards	53
Notes to Schedule of Federal Awards	54
INDEPENDENT AUDITOR'S REPORT SECTION	
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 <i>Government Auditing Standards</i>	55-56
Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by Uniform Guidance	57-58
Schedule of Findings and Questioned Costs	59
Status of Prior Audit Findings	60

# STEVEN M. DEROUEN & ASSOCIATES, LLC

*Certified Public Accountants*

2720 RUE DE JARDIN, STE. 300  
P. O. BOX 4265  
LAKE CHARLES, LA 70606  
(337) 513-4915 OFFICE/ (337) 205-6927 FAX  
steve@sderouenepa.com

Member American Institute of  
Certified Public Accountants

Member Louisiana Society of  
Certified Public Accountants

## INDEPENDENT AUDITOR'S REPORT

To the Allen Parish Police Jury  
Oberlin, Louisiana

### **Adverse, Qualified, and Unmodified Opinions**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Allen Parish Police Jury, as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Allen Parish Police Jury's primary government as listed in the table of contents.

#### Summary of Opinions

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Unmodified
Aggregate Discretely Presented Component Units	Adverse
Governmental Funds	Unmodified
Aggregate Remaining Fund Information	Qualified

#### Adverse Opinion on Aggregate Discretely Presented Component Units

In our opinion, because of the significance of the matter discussed in the Basis for Adverse, Qualified, and Unmodified Opinions section of our report, the financial statements referred to above do not present fairly the financial position of the aggregate discretely presented component units of the Allen Parish Police Jury, as of December 31, 2022, or the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Qualified Opinion on Aggregate Remaining Fund Information**

In our opinion, except for the matter described in the Basis for Adverse, Qualified, and Unmodified Opinions section of our report, the financial statements referred to above present fairly, in all material respects, the financial position of the aggregate remaining fund information of the Allen Parish Police Jury, as of December 31, 2021, and the changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Unmodified Opinions on Governmental Activities, Business-Type Activities, and Each Major Fund

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, and each major fund of the Allen Parish Police Jury, as of December 31, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Adverse, Qualified, and Unmodified Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 Allen Parish Police Jury, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse, qualified, and unmodified audit opinions.

### **Matters Giving Rise to Adverse Opinion on the Aggregate Discretely Presented Component Units and Qualified Opinion on the Aggregate Remaining Fund Information**

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

### **Responsibilities of Management for the Financial Statements**

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

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

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted 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, 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 Allen Parish Police Jury's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Allen Parish Police Jury's ability to continue as a going concern for a reasonable period of time.

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

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 6 through 10, the pension liability information on pages 44 through 45, and the OPEB liability information on page 46 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Allen Parish Police Jury's basic financial statements. The accompanying schedule of compensation, benefits and other payments to agency head or chief executive officer and the Community Grant Agreement-Coushatta Tribe of Louisiana is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of compensation, benefits and other payments to agency head or chief executive officer are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 5, 2023, on our consideration of the Allen Parish Police Jury's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Allen Parish Police Jury's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Allen Parish Police Jury's internal control over financial reporting and compliance.

Steven M. DeRouen & Associates, LLC

Lake Charles, Louisiana  
June 5, 2023

## BASIC FINANCIAL STATEMENTS

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Statement of Net Position - Governmental Activities  
December 31, 2021

	Governmental Activities
<b>ASSETS</b>	
Cash	\$ 1,458,829
Investments	9,087,598
Receivables	3,236,453
Due from other governments	899,381
Inventory	45,179
Prepaid assets	7,432
Net pension asset	855,641
Capital assets, net of accumulated depreciation	<u>23,282,320</u>
TOTAL ASSETS	<u>38,872,833</u>
DEFERRED OUTFLOWS OF RESOURCES RELATED TO PENSIONS AND OPEB	<u>290,454</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS	<u>\$ 39,163,287</u>
<b>LIABILITIES</b>	
Accounts payable	194,392
Accrued interest payable	4,498
Unearned revenue	2,537,575
Bonds payable - due within one year	60,000
Compensated absences payable - due within one year	32,635
OPEB obligations - due in more than one year	68,836
Bonds payable - due in more than one year	<u>135,000</u>
TOTAL LIABILITIES	<u>3,032,936</u>
DEFERRED INFLOWS OF RESOURCES RELATED TO PENSIONS AND OPEB	<u>828,324</u>
<b>NET POSITION</b>	
Net investment in capital assets	23,087,320
Restricted for:	
Inventory	45,179
Judicial	727,175
Other general government	493,290
Public works	4,756,842
Sanitation	1,060,446
Unrestricted	<u>5,131,775</u>
TOTAL NET POSITION	<u>35,302,027</u>
TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	<u>\$ 39,163,287</u>

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Statement of Activities  
For the Year Ended December 31, 2021

	Expenses	Program Revenues		Governmental	
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Activities Net (Expense) Revenue and Change in Net Position
<b>FUNCTIONS/PROGRAMS</b>					
Primary Government:					
Governmental activities:					
General government	\$ 2,270,445	\$ 2,629	\$ 4,148,443	\$ -	\$ 1,880,627
Public safety	528,218	-	112,476	-	(415,742)
Public works	4,626,857	-	45,213	-	(4,581,644)
Economic development	346,346	127,584	-	112,543	(106,219)
Sanitation	1,915,619	-	25,000	-	(1,890,619)
Debris removal	-	-	-	-	-
Other governments	363,608	-	-	-	(363,608)
Interest on long-term debt	6,323	-	-	-	(6,323)
Total governmental activities	<u>\$ 10,057,416</u>	<u>\$ 130,213</u>	<u>\$ 4,331,132</u>	<u>\$ 112,543</u>	<u>\$ (5,483,528)</u>
<b>GENERAL REVENUES</b>					
Taxes:					
Ad valorem					4,227,347
Sales and use					2,459,826
Severance					921,720
State revenue sharing					242,972
All other revenues					2,737,135
Investment earnings					160,063
			Total General Revenues		<u>10,749,063</u>
CHANGE IN NET POSITION					5,265,535
NET POSITION - BEGINNING					30,036,492
NET POSITION - ENDING					<u>\$ 35,302,027</u>

The accompanying notes are an integral part of this statement.



ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Balance Sheet, Governmental Funds  
December 31, 2022

	MAJOR FUNDS					NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
	GENERAL FUND	SOLID WASTE FUND	ROAD DISTRICT #3 MTC. FUND	ROAD DISTRICT #5 MTC. FUND			
<b>ASSETS</b>							
Cash	\$ 154,719	\$ 123,930	\$ 304,418	\$ 157,188		718,574	\$ 1,458,829
Investments	2,452,167	-	1,522,610	426,212		4,686,609	9,087,598
Receivables	293,137	-	605,766	828,082		1,509,468	3,236,453
Due from other governments	249,337	457,913	-	-		192,131	899,381
Inventory	-	-	-	-		45,179	45,179
Prepaid assets	4,443	-	-	-		2,989	7,432
<b>TOTAL ASSETS</b>	<b>\$ 3,153,803</b>	<b>\$ 581,843</b>	<b>\$ 2,432,794</b>	<b>\$ 1,411,482</b>		<b>\$ 7,154,950</b>	<b>\$ 14,734,872</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>							
<b>Liabilities:</b>							
Accounts payable	34,644	75,028	15,610	20,543		48,567	\$ 194,392
Unearned revenue	2,488,872	-	-	-		48,703	2,537,575
<b>Total Liabilities</b>	<b>2,523,516</b>	<b>75,028</b>	<b>15,610</b>	<b>20,543</b>		<b>97,270</b>	<b>2,731,967</b>
<b>Deferred inflows of resources:</b>							
Unavailable revenue	18,435	-	58,269	9,577		143,044	229,325
<b>Total Deferred Inflows of Resources</b>	<b>18,435</b>	<b>-</b>	<b>58,269</b>	<b>9,577</b>		<b>143,044</b>	<b>229,325</b>
<b>Fund Balances:</b>							
Nonspendable - prepaids	4,443	-	-	-		2,989	7,432
Nonspendable - inventory	-	-	-	-		45,179	45,179
<b>Restricted:</b>							
Judicial	-	-	-	-		-	-
Other general government	-	-	-	-		-	-
Public works	-	-	2,358,915	1,381,362		3,656,952	7,397,229
Sanitation	-	506,815	-	-		-	506,815
Capital projects	-	-	-	-		-	-
Debt service	-	-	-	-		-	-
<b>Committed:</b>							
Other general government	-	-	-	-		-	-
<b>Assigned:</b>							
Other general government	-	-	-	-		-	-
Public works	-	-	-	-		-	-
Negative unassigned	-	-	-	-		-	-
Unassigned	607,409	-	-	-		3,209,516	3,816,925
<b>Total Fund Balances</b>	<b>611,852</b>	<b>506,815</b>	<b>2,358,915</b>	<b>1,381,362</b>		<b>6,914,636</b>	<b>11,773,580</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>	<b>\$ 3,153,803</b>	<b>\$ 581,843</b>	<b>\$ 2,432,794</b>	<b>\$ 1,411,482</b>		<b>\$ 7,154,950</b>	<b>\$ 14,734,872</b>

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
December 31, 2022

TOTAL FUND BALANCE FOR GOVERNMENTAL FUNDS AT DECEMBER 31, 2022		\$	11,773,580
Total Net Position reported for governmental activities in the Statement of Net Position is different because:			
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.			
Capital assets, net of accumulated depreciation			23,282,320
Certain property tax revenue receivable that will not be collected within 60 days of year end are not considered available in the governmental funds.			
			136,254
Certain revenue sharing receivable that will not be collected within 60 days of year end are not considered available in the governmental funds.			
			106,128
Deferred outflows and inflows or resources related to pensions are applicable to future periods and, therefore not reported in the funds			
Deferred outflows of resources related to pensions and OPEB			290,454
Deferred inflows of resources related to pensions and OPEB			(828,324)
Other			(13,057)
Certain liabilities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities are reported in the statement of net position.			
Bonds payable	\$	195,000	
Accrued interest payable		4,498	
OPEB obligations		68,836	
Pension liability (asset)		(855,641)	
Compensated absences payable		32,635	
			<u>554,672</u>
TOTAL NET POSITION OF GOVERNMENTAL ACTIVITIES AT DECEMBER 31, 2022		\$	<u>35,302,027</u>

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Statement of Revenues, Expenditures, and Changes in Fund Balances Governmental Funds  
For the Year Ended December 31, 2022

	MAJOR FUNDS					NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
	GENERAL FUND	SOLID WASTE FUND	ROAD DISTRICT #2 MTC. FUND	ROAD DISTRICT #3 MTC. FUND	ROAD DISTRICT #5 MTC. FUND		
<b>REVENUES</b>							
Taxes:							
Ad valorem	\$ 388,971	\$ -	\$ 812,540	\$ 848,518	\$ 999,091	\$ 1,981,873	\$ 4,218,453
Sales and use	-	2,414,392	-	-	-	45,434	2,459,826
Other taxes, penalties, interest, etc.	-	-	-	-	-	-	-
Licenses and permits	122,498	-	-	-	-	90,322	212,820
Intergovernmental revenues:							
Federal and state grants	4,256,132	25,000	-	-	-	112,543	4,393,675
State funds:							
Parish transportation funds	-	-	-	-	-	365,410	365,410
State revenue sharing	14,343	-	38,455	33,106	12,216	197,821	257,486
Severance taxes	921,720	-	-	-	-	-	921,720
Other state funds	173,467	-	-	-	-	17,184	190,651
Fees, charges and commissions for services	2,629	-	-	-	-	127,584	130,213
Fines and forfeitures	55,377	-	-	-	-	165,078	220,455
Gaming revenues	-	-	-	-	-	1,049,999	1,049,999
Investment earnings	42,808	977	11,445	23,367	6,053	86,858	160,063
Other revenues	130,608	65,940	21,416	33,642	74,750	205,123	510,063
<b>TOTAL REVENUES</b>	<b>6,108,553</b>	<b>2,506,309</b>	<b>883,856</b>	<b>938,633</b>	<b>1,092,110</b>	<b>4,445,229</b>	<b>15,090,834</b>
<b>EXPENDITURES</b>							
Current:							
General government:							
Legislative	130,348	-	-	-	-	-	130,348
Judicial	1,916	-	-	-	-	1,167,700	1,169,616
Elections	33,950	-	-	-	-	-	33,950
Financial and administrative	260,533	-	-	-	-	-	260,533
Other	49,548	-	-	-	-	636,209	685,757
Public safety	501,062	-	-	-	-	-	501,062
Public works	-	-	1,035,547	936,441	723,894	2,377,254	4,037,589
Sanitation	-	1,915,619	-	-	-	-	1,915,619
Debris removal	-	-	-	-	-	-	-
Payments to other governments	363,608	-	-	-	-	-	363,608
Economic development and assistance	-	-	-	-	-	129,095	129,095
Debt service:							
Principal retirement	-	-	-	-	-	78,000	78,000
Interest	-	-	-	-	-	6,623	6,623
Capital outlay	53,892	31,372	602,518	540,126	840,157	1,291,777	2,757,324
<b>TOTAL EXPENDITURES</b>	<b>1,394,857</b>	<b>1,946,991</b>	<b>1,638,065</b>	<b>1,476,567</b>	<b>1,564,051</b>	<b>5,686,658</b>	<b>12,069,124</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>4,713,696</b>	<b>559,318</b>	<b>(754,209)</b>	<b>(537,934)</b>	<b>(471,941)</b>	<b>(1,241,429)</b>	<b>3,021,710</b>
<b>OTHER FINANCING SOURCES (USES):</b>							
Transfers in	10,964,565	62,051	6,020,834	6,962,489	5,842,368	7,392,711	31,224,184
Transfers out	(15,559,699)	(1,175,000)	(5,109,869)	(6,058,804)	(4,931,492)	(3,499,189)	(31,224,184)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(4,595,134)</b>	<b>(1,112,949)</b>	<b>910,965</b>	<b>903,685</b>	<b>910,876</b>	<b>3,893,522</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>118,562</b>	<b>(553,631)</b>	<b>156,756</b>	<b>365,751</b>	<b>438,935</b>	<b>2,652,093</b>	<b>3,021,710</b>
<b>FUND BALANCES(DEFICIT)-BEGINNING</b>	<b>493,290</b>	<b>1,060,446</b>	<b>1,045,838</b>	<b>1,993,164</b>	<b>942,427</b>	<b>4,262,543</b>	<b>8,751,870</b>
<b>FUND BALANCES(DEFICIT)-ENDING</b>	<b>\$ 611,852</b>	<b>\$ 506,815</b>	<b>\$ 1,202,594</b>	<b>\$ 2,358,915</b>	<b>\$ 1,381,362</b>	<b>\$ 6,914,636</b>	<b>\$ 11,773,580</b>

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
 RECONCILIATION OF THE STATEMENT OF REVENUES,  
 EXPENDITURES, AND CHANGES IN FUND BALANCES OF  
 GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
 For the Year Ended December 31, 2022

NET CHANGE IN FUND BALANCE - TOTAL  
 GOVERNMENTAL FUNDS \$ 3,021,710

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

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

Capital outlay	\$ 2,757,324	
Depreciation expense	<u>(1,357,821)</u>	1,399,503

Certain property tax revenues receivable will not be collected for several months after year end are not considered available in the governmental funds.	8,894
--	-------

Other	237,737
-------	---------

Certain revenue sharing receivable will not be collected for several months after year end are not considered available in the governmental funds.	(14,514)
--	----------

Repayment of bond principal is an expenditure in the governmental funds but reduces long-term liabilities in the statement of net position.	78,000
---	--------

In the statement of activities some expenses do not require  
 the use of current financial resources and therefore are not  
 reported as expenditures in the governmental funds.

Cost of pension benefits earned net of employee contributions	280,255
Prior year accrued interest payable exceeded the current year	300
Compensated absences payable exceeded prior year payable	10,576
OPEB obligations exceed the prior year obligations	<u>243,074</u>

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$ 5,265,535</u></u>
---	----------------------------

The accompanying notes are an integral part of this statement.

***This page intentionally left blank***

NOTES TO THE FINANCIAL STATEMENTS

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## **INTRODUCTION**

The Allen Parish Police Jury is the governing authority for Allen Parish and is a political subdivision of the State of Louisiana. The police jury is governed by seven jurors representing the various districts within the parish. The jurors serve four-year terms that expire on January 1, 2024.

### **21. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

#### **Financial Reporting Entity**

The financial reporting entity consists of (a) the primary government, (b) organizations for which the primary government is financially accountable and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Governmental Accounting Standards (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the police jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. These criteria include:

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

Political subdivisions which would be required to be included, based on criteria established by Governmental Accounting Standards Board (GASB) Statement No. 14, "The Financial Reporting Entity", issue separate financial statements, and have not been included in the primary government financial statements of the Allen Parish Police Jury. The exclusion of these component units is a departure from generally accepted accounting principles. The financial statements of the component units that are part of the financial reporting entity, but are excluded from the financial statements, are as follows:

## 21. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Allen Action Agency, Inc.	Recreation District No. 6 of Allen Parish
Allen Parish Ambulance Service District No. 1	Allen Parish Tourist Commission
Allen Parish Assessor	Waterworks District No. 1 of Allen Parish
Allen Parish Clerk of Court	Bayou Blue Gravity Drainage District No. 1
Allen Parish Ward 3 Fire Protection District No. 2	District Attorney of the Thirty-Third Judicial District
Allen Parish Fire Protection District No. 3	East Allen Parish Waterworks District
Fire Protection District No. 4 of Allen Parish	Kinder Gravity Drainage District No. 2
Allen Parish Fire Protection District No. 5	Northwest Allen Parish Waterworks District
Allen Parish Fire Protection District No. 6	Oakdale Recreation District No. 1 of Allen Parish
Hospital Service District No. 3 of the Parish of Allen	Recreation District No. 2 of Allen Parish
Allen Parish Industrial District No. 5	Southwest Allen Parish Water District No. 2
Allen Parish Library	Thirty-Third Judicial District Court Judicial Exp Fund
Allen Parish Mosquito Abatement District	West Allen Parish Water District
Allen Parish Recreation District No. 3	Allen Parish Reservoir District
Allen Parish Recreation District No. 4	
Allen Parish Recreation District No. 5 of Oberlin	

The police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the previously listed component units are included in the accompanying financial statements. Financial statements for these component units can be obtained from the individual component units.

These primary government (police jury) financial statements include all major funds, aggregate non-major funds, and organizations for which the police jury maintains the accounting records. The Thirty-Third Judicial District Criminal Court Fund for which the police jury maintains the accounting records is considered part of the primary government (police jury).

GASB Statement No. 14 provides for the issuance of primary government financial statements that are separate from those of the reporting entity. However, the primary government (police jury) financial statements are not a substitute for the reporting entity's financial statements. The police jury has chosen to issue financial statements of the primary government only. As such, these financial statements are not intended to and do not report on the reporting entity but rather are intended to reflect only the financial statements of the primary government (police jury).

Considered in the determination of component units of the reporting entity were the Allen Parish School Board and the various municipalities in the parish. It was determined that these governmental entities are not component units of the Allen Parish Police Jury reporting entity because they have separately elected governing bodies, are legally separate, and are fiscally independent of the Allen Parish Police Jury.

The accompanying financial statements of the Allen Parish Police Jury have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of these notes.

Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:513 and to the guidance set forth in the industry audit guide, Audits of State and Local Governments, issued by the American Institute of Certified Public Accountants and the Louisiana Governmental Audit Guide.



**21. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**21. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor funds.

Governmental funds account for all of the police jury's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of capital assets, and the servicing of general long-term obligations. Governmental funds include the following:

1. The General Fund is the general operating fund of the police jury and accounts for all financial resources, except those required to be accounted for in other funds.
2. Special revenue funds account for the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.
3. Debt service funds account for transactions relating to resources retained and used for the payment of principal and interest on those long-term obligations.
4. Capital projects funds account for financial resources received and used for the acquisition, construction, or improvement of capital facilities not reported in the other governmental funds.

**B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. All assets, deferred outflows of resources, liabilities, deferred inflows of resources, revenues, expenses, gains and losses are measured and reported using the economic resources measurement focus and accrual basis of accounting.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 9 months of the end of the current fiscal period, except for property taxes and state revenue sharing, for which the period is 60 days. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, interest, state revenue sharing, sales tax revenue, parish transportation fund revenue, grants, severance tax revenue and hotel tax revenue associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The emphasis on fund financial statements is on major governmental funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity or meets the following criteria:

- a. Total assets, deferred outflows of resources, liabilities, deferred inflows of resources, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, deferred outflows of resources, liabilities, deferred inflows of resources, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The major funds are described below:

The General Fund is the police jury's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Solid Waste Fund accounts for the proceeds of a sales tax to be used for the collection and disposal of solid waste in Allen Parish.

The Road District No. 3 Maintenance Fund accounts for ad valorem taxes and state revenue sharing funds received and for the costs associated with constructing and maintaining the road system within Road District No. 3.

The Road District No. 5 Maintenance Fund accounts for ad valorem taxes and state revenue sharing funds received and for the costs associated with constructing and maintaining the road system within Road District No. 5.

## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

Additionally, the government reports the following fund types:

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the police jury. Fiduciary funds include:

- A. Agency funds account for assets that the police jury holds on behalf of others as their agent. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

When an expense is incurred for which both restricted and unrestricted net position is available, it is the police jury's policy to apply restricted net position first.

### **C. Deposits and Investments**

The police jury's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. State law and the police jury's investment policy allow the police jury to invest in collateralized certificates of deposits, government backed securities, commercial paper, the state sponsored investment pool, and mutual funds consisting solely of government backed securities.

### **D. Inventories**

Inventories are valued at cost which approximates market, using the first-in/first out (FIFO) method and consists of fuel for resale. The costs of inventories are recorded as expenditures when used (consumption method).

### **E. Receivables and Payables**

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**E. Receivables and Payables**

Property tax millage rates are adopted in July for the calendar year in which the taxes are levied and recorded. All taxes are due and collectible when the assessment rolls are filed on or before November 15<sup>th</sup> of the current year, and become delinquent after December 31<sup>st</sup>. Property taxes not paid by the end of February are subject to lien. The following is a summary of authorized and levied ad valorem taxes:

	<u>Authorized Millage</u>	<u>Levied Millage</u>	<u>Expiration Date</u>
Parish wide taxes:			
General	4.00	4.00	-
Courthouse & Jail	4.00	4.00	2022
Special revenue funds:			
District Maintenance taxes:			
No. 1	10.35	10.35	2031
No. 1	22.03	22.03	2025
No. 1A	8.03	8.03	2025
No. 2	5.52	5.52	2031
No. 2	7.48	7.48	2030
No. 2	11.04	11.04	2031
No. 3	9.63	9.63	2031
No. 3	10.95	10.95	2029
No. 3	35.79	35.79	2025
No. 4	30.19	30.19	2025
No. 4	21.14	21.14	2025
No. 5	5.30	5.30	2022
No. 5	8.69	8.69	2029
No. 5A	2.79	2.79	2025

For the year ended December 31, 2022, taxes levied of \$4,356,485 on property with assessed valuations net of homestead exemption.

*Sales Taxes.* On September 29, 1984, voters of the parish approved a seven-tenths of one per cent sales tax, which is dedicated to the collection and disposal of solid waste. Effective January 1, 1985, the jury entered into an agreement with the Allen Parish School Board whereby the school board will provide collection services for a fee of two percent of total collections. On May 4, 2013, voters of the parish renewed this tax for a fifteen year period beginning on December 1, 2014 and expiring on November 30, 2029.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**F. Capital Assets**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The police jury maintains a threshold level of \$1,500 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

Description	Estimated Lives
Roads, bridges, and infrastructure	40 – 50 years
Buildings and building improvements	20 – 40 years
Furniture and fixtures	5 – 10 years
Vehicles	5 – 10 years
Equipment	5 – 15 years

**21. Compensated Absences**

The police jury has the following policy relating to vacation and sick leave:

Employees of the Allen Parish Police Jury receive from 5 to 20 days of vacation leave each year, depending on their length of service. Vacation leave must be used in the year earned or it is forfeited. In addition, police jury employees earn up to 13 days of sick leave each year. Sick leave can be accumulated without limitation, however, accumulated sick leave is forfeited upon termination of employment.

Permanent employees of the Allen Parish Police Jury earn compensatory time at the rate of 1.5 per hour for overtime hours worked. Effective in 2011, any compensatory time accumulated by April 2, 2011 and any compensatory time earned in the months to follow shall all be used or lost on December 31, 2011 and each succeeding year thereafter. Unused compensatory time at the time of termination will be paid to the employee at that time.

## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **G. Compensated Absences**

The police jury's recognition and measurement criteria for compensated absences follows:

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

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

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

1. An accrual for earned sick leave should be made only to the extent it is probable that the benefits will result in termination payments, rather than be taken as absences due to illness or other contingencies, such as medical appointments and funerals.
2. Alternatively, a governmental entity should estimate its accrued sick leave liability based on the sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments as well as other employees who are expected to become eligible in the future to receive such payments.

The entire compensated absence liability is reported on the government-wide financial statements. For governmental fund financial statements, no compensated absences liability is recorded.

### **H. Long-Term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities statement of net position.

In the fund financial statements, governmental fund types recognize both premiums and discounts, as well as bond issuance costs, during the current period. The face amount of the debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

### **I. Restricted Net Position**

For the government-wide statement of net position, net position is reported as restricted when constraints placed on net position used are either, 1) externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; or 2) imposed by law through constitutional provisions or enabling legislation.

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### J. Equity Classifications

Government-wide financial statements –

In the government-wide statements, equity is classified as net position and 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, mortgage, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
21. Restricted net position – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position – All other net position that do not meet the definition of “restricted” or “net investment in capital assets.”

Fund financial statements –

In the fund financial statements, governmental fund equity is classified as fund balance. Fund balances of the governmental funds are classified as follows:

1. *Nonspendable*, such as fund balance associated with inventories, prepaids, long-term loans and notes receivable, and for property held for resale (unless the proceeds are restricted, committed, or assigned),
2. *Restricted* fund balance category includes amounts that can only be spent for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation,
3. *Committed* fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the Allen Parish Police Jury (the police jury’s highest level of decision-making authority),
4. *Assigned* fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed. Intent can be expressed by the police jury or by an official or body to which the police jury delegates the authority,
5. *Unassigned* fund balance category includes amounts that are available for any purpose and are only reported in the general fund.

## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **J. Equity Classifications**

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

The calculation of fund balance amounts begins with the determination of nonspendable fund balances. Then, restricted fund balances for specific purposes are determined (not including nonspendable amounts). Then, any remaining fund balance amounts for the non-general funds are classified as restricted fund balance. It is possible for the non-general funds to have negative unassigned fund balance when nonspendable amounts plus the restricted fund balances for specific purposes amounts exceed the positive fund balance for the non-general fund.

### **K. Estimates**

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

### **L. Deferred Outflows of Resources and Deferred Inflows of Resources**

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

## **2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

*BUDGET INFORMATION* The police jury uses the following budget practices:

Preliminary budgets for the ensuing year are prepared on the GAAP basis by the secretary-treasurer beginning in October. The finance committee reviews the proposed budgets and makes changes as it deems appropriate. The availability of the proposed budgets for public inspection and the date of the public hearing on the budgets are then advertised in the official journal. Prior to its regular February meeting of the next year, the jury holds a public hearing on the proposed budgets in order to receive comments from citizens. Changes are made to the proposed budgets based on the public hearing and the desires of the police jury as a whole. The budgets are then adopted during January, and notice is published in the official journal.

The secretary-treasurer presents necessary budget amendments to the jury when actual operations are differing materially from those anticipated in the original budget. The jury in regular session reviews the proposed amendments, makes necessary changes, and formally adopts the amendments. The adoption of



**2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

amendments is included in jury minutes published in the official journal. The police jury exercises budgetary control at the functional level. Within functional levels, the secretary-treasurer has the authority to make amendments as necessary. Unexpended appropriations lapse at year end and must be reappropriated in the next year’s budget to be expended. For the year ended December 31, 2019, the police jury adopted budgets for the General Fund, all special revenue funds, and all debt service funds.

Budget comparison statements included in the accompanying financial statements include the original adopted budgets and the final amendments.

**3. CASH AND CASH EQUIVALENTS**

Custodial credit risk – deposits. Custodial credit risk is the risk that in the event of a bank failure, the government’s deposits may not be returned to it.

In accordance with a fiscal agency agreement that is approved by the Allen Parish Police Jury, the police jury maintains demand and time deposits through local depository banks that are members of the Federal Reserve System.

Interest rate risk. The police jury does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of credit risk. The police jury places no limit on the amount the police jury may invest in any one issuer.

At December 31, 2022, the police jury has cash and cash equivalents (book balances) totaling \$1,458,829 as follows:

Demand deposits	\$	1,458,829
Total	<u>\$</u>	<u>1,458,829</u>

Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent.

At December 31, 2022, the police jury has \$1,641,131 in deposits (collected bank balances). These deposits are secured from risk by federal deposit insurance and \$7,808,859 of pledged securities held in a custodial bank in the name of the Police Jury’s name.

#### 4. INVESTMENTS

Deposits held by LAMP at December 31, 2022, consist of \$9,087,598 in the Louisiana Asset Management Pool, Inc. (LAMP), a local government investment pool (see Summary of Significant Accounting Policies). In accordance with GASB Codification Section 150.126, the investment in LAMP is not categorized in the three risk categories provided by GASB Codification Section 150.125 because the investment is in the pool of funds (LAMP is a 2a7-like investment pool) and therefore not evidenced by securities that exist in physical or book entry form. Also, pooled investments are excluded from the concentration of credit risk 5 percent disclosure requirement and foreign currency risk is not applicable to 2a7-like pools.

LAMP is administrated by LAMP, Inc., a non-profit corporation organized under the laws of the state of Louisiana, which was formed by an initiative of the State Treasurer in 1993. The corporation is governed by a board of directors comprising the State Treasurer, representatives from various organizations of local government, the Government Finance Officers Association of Louisiana, and the Society of Louisiana CPA's. Only local governments having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term high-quality investments. LAMP is not registered with the SEC as an investment company. LAMP's annual financial statements can be obtained from the Louisiana Legislative Auditor's website.

The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, the U.S. Government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by those securities. The dollar-weighted-average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days or 762 days for U.S. Government floating/variable rate investments. LAMP is designed to be highly liquid to give its participants immediate access to their account balances. The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool shares. LAMP is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company.

At December 31, 2022, the weighted-average yield on the deposits at LAMP was 4.16% and the weighted-average maturity cannot exceed 90 days. The weighted-average maturity for LAMP's total investments was 52 days as of December 31, 2022. LAMP is rated AAAm by Standard & Poors. The Jury does not have credit or interest rate risk policies for investments.

**5. RECEIVABLES**

The receivables of \$3,236,453 at December 31, 2022, are as follows:

<u>Class of Receivable</u>	
Ad Valorem Tax	\$ 3,114,876
State Revenue Sharing	106,128
Other	<u>15,449</u>
Total	<u>\$ 3,236,453</u>

Historically, virtually all ad valorem taxes receivable were collected since they are secured by property; therefore, no allowance for doubtful accounts has been established for ad valorem taxes.

All other receivable amounts are expected to be collected in full within the next year; therefore, no allowance for doubtful accounts has been established.

**6. DUE FROM OTHER GOVERNMENTAL UNITS**

Amounts due from other governmental units at December 31, 2022 consisted of the following:

Louisiana Department of the Treasury – general and timber severance	\$ 240,607
Allen Parish School Board – sales taxes	457,913
Louisiana Department of the Treasury – parish transportation funds	24,410
Various other	<u>176,451</u>
Total	<u>\$ 899,381</u>

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Notes to the Financial Statements (Continued)

**7. CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended December 31, 2022, are as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Capital assets, not being depreciated				
Construction in progress	\$ 564,336	\$ 28,260	\$ -	\$ 592,596
Land	700,246	-	-	700,246
Total capital assets, not being depreciated	<u>\$ 1,264,582</u>	<u>\$ 28,260</u>	<u>\$ -</u>	<u>\$ 1,292,842</u>
Capital assets being depreciated:				
Buildings	\$ 4,595,339	\$ -	\$ -	\$ 4,595,339
Improvements other than buildings	5,933,054	-	-	5,933,054
Furniture and fixtures	458,868	6,856	-	465,724
Vehicles	1,378,660	72,444	-	1,451,104
Machinery and equipment	4,932,629	323,937	128,523	5,128,043
Infrastructure	31,600,497	2,326,097	-	33,926,594
Total capital assets being depreciated	<u>48,899,047</u>	<u>2,729,334</u>	<u>128,523</u>	<u>51,499,858</u>
Less accumulated depreciation for:				
Buildings	2,740,924	100,370	-	2,841,294
Improvements other than buildings	3,475,102	576,218	-	4,051,320
Furniture and fixtures	429,824	5,331	-	435,155
Vehicles	1,047,816	96,688	-	1,144,504
Machinery and equipment	4,016,740	331,788	116,881	4,231,647
Infrastructure	16,558,764	247,426	-	16,806,190
Total accumulated depreciation	<u>28,269,170</u>	<u>1,357,821</u>	<u>116,881</u>	<u>29,510,110</u>
Total capital assets being depreciated, net	<u>\$ 20,629,877</u>	<u>\$ 1,371,513</u>	<u>\$ -</u>	<u>\$ 21,989,748</u>

Depreciation expense of \$1,357,821 for the year ended December 31, 2022, was charged to the following governmental functions:

General government	\$ 162,939
Public works	950,475
Economic development	217,251
Public safety	27,156
Total	<u>\$ 1,357,821</u>

**7. INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS**

The police jury makes routine transfers between funds to pay routine expenses that occur during the year and to pay debt service on debt as it becomes due.

**8. ACCOUNTS, SALARIES, AND OTHER PAYABLES**

The payables of \$2,182,577 at December 31, 2022 are as follows:

Accounts	Total	<u>\$ 194,392</u>
		<u><u>\$ 194,392</u></u>

**9. LONG-TERM OBLIGATIONS**

The following is a summary of the long-term obligation transactions for the year ended December 31, 2022:

	Bonded Debt	Compensated Absences	Other Post- Employment Benefits	Pension Liability (Asset)	Total
Long-term obligations					
Beginning	\$ 499,000	\$ 43,211	\$ 319,398	\$ (288,840)	\$ 572,769
Additions	-	-	-	-	-
Deductions	304,000	10,576	250,562	(566,801)	(1,663)
Long-term obligations					
Ending	<u>\$ 195,000</u>	<u>\$ 32,635</u>	<u>\$ 68,836</u>	<u>\$ (855,641)</u>	<u>\$ (559,170)</u>

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Notes to the Financial Statements (Continued)

**9. LONG-TERM OBLIGATIONS**

All parish bonds outstanding at December 31, 2022, for \$195,000 are general obligations bonds with maturities to 2026 and interest rates from 1.957% to 3.64%. Bond principal and interest payable in the next fiscal year are \$60,000 and \$3,725 respectively. The individual issues are as follows:

Bond	Original Issue	Interest Rate	Final Payment Due	Interest to Maturity	Principal Outstanding	Funding Source
Rd #4 COI Series 2018	55,000	2.75%	03/01/2023	165	12,000	Ad valorem tax
Rd #1 COI Series 2018	119,000	2.75%	03/01/2023	385	25,000	Ad valorem tax
Rd #1 Series 2021 Bond	93,000	3.64%	03/01/2026	4,974	88,000	Ad valorem tax
Rd #4 Series 2021 Bond	86,000	2.86%	03/01/2026	3,190	70,000	Ad Valorem tax

All principal and interest requirements are funded in accordance with Louisiana law by the annual ad valorem tax levy on taxable property within the parish. The bonds are due as follows:

<u>Year Ending December 31,</u>	<u>Principal Payments</u>	<u>Interest Payments</u>	<u>Total</u>
2023	60,000	3,725	63,725
2024	44,000	2,638	46,638
2025	45,000	1,736	46,736
2026	46,000	615	46,615
Total	<u>\$ 195,000</u>	<u>\$ 8,714</u>	<u>\$ 203,714</u>

In accordance with R.S. 39:562, the police jury is legally restricted from incurring long-term bonded debt in excess of 10% of the assessed value of taxable property.

Compensated absences have typically been liquidated by the following governmental funds: General Fund and Parish Road Fund.

The various bond indentures contain significant limitations and restrictions on annual debt service requirements, maintenance and flow of funds through various restricted accounts, minimum amounts to be maintained in various sinking funds, and minimum revenue bond coverages.

## **21. Parochial Employee's Retirement System**

### **A. Plan Description**

The Parochial Employees' Retirement System of Louisiana (System) is the administrator of a cost-sharing multiple-employer defined benefit pension plan. The System was originally established by Act 205 of the 1952 regular session of the Legislature of the State of Louisiana.

The System provides retirement benefits to employees of any parish within the State of Louisiana or any governing body or a parish which employs and pays persons serving the parish. Act 765 of the year 1979, established by the Legislature of the State of Louisiana, revised the System to create Plan A and Plan B to replace the "regular plan" and the "supplemental plan". Plan A was designated for employers out of Social Security. Plan B was designated for those employers that remained in Social Security on the revision date. The Police Jury is a participating member of Plan A.

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

#### **Eligibility Requirements**

All permanent parish government employees (except those employed by Orleans, Lafourche and East Baton Rouge Parishes) who work at least 28 hours a week shall become members on the date of employment. New employees meeting the age and Social Security criteria have up to 90 days from the date of hire to elect to participate.

As of January 1997, elected officials, except coroners, justices of the peace, and parish presidents may no longer join the System.

#### **Retirement Benefits**

Any member of Plan A can retire providing he/she meets one of the following criteria:

For employees hired prior to January 1, 2007:

1. Any age with thirty (30) or more years of creditable service.
2. Age 55 with twenty-five (25) years of creditable service.
3. Age 60 with a minimum of ten (10) years of creditable service.
4. Age 65 with a minimum of seven (7) years of creditable service.

For employees hired after January 1, 2007:

1. Age 55 with 30 years of service.
2. Age 62 with 10 years of service.
3. Age 67 with 7 years of service.

Any member of Plan B can retire providing he/she meets one of the following criteria:

For employees hired prior to January 1, 2007:

1. Age 55 with thirty (30) years of creditable service.
2. Age 60 with a minimum of ten (10) years of creditable service.
3. Age 65 with a minimum of seven (7) years of creditable service.

For employees hired after January 1, 2007:

1. Age 55 with 30 years of service.
2. Age 62 with 10 years of service.
3. Age 67 with 7 years of service.

**21. Parochial Employee's Retirement System**

Generally, the monthly amount of the retirement allowance of any member of Plan A shall consist of an amount equal to three percent of the member's final average compensation multiplied by his/her years of creditable service. However, under certain conditions, as outlined in the statutes, the benefits are limited to specified amounts.

**Survivor Benefits**

Upon the death of any member of Plan A with five (5) or more years of creditable service who is not eligible for retirement, the plan provides for benefits for the surviving spouse and minor children, as outlined in the statutes.

Any member of Plan A, who is eligible for normal retirement at time of death, the surviving spouse shall receive an automatic Option 2 benefit, as outlined in the statutes.

Plan B members need ten (10) years of service credit to be eligible for survivor benefits. Upon the death of any member of Plan B with twenty (20) or more years of creditable service who is not eligible for normal retirement, the plan provides for an automatic Option 2 benefit for the surviving spouse when he/she reaches age 50 and until remarriage, if the remarriage occurs before age 55.

A surviving spouse who is not eligible for Social Security survivorship or retirement benefits, and married not less than twelve (12) months immediately preceding death of the member, shall be paid an Option 2 benefit beginning at age 50.

**Deferred Retirement Option Plan**

Act 338 of 1990 established the Deferred Retirement Option Plan (DROP) for the Retirement System. DROP is an option for that member who is eligible for normal retirement.

In lieu of terminating employment and accepting a service retirement, any member of Plan A or B who is eligible to retire may elect to participate in the Deferred Retirement Option Plan (DROP) in which they are enrolled for three years and defer the receipt of benefits. During participation in the plan, employer contributions are payable but employee contributions cease. The monthly retirement benefits that would be payable, had the person elected to cease employment and receive a service retirement allowance, are paid into the DROP Fund.

Upon termination of employment prior to or at the end of the specified period of participation, a participant in the DROP may receive, at his option, a lump sum from the account equal to the payments into the account, a true annuity based upon his account balance in that fund, or roll over the fund to an Individual Retirement Account. Interest is accrued on the DROP benefits for the period between the end of DROP participation and the member's retirement date.

For individuals who become eligible to participate in the Deferred Retirement Option Plan on or after January 1, 2004, all amounts which remain credited to the individual's subaccount after termination in the Plan will be placed in liquid asset money market investments at the discretion of the board of trustees. These subaccounts may be credited with interest based on money market rates of return or, at the option of the System, the funds may be credited to self-directed subaccounts. The participant in the self-directed portion of this Plan must agree that the benefits payable to the participant are not the obligations of the state or the System, and that any returns and other rights of the Plan are the sole liability and responsibility of the participant and the designated provider to which contributions have been made.



**21. Parochial Employee's Retirement System  
Disability Benefits**

For Plan A, a member shall be eligible to retire and receive a disability benefit if they were hired prior to January 1, 2007, and has at least five years of creditable service or if hired after January 1, 2007, has seven years of creditable service, and is not eligible for normal retirement and has been officially certified as disabled by the State Medical Disability Board. Upon retirement caused by disability, a member of Plan A shall be paid a disability benefit equal to the lesser of an amount equal to three percent of the member's final average compensation multiplied by his years of service, not to be less than fifteen, or three percent multiplied by years of service assuming continued service to age sixty.

For Plan B, a member shall be eligible to retire and receive a disability benefit if he/she was hired prior to January 1, 2007, and has at least five years of creditable service or if hired after January 1, 2007, has seven years of creditable service, and is not eligible for normal retirement, and has been officially certified as disabled by the State Medical Disability Board. Upon retirement caused by disability, a member of Plan B shall be paid a disability benefit equal to the lesser of an amount equal to two percent of the member's final average compensation multiplied by his years of service, not to be less than fifteen, or an amount equal to what the member's normal benefit would be based on the member's current final compensation but assuming the member remained in continuous service until his earliest normal retirement age.

**Cost of Living Increases**

The Board is authorized to provide a cost of living allowance for those retirees who retired prior to July 1973. The adjustment cannot exceed 2% of the retiree's original benefit for each full calendar year since retirement and may only be granted if sufficient funds are available from investment income in excess of normal requirements. In addition, the Board may provide an additional cost of living increase to all retirees and beneficiaries who are over age sixty-five equal to 2% of the member's benefit paid on October 1, 1977, (or the member's retirement date, if later). Also, the Board may provide a cost of living increase up to 2.5% for retirees 62 and older. (RS 11:1937). Lastly, Act 270 of 2009 provided for further reduced actuarial payments to provide an annual 2.5% cost of living adjustment commencing at age 55.

**Employer Contributions**

According to state statute, contributions for all employers are actuarially determined each year. For the year ended December 31, 2021, the actuarially determined contribution rate was 10.38% of member's compensation for Plan A and 7.07% of member's compensation for Plan B. However, the actual rate for the fiscal year ending December 31, 2021 was 12.25% for Plan A and 7.50% for Plan B.

According to state statute, the System also receives  $\frac{1}{4}$  of 1% of ad valorem taxes collected within the respective parishes, except for Orleans and East Baton Rouge parishes. The System also receives revenue sharing funds each year as appropriated by the Legislature. Tax monies and revenue sharing monies are apportioned between Plan A and Plan B in proportion to the member's compensation. These additional sources of income are used as additional employer contributions and are considered support from non-employer contributing entities.

**21. Parochial Employee’s Retirement System**

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

At December 31, 2022, the Police Jury reported an asset of \$855,641 for its proportionate share of the net pension asset. The net pension asset was measured as of December 31, 2021, and the total pension asset used to calculate the net pension asset was determined on a basis that is consistent with the manner in which contributions to the pension plan are determined. The allocation percentages were used in calculating each employer’s proportionate share of the pension amounts.

The allocation method used in determining each employer’s proportion was based on the employer’s projected contribution effort to the plan. The employers’ contribution effort was actuarially determined by the System’s actuary.

For the year ended December 31, 2022, the Police Jury recognized pension expense (credit) of \$(138,752). At December 31, 2022, the Police Jury reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows	Deferred Inflows
Differences between expected and actual experience	\$ 51,697	\$ 62,014
Net difference between projected and actual earnings on pension plan investments and changes in assumptions and proportionate share of contributions	-	740,115
Changes in assumptions	44,623	
Differences in proportionate share of contributions	15,269	30
Police Jury contributions made subsequent to the measurement date	141,503	
<b>Total</b>	<b>\$ 253,092</b>	<b>\$ 802,159</b>

The Police Jury’s contributions during the year ended December 31, 2022, reported as deferred outflows, of \$141,503 subsequent to the measurement date will be recognized as reduction of the net pension liability in the year ended December 31, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	
2023	\$ (131,893)
2024	(287,676)
2025	(191,671)
2026	(79,330)

**21. Parochial Employee’s Retirement System**

**Actuarial Methods and Assumptions**

The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees’ past periods of service, less the amount of the pension plan’s fiduciary net position.

A summary of the actuarial methods and assumptions used in determining the total pension liability as of December 31, 2020 are as follows:

Valuation Date                      December 31, 2021

Actuarial Cost Method            Entry    Age    Normal

**Actuarial Assumptions:**

Investment Rate of Return	6.40%, net of investment expense
Projected Salary Increases	4.75% (2.3% Inflation, 2.45% Merit)
Inflation Rate	2.30%
Mortality Rates	Pub-2020 Public Retirement Plans Mortality Table for Health Retirees multiplied by 130% for males and 125% for females using MP2018 scale for annuitant and beneficiary mortality. For employees, the Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females using MP2018 scale. Pub-2010 Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females using MP2018 scale for disabled annuitants.

Expected Remaining Service Lives                      4 years

Cost of Living Adjustments    The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The present values do not include provisions for potential future increase not yet authorized by the Board of Trustees.

The discount rate used to measure the total pension liability was 6.40%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems’ Actuarial Committee. Based on those assumptions, the 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.

**21. Parochial Employee’s Retirement System**

The long-term expected rate of return on pension plan investments was determined using a triangulation method which integrated the CAPM pricing model (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward looking basis in equilibrium, in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.00% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.00% for the year ended December 31, 2021.

Best estimates of arithmetic real rates of return for each major asset class included in the System’s target asset allocation as of December 31, 2020 are summarized in the following table:

<u>Asset Class</u>	<u>Target Asset Allocation</u>	<u>Long-Term Expected Portfolio Real Rate of Return</u>
Fixed income	33%	0.86%
Equity	51%	3.36%
Alternatives	14%	0.67%
Real assets	2%	0.11%
Totals	100%	5.00%
Inflation		2.00%
Expected Arithmetic Normal Return		7.00%

The mortality rate assumption used was set based upon an experience study performed on plan data for the period January 1, 2013 through December 31, 2017. The data was then assigned credibility weighting and combined with a standard table to produce current levels of mortality. As a result of this study, mortality for employees was set equal to the Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale. In addition, mortality for annuitants and beneficiaries was set equal to the Pub-2010 Public Retirement plans Mortality Table for Healthy Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP 2018 scale. For Disabled annuitants mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale.

**Sensitivity to Changes in Discount Rate**

The following presents the net pension liability (asset) of the participating employers calculated using the discount rate of 6.40%, as well as what the employers’ net pension liability would be if it were calculated using a discount rate that is one percentage point lower 5.40% or one percentage point higher 7.40% than the current rate.

		Changes in Discount	
		Rate	
	1%	Current Discount	1%
	Decrease	Rate	Increase
	5.40%	6.40%	7.40%
Net Pension Liability (Asset)	\$152,544	\$(855,641)	\$(1,700,181)

**Retirement System Audit Report**

The Parochial Employees’ Retirement System of Louisiana has issued a stand-alone audit report on their financial statements for the year ended December 31, 2021. Access to the report can be found on the Louisiana Legislative Auditor’s website, [www.la.gov](http://www.la.gov).

**11. OTHER POSTEMPLOYMENT BENEFITS PLAN**

*Plan Description.* The Police Jury administers a single-employer defined health benefit retirement plan as authorized by the Police Jury. The Plan provides lifetime health insurance for employees that retire with at least seven years of full-time service. The Plan pays 50% of health insurance cost for retirees up to \$300 per month. The Plan does not issue a publicly available financial report. Benefit provisions are established and may be amended by the jurors of the Allen Parish Police Jury.

In 2018, the Parish implemented Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* (OPEB). This Statement addresses the fact that certain postemployment benefits other than pensions, which for the Parish consist of healthcare benefits only, are related to employee services and salaries received presently but that will benefit the employee in the future – upon retirement – and whose costs will be borne by the Parish in the future. The Statement also attempts to quantify the future “retirement” costs that have been earned by the employee during his/her active years of employment. The Parish will finance the postemployment benefits on a “pay-as-you-go” basis. GASB Statement 75 requires that the liability be recognized in the financial statements for the actuarial determined portion of the projected benefit payments to be provided to current active and inactive employees that is attributed to those employees’ past periods of service. The notes to the financial statements contain other required disclosure information from GASB Statement 75.

Actuarial valuations for OPEB plans involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. These actuarially determined amounts are subject to continual revisions as actual results are compared to past expectations and new estimates are made about the future.

**11. OTHER POSTEMPLOYMENT BENEFITS PLAN (continued)**

Actuarial Methods and Assumptions: Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and the plan members. The actuarial calculations of the OPEB plan reflect a long-term perspective. Consistent with this perspective, the actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The total OPEB liability for the January 1, 2022 actuarial valuation, with a measurement date of December 31, 2021, and inclusive of the measurement period of January 1, 2022 through December 31, 2022, was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation Rate	Not utilized by the actuary – see discount rate information.
Discount Rate	4.50%
Health Care Cost Trend	4.31%

Changes in the Total OPEB Liability: The following table shows the components of the Police Jury’s total OPEB liability for the current year:

Balance at 12/31/2021	\$ 319,398
Current Period Changes:	
Service Cost	14,983
Interest on Total OPEB Liability	7,037
Changes in Benefit Terms	(271,098)
Differences Between Expected and Actual	
Experience	5,020
Changes in assumptions	(1,584)
Benefit Payments	( 4,920)
Net Change in Total OPEB Liability	(250,562)
Balance at 12/31/2022	\$ 68,836

**Sensitivity of the Total OPEB Liability to Changes in the Discount Rate.** The following presents the total OPEB liability of the Parish, as well as what the Parish’s total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (3.50%) or one percentage point higher (5.50%) than the current discount rate of 4.50%:

	1% Decrease (3.50%)	Discount Rate (4.50%)	1% Increase (5.50%)
Total OPEB Liability Parish	\$63,544	\$68,836	\$74,192

**11. OTHER POSTEMPLOYMENT BENEFITS PLAN (continued)**

**Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rate.** The following presents the total OPEB liability of the Parish, as well as what the Parish’s total OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower (3.31%) or one percentage point higher (5.31%) than the current healthcare cost trend rate of 4.31%:

	1% Decrease (3.31%)	Healthcare Cost Trend Rate (4.31%)	1% Increase (5.31%)
Total OPEB Liability Parish	\$63,093	\$68,836	\$75,498

**Schedule of Deferred Outflow/Inflows**

	Deferred Outflows	Deferred Inflows
Differences between expected and actual experience	\$ -	\$ 26,165
Changes in assumptions	37,362	-
<b>Total</b>	<b>\$ 37,362</b>	<b>\$ 26,165</b>

Amortization of deferred outflows/inflows:

Year ended December 31:	
2023	\$ 2,568
2024	2,568
2025	2,568
2026	2,568
2027	2,568
2028+	925

**12. DEFERRED COMPENSATION PLAN**

The police jury offers membership in the State of Louisiana, Public Employees Deferred Compensation Plan, a qualified retirement plan under section 457 of the Internal Revenue Code administered by Great West Life and Annuity Insurance Company.

The Louisiana Deferred Compensation Plan provides state, parish and municipal employees with the opportunity to invest money on a before-tax basis, using payroll deduction. Participants defer federal and state income tax on their contributions. In addition, interest or earnings on the account accumulates tax-deferred. Participants may join the plan with as little as \$50 per month, and contribute up to 100% of taxable compensation, not to exceed \$17,500 for all employees under 50 and \$23,000 for any employee who is 50 years old or older for the year ended December 31, 2022. The police jury matches up to 2% of the employee’s contributions to this plan. Employee contributions for the year ended December 31, 2022 were \$6,110 The police jury’s contributions for the year ended December 31, 2022 were \$5,522.

The Plan is administered by Great-West Life and Annuity Insurance Company; 2237 South Acadian Thruway Suite 702; Baton Rouge, LA 70808; (800)937-7604 or (225)926-8086.

**21. CHANGES IN AGENCY FUND DEPOSITS DUE OTHERS**

A summary of changes in agency fund deposits due others follows:

	Balance at Beginning of Year	Additions	Reductions	Balance at End of Year
Agency funds:				
Capital Improvement Fund	\$ 2,642	\$ -	\$ 2,642	\$ -
	<u>\$ 2,642</u>	<u>\$ -</u>	<u>\$ 2,642</u>	<u>\$ -</u>

**21. RISK MANAGEMENT**

The police jury is exposed to various risks of loss in the areas of health care, general and auto liability, property hazards, worker’s compensation, and employee dishonesty. The police jury maintains commercial insurance coverage covering each of these risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the policy jury. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years. The police jury did not reduce insurance coverage in 2022. Due to current insurance market conditions, the police jury is retaining the risk for its general liability exposures in areas where there is no affordable insurance coverage available.

**15. CONTINGENT LIABILITIES**

At December 31, 2022, the police jury is involved in lawsuits. Of these lawsuits in the opinion of legal counsel for the police jury, no estimate of loss can be made for any of these.

The Louisiana Constitution prohibits seizures of a political subdivision’s property and provides that no judgment against such a body can be paid until funds are appropriated for that purpose. The police jury’s legal counsel expects the Court to limit the scope of the plaintiffs’ inquiries into the police jury’s finances.

In the normal course of operations, the police jury receives grant funds from various Federal and State agencies. The grant programs are subject to audits by agents of the granting authority, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as a result of these audits is not believed to be material.

**21. DEFICITS IN INDIVIDUAL FUNDS**

No funds had a deficit fund balance at December 31, 2022.



ALLEN PARISH POLICE JURY  
 Oberlin, Louisiana  
 Notes to the Financial Statements (Continued)

**18. CRIMINAL COURT FUND**

Louisiana Revised Statute 15:571.11 requires that one-half of any balance remaining in the Criminal Court Fund at the year end be transferred to the parish General Fund. The following details the amounts due at December 31, 2022:

Balance in Criminal Court bank account at December 31, 2022	<u>\$ 6,584</u>
Balance due at December 31, 2022	<u>\$ 3,292</u>

The police jury has decided to not transfer the funds due to the fact that the General Fund historically has had to subsidize the Criminal Court Fund and expects to have to do so in 2023.

**19. DEFERRED INFLOWS OF RESOURCES**

Unavailable revenues are reported in governmental funds and represent revenue received more than 60 days following year end (and, therefore, unavailable to pay liabilities of the current period). Unavailable revenue received after 60 days is fully recognized as revenue in the government-wide financial statements. At December 31, 2022, governmental funds' revenues that have been earned but are unavailable are \$242,382, as follows:

	Ad Valorem Taxes	State Revenue Sharing	Total
General Fund	\$ 9,705	\$ 8,730	\$ 18,435
Road District #1 Mtc. Fund	30,765	15,308	46,073
Road District #2 Mtc. Fund	27,422	23,372	50,794
Road District #3 Mtc. Fund	37,590	20,678	58,268
Road District #4 Mtc. Fund	10,609	17,652	28,261
Road District #5 Mtc. Fund	4,767	4,810	9,577
Road District #5A Mtc. Fund	952	2,530	3,482
Road District #1A Mtc. Fund	1,597	1,010	2,607
Court House & Jail Fund	12,847	12,038	24,885
	<u>\$ 136,254</u>	<u>\$ 106,128</u>	<u>\$ 242,382</u>

**20. UNEARNED REVENUE**

The balance in unearned revenue at December 31, 2022 consists of \$2,488,872 of operating grant revenue that had been received but that had not been earned as of December 31, 2022.

**21. SUBSEQUENT EVENT REVIEW**

The police jury's management has evaluated subsequent events through the date which the financial statements were available to be issued. The police jury's management is not aware of a subsequent event that requires disclosure in the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Budgetary Comparison Schedule  
General Fund  
For the Year Ended December 31, 2022

	BUDGETED AMOUNTS		ACTUAL AMOUNTS	VARIANCE (OVER) FINAL
	ORIGINAL	FINAL		
<b>REVENUES</b>				
Taxes:				
Ad valorem	\$ 344,850	\$ 344,850	\$ 388,971	\$ 44,121
Other taxes, penalties, interest	-	-	-	-
Licenses and permits	111,500	111,500	122,498	10,998
Intergovernmental:				
Grants - federal and state	1,886,755	2,950,000	4,256,132	1,306,132
State funds:				
State revenue sharing	11,000	11,000	14,343	3,343
Severance taxes	500,000	800,000	921,720	121,720
Other state funds	100,000	100,000	173,467	73,467
Fees, charges and commissions for services	3,000	3,000	2,629	(371)
Fines and forfeitures	-	-	55,377	55,377
Investment earnings	1,000	1,000	42,808	41,808
Other revenues	267,323	36,900	130,608	93,708
<b>TOTAL REVENUES</b>	<b>3,225,428</b>	<b>4,358,250</b>	<b>6,108,553</b>	<b>1,750,303</b>
<b>EXPENDITURES</b>				
Current:				
General government:				
Legislative	131,300	131,300	130,348	952
Judicial	9,000	9,000	1,916.00	7,084
Elections	8,100	8,100	33,950	(25,850)
Financial and administrative	168,021	183,138	260,533	(77,395)
Debris removal	-	-	-	-
Other	2,598,391	2,948,786	49,548	2,899,238
Public safety	233,000	233,000	501,062	(268,062)
Payments to other governments	100,000	100,000	363,608	(263,608)
Debit service	230,423	-	228,596	-
Capital outlay	150,000	150,000	53,892	96,108
<b>TOTAL EXPENDITURES</b>	<b>3,628,235</b>	<b>3,763,324</b>	<b>1,623,453</b>	<b>2,368,467</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(402,807)</b>	<b>594,926</b>	<b>4,485,100</b>	<b>3,890,174</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers in	192,973	1,000	10,964,565	10,963,565
Transfers out	-	-	(15,559,699)	(15,559,699)
Proceeds from sale of assets	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>192,973</b>	<b>1,000</b>	<b>(4,595,134)</b>	<b>(4,596,134)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(209,834)</b>	<b>595,926</b>	<b>(110,034)</b>	<b>(705,960)</b>
<b>FUND BALANCE(DEFICIT)-BEGINNING</b>	<b>667,824</b>	<b>667,824</b>	<b>493,290</b>	<b>-</b>
<b>FUND BALANCE (DEFICIT)-ENDING</b>	<b>\$ 457,990</b>	<b>\$ 1,263,750</b>	<b>\$ 383,256</b>	<b>\$ (705,960)</b>

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Budgetary Comparison Schedule  
Solid Waste Fund  
For the Year Ended December 31, 2022

	BUDGETED AMOUNTS		ACTUAL AMOUNTS	VARIANCE (OVER) FINAL
	ORIGINAL	FINAL		
<b>REVENUES</b>				
Taxes:				
Ad valorem	\$ -	\$ -	\$ -	\$ -
Sales and use	2,200,000	2,200,000	2,414,392	214,392
Intergovernmental:				
Grants - federal and state	-	-	25,000	25,000
State funds:				
Parish transportation funds	-	-	-	-
State revenue sharing	-	-	-	-
Other state funds	-	-	-	-
Fines and forfeitures	-	-	-	-
Gaming revenues	-	-	-	-
Investment earnings	1,000	1,000	977	(23)
Other revenues	-	-	65,940	65,940
<b>TOTAL REVENUES</b>	<u>2,201,000</u>	<u>2,201,000</u>	<u>2,506,309</u>	<u>305,309</u>
<b>EXPENDITURES</b>				
Current:				
General government:				
Judicial	-	-	-	-
Other	-	-	-	-
Sanitation	2,707,058	2,515,086	1,915,619	599,467
Payments to other governments	-	-	-	-
Economic development and assistance	-	-	-	-
Capital outlay	-	-	31,372	(31,372)
<b>TOTAL EXPENDITURES</b>	<u>2,707,058</u>	<u>2,515,086</u>	<u>1,946,991</u>	<u>568,095</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	<u>(506,058)</u>	<u>(314,086)</u>	<u>559,318</u>	<u>873,404</u>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers in	4,000	4,000	179	3,821
Transfers out	-	-	(714,663)	(714,663)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>4,000</u>	<u>4,000</u>	<u>(714,484)</u>	<u>(714,663)</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>(502,058)</u>	<u>(310,086)</u>	<u>(155,166)</u>	<u>158,741</u>
<b>FUND BALANCE (DEFICIT)-BEGINNING</b>	<u>1,060,446</u>	<u>1,056,288</u>	<u>1,056,288</u>	<u>-</u>
<b>FUND BALANCE (DEFICIT)-ENDING</b>	<u>\$ 558,388</u>	<u>\$ 746,202</u>	<u>\$ 901,122</u>	<u>\$ 158,741</u>

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Budgetary Comparison Schedule  
Road District #3 Maintenance Fund  
For the Year Ended December 31, 2022

	BUDGETED AMOUNTS		ACTUAL AMOUNTS	VARIANCE (OVER) FINAL
	ORIGINAL	FINAL		
<b>REVENUES</b>				
Taxes:				
Ad valorem	\$ 796,474	\$ 796,474	\$ 848,518	\$ 52,044
Sales and use	-	-	-	-
Other taxes, penalties, interest, etc.	-	-	-	-
Licenses and permits	-	-	-	-
Intergovernmental:				
Grants - federal and state	-	-	25,017	25,017
State funds:				
Parish transportation funds	-	-	-	-
State revenue sharing	30,000	30,000	33,106	3,106
Severance taxes	-	-	-	-
Other state funds	-	-	-	-
Fees, charges and commissions for services	-	-	-	-
Fines and forfeitures	-	-	-	-
Gaming revenues	-	-	-	-
Investment earnings	2,000	2,000	23,367	21,367
Other revenues	122,000	122,000	33,642	(88,358)
<b>TOTAL REVENUES</b>	<u>950,474</u>	<u>950,474</u>	<u>963,650</u>	<u>13,176</u>
<b>EXPENDITURES</b>				
Current:				
General government:				
Legislative	-	-	-	-
Judicial	-	-	-	-
Executive	-	-	-	-
Elections	-	-	-	-
Financial and administrative	-	-	-	-
Other	-	-	-	-
Public safety	-	-	-	-
Public works	2,362,541	2,234,650	936,441	1,298,209
Health and welfare	-	-	-	-
Payments to other governments	-	-	-	-
Economic development and assistance	-	-	-	-
Debt service:				
Principal payments	-	-	-	-
Interest	-	-	-	-
Capital outlay	228,000	228,000	540,126	(312,126)
<b>TOTAL EXPENDITURES</b>	<u>2,590,541</u>	<u>2,462,650</u>	<u>1,476,567</u>	<u>986,083</u>
<b>EXCESS (DEFICIENCY) OF</b>				
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>(1,640,067)</u>	<u>(1,512,176)</u>	<u>(512,917)</u>	<u>999,259</u>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers in	15,000	20,000	6,962,489	(6,942,489)
Transfers out	-	-	(6,058,804)	(6,058,804)
Proceeds from sale of assets	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>15,000</u>	<u>20,000</u>	<u>903,685</u>	<u>(13,001,293)</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>(1,625,067)</u>	<u>(1,492,176)</u>	<u>390,768</u>	<u>(12,002,034)</u>
<b>FUND BALANCE (DEFICIT)-BEGINNING</b>	<u>1,636,951</u>	<u>1,636,951</u>	<u>1,636,951</u>	<u>-</u>
<b>FUND BALANCE (DEFICIT)-ENDING</b>	<u>\$ 11,884</u>	<u>\$ 144,775</u>	<u>\$ 2,027,719</u>	<u>\$ (12,002,034)</u>

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Budgetary Comparison Schedule  
Road District #5  
For the Year Ended December 31, 2022

	BUDGETED AMOUNTS		ACTUAL AMOUNTS	VARIANCE (OVER) FINAL
	ORIGINAL	FINAL		
<b>REVENUES</b>				
Taxes:				
Ad valorem	\$ 957,761	\$ 957,761	\$ 999,091	\$ 41,330
Sales and use	-	-	-	-
Other taxes, penalties, interest, etc.	-	-	-	-
Licenses and permits	-	-	-	-
Intergovernmental:				
Grants - federal and state	-	-	1,481	1,481
State funds:				
Parish transportation funds	-	-	-	-
State revenue sharing	14,000	14,000	12,216	(1,784)
Severance taxes	-	-	-	-
Other state funds	-	-	-	-
Fees, charges and commissions for services	-	-	-	-
Fines and forfeitures	-	-	-	-
Gaming revenues	-	-	-	-
Investment earnings	3,500	3,500	6,053	2,553
Other revenues	110,720	110,720	74,750	(35,970)
<b>TOTAL REVENUES</b>	<b>1,085,981</b>	<b>1,085,981</b>	<b>1,093,591</b>	<b>7,610</b>
<b>EXPENDITURES</b>				
Current:				
General government:				
Legislative	-	-	-	-
Judicial	-	-	-	-
Executive	-	-	-	-
Elections	-	-	-	-
Financial and administrative	-	-	-	-
Other	-	-	-	-
Public safety	-	-	-	-
Public works	1,469,599	1,508,983	723,894	785,089
Health and welfare	-	-	-	-
Payments to other governments	-	-	-	-
Economic development and assistance	-	-	-	-
Debt service:				
Principal payments	-	-	-	-
Interest	-	-	-	-
Capital outlay	239,500	239,500	840,157	(600,657)
<b>TOTAL EXPENDITURES</b>	<b>1,709,099</b>	<b>1,748,483</b>	<b>1,564,051</b>	<b>184,432</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>				
	<b>(623,118)</b>	<b>(662,502)</b>	<b>(470,460)</b>	<b>192,042</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers in	453,000	418,000	5,842,368	5,424,368
Transfers out	(179,315)	(179,315)	(4,931,492)	(4,752,177)
Bond proceeds	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>273,685</b>	<b>238,685</b>	<b>910,876</b>	<b>672,191</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(349,433)</b>	<b>(423,817)</b>	<b>440,416</b>	<b>864,233</b>
<b>FUND BALANCE (DEFICIT)-BEGINNING</b>	<b>942,427</b>	<b>942,427</b>	<b>942,427</b>	<b>-</b>
<b>FUND BALANCE (DEFICIT)-ENDING</b>	<b>\$ 592,994</b>	<b>\$ 518,610</b>	<b>\$ 1,382,843</b>	<b>\$ 864,233</b>

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
For the Year Ended December 31, 2022  
NOTES TO BUDGETARY COMPARISON SCHEDULES

Budgets and budgetary accounting:

The Police Jury follows the following procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to November 1, the department heads submit to the Police Jury a proposed operating budget for the ensuing fiscal year. The operating budget includes proposed expenditures and the means of financing them.
2. A public hearing is conducted to obtain taxpayer comments.
3. The budget is then legally enacted through passage of a resolution.
4. An amendment involving the transfer of monies from one department to another or from one program or function to another or any other increases in expenditures exceeding amounts estimated must be approved by the Police Jury.
5. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).
6. The budget is employed as a management control device during the year that assists its users in financial activity analysis.

All budget appropriations lapse at year end. The budgets presented are the originally adopted budget and the final amended budget. Actual amounts may not vary more than 5% from the final amended budget.

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana

Parochial Employees' Retirement System of Louisiana  
Schedule of the Police Jury's Proportionate Share of the Net Pension Liability  
For The Year Ended December 31, 2022

	2014	2015	2016	2017	2018	2019	2020	2021	2022
Police Jury's proportion of the net pension liability	0.212%	0.198%	0.186%	0.186%	-0.166%	0.156%	0.164%	-0.165%	-0.182%
Police Jury's proportionate share of the net pension liability (asset)	\$ 15,178	\$ 54,246	\$ 507,129	\$ 383,866	\$ (122,872)	\$ 690,502	\$ 7,735	\$ (288,840)	\$ (855,641)
Police Jury's covered-employee payroll	\$ 1,091,250	\$ 1,132,076	\$ 1,165,254	\$ 1,017,437	\$ 956,466	\$ 1,041,908	\$ 1,100,232	\$ 1,226,423	\$ 1,230,512
Police Jury's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	1.4%	4.8%	43.5%	37.7%	-12.8%	66.3%	0.70%	-23.55%	-69.54%
Plan fiduciary net position as a percentage of the total pension liability	99.48%	99.14%	92.23%	94.00%	104.97%	88.86%	99.89%	103.99%	110.46%

The schedule is intended to report information for 10 years. Additional years will be displayed as they become available. The amounts presented have a measurement date of the previous fiscal year.

The notes to financial statements are an integral part of this statement.



ALLEN PARISH POLICE JURY  
Oberlin, Louisiana

Parochial Employees' Retirement System of Louisiana  
Schedule of the Police Jury's Contributions  
For The Year Ended December 31, 2022

	2014	2015	2016	2017	2018	2019	2020	2021	2021
Contractually required contribution	\$ 174,600	\$ 164,151	\$ 151,483	\$ 127,180	\$ 109,988	\$ 119,820	\$ 134,779	\$ 150,237	\$ 141,503
Contributions in relation to the contractually required contribution	\$ 174,600	\$ 164,151	\$ 151,483	\$ 127,180	\$ 109,988	\$ 119,820	\$ 134,779	\$ 150,237	\$ 141,503
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Jury's covered-employee payroll	\$ 1,091,250	\$ 1,132,076	\$ 1,165,254	\$ 1,017,437	\$ 956,466	\$ 1,041,908	\$ 1,100,232	\$ 1,226,423	\$ 1,230,512
Contributions as a percentage of covered-employee payroll	16.0%	14.5%	13.0%	12.5%	11.5%	11.5%	12.25%	12.25%	11.50%

The schedule is intended to report information for 10 years. Additional years will be displayed as they become available. The amounts presented have a measurement date of the previous fiscal year.

The notes to financial statements are an integral part of this statement.

ALLEN PARISH POLICE JURY

OTHER POSTEMPLOYMENT BENEFITS -  
 SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS  
 For The Year Ended December 31, 2022

Total OPEB Liability	2018	2019	2020	2021	2022
Service Cost	\$ 5,660	\$ 5,892	\$ 5,892	\$ 14,983	\$ 14,983
Interest	10,376	10,548	11,260	6,682	7,037
Changes in benefit terms	-	-			(271,098)
Differences between expected and actual	-	-	(44,168)		5,020
Changes in assumptions or other inputs	-	-	63,069		(1,584)
Benefit payments	(6,742.0)	(5,639)	(4,282)	(4,920)	(4,920)
Net Change in Total OPEB Liability	<u>\$ 9,294</u>	<u>\$ 10,801</u>	<u>\$ 31,771</u>	<u>\$ 16,745</u>	<u>\$ (250,562)</u>
Total OPEB Liability - beginning	<u>\$ 250,787</u>	<u>\$ 260,081</u>	<u>\$ 270,882</u>	<u>\$ 302,653</u>	<u>\$ 319,398</u>
Total OPEB Liability - ending	<u>\$ 260,081</u>	<u>\$ 270,882</u>	<u>\$ 302,653</u>	<u>\$ 319,398</u>	<u>\$ 68,836</u>
Covered Employee Payroll	\$ 282,691	\$ 282,691	\$ 678,043	\$ 678,043	\$ -
Total OPEB Liability as a percentage of covered employee payroll	92.00%	95.82%	44.64%	47.11%	0%

Notes to the Schedule:

- (1) This schedule is intended to report information for ten years. Data for the full ten year period is not available but will be reported as the additional years become available.
- (2) Changes of Benefit Terms: There were no changes in benefit terms.
- (3) Changes of Assumptions: Discount used for 2021 2.10%.
- (4) There were no assets accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

The notes to financial statements are an integral part of this statement.

OTHER SUPPLEMENTARY SCHEDULES

Allen Parish Police Jury  
 Schedule of Compensation, Benefits and Other Payments to Agency Head  
 or Chief Executive Officer  
 For the Year Ended December 31, 2022

<u>Agency Head Name:</u>	Anthony Hebert
<b>Purpose</b>	<b>Amount</b>
Salary	\$ 14,400
Benefits-insurance	-
Benefits-retirement	-
Benefits-other	-
Car allowance	-
Vehicle provided by government	-
Per diem	-
Reimbursements	-
Travel	-
Registration fees	-
Conference travel	-
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Special meals	-

The accompanying notes are an integral part of this statement.

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Schedule of Compensation Paid Elected Officials  
For the Year Ended December 31, 2022

Board Member	Amount
Ruffin George	\$ 14,400
John Strother	14,400
Kent Fontenot	14,400
Creig Vizena	14,400
Anthony Hebert	14,400
Heath Ardoin	14,400
Allen Courville	14,400
	<u>\$ 100,800</u>

The accompanying notes are an integral part of this statement.

Allen Parish Police Jury  
Supplementary Information Schedule  
Community Grant Agreement-Coushatta Tribe of Louisiana  
For the Year Ended December 31, 2022

Revenues:

Gaming revenue	\$ 1,050,000
Investment earnings and other	8,387
Total revenues	<u>\$ 1,058,387</u>

Expenditures:

Utilities/telephone for parish buildings	\$ 242,102
Payroll & fringe benefits for Court House maintenance employees	142
Maintenance of parish buildings and roads	95,547
Insurance for parish buildings	19,310
Road maintenance meeting compact agreement	114,797
Total expenditures	<u>\$ 471,898</u>

The accompanying notes are an integral part of this statement.

**Allen Parish Police Jury**  
**Schedule of Expenditures of Federal Awards By Grant**  
**For the Year Ended December 31, 2022**

<i>Federal Grantor/Program or Cluster Title</i>	<i>Federal Award Listing</i>	<i>Name of Grant - Grant ID No.</i>	<i>Federal Expenditures(\$)</i>
<b><i>Coronavirus State and Local Fiscal Recovery Funds (Alternative Compliance Examination)-Cluster</i></b>			
Department of the Treasury			
Coronavirus State and Local Fiscal Recovery Funds (Alternative Compliance Examination)	21.027		2,430,827
Total Coronavirus State and Local Fiscal Recovery Funds (Alternative Compliance Examination)			2,430,827
<i>Total Department of the Treasury</i>			2,430,827
<b><i>Total Coronavirus State and Local Fiscal Recovery Funds (Alternative Compliance Examination)-Cluster</i></b>			2,430,827
<b><i>Other Programs</i></b>			
Department of Homeland Security			
Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036		1,453,597
Total Disaster Grants - Public Assistance (Presidentially Declared Disasters)			1,453,597
<i>Total Department of Homeland Security</i>			1,453,597
Department of Transportation			
Airport Improvement Program	20.106		28,260
Total Airport Improvement Program			28,260
<i>Total Department of Transportation</i>			28,260
Department of Housing and Urban Development			
Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii	14.228		606,247
Total Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii			606,247
<i>Total Department of Housing and Urban Development</i>			606,247
<b><i>Total Expenditures of Federal Awards</i></b>			<b><i>\$ 4,518,931</i></b>

The accompanying notes are an integral part of this schedule

ALLEN PARISH POLICE JURY  
Oberlin, Louisiana  
Notes to Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2022

**NOTE A- BASIS OF PRESENTATION**

The schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of the Allen Parish Police Jury under programs of the federal government for the year ended December 31, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U. S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Allen Parish Police Jury, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Allen Parish Police Jury.

**NOTE B- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

- (1) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Uniform Guidance.
- (2) The Allen Parish Police Jury has elected not to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

The accompanying notes are an integral part of this statement.



INDEPENDENT AUDITOR'S REPORT SECTION

# STEVEN M. DEROUEN & ASSOCIATES, LLC

*Certified Public Accountants*

2720 RUE DE JARDIN, STE. 300  
P. O. BOX 4265  
LAKE CHARLES, LA 70606  
(337) 513-4915 OFFICE/ (337) 205-6927 FAX  
steve@sderouencpa.com

Member American Institute of  
Certified Public Accountants

Member Louisiana Society 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 Allen Parish Police Jury  
Oberlin, 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 primary government financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Allen Parish Police Jury, as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Allen Parish Police Jury's primary government basic financial statements, and have issued my report thereon dated June 5, 2023. The report on the Allen Parish Police Jury was adverse because the financial statements do not include financial data of all component units of the Allen Parish Police Jury.

### **Internal Control Over Financial Reporting**

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

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

*A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during my audit I did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies. See item 2022-1.

### **Compliance and Other Matters**

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

### **Allen Parish Policy Jury's Response to Findings**

The Allen Parish Police Jury's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The Allen Parish Policy Jury's response was not subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we express no opinion on it.

### **Purpose of this Report**

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

*Steven M. DeRouen & Associates, LLC*

Steven M. DeRouen & Associates, LLC  
Lake Charles, Louisiana  
June 5, 2023

# STEVEN M. DEROUEN & ASSOCIATES, LLC

*Certified Public Accountants*

2720 RUE DE JARDIN, STE. 300  
P. O. BOX 4265  
LAKE CHARLES, LA 70606  
(337) 513-4915 OFFICE/ (337) 205-6927 FAX  
steve@sderouencpa.com

Member American Institute of  
Certified Public Accountants

Member Louisiana Society of  
Certified Public Accountants

## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Allen Parish Police Jury  
Oberlin, Louisiana

### **Report on Compliance for Each Major Federal Program**

We have audited the Allen Parish Police Jury's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Allen Parish Police Jury's major federal programs for the year ended December 31, 2022. Allen Parish Police Jury's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### ***Management's Responsibility***

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

### ***Auditor's Responsibility***

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

We believe that my audit provides a reasonable basis for my opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Allen Parish Police Jury's compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, the Allen Parish Police Jury, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2022.

## Report on Internal Control over Compliance

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

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

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

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

*Steven M. DeRouen & Associates, LLC*

Steven M. DeRouen & Associates, LLC  
Lake Charles, Louisiana  
June 5, 2023

**Section I Summary of Auditor's Results**

Financial Statements

Type of auditor's report issued: Adverse on aggregate discretely presented component units; qualified on remaining fund information; unmodified on all other opinion aggregate units.

Internal Control Over Financial Reporting:

Material weakness(es) identified?  Yes  No

Significant deficiencies identified  Yes  None reported

Noncompliance material to financial statements noted?  Yes  No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified?  Yes  No
- Significant deficiencies identified  Yes  None reported

Type of auditor's report issued on compliance for major programs: Unqualified

Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance  Yes  No

Major Programs:

<p><u>Federal Award Listing</u> 97.036</p>	<p><u>Name of Federal Program or Cluster</u> U.S. Department of Homeland Security – Public Assistance (Presidentially Declared Disasters)</p>
<p><u>Federal Award Listing</u> 21.027</p>	<p><u>Name of Federal Program or Cluster</u> U.S. Department of Treasury – Corona Virus State and Local Fiscal Recovery (Alternative Compliance Examination)</p>

**Section II - Financial Statement Findings**

**2022-1 Segregation of Duties**

Condition: Because of the entity's size and the limited number of accounting personnel, it is not feasible to maintain a complete segregation of duties to achieve effective internal control.

Criteria: Effective internal control requires adequate segregation of duties among client personnel.

Cause: Lack of office personnel.

Effect: Without proper segregation of duties, errors within the financial records or fraud could go undetected.

Recommendation: To the extent cost effective, duties should be segregated and management should attempt to mitigate this significant deficiency in internal control by supervision and review procedures.

Views of responsible officials and planned supervisory and review procedures to the extent possible:  
 corrective actions: We concur with this recommendation. Management has implemented corrective actions.

Allen Parish Police Jury  
Oberlin, Louisiana  
Status of Prior Audit Findings  
For the Year Ended December 31, 2021

**2021-1 Segregation of Duties**

Corrective action taken – Due to the lack of sufficient financial resources, this finding cannot be resolved.

# STEVEN M DEROUEN & ASSOCIATES LLC

*Certified Public Accountants*  
2720 RUE DE JARDIN, SUITE 300  
P. O. BOX 4265  
LAKE CHARLES, LA 70606  
(337) 513-4915 OFFICE/ (337) 205-6927 FAX  
steve@sderouencpa.com

Member American Institute of  
Certified Public Accountants

Member Louisiana Society of  
Certified Public Accountants

## INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Jurors of Allen Parish Police Jury and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2022 through December 31, 2022. Allen Parish Police Jury's management is responsible for those C/C areas identified in the SAUPs.

Allen Parish Police Jury has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period January 1, 2022 through December 31, 2022. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

### 1) *Written Policies and Procedures*

---

- A. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:
  - i. ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.
  - ii. ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.



- iii. ***Disbursements***, including processing, reviewing, and approving.
- iv. ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
- v. ***Payroll/Personnel***, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.
- vi. ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
- vii. ***Travel and Expense Reimbursement***, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- viii. ***Credit Cards (and debit cards, fuel cards, 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).
- ix. ***Ethics***, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.
- x. ***Debt Service***, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- xi. ***Information Technology Disaster Recovery/Business Continuity***, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
- xii. ***Prevention of Sexual Harassment***, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

*No exceptions were found as a result of these procedures.*

## **2) Board or Finance Committee**

---

- A. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
- i. Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
  - ii. For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual, at a minimum, on proprietary funds, and semi-annual budget- to-actual, at a minimum, on all special revenue funds. *Alternately, for those entities reporting on the nonprofit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.*
  - iii. For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.
  - iv. Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

*No exceptions were found as a result of these procedures.*

## **3) Bank Reconciliations**

---

- A. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:
- i. Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);
  - ii. Bank reconciliations include evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and

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

*Exception #3A(i): Noted one bank account reconciliation had not been reconciled within 2 months of the related statement closing date.*

#### ***4) Collections (excluding electronic funds transfers)***

---

- A. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).
- B. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (e.g., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if 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:
  - i. Employees responsible for cash collections do not share cash drawers/registers;
  - ii. Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit;
  - iii. Each employee responsible for collecting cash is not also responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit; and
  - iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, is (are) not also responsible for collecting cash, unless another employee/official verifies the reconciliation.
- C. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe that the bond or insurance policy for theft was in force during the fiscal period.

- D. Randomly select two deposit dates for each of the 5 bank accounts selected for Bank Reconciliations procedure #3A (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* Obtain supporting documentation for each of the 10 deposits and:
- i. Observe that receipts are sequentially pre-numbered.
  - ii. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
  - iii. Trace the deposit slip total to the actual deposit per the bank statement.
  - iv. Observe 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).
  - v. Trace the actual deposit per the bank statement to the general ledger.

*No exceptions were found as a result of these procedures.*

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

---

- A. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).
- B. For each location selected under procedure #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, then inquire of employees about their job duties), and observe that job duties are properly segregated such that:
- i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order or making the purchase;
  - ii. At least two employees are involved in processing and approving payments to vendors;
  - iii. The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files;

- iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments; and
- v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.

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

- C. For each location selected under procedure #5A above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and:
  - i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity; and
  - ii. Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under procedure #5B above, as applicable.
- D. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements

*No exceptions were found as a result of these procedures.*

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

---

- A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.
- B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and
  - i. Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and
  - ii. Observe that finance charges and late fees were not assessed on the selected statements.
- C. Using the monthly statements or combined statements selected under procedure #6B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (e.g., each card should have 10 transactions subject to inspection)<sup>1</sup>. For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and observe whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

*No exceptions were found as a result of these procedures.*

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

---

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

- i. If reimbursed using a per diem, observe that the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov));
- ii. If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased;
- iii. Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by Written Policies and Procedures procedure #1A(vii); and
- iv. Observe each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

*No exceptions were found as a result of these procedures.*

## **8) Contracts**

---

- A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:
  - i. Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law;
  - ii. Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter);
  - iii. If the contract was amended (e.g., change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, the document approval); and
  - iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe the invoice and related payment agreed to the terms and conditions of the contract.

*No exceptions were found as a result of these procedures.*

## **9) Payroll and Personnel**

---

- A. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.
- B. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under #9A above, obtain attendance records and leave documentation for the pay period, and
  - i. Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);
  - ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials;
  - iii. Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and
  - iv. Observe the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.
- C. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials and obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee or officials' cumulative leave records, agree the pay rates to the employee or officials' authorized pay rates in the employee or officials' personnel files, and agree the termination payment to entity policy.
- D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

*No exceptions were found as a result of these procedures.*

## **10) Ethics**

---

- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A obtain ethics documentation from management, and
  - i. Observe whether the documentation demonstrates each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170; and



- ii. Observe whether the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.
- B. Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

*No exceptions were found as a result of these procedures.*

### ***11) Debt Service***

---

- A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.
- B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

*No exceptions were found as a result of these procedures.*

### ***12) Fraud Notice***

---

- A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.
- B. Observe the entity has posted, on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

*No exceptions were found as a result of these procedures.*

### ***13) Information Technology Disaster Recovery/Business Continuity***

---

- A. Perform the following procedures, **verbally discuss the results with management, and report “We performed the procedure and discussed the results with management.”**
- i. Obtain and inspect the entity’s most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government’s local server or network, and (c) was encrypted.
  - ii. Obtain and inspect the entity’s most recent documentation that it has tested/verified that its backups can be restored (if there is no written documentation, then inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.
  - iii. Obtain a listing of the entity’s computers currently in use and their related locations, and management’s representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.
- B. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.

*We performed the Information Technology Disaster Recovery/Business Continuity procedures and discussed the results with management.*

### ***14) Prevention of Sexual Harassment***

---

- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain sexual harassment training documentation from management, and observe that the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.
- B. Observe the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity’s premises if the entity does not have a website).
- C. Obtain the entity’s annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344:
- i. Number and percentage of public servants in the agency who have completed the training requirements;
  - ii. Number of sexual harassment complaints received by the agency;

- iii. Number of complaints which resulted in a finding that sexual harassment occurred;
- iv. Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
- v. Amount of time it took to resolve each complaint.

*No exceptions were found as a result of these procedures.*

### **Management's Responses**

**#3A(i) – The entity will perform bank reconciliations with 2 months of related statement closing date.**

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

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

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

*Steven M. DeRouen & Associates, LLC*

Lake Charles, Louisiana  
June 5, 2023