

**Bossier Parish Police Jury  
Benton, Louisiana**

**Primary Government Financial Statements**

**As of and For the Year Ended December 31, 2019  
With Supplemental Information Schedules**

Bossier Parish Police Jury  
Benton, Louisiana

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## Independent Auditors' Report

To the Members of the  
Bossier Parish Police Jury  
Benton, Louisiana

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Bossier Parish Police Jury, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Bossier Parish Police Jury's primary government as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

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

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Basis for Adverse Opinion on the Aggregate Discretely Presented Component Units**

The financial statements do not include financial data for the Bossier Parish Police Jury's aggregate discretely presented 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 Parish's primary government unless the Bossier Parish Police Jury also issues financial statements for the financial reporting entity that include the financial data for its component units. The Bossier Parish Police Jury has not issued such reporting entity financial statements. The amount by which this departure would affect the assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position, revenues, and expenses of the government-wide financial statements has not been determined.

## **Adverse Opinion**

In our opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on the Aggregate Discretely Presented Component Units" paragraph, the financial statements referred to above do not present fairly the financial position of the aggregate discretely presented component units of the Bossier Parish Police Jury, as of December 31, 2019 or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Unmodified Opinions**

In our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Bossier Parish Police Jury as of December 31, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion on pages 4 – 11, analysis and budgetary comparison information on pages 58-63, the Schedule of Changes in Total OPEB Liability and Related Ratios on page 64, the Schedule of Employer Contributions on page 65, and the Schedule of Proportionate Share of Net Pension Liability on page 66, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to 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.

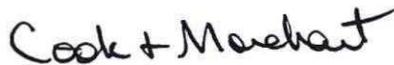
### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Bossier Parish Police Jury's basic financial statements. The accompanying other supplementary information listed in the table of contents and shown on pages 67 - 76 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, shown on pages 77 - 78, is presented for purposes of additional analysis and is also not a

required part of the basic financial statements. The information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is 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 September 23, 2020, on our consideration of the Bossier 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 Bossier 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 the Bossier Parish Police Jury's internal control over financial reporting and compliance.



Cook & Morehart  
Certified Public Accountants  
September 23, 2020

## BOSSIER PARISH POLICE JURY

### MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Bossier Parish Police Jury's financial performance provides an overview of the Police Jury's financial activities for the fiscal year ended December 31, 2019. Please read it in conjunction with our financial statements, which begin on page 12.

### FINANCIAL HIGHLIGHTS

- The assets of the Police Jury exceeded its liabilities at the close of 2019 by \$376,627,797. Of this amount, \$37,873,061 (unrestricted net position) may be used to meet the ongoing obligations to citizens and creditors in accordance with the Police Jury's fund designation and fiscal policies.
- The Police Jury's net position increased by \$32,917,660 or 10%.
- The Police Jury's total general and program revenues were \$96,231,578 in 2019 compared to \$73,752,819 in 2018.
- During the year ended December 31, 2019, the Police Jury had total expenses, excluding depreciation, of \$49,822,918, compared to \$42,435,659 for 2018.

### USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on pages 12-13) provide information about the activities of the Police Jury as a whole and present a longer-term view of the Police Jury's finances. Fund financial statements start on page 14. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Police Jury's operations in more detail than the government-wide statements by providing information about the Police Jury's most significant funds.

#### Reporting the Police Jury as a Whole

Our analysis of the Police Jury as a whole begins on page 12. One of the most important questions asked about the Police Jury's finances is "Is the Police Jury as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the funds maintained by the Police Jury as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. Accrual of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Police Jury's *net position* and changes in them. You can think of the Police Jury's net position – the difference between assets and liabilities – as one way to measure the Police Jury's financial health, or *financial position*. Over time, *increases* or *decreases* in the Police Jury's net position is one indicator of whether its *financial health* is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the Police Jury's property tax base, to assess the overall health of the Police Jury.

In the Statement of Net Position and the Statement of Activities, we divide the Police Jury into two kinds of activities: governmental activities and business-type activities.

Governmental activities – the majority of the expenses paid from the funds maintained by the Police Jury are reported here, consisting primarily of personal services, materials and supplies, travel, repairs and maintenance and other program services. Ad valorem taxes and sales taxes finance most of these activities.

Business-type activities - the Police Jury charges a fee to customers to help it cover the costs of certain water and sewer services it provides. The Consolidated Waterworks / Sewerage District No. 1 and 2 are reported here.

### **Reporting the Police Jury's Most Significant Funds**

Our analysis of the major funds maintained by the Police Jury begins on page 14. The fund financial statements begin on page 14 and provide detailed information about the most significant funds maintained by the Police Jury – not the Police Jury as a whole. The Police Jury's *governmental funds* use the following accounting approaches:

Governmental funds – Most of the Police Jury's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using the *modified accrual* accounting method, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed *short-term view* of the Police Jury's general government operations and the expenses paid from those funds. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance certain Police Jury expenses. We describe the relationship (or differences) between governmental *activities* (reported in the Statement of Net Position and the Statement of Activities) and governmental *funds* in a reconciliation at the bottom of the fund financial statements.

Proprietary Funds - When the Consolidated Waterworks / Sewerage Districts No. 1 and 2 charge customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the Police Jury's enterprise fund (a component of proprietary fund) is the same as the business-type activities we report in the government-wide statements but provide more detail and additional information, such as cash flows, for proprietary funds.

Also included in the proprietary fund financial statements is the Police Jury's Internal Service Fund, which is used to account for the accumulation of resources used to fund claims under the police jury's partially self-insured health insurance plan.

### **THE POLICE JURY AS A WHOLE**

The Police Jury's combined net position changed from a year ago, increasing from \$343,710,137 to \$376,627,797. A comparative analysis of the funds maintained by the Police Jury is presented below.

**Table 1**  
**Net Position**

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
Current and other assets	\$ 73,359,184	\$ 71,268,563	\$ 3,198,825	\$ 2,943,854	\$ 76,558,009	\$ 74,212,417
Capital assets, net	338,044,493	307,191,898	53,251,198	53,929,866	391,295,691	361,121,764
Internal balances	9,920,350	10,080,892	(9,920,350)	(10,080,892)		
Total assets	<u>421,324,027</u>	<u>388,541,353</u>	<u>46,529,673</u>	<u>46,792,828</u>	<u>467,853,700</u>	<u>435,334,181</u>
Deferred Outflows of Resources						
Other post-employment benefits related	2,954,111		69,752		3,023,863	
Pension related	5,856,288	2,341,108	262,545	78,420	6,118,833	2,419,528
Total deferred outflows of resources	<u>8,810,399</u>	<u>2,341,108</u>	<u>332,297</u>	<u>78,420</u>	<u>9,142,696</u>	<u>2,419,528</u>
Current liabilities	4,406,055	3,456,302	584,320	321,775	4,990,375	3,778,077
Long-term liabilities	53,364,321	45,689,161	23,887,098	24,816,758	77,251,419	70,505,919
Total liabilities	<u>57,770,376</u>	<u>49,145,463</u>	<u>24,471,418</u>	<u>25,138,533</u>	<u>82,241,794</u>	<u>74,283,996</u>
Deferred Inflows of Resources						
Unavailable revenue - property taxes	15,916,337	15,297,403			15,916,337	15,297,403
other	586,913				586,913	
Pension related	403,072	3,068,491	36,003	118,089	439,075	3,186,580
Other post employment benefits related	1,157,236	1,246,254	27,244	29,339	1,184,480	1,275,593
Total deferred inflows of resources	<u>18,063,558</u>	<u>19,612,148</u>	<u>63,247</u>	<u>147,428</u>	<u>18,126,805</u>	<u>19,759,576</u>
Net investment in capital assets,	304,473,318	271,727,796	20,049,082	19,266,750	324,522,400	290,994,546
Restricted	12,262,363	18,275,748	1,969,973	1,909,859	14,232,336	20,185,607
Unrestricted	37,564,811	32,121,306	308,250	408,678	37,873,061	32,529,984
Total net position	<u>\$ 354,300,492</u>	<u>\$ 322,124,850</u>	<u>\$ 22,327,305</u>	<u>\$ 21,585,287</u>	<u>\$ 376,627,797</u>	<u>\$ 343,710,137</u>

Net position of the Police Jury's governmental activities increased by \$32,175,642 or 10%. Unrestricted net position, the part of net position that can be used to finance Police Jury expenses without constraints or other legal requirements, increased from \$32,121,306 at December 31, 2018 to \$37,564,811 at December 31, 2019.

Net position of the Police Jury's business-type activities increased by \$742,018 or 3%, due in large part to transfers in from the Police Jury to the Consolidated Waterworks / Sewerage District No. 1.

**Table 2**  
**Change in Net Position**

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
<b>Revenues</b>						
<b>Program revenues</b>						
Charges for services	\$ 3,307,319	\$ 2,945,300	\$ 3,438,152	\$ 3,228,296	\$ 6,745,471	\$ 6,173,596
Operating grants and contributions	7,729,560	5,637,526	34,823	3,475	7,764,383	5,641,001
Capital grants and contributions	35,657,360	17,106,006	1,242,912	1,090,815	36,900,272	18,196,821
<b>General revenues</b>						
Ad valorem taxes	15,152,472	14,822,041			15,152,472	14,822,041
Sales taxes	19,497,011	18,803,892			19,497,011	18,803,892
Other taxes	1,407,665	1,340,693			1,407,665	1,340,693
Franchise taxes	652,424	612,074			652,424	612,074
Investment earnings	1,328,426	941,660	65,247	53,505	1,393,673	995,165
Gaming tax revenues	3,823,663	3,903,727			3,823,663	3,903,727
State revenue sharing	646,540	559,534			646,540	559,534
Miscellaneous revenues	1,903,141	2,479,805			1,903,141	2,479,805
Gain on sale of assets	344,863	224,470			344,863	224,470
Transfers	(1,012,035)	(2,656,686)	1,012,035	2,656,686		
<b>Total revenues</b>	<b>90,438,409</b>	<b>66,720,042</b>	<b>5,793,169</b>	<b>7,032,777</b>	<b>96,231,578</b>	<b>73,752,819</b>
<b>Expenses</b>						
General government	10,718,213	9,737,444			10,718,213	9,737,444
Public safety	7,537,169	7,449,064			7,537,169	7,449,064
Public works	21,908,129	17,818,650			21,908,129	17,818,650
Public utilities		42,623				42,623
Health and Welfare	5,727,012	5,223,641			5,727,012	5,223,641
Culture and recreation	8,621,164	7,071,754			8,621,164	7,071,754
Economic development	2,746,737	2,552,684			2,746,737	2,552,684
Interest on long-term debt	1,004,343	1,089,637			1,004,343	1,089,637
Sewer and water			5,051,151	4,268,298	5,051,151	4,268,298
<b>Total expenses</b>	<b>58,262,767</b>	<b>50,985,497</b>	<b>5,051,151</b>	<b>4,268,298</b>	<b>63,313,918</b>	<b>55,253,795</b>
<b>Increase (decrease) in net position</b>	<b>\$ 32,175,642</b>	<b>\$ 15,734,545</b>	<b>\$ 742,018</b>	<b>\$ 2,764,479</b>	<b>\$ 32,917,660</b>	<b>\$ 18,499,024</b>

Total revenues increased \$22,478,759 or 30% from total revenues in the year ended December 31, 2018 of \$73,752,819 to total revenues of \$96,231,578 in the year ended December 31, 2019.

### **Governmental Activities**

Total revenues for the governmental activities increased approximately \$23,718,367, due in part to an increase in capital grants related to donated infrastructure for acceptance of subdivisions into the jury's road maintenance system and a donated building.

The cost of all governmental activities this year was \$58,262,767. These costs were covered by \$46,694,239 of program revenues, with the remaining costs covered by property taxes, sales taxes, and other general revenues.

### **Business-type Activities**

Total revenues for the business-type decreased \$1,239,608 (17%) from total revenues in the year ended December 31, 2018 of \$7,032,777 to total revenues of \$5,793,169 in the year ended December 31, 2019, due to a decrease in transfers in from the Governmental funds.

The cost of all business-type activities this year was \$5,051,151. These costs were covered in part by program revenues consisting of charges for services and capital grant and contributions, with the remainder being covered by transfers in from governmental funds.

### **THE POLICE JURY'S FUNDS**

As the Police Jury completed the year, its governmental funds (as presented in the balance sheet on page 14) reported a *combined* fund balance of \$61,592,903, which is more than last year's fund balance of \$60,744,002.

### **General Fund Budgetary Highlights**

The Police Jury adopted a budget for its General Fund for the year ended December 31, 2019, and amended the budget one time during the year. The budgetary comparison is presented as required supplementary information and shown on page 58. Highlights for the year are as follows:

- General fund expenditures were lower than amended budget due to lower expenditures than anticipated for general government activities.
- Revenues were slightly less than amended budget, due in part to lower other revenues than anticipated.

The Police Jury's General Fund balance of \$8,763,833 reported on page 16 differs from the General Fund's *budgetary* fund balance of \$6,433,006, reported in the budgetary comparison schedule on page 58. This is primarily due to the Police Jury budgeting on the cash basis of accounting.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At the end of Decemer 31, 2019, the Police Jury had invested \$391,295,691 in capital assets. (see table 3 below)

Table 3  
Capital Assets (Net)

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
Land	\$ 18,730,781	\$ 17,536,806	\$ 1,460,369	\$ 1,460,369	\$ 20,191,150	\$ 18,997,175
Goodwill			1,226,000	1,226,000	1,226,000	1,226,000
Construction in Process	22,846,078	18,022,558			22,846,078	18,022,558
Buildings	95,525,880	76,229,330	50,560,298	50,909,143	146,086,178	127,138,473
Infrastructure	195,676,146	190,351,697			195,676,146	190,351,697
Equipment, Furnishings, Vehicles	3,036,251	2,764,920	4,531	334,354	3,040,782	3,099,274
Library Books & Materials	2,229,357	2,286,587			2,229,357	2,286,587
<b>Total Capital Assets (Net)</b>	<b>\$ 338,044,493</b>	<b>\$ 307,191,898</b>	<b>\$ 53,251,198</b>	<b>\$ 53,929,866</b>	<b>\$ 391,295,691</b>	<b>\$ 361,121,764</b>

**DEBT**

At December 31, 2019, the Police Jury had \$77,309,451 in long-term liabilities outstanding, versus \$70,556,771 at December 31, 2018. (See Table 4 below)

**Table 4  
Outstanding Debt At Year End**

	Governmental Activities		Business-type Activities		Totals	
	2019	2018	2019	2018	2019	2018
Revenue Bonds:						
Series 2012 - Utility Revenue Bonds	\$	\$	\$ 14,652,504	\$ 15,493,504	\$ 14,652,504	\$ 15,493,504
Series 2015 - Utility Revenue Bonds			8,618,000	9,083,000	8,618,000	9,083,000
Series 2010 Build America Bond	919,000	1,814,000			919,000	1,814,000
Revenue Bonds Series 2012 (LCDA CWUSD)	11,095,000	11,250,000			11,095,000	11,250,000
Series 2016A -Revenue Bond		3,060,000				3,060,000
Series 2016B -Revenue Bond	8,000,000	8,000,000			8,000,000	8,000,000
Series 2019 - Revenue Bond	2,745,000				2,745,000	
Unamortized premium						
Series 2012	439,591	458,704			439,591	458,704
Series 2016A/B	96,955	130,199			96,955	130,199
Series 2015 - refunding bonds	9,200,000	10,230,000			9,200,000	10,230,000
Revenue Bonds Series 2007 (LCDA Improvements)						
Compensated absences	596,762	591,531			596,762	591,531
Net pension liability	6,447,698		289,784		6,737,482	
Other post-employment benefits	13,882,347	10,205,579	326,810	240,254	14,209,157	10,445,833
Totals	<u>\$ 53,422,353</u>	<u>\$ 45,740,013</u>	<u>\$ 23,887,098</u>	<u>\$ 24,816,758</u>	<u>\$ 77,309,451</u>	<u>\$ 70,556,771</u>

State law restricts the amount of debt that the Police Jury may issue. The aggregate principal amount of debt may not exceed 10% of the assessed valuation for property tax purposes for all real and personal property located within the parish. The Police Jury's total debt outstanding at year-end was below this limitation.

More detailed information about the debt are presented in Note 11 to the Financial Statements.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS**

The Police Jury's management considered many factors when setting a fiscal year December 31, 2020 budget. Amounts available for appropriation in the governmental funds are expected to hold flat in sales tax revenues. Ad valorem taxes will increase due to continued residential and commercial development. It is anticipated that management will consider and monitor the economic uncertainties of COVID-19 and the impact on available financial resources.

## **CONTACTING THE POLICE JURY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens and taxpayers with a general overview of the finances for those funds maintained by the police jury and to show the police jury's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Bossier Parish Police Jury, P. O. Box 70, Benton, Louisiana 71006.

Bossier Parish Police Jury  
Benton, Louisiana  
Statement of Net Position  
December 31, 2019

	Governmental Activities	Business-Type Activities	Total
<b>Assets</b>			
Cash and cash equivalents	\$ 40,750,273	\$ 109,575	\$ 40,859,848
Investments	8,550,192		8,550,192
Restricted cash	3,257,234	2,268,775	5,526,009
Receivables	19,827,040	820,475	20,647,515
Prepaid expenses	974,445		974,445
Capital assets, net			
Non-depreciable	41,576,859	2,686,369	44,263,228
Depreciable (net)	296,467,634	50,564,829	347,032,463
Internal balances	9,920,350	(9,920,350)	
Total assets	<u>421,324,027</u>	<u>46,529,673</u>	<u>467,853,700</u>
<b>Deferred Outflows Of Resources</b>			
Pension related	5,856,288	262,545	6,118,833
Other post employment benefits related	2,954,111	69,752	3,023,863
Total Deferred Outflows of Resources	<u>8,810,399</u>	<u>332,297</u>	<u>9,142,696</u>
<b>Liabilities</b>			
<b>Current</b>			
Accounts payable and accrued expenses	4,406,055	285,518	4,691,573
Payable from restricted assets:			
Customer deposits		298,802	298,802
<b>Non-current liabilities</b>			
Due within one year	5,600,536	1,319,000	6,919,536
Due in more than one year	47,763,785	22,568,098	70,331,883
Total liabilities	<u>57,770,376</u>	<u>24,471,418</u>	<u>82,241,794</u>
<b>Deferred Inflows of Resources</b>			
<b>Unavailable revenue</b>			
Ad valorem taxes	15,916,337		15,916,337
Other	586,913		586,913
Pension related	403,072	36,003	439,075
Other post employment benefits related	1,157,236	27,244	1,184,480
Total Deferred Inflows of Resources	<u>18,063,558</u>	<u>63,247</u>	<u>18,126,805</u>
<b>Net Position</b>			
Net investment in capital assets	304,473,318	20,049,082	324,522,400
Restricted for:			
Capital projects	7,507,287		7,507,287
Public safety	696,184		696,184
Public works	374,337		374,337
Culture and recreation	977,535		977,535
Debt service	2,049,534	1,969,973	4,019,507
Health and welfare	657,486		657,486
Unrestricted	37,564,811	308,250	37,873,061
Total net position	<u>\$ 354,300,492</u>	<u>\$ 22,327,305</u>	<u>\$ 376,627,797</u>

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
Benton, Louisiana  
Statement of Activities  
For the Year Ended December 31, 2019

	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities
<b>Functions / Programs:</b>						
<b>Governmental Activities</b>						
General government:						
Legislative	\$ 444,567	\$	\$	\$ (444,567)	\$	\$ (444,567)
Judicial	3,660,709	1,249,849		(2,410,860)		(2,410,860)
Elections	165,017			(165,017)		(165,017)
Finance and administrative	1,941,071	20,700		(1,920,371)		(1,920,371)
Other	4,506,849	1,276,823	31,528	(3,198,498)		(3,198,498)
Public safety	7,537,169	303,213	542,234	(6,562,121)		(6,562,121)
Public works	21,908,129	456,734	1,765,659	15,842,023		15,842,023
Health and welfare	5,727,012		5,353,182	(373,830)		(373,830)
Culture and recreation	8,621,164		34,212	(8,586,952)		(8,586,952)
Economic development	2,746,737		2,745	(2,743,992)		(2,743,992)
Interest on long-term debt	1,004,343			(1,004,343)		(1,004,343)
Total governmental activities	<u>58,262,767</u>	<u>3,307,319</u>	<u>7,729,560</u>	<u>35,657,360</u>	<u>(11,568,528)</u>	<u>(11,568,528)</u>
<b>Business-type Activities</b>						
Sewer and water	5,051,151	3,438,152	34,823	1,242,912	(335,264)	(335,264)
Total business-type activities	<u>5,051,151</u>	<u>3,438,152</u>	<u>34,823</u>	<u>1,242,912</u>	<u>(335,264)</u>	<u>(335,264)</u>
Total Government	<u>\$ 63,313,918</u>	<u>\$ 6,745,471</u>	<u>\$ 7,764,383</u>	<u>\$ 36,900,272</u>	<u>(11,568,528)</u>	<u>(11,903,792)</u>
<b>General revenues:</b>						
Ad valorem taxes				15,152,472		15,152,472
Sales taxes				19,497,011		19,497,011
Gaming tax revenues				3,823,663		3,823,663
Franchise taxes				652,424		652,424
Other taxes				1,407,665		1,407,665
Investment earnings & dividends				1,328,426	65,247	1,393,673
State revenue sharing				646,540		646,540
Miscellaneous				1,903,141		1,903,141
Gain on sale of assets				344,863		344,863
Transfers				(1,012,035)	1,012,035	
Total general revenues				<u>43,744,170</u>	<u>1,077,282</u>	<u>44,821,452</u>
Change in net position				32,175,642	742,018	32,917,660
Net position - beginning				322,124,850	21,585,287	343,710,137
Net position - ending				<u>\$ 354,300,492</u>	<u>\$ 22,327,305</u>	<u>\$ 376,627,797</u>

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
Benton, Louisiana  
Balance Sheet  
Governmental Funds  
December 31, 2019

	General	Highway	Library	Corrections	Capital Improvements	LCDA Sewer Construction	Other Governmental Funds	Total Governmental Funds
<b>Assets</b>								
Cash and cash equivalents	\$ 8,402,395	\$ 8,550,051	\$ 884,929	\$ 4,624,315	\$ 7,734,829	\$	\$ 10,187,202	\$ 40,383,721
Investment			8,550,192					8,550,192
Receivables	3,071,145	4,044,744	7,488,856	3,048,388	1,047,153		1,126,754	19,827,040
Restricted cash						307,500	2,949,734	3,257,234
Due from other fund	14,623	6,987	50,776		195,810		56,417	324,613
Advance to Waterworks/Sewer District						9,931,612		9,931,612
<b>Total assets</b>	<b>\$ 11,488,163</b>	<b>\$ 12,601,782</b>	<b>\$ 16,974,753</b>	<b>\$ 7,672,703</b>	<b>\$ 8,977,792</b>	<b>\$ 10,239,112</b>	<b>\$ 14,320,107</b>	<b>\$ 82,274,412</b>
<b>Liabilities, Deferred Inflows of Resources, and Fund Balances</b>								
<b>Liabilities:</b>								
Accounts payable	\$ 459,310	\$ 1,749,499	\$ 549,807	\$ 242,739	\$ 90,304	\$	\$ 711,390	\$ 3,803,049
Due to other fund	177,818	182,769		14,623				375,210
<b>Total liabilities</b>	<b>637,128</b>	<b>1,932,268</b>	<b>549,807</b>	<b>257,362</b>	<b>90,304</b>		<b>711,390</b>	<b>4,178,259</b>
<b>Deferred inflows of resources:</b>								
<b>Unavailable revenue</b>								
Ad valorem taxes	2,087,202	2,044,609	7,777,592	3,164,442			842,492	15,916,337
Other		586,913						586,913
<b>Total deferred inflows of resources</b>	<b>2,087,202</b>	<b>2,631,522</b>	<b>7,777,592</b>	<b>3,164,442</b>			<b>842,492</b>	<b>16,503,250</b>
<b>Fund balances:</b>								
Nonspendable						9,931,612		9,931,612
Restricted			5,737,251	1,688,005	6,915,706	307,500	3,572,296	18,220,758
Assigned	2,656,987	8,037,992	2,910,103	2,562,894	1,971,782		9,193,929	27,333,687
Unassigned	6,106,846							6,106,846
<b>Total fund balances</b>	<b>8,763,833</b>	<b>8,037,992</b>	<b>8,647,354</b>	<b>4,250,899</b>	<b>8,887,488</b>	<b>10,239,112</b>	<b>12,766,225</b>	<b>61,592,903</b>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 11,488,163</b>	<b>\$ 12,601,782</b>	<b>\$ 16,974,753</b>	<b>\$ 7,672,703</b>	<b>\$ 8,977,792</b>	<b>\$ 10,239,112</b>	<b>\$ 14,320,107</b>	<b>\$ 82,274,412</b>

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
 Benton, Louisiana  
 Reconciliation of the Balance Sheet of Governmental Funds  
 to the Statement of Net Position  
 December 31, 2019

Fund balances - total governmental funds	\$	61,592,903
<p>Amounts reported for governmental activities in the statement of net position are different because:</p>		
<p>Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.</p>		338,044,493
<p>Premiums on debt issuances are recognized as an other financing source in the governmental funds, however, they are amortized over the life of the issuance in the statement of net position.</p>		(536,546)
<p>Long-term liabilities and other amounts are not due and payable in the current period and therefore are not reported in the funds.</p>		
Bonds payable		(31,959,000)
Accrued interest		(197,119)
Compensated absences		(538,730)
Other post-employment benefits obligation		(13,882,347)
Net pension liability		(6,447,698)
Deferred inflows - pension related		(403,072)
Deferred inflows - other post-employment benefits related		(1,157,236)
<p>Other long-term assets and other amounts are not available to pay for current-period expenditures and therefore are unavailable in the funds.</p>		
Deferred outflows - pension related		5,856,288
Deferred outflows - other post-employment benefits related		2,954,111
<p>The nonallocation method of accounting for prepayments is used in the fund statements, since the prepayment does not provide expendable financial resources.</p>		974,445
		974,445
Net position of governmental activities	\$	354,300,492

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
Benton, Louisiana  
Statement of Revenues, Expenditures, and Changes in Fund Balances  
Governmental Funds  
For the Year Ended December 31, 2019

	General	Highway	Library	Corrections	Capital Improvements	LCDA Sewer Construction	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>								
Ad valorem taxes	\$ 1,996,424	\$ 1,945,603	\$ 7,400,833	\$ 3,007,896	\$	\$	\$ 801,716	\$ 15,152,472
Sales tax	1,697,721	8,126,720			9,672,570			19,497,011
Gaming tax	1,100,388	1,148,008					1,575,267	3,823,663
Licenses and permits	1,310,112	314,598						1,624,710
Intergovernmental revenues	2,363,075	8,191,534	167,693	204,760	924,492		5,628,497	17,480,051
Fees, charges, and commissions for services	90,734	7,614	50,438	18,086			799,597	966,469
Fines and forfeitures		142,135					978,299	1,120,434
Interest and dividends	389,801	296,656	194,610	93,113	132,719	4,203	217,324	1,328,426
Miscellaneous	246,361	25,711	11,233	29,928			160,855	474,088
<b>Total revenues</b>	<b>9,194,616</b>	<b>20,198,579</b>	<b>7,824,807</b>	<b>3,353,783</b>	<b>10,729,781</b>	<b>4,203</b>	<b>10,161,555</b>	<b>61,467,324</b>
<b>Expenditures:</b>								
<b>Current:</b>								
<b>General government:</b>								
Legislative	417,627							417,627
Judicial	737,030						2,598,903	3,335,933
Elections	165,017							165,017
Finance and administrative	1,747,003							1,747,003
Other	277,907	119,108	242,946	98,847	2,726,230		26,316	3,491,354
Public safety	4,137,242			2,713,423			369,708	7,220,373
Public works		11,056,525			992,977		139,759	12,189,261
Health and welfare	185,882				85,231		5,417,759	5,688,872
Culture and recreation	20,000		6,312,768				553,424	6,886,192
Economic development	202,830						1,580,528	1,783,358
Capital projects	1,500						671,339	672,839
Capital outlay		8,059,557	703,725	254,973	411,051		3,566,231	12,995,537
Debt service:								
Principal retirement						155,000	4,985,000	5,140,000
Interest and other charges						519,731	543,785	1,063,516
<b>Total expenditures</b>	<b>7,892,038</b>	<b>19,235,190</b>	<b>7,259,439</b>	<b>3,067,243</b>	<b>4,215,489</b>	<b>674,731</b>	<b>20,452,752</b>	<b>62,796,882</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>1,302,578</b>	<b>963,389</b>	<b>565,368</b>	<b>286,540</b>	<b>6,514,292</b>	<b>(670,528)</b>	<b>(10,291,197)</b>	<b>(1,329,558)</b>
<b>Other financing sources (uses):</b>								
Transfers in	1,834,827	17,162		50,257		518,824	11,110,780	13,531,850
Transfers out	(1,871,841)	(1,257,840)	(3,000,000)		(6,921,350)		(1,492,854)	(14,543,885)
Debt proceeds							2,745,000	2,745,000
Proceeds from sale of assets		68,694					376,800	445,494
<b>Total other financing sources (uses)</b>	<b>(37,014)</b>	<b>(1,171,984)</b>	<b>(3,000,000)</b>	<b>50,257</b>	<b>(6,921,350)</b>	<b>518,824</b>	<b>12,739,726</b>	<b>2,178,459</b>
<b>Excess (deficiency) of revenues and other sources over expenditures and other uses</b>	<b>1,265,564</b>	<b>(208,595)</b>	<b>(2,434,632)</b>	<b>336,797</b>	<b>(407,058)</b>	<b>(151,704)</b>	<b>2,448,529</b>	<b>848,901</b>
<b>Fund balances at beginning of year, as restated</b>	<b>7,498,269</b>	<b>8,246,587</b>	<b>11,081,986</b>	<b>3,914,102</b>	<b>9,294,546</b>	<b>10,390,816</b>	<b>10,317,696</b>	<b>60,744,002</b>
<b>Fund balances at end of year</b>	<b>\$ 8,763,833</b>	<b>\$ 8,037,992</b>	<b>\$ 8,647,354</b>	<b>\$ 4,250,899</b>	<b>\$ 8,887,488</b>	<b>\$ 10,239,112</b>	<b>\$ 12,766,225</b>	<b>\$ 61,592,903</b>

The accompanying notes are an integral part of this statement.

Bossier Parish Policy Jury  
 Benton, Louisiana  
 Reconciliation of the Statement of Revenues, Expenditures, and Changes in  
 Fund Balances of Governmental Funds to the Statement of Activities  
 For the Year Ended December 31, 2019

Net change in fund balances - total governmental funds	\$	848,901
<p>Amounts reported for governmental activities in the statement of activities are different because:</p>		
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays (\$12,995,537) exceeded depreciation (\$11,569,420) in the current period.</p>		1,426,117
<p>The net effect of various transactions involving capital assets (sales, trade-ins, donated infrastructure, etc.) is to increase net assets.</p>		29,426,376
<p>The repayment of principal of long-term debt consumes current financial resources of governmental funds.</p>		5,192,357
<p>The nonallocation method of accounting for prepayments is used in the fund statements, since the prepayment does not provide expendable financial resources.</p>		(51,612)
<p>Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.</p>		
Non-employer contributions to cost-sharing pension plan		111,010
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds.</p>		
Compensated absences		1,949
Other post-employment benefits liabilities		(633,639)
Pension expense		(1,407,634)
<p>Accrued interest expense on long-term debt is reported in the government-wide statement of activities and changes in net assets, but does not require the use of current financial resources; therefore, accrued interest expense is not reported as expenditures in governmental funds.</p>		6,817
<p>Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net assets.</p>		
Bonds payable		(2,745,000)
		848,901
Change in net position of governmental activities	\$	32,175,642

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
Benton, Louisiana  
Statement of Net Position  
Proprietary Fund  
December 31, 2019

	Business-Type Activities- Enterprise Funds	Governmental Activities- Internal Service Fund
<b>Assets</b>		
Current assets:		
Cash and cash equivalents	\$ 109,575	\$ 366,552
Receivables (net of allowance for uncollectibles)	820,475	
Restricted cash and cash equivalents	298,802	
Due from other funds	11,262	39,335
Total current assets	1,240,114	405,887
Noncurrent assets:		
Restricted cash and cash equivalents	1,969,973	
Capital assets:		
Land	1,460,369	
Goodwill	1,226,000	
Plant and equipment	56,687,196	
Less: accumulated depreciation	(6,122,367)	
Total noncurrent assets	55,221,171	
Total assets	56,461,285	405,887
Deferred Outflows Of Resources		
Pension related	262,545	
Other post-employment benefits related	69,752	
Total Deferred Outflows of Resources	332,297	
<b>Liabilities</b>		
Current liabilities:		
Accounts payable	285,518	405,887
Sewer revenue bonds	1,319,000	
Payable from restricted assets:		
Customer deposits	298,802	
Total current liabilities	1,903,320	405,887
Noncurrent liabilities:		
Sewer revenue bonds	21,951,504	
Advance from police jury	9,931,612	
Net other post employment benefits other than pension liability	326,810	
Net pension liability	289,784	
Total noncurrent liabilities	32,499,710	
Total liabilities	34,403,030	405,887
Deferred Inflows of Resources		
Pension related	36,003	
Other post employment benefits related	27,244	
Total Deferred Inflows of Resources	63,247	
<b>Net position</b>		
Net investment in capital assets	20,049,082	
Restricted - debt service	1,969,973	
Unrestricted	308,250	
Total net position	\$ 22,327,305	\$

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
 Benton, Louisiana  
 Statement of Revenues, Expenses, and Changes in Fund Net Position  
 Proprietary Fund  
 For the Year Ended December 31, 2019

	Business-Type Activities- Enterprise Funds	Governmental- Activities- Internal Service Funds
Operating revenues:		
Water sales	\$ 2,062,782	\$
Sewerage service charges	1,353,272	
Sprinkler fees	22,098	
Delinquent charges	14,631	
Miscellaneous revenues	15,203	
Premium charges		3,734,809
Total operating revenues	3,467,986	3,734,809
Operating expenses:		
Personnel costs	618,089	
Workers compensation	28,122	
Insurance	192,651	
Chemicals	67,337	
Maintenance and repairs	1,086,804	
Miscellaneous expenses	60,407	
Office expense	13,584	
Materials and supplies	207,723	
Utilities and telephone	335,661	
Dues	20,604	
Utility billing fees	90,558	
Professional services	31,592	
ACT 125 fee	16,523	
Depreciation	1,921,580	
Bad debt	134,776	
Insurance claims and expenses		3,734,809
Total operating expenses	4,826,011	3,734,809
Operating income	(1,358,025)	
Non-operating revenues (expenses):		
Interest and dividends income	65,247	
Interest expense	(225,140)	
Operating grants and contributions	4,989	
Total non-operating revenues (expenses)	(154,904)	
Capital contributions	1,242,912	
Transfers in	1,530,859	
Transfers out	(518,824)	
Total other financing sources (uses)	2,254,947	
Change in net position	742,018	
Net position - beginning of year	21,585,287	
Net position - end of year	\$ 22,327,305	\$

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
Benton, Louisiana  
Statement of Cash Flows  
Proprietary Fund  
For the Year Ended December 31, 2019

	Business-Type Activities- Enterprise Funds	Governmental- Activities- Internal Service Fund
<b>Cash Flows From Operating Activities</b>		
Receipts from customers	\$ 3,153,743	\$
Receipts from interfund services		3,734,809
Cash payments to suppliers for goods and services	(1,947,974)	(3,807,467)
Cash payments to employees for services	(646,211)	
Other receipts (payments)	29,833	
Net Cash From (Used In) Operating Activities	<u>589,391</u>	<u>(72,658)</u>
<b>Cash Flows From Non-Capital Financing Activities</b>		
Net change in interfund loans	(5,542)	222,070
Transfers from other funds	1,530,859	
Transfers to other funds	(518,824)	
Net Cash from Non-capital Financing Activities	<u>1,006,493</u>	<u>222,070</u>
<b>Cash Flow From Investing Activities</b>		
Interest income	65,247	
Net Cash From Investing Activities	<u>65,247</u>	
<b>Cash flows from Capital and Related Financing Activities</b>		
Principal paid on capital debt	(1,306,000)	
Repayment on advance from police jury	(155,000)	
Interest paid on capital debt	(227,274)	
Net Cash (Used In) Capital and Related Financing Activities	<u>(1,688,274)</u>	
Net decrease in cash and cash equivalents	(27,143)	149,412
Cash, Beginning of year	<u>2,405,493</u>	<u>217,140</u>
Cash, End of year	<u>\$ 2,378,350</u>	<u>\$ 366,552</u>
Cash and cash equivalents are reflected on the Statement of Net Position as follows:		
Cash and cash equivalents	\$ 109,575	\$ 366,552
Cash and cash equivalents - restricted, current	298,802	
Cash and cash equivalents - restricted, non-current	1,969,973	
Total	<u>\$ 2,378,350</u>	<u>\$ 366,552</u>
<b>Reconciliation of Operating Income (loss) to Net Cash Provided By (Used In) Operating Activities</b>		
Operating income (loss)	\$ (1,358,025)	\$
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:		
Depreciation expense	1,921,580	
Accounts receivable	(316,817)	
Accounts payable and accrued expenses	232,270	(72,658)
Customer deposits	32,408	
Pension related	63,266	
Other post-employment benefits related	14,709	
Net Cash Flows From (Used In) Operating Activities	<u>\$ 589,391</u>	<u>\$ (72,658)</u>
<b>Supplemental Schedule of Noncash Capital and Related Financing Activity:</b>		
Capital assets acquired	\$ 1,242,912	\$
Donated assets	(1,242,912)	
	<u>\$</u>	<u>\$</u>

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2019

## INTRODUCTION

The Bossier Parish Police Jury is the governing authority for Bossier Parish and is a political subdivision of the State of Louisiana. The Police Jury is governed by 12 jurors representing the various districts within the parish. The jurors serve four-year terms that expire in December 2019.

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; 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 tax, beer and alcoholic beverage permits, state revenue sharing, gaming tax revenues, and various other state and federal grants.

### (1) Summary of Significant Accounting Policies

The Bossier Parish Police Jury's financial statements are prepared in conformity with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the Bossier Parish Police Jury is discussed below.

#### A. Reporting Entity

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

The Governmental Accounting Standards Board establishes criteria for determining which component units should be considered part of the Bossier Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
  - a. The ability of the police jury to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.

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3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

**Blended Component Unit** – Component units that are legally separate from the police jury, but are so intertwined with the police jury that they are, in substance, the same as the police jury are blended component units. For a component unit to be blended, the organization's board and the police jury must be substantively the same, or the organization must provide services entirely or almost entirely to the police jury. The following component unit is reported as part of the police jury and *blended* with the appropriate police jury funds:

**Consolidated Waterworks / Sewerage District No. 1.** The board of the Consolidated Waterworks / Sewerage District No. 1 is substantially the same as the police jury and policy jury can impose its will on the District by significantly influencing the activities of the District. Therefore, we conclude that they are part of the police jury and their financial statements should be blended with those of the police jury.

**Consolidated Waterworks / Sewerage District No. 2.** The board of the Consolidated Waterworks / Sewerage District No. 2 is substantially the same as the police jury and policy jury can impose its will on the District by significantly influencing the activities of the District. Therefore, we conclude that they are part of the police jury and their financial statements should be blended with those of the police jury.

**Discrete Component Units** – Component units that are legally separate from the police jury, but are financially accountable to the police jury, or whose relationship with the police jury are such that exclusion would cause the police jury's financial statements to be misleading or incomplete are discretely presented. The police jury has identified the following discrete component units:

**District Attorney for the Twenty-Sixth Judicial District.** Even though the District Attorney (the official) is an independently elected official and is legally separate from the police jury, the official is fiscally dependent on the police jury. The official is fiscally dependent because the police jury has approval authority over the official's capital budget. The police jury has approval authority over the official's capital budget because the office space for the officials is furnished by the police jury, major capital purchases for the officials are included in the police jury's overall budget, and title to real property is in the name of the police jury. By using the fiscal dependency criterion, we conclude that the District Attorney is a component unit of the police jury.

**Bossier Parish Communications District Number One.** This entity was created by the police jury. The Communications District is governed by a Board of Commissioners which are appointed by the police jury. The police jury is financially accountable for the communication district because it appoints a voting majority of the governing board and has the ability to impose its will on them.

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**Other Special Districts**

There are a number of special districts located in Bossier Parish (fire and ambulance) that each provide services to a limited number of parish citizens. The police jury appoints all board members of those districts which do not include a municipality within their boundaries. Therefore, the police jury can impose its will on these districts. While these districts are responsible for obtaining voter approval for the levy of taxes or debt issuance, all related Louisiana State Bond Commission approvals must be obtained through the police jury. The police jury appoints two of the five board members of those districts which include a municipality and therefore cannot impose its will on these entities. However, it would be misleading to include some like districts in the financial statements while excluding others. These agencies are:

East-Central Bossier Parish Fire Protection District No. 1  
South Bossier Parish Fire Protection District No. 2  
Ivan Fire Protection District No. 3  
Benton Fire Protection District No. 4  
Northeast Bossier Parish Fire Protection No. 5  
Bossier Parish Emergency Medical Services District  
Fire Protection District No. 7, Parish of Bossier

Complete financial statements of the individual component units may be obtained from their respective administration offices or from the Bossier Parish Police Jury at the Bossier Parish Courthouse in Benton, Louisiana.

The police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the previously listed discrete component units are included in the accompanying financial statements.

The Governmental Accounting Standards Board provides for the issuance of primary government financial statements that are separate from those of the reporting entity. However, the primary government's (police jury) financial statements are not a substitute for the reporting entity's financial statements. The accompanying primary government financial statements have been prepared in conformity with generally accepted accounting principles as applied to governmental units. 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).

**Other Related Organizations**

Considered in the determination of component units of the reporting entity were the following:

Cypress-Black Bayou Recreation and Water Conservation District and Shreveport-Bossier Convention and Tourist Bureau. The police jury appoints only one (1) board member and has no significant contact or influence to the recreation district and tourist bureau.

The police jury appoints one (1) of seven (7) board members of the Caddo-Bossier Port Commission but has no significant contact or influence within the Port Commission.

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The police jury appoints the board members of the Industrial Development Board of the Parish of Bossier, Inc., but does not have the ability to impose its will and no financial benefit/burden relationship exists between them.

It was determined that these governmental entities are not component units of the Bossier Parish Police Jury reporting entity because of the reasons listed above.

B. Basic Financial Statements – Government-Wide Statements

The Bossier Parish Police Jury's basic financial statements include both government-wide (reporting the funds maintained by the Bossier Parish Police Jury as a whole) and fund financial statements (reporting the Bossier Parish Police Jury's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. The Consolidated Waterworks / Sewerage District No. 1 and No. 2 are classified as business-type activities. All other funds of the police jury are categorized as governmental activities.

In the government-wide Statement of Net Position, both the governmental activities and business-type activities columns are presented on a consolidated basis and are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables, as well as long-term debt and obligations. The Bossier Parish Police Jury's net position is reported in three parts – net investment in capital assets; restricted net position; and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the Bossier Parish Police Jury's functions. The functions are also supported by general government revenues (property, sales and use taxes, certain intergovernmental revenues, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating, and capital grants. Program revenues must be directly associated with the function. Amounts reported as program revenues include 1) charges to customers for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Operating grants include operating-specific and discretionary (either operating or capital) grants, including nonemployer contributions to cost-sharing pension plan, while the capital grants column reflects capital-specific grants.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations of providing water and sewer services.

The net costs (by function) are normally covered by general revenue (property, sales and use taxes, certain intergovernmental revenues, fines, permits and charges, etc.).

This government-wide focus is more on the sustainability of the Bossier Parish Police Jury as an entity and the change in the Bossier Parish Police Jury's net position resulting from the current year's activities.

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C. Basic Financial Statements – Fund Financial Statements

The financial transactions of the Bossier Parish Police Jury are recorded in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The following fund types are used by the Bossier Parish Police Jury:

Governmental Funds – the focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Bossier Parish Police Jury:

- a. General fund is the general operating fund of the Bossier Parish Police Jury. It is used to account for all financial resources except those required to be accounted for in another fund.
- b. Special revenue funds are used to 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.
- c. Debt service funds are used to account for all financial resources that are restricted, committed, or assigned to expenditure for principal and interest.
- d. Capital projects funds are used to account for financial resources that are restricted, committed, or assigned to expenditure for capital outlays.

Proprietary Funds – the focus of proprietary fund measurement is upon determination of operating income, changes in net position, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The following is a description of the proprietary fund of the police jury:

- a. Enterprise funds are required to be used to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges, or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The Consolidated Waterworks / Sewerage District No. 1 and No. 2 are reported in the enterprise fund.
- b. Internal Service Fund – The Internal Service Fund is used to account for the operations that provide services to other department or agencies of the government on a cost-reimbursement basis. The police jury's internal service fund is presented in the proprietary fund financial statements. Because the principal user of the internal service is the police jury's governmental activities, the financial statement of the internal service fund is consolidated into the governmental column when presented in the government-wide financial statements. To the extent possible, the cost of this

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service is reported in the appropriate functional activity. The internal service fund is used to account for the accumulation of resources used to fund claims under the police jury's partially self-insured health insurance plan.

The emphasis in fund financial statements is on the major funds in the governmental category. Nonmajor funds by category are summarized into a single column. GASB sets forth minimum criteria (percentage of the assets, liabilities, revenues, or expenditures/expenses of fund category) for the determination of major funds.

The following major funds are presented in the fund financial statements:

General Fund – accounts for all financial resources except those required to be accounted for in another fund.

Highway Fund – accounts for property taxes, sales taxes, gaming revenues, grants, and various other revenues which are used to fund the construction and maintenance of parish highways, streets, and bridges.

Library Fund – accounts for property taxes and various other revenues used to fund the operation and maintenance of the parish libraries.

Corrections Fund - The Corrections fund accounts for the operation and maintenance of correctional facilities in Bossier Parish, including the furnishing of transportation and medical care for prisoners. Financing is provided by ad valorem tax revenue.

Capital Improvements Fund – accounts for the sales taxes received for capital improvement purposes, including acquisition, construction, improvement, maintenance, and operations of a maximum security jail and courthouse facilities.

LCDA Sewer Construction Fund – accounts for the proceeds of LCDA Revenue Bonds and the use of such proceeds for the acquisition and construction of sewer systems and sewer improvements.

Consolidated Waterworks / Sewerage District No. 1 and No. 2 - The Consolidated Waterworks / Sewerage District No. 1 and No. 2 were created by the Bossier Parish Police Jury for the purpose of acquiring a waterworks and sewerage system, and constructing and acquiring improvements and extensions to the waterworks and sewerage system. This fund is reported as an enterprise fund in the accompanying financial statements.

D. Basis of Accounting

Basis of accounting refers to the point at which revenues or expenditures are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

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1. Accrual:

The governmental funds in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

2. Modified Accrual:

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under modified accrual basis of accounting, revenues are recorded when susceptible to accrual: i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year end.

Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

E. Budgets

The Police Jury uses the following budget practices:

Proposed budgets for the ensuing year are prepared by the Treasurer during October of each year. During the month of November, 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. The police jury holds a public hearing on the proposed budgets in order to receive comments from the public and other interested parties. 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 a regular meeting or a special meeting held no later than 15 days prior to the beginning of the fiscal year, and notice is published in the official journal.

The police jury receives periodic budget comparison statements during the year that are used as a tool to control the operations of the parish. The Treasurer presents necessary budget amendments to the police jury during the year when, in their judgment, actual operations differ materially from those anticipated in the original budgets. During a regular or special meeting, the police jury reviews the proposed amendments, makes changes as it feels necessary, and formally adopts the amendments. The adoption of the amendments is included in the police jury minutes published in the official journal.

The police jury exercises budgetary control at the functional level. Within functions, the Treasurer has the authority to make amendments of up to 5%, as necessary. Unexpended appropriations lapse at year end and must be reappropriated in the next year's budget to be expended.

The availability of proposed budgets and the date of the public hearing for the 2019 budgets were published in the official journal on November 14, 2018. The 2019 budget hearings were held, and the budgets adopted at the jury meeting on December 5, 2018. Notice of adoption of the budgets was subsequently advertised in the official journal.

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For the year ended December 31, 2019, the police jury adopted budgets on a cash basis for all funds. There was one amendment to the budget during 2019.

F. Cash, Cash Equivalents, and Investments

Cash includes amounts in petty cash, demand deposits, interest bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the police jury may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

Investments are limited by R.S. 33:2955 and the police jury's investment policy. Investments are reported at fair value.

For the purposes of the Statement of Cash Flows, the Enterprise fund – Water and Sewer considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalents.

G. Restricted Cash and Investments

Restricted cash and investments represents amounts restricted for specific funding source purposes and amounts required by debt covenants to be segregated for capital projects and debt service. It also includes amounts restricted for customer deposits for the Consolidated Waterworks/Sewerage District No. 1 and No. 2.

H. Capital Assets

Capital assets, except for infrastructure, purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Infrastructure assets purchased or acquired with an original cost of \$200,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at acquisition value as of the date received.

Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings	40–75 years
Infrastructure	10–50 years
Furniture	7–10 years
Equipment	5–30 years
Vehicles	5–25 years
Library books and information	5 years

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I. Revenues

Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December of the current year and January and February of the ensuing year. The 2019 tax levy is intended to fund the 2020 fiscal year and has been recorded as a receivable and deferred inflow of resources. Sales tax revenues are recorded in the period in which the underlying exchange has occurred. Gaming tax revenues are recorded in the period during which the exchange transactions on which the tax is imposed occur. Fines, forfeitures, fees, and court costs are recognized in the period they are collected by the Bossier Parish Sheriff. Interest income on demand and time deposits is recorded when earned.

Federal and state grants are recorded when the police jury is entitled to the funds, except for certain federal grants which require funds not expended to be returned to the funding source. On those grants revenue is recognized only upon expending those funds. Grant funds received but not expended are reflected in the fund financial statements as deferred inflows of resources.

J. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in the government-wide financial statements.

K. Deferred Outflows / Inflows of Resources

The Police Jury's governmental activities and governmental funds report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The police jury has items that meet this definition and qualify for reporting in this category. Accordingly, the Police Jury has three types of these items, unavailable revenue, pension related, and other post-employment benefits related, which are reported in the governmental funds balance sheet and statement of net position. The police jury reports unavailable revenue from property taxes and other miscellaneous amounts. These amounts are deferred and recognized as an inflow of resources in the period for which the amounts are levied or when the amounts become available.

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Police Jury currently has deferred outflows of resources related to pensions and other post-employment benefits reported in the statement of net position.

L. Net Position

Government-wide net position is divided into three components: Net investment in capital assets consists of the historical cost of capital assets less accumulated depreciation and less any debt remains outstanding that was used to finance those assets plus deferred outflows of

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resources less deferred inflows of resources related to those assets. Restricted net position consists of assets that are restricted by the Police Jury' creditors (for example, through debt covenants), by the state enabling legislation (through restrictions on shared revenues), by grantors, (both federal and state), and by other contributors (less related liabilities and deferred inflows of resources). All other net position is reported as unrestricted net position.

When an expense is incurred that can be paid using either restricted or unrestricted resources (net position), the Police Jury's policy is to first apply the expense toward restricted resources and then toward unrestricted resources.

M. Sales Taxes

During 1995 a special election was held in which a 1 ½% sales tax was passed in the Rural Sales Tax District of the Parish of Bossier, State of Louisiana. The sales tax is to be used for opening, operating, constructing and maintaining the public roads, bridges and drainage facilities.

During 1999, a special election was held in which a ¼% sales tax was passed in the Sales Tax District No. 1 of Bossier Parish, State of Louisiana. The sales tax is to be used for constructing, improving, acquiring, operating and maintaining facilities and equipment, ambulance service and otherwise paying the cost of ambulance service for the residents of Bossier Parish.

During 2000, a special election was held in which a ½% sales tax was passed in the Parish of Bossier, State of Louisiana. The sales tax is to be allocated 70% to the Bossier Parish Police Jury and 30% to the Law Enforcement District of the Parish of Bossier, represented by the Sheriff of Bossier Parish.

The parish's share is to be used for capital improvement purposes including acquisition, construction, improvement, maintenance, and operations of a maximum security jail and courthouse facilities. The 30% which is allocated to the Law Enforcement District of the Parish is sent directly to the Sheriff of Bossier Parish and is not reflected in the financial statements of the police jury.

N. Compensated Absences

Employees of the police jury earn from 5 to 15 days of vacation leave each year, depending on their lengths of service. In the event that available vacation is not used by the end of the benefit year, employees will be allowed to carry over all unused vacation time. Upon termination of employment, unused vacation benefits will be paid in full. Accumulated vacation leave and sick, or a portion thereof, may be converted to additional retirement benefit credit upon application for normal retirement, based on the rules and regulations determined by the retirement system to which they contribute.

Employees of the police jury will accrue sick leave benefits which are calculated on the basis of a "benefit year" at the rate of 12 days per year. Unused sick leave will be allowed to accumulate without limit. Unused sick leave benefits will not be paid to employees while they are employed or upon termination of employment.

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The current portion of compensated absences payable (the amount estimated to be used during the period of availability) is recorded as a liability in the fund financial statements. The entire balance of compensated absences payable is recognized as a liability in the government-wide financial statements. The non-current portion represents a reconciling item between the fund and government-wide statements.

O. Interfund Activity

Interfund activity is reported as either loans, reimbursements, or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. Transfers between governmental funds are netted as part of the reconciliation to the government-wide financial statements.

P. Use of Estimates

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and reported revenues and expenses. Actual results could differ from those estimates.

Q. 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 in the statement of net assets. Bonds payable are reported net of the applicable bond premium or discount. Debt issuance costs, except any portion related to prepaid insurance costs, is recognized as an expense in the period incurred.

In the fund financial statements, governmental funds recognize bond 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.

R. Fund Balance

Fund balance amounts are reported within one of the fund balance categories listed below.

1. Nonspendable fund balances are amounts that cannot be spent because they are either (a) not in spendable form, such as inventory or prepaid expenses, or (b) legally or contractually required to be maintained intact, such as a trust that must be retained in perpetuity.

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1. Restricted fund balances are restricted when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.
2. Committed fund balances include amounts that can be used only for the specific purposes as a result of constraints imposed by the Police Jury (the Police Jury's highest level of decision making authority). Committed amounts cannot be used for any other purpose unless the Police Jury removes those constraints by taking the same type of action (i.e. legislation, resolution, or ordinance).
3. Assigned fund balances are amounts that are designated by the Police Jury to be used for specific purposes, but are neither restricted nor committed. Amounts are assigned through the police jury's budgetary process.
4. Unassigned fund balance are the residual classification for the Police Jury's general fund and include all spendable amounts not contained in the other classifications when both restricted and unrestricted fund balances are available for use, it is the Police Jury's policy to use restricted fund balance first, then unrestricted fund balance. Furthermore, committed fund balances are reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

S. Fair Value Measurements

Generally accepted accounting principles require disclosure to be made about fair value measurements, the level of fair value hierarchy, and valuation techniques. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels:

Level 1 inputs – The valuation is based on quoted market prices for identical assets or liabilities traded in active markets;

Level 2 inputs – The valuation is based on quoted market prices for similar instruments traded in active markets, quoted prices for identical or similar instruments in markets that are not active, and inputs other than quoted prices that are observable for the asset or liability;

Level 3 inputs – The valuation is determined by using the best information available under the circumstances and might include the government's own data but should adjust those data if (a) reasonably available information indicates that other market participants would use different data or (b) there is something particular to the government that is not available to other market participants.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on lowest level of any input that is significant to the fair value measurement.

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(2) Levied Taxes

The following is a summary of authorized and levied ad valorem taxes for the primary government for the year ended December 31, 2019:

	<u>Authorized Millage</u>	<u>Levied Millage</u>	<u>Expiration Date</u>
Parishwide taxes:			
General maintenance:			
Outside municipalities	4.00	2.77	Statutory
Within municipalities	2.00	1.38	Statutory
Road maintenance	1.99	1.99	2027
Library	7.57	7.57	2025
Health unit maintenance	.82	.82	2027
Correctional facilities	3.00	3.08	2021

Since the 2019 tax levy is intended to fund the 2020 fiscal year, the levy has been recorded as a receivable and deferred inflow of resources. Amounts recognized as revenue from property taxes in 2019 represent collections in 2019 of the 2018 tax levy.

The differences between authorized and levied millages are the result of the reassessment of taxable property required by Article 7, Section 23 of the Louisiana Constitution of 1974.

(3) Cash and Cash Equivalents

At December 31, 2019, the police jury has cash, cash equivalents, and investments (book balances), totaling \$54,936,049, as detailed below.

A. Cash and Cash Equivalents

Cash and cash equivalents at December 31, 2019 (book balances) totaled \$46,385,857, of which \$5,526,009 is shown as restricted. These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the 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.

B. Investments

Investments are presented in the financial statements at fair value using level 2 fair value measure. Investments at December 31, 2019, consisted of an investment management account totaling \$8,550,192, invested in U.S. government securities and U.S. treasury notes.

C. Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. As of December 31, 2019, \$45,119,213 of the Police Jury's bank balances totaling \$55,878,632 were exposed to custodial credit risk as follows:

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Uninsured and collateral held by the pledging bank's  
 trust department not in the Police Jury's name:

Cash and cash equivalents	\$	11,579,213
Certificates of deposit		<u>33,540,000</u>
		<u>\$ 45,119,213</u>

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, R.S. 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified that the fiscal agent has failed to pay deposited funds upon demand.

D. Restricted Cash

Restricted cash at December 31, 2019, consisted of amounts received but not yet expended for the following purposes:

Governmental Activities -		
Road construction	\$	374,337
Bond proceeds not yet expended		833,363
Debt service		<u>2,049,534</u>
Total – governmental activities		<u>\$ 3,257,234</u>
Business-type activities –		
Debt service	\$	1,969,973
Customer deposits		<u>298,802</u>
Total – business-type activities		<u>\$ 2,268,775</u>

(4) Advance to Consolidated Waterworks / Sewerage District No. 1

The police jury provided proceeds of revenue bond borrowings not to exceed \$11,835,000 to the Consolidated Waterworks / Sewerage District No. 1 (District) for the purpose of financing the purchase of existing water and sewerage systems within the District and other costs of establishment of the system. This arrangement was formalized through a cooperative endeavor agreement between the police jury and the District in order to provide interim financing sufficient to purchase existing systems as needed by the District. It is the intent for the District to repay the advance from the police jury through funds generated by operations. The amount of the advance outstanding as of December 31, 2019, was approximately \$9,931,612. This amount is shown in the accompanying fund financial statements as advance to waterworks / sewerage district and

(5) Customer Deposits

Deposits held for customers that are currently active on the water and sewer system total \$298,802 at December 31, 2019.

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(6) Capital Assets

Capital asset activity for the year ended December 31, 2019, was as follows:

	Balance at Jan. 1, 2019	Transfers	Additions	Deletions	Balance at Dec. 31, 2019
<u>Governmental Activities:</u>					
Capital assets, not being depreciated:					
Land	\$ 17,536,908	\$	\$ 1,287,929	\$ (94,056)	\$ 18,730,781
Construction in progress	14,793,544	(778,475)	8,831,009		22,846,078
Total capital assets, not being depreciated	<u>32,330,452</u>	<u>(778,475)</u>	<u>10,118,938</u>	<u>(94,056)</u>	<u>41,576,859</u>
Capital assets, being depreciated:					
Buildings and improvements	118,143,860	70,988	19,151,414		137,366,262
Infrastructure	266,917,684	707,487	12,159,410		279,784,581
Furniture, equipment & vehicles	12,674,139		586,453	(667,436)	12,593,156
Library books and information material	8,085,030		506,569		8,591,599
Total capital assets, being depreciated	<u>405,820,713</u>	<u>778,475</u>	<u>32,403,846</u>	<u>(667,436)</u>	<u>438,335,598</u>
Less accumulated depreciation:					
Buildings and improvements	(38,517,885)		(3,322,497)		(41,840,382)
Infrastructure	(77,222,124)		(6,886,311)		(84,108,435)
Furniture, equipment & vehicles	(9,420,814)		(796,814)	660,723	(9,556,905)
Library books and information material	(5,798,444)		(563,798)		(6,362,242)
Total accumulated depreciation	<u>(130,959,267)</u>		<u>(11,569,420)</u>	<u>660,723</u>	<u>(141,867,964)</u>
Total capital assets, being depreciated, net	<u>274,861,446</u>	<u>778,475</u>	<u>20,834,426</u>	<u>(6,713)</u>	<u>296,467,634</u>
Governmental activities capital assets, net	<u>\$ 307,191,898</u>	<u>\$</u>	<u>\$ 30,953,364</u>	<u>\$ (100,769)</u>	<u>\$ 338,044,493</u>

Included in current year additions above is \$11,030,452 of donated infrastructure acquired through the acceptance of subdivisions into the jury's road maintenance system, \$18,273,900 from a donated building, and \$222,895 in donated right of way. The donated building consists of one-half of the cost of a building constructed on premises operated and maintained by Cyberspace Innovation center (CIC), pursuant to a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Louisiana Department of Economic Development, CIC, Bossier Parish Police Jury, The City of Bossier City and Computer Services Corporation. The CEA required that ownership of the facility be transferred to the Police Jury and the City of Bossier City upon completion. The donated value of \$18,273,900 represents one half of the cost of the building, net of costs paid directly by the Police Jury of \$3,317,211.

Depreciation expense was charged to Governmental Activities as follows:

Public safety	\$ 167,246
Public works	8,426,364
Health and welfare	37,105
Culture and recreation	1,085,940
Capital projects	287,681
Economic development	913,918
General government - other	651,166
	<u>\$ 11,569,420</u>

(Continued)

Bossier Parish Police Jury  
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December 31, 2019  
(Continued)

	Balance at Jan. 1, 2019	Additions	Deletions	Balance at Dec. 31, 2019
<u>Business-Type Activities:</u>				
Capital assets, not being depreciated:				
Land	\$ 1,460,369	\$	\$	\$ 1,460,369
Goodwill	1,226,000			1,226,000
Total capital assets, not being depreciated	<u>2,686,369</u>			<u>2,686,369</u>
Capital assets, being depreciated:				
Furniture, equipment & vehicles	76,711			76,711
Plant and improvements	55,367,573	1,242,912		56,610,485
Total capital assets, being depreciated	<u>55,444,284</u>	<u>1,242,912</u>		<u>56,687,196</u>
Less accumulated depreciation:				
Furniture, equipment & vehicles	(67,237)	(4,943)		(72,180)
Buildings and improvements	(4,133,550)	(1,916,637)		(6,050,187)
Total accumulated depreciation	<u>(4,200,787)</u>	<u>(1,921,580)</u>		<u>(6,122,367)</u>
Total capital assets, being depreciated, net	<u>51,243,497</u>	<u>(678,668)</u>		<u>50,564,829</u>
Business-type activities capital assets, net	<u>\$ 53,929,866</u>	<u>\$ (678,668)</u>	<u>\$</u>	<u>\$ 53,251,198</u>

Included in current year additions above is \$1,242,912 of donated assets acquired in the acquisition of wastewater and sewerage collection and treatment systems.

Depreciation expense was charged to Business-Type Activities as follows:

Water and Sewer	<u>\$ 1,921,580</u>
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(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2019  
(Continued)

(7) Accounts Payable and Accrued Expenses

Accounts payable and accrued expenses at December 31, 2019, consisted of the following:

<u>Class of Payable</u>	<u>Governmental Activities</u>	<u>Business-type Activities</u>
Salaries and benefits	\$ 543,591	\$
Accounts	3,201,426	232,066
Compensated absences	58,032	
Other		15,315
Total – fund statements	<u>3,803,049</u>	
Internal service fund-claims payable	405,887	
Accrued interest	197,119	38,137
Total – government-wide statements	<u>\$ 4,406,055</u>	<u>\$ 285,518</u>

(8) Interfund Balances

Interfund balances, on the fund statements, at December 31, 2019 consisted of the following:

<u>Due To</u>	<u>Due From</u>			<u>Total Governmental Funds</u>
	<u>General</u>	<u>Highway</u>	<u>Corrections</u>	
General	\$	\$	\$ 14,623	\$ 14,623
Highway	6,987			6,987
Library	50,776			50,776
Cap Impr	13,041	182,769		195,810
Non-Major				
Governmental	<u>56,417</u>			<u>56,417</u>
Sub-total				
governmental funds	127,221	182,769	14,623	324,613
Enterprise Fund	11,262			11,262
Internal service	39,335			39,335
Total	<u>\$ 177,818</u>	<u>\$ 182,769</u>	<u>\$ 14,623</u>	<u>\$ 375,210</u>

Reconciliation to government-wide  
Statement of Net Position:

Reclassify / Net Internal Service Fund	(39,335)
Reclassify / Net Governmental Funds	(324,613)
Reclassify / Advance from Police Jury to Waterwork / Sewer District	<u>(9,931,612)</u>
Internal balances, Statement of Net Position	<u>(9,920,350)</u>

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Bossier Parish Police Jury  
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(Continued)

Interfund balances are the result of the time lag between dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

(9) Interfund Transfers

Interfund transfers for the year ended December 31, 2019, consisted of the following:

Transfer To	Transfer From							Total
	General	Highway	Library	Capital Improvements	Non-Major Governmental Funds	Total Governmental Funds	Proprietary Fund	
General	\$	\$ 75,000	\$	\$ 1,748,000	\$ 11,827	\$ 1,834,827	\$	\$ 1,834,827
Highway					17,162	17,162		17,162
Corrections	50,257					50,257		50,257
L/CDA Sewer Construction							518,824	518,824
Non-Major Governmental Funds	1,290,725	1,182,840	3,000,000	4,323,350	1,313,865	11,110,780		11,110,780
Total Governmental Funds	1,340,982	1,257,840	3,000,000	6,071,350	1,342,854	13,013,026	518,824	13,531,850
Proprietary Fund	530,859			850,000	150,000	1,530,859		1,530,859
<b>Total</b>	<b>\$ 1,871,841</b>	<b>\$ 1,257,840</b>	<b>\$ 3,000,000</b>	<b>\$ 6,921,350</b>	<b>\$ 1,492,854</b>	<b>\$ 14,543,885</b>	<b>\$ 518,824</b>	<b>\$ 15,062,709</b>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

(10) Criminal Court Fund

R.S. 15:571.11 requires that one-half of any balance remaining in the criminal court fund at year-end be transferred to the parish General Fund. The following details the amount due at December 31, 2019:

Balance due at January 1, 2018	\$ 32,096
Amount due for 2019	<u>11,827</u>
Total	43,923
Remitted during 2019	
Balance due at December 31, 2019	<u>\$ 43,923</u>

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(Continued)

(11) Long-Term Liabilities

Long-term liability activity for the year ended December 31, 2019, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Revenue Bonds:					
Direct borrowings and direct placements:					
Sales Tax Refunding 2016B	\$ 8,000,000	\$	\$	\$ 8,000,000	\$ 3,110,000
Unamortized premium – Series 2016B	<u>130,199</u>	<u>                    </u>	<u>( 33,244)</u>	<u>96,955</u>	<u>33,244</u>
Total director borrowings and direct placements	<u>8,130,199</u>	<u>                    </u>	<u>( 33,244)</u>	<u>8,096,955</u>	<u>3,143,244</u>
Other bonds:					
Series 2010 Build America Bonds	1,814,000	-	( 895,000)	919,000	919,000
Revenue Bonds Series 2012 (LCDA CWWSD)	11,250,000	-	( 155,000)	11,095,000	160,000
Unamortized premium - series 2012	458,704	-	( 19,113)	439,591	19,113
Series 2019 Revenue bonds	-	2,745,000	-	2,745,000	-
Series 2015 Revenue Refunding bonds	10,230,000	-	( 1,030,000)	9,200,000	1,055,000
Sales Tax Refunding 2016A	<u>3,060,000</u>	<u>                    </u>	<u>( 3,060,000)</u>	<u>                    </u>	<u>                    </u>
Total other bonds	<u>26,812,704</u>	<u>2,745,000</u>	<u>( 5,159,113)</u>	<u>24,398,591</u>	<u>2,153,113</u>
Total Revenue Bonds	<u>34,942,903</u>	<u>2,745,000</u>	<u>( 5,192,357)</u>	<u>32,495,546</u>	<u>5,296,357</u>

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Bossier Parish Police Jury  
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Notes to Financial Statements  
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(Continued)

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Other long-term liabilities:					
Compensated absences	591,531	391,726	( 386,495)	596,762	362,211
Other post-employment benefit obligations	10,205,579	3,676,768		13,882,347	
Net pension liability		<u>6,447,698</u>		<u>6,447,698</u>	
Total other long-term liabilities	<u>10,797,110</u>	<u>10,516,192</u>	<u>( 386,495)</u>	<u>20,962,807</u>	<u>362,211</u>
Governmental activities long-term liabilities	<u>\$ 45,740,013</u>	<u>\$ 13,261,192</u>	<u>\$ ( 5,578,852)</u>	53,422,353	5,658,568
Less amounts due within period of availability—recorded in accounts payable				<u>( 58,032)</u>	<u>( 58,032)</u>
Total long-term liabilities, government-wide statements				<u>\$ 53,364,321</u>	<u>\$ 5,600,536</u>
Business-type Activities:					
Direct borrowings and direct placements:					
Utility Revenue Bonds					
Series 2012	\$ 15,493,504		\$( 841,000)	\$ 14,652,504	\$ 849,000
Series 2015	<u>9,083,000</u>		<u>( 465,000)</u>	<u>8,618,000</u>	<u>470,000</u>
Total Utility Bonds	<u>24,576,504</u>		<u>( 1,306,000)</u>	<u>23,270,504</u>	<u>1,319,000</u>
Other long-term liabilities:					
Other post-employment benefit obligations	240,254	86,556		326,810	
Net pension liability		<u>289,784</u>		<u>289,784</u>	
Total other long-term liabilities	<u>240,254</u>	<u>376,340</u>		<u>616,594</u>	
Business-type activities long-term liabilities	<u>\$ 24,816,758</u>	<u>\$ 376,340</u>	<u>\$ (1,306,000)</u>	<u>\$ 23,887,098</u>	<u>\$ 1,319,000</u>

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 Notes to Financial Statements  
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Governmental activities revenue bonds consist of the following issues:

<p>Series 2010, Build America Bonds, original amount \$8,162,000 for the acquiring, upgrade, expansion and construction of parish owed public improvements; interest rate of 5.00%; due in annual installments of approximately \$720,000 to \$919,000 through 2020. Repayment of debt will be from any lawfully available funds.</p>	<p>\$ 919,000</p>
<p>Series 2012, Revenue Bonds, original amount \$11,835,000 for the acquisition, upgrade, expansion, construction and equipping parish owned public improvements; interest rate of 2.0% to 5.00%; due in annual installments of approximately \$413,060 to \$1,209,000 through 2042. Repayment of debt will be from any lawfully available funds.</p>	<p>11,095,000</p>
<p>Series 2019, Revenue Bonds, original amount \$20,820,000 for the purpose of providing funds to finance capital improvements for the Parish and pay costs of issuance of the bond; interest rate of 3.25%; due in annual installments of approximately \$800,000 to \$1,977,000 through 2034. Repayment of debt will be from any lawfully available funds.</p>	<p>2,745,000</p>
<p>Series 2015 Revenue Refunding Bonds, original amount of \$11,590,000, for the purpose of refunding certain maturities of the Series 2007 revenue bonds; interest rate 2.44%; due in annual installments of approximately \$75,000 through \$1,250,000 through 2027. Repayment of debt will be from any lawfully available funds. Funds provided through the Louisiana Local Government Environmental Facilities and Community Development Authority.</p>	<p>9,200,000</p>
<p>Sales Tax Refunding Bonds, Series 2016B, original amount \$8,000,000 for the purpose of advance refunding the Series 2010A Bonds, thus providing debt reductions and recapture of the reserve fund; interest rate of 1.50%; interest only payments through December 31, 2019, then due in annual installments of approximately \$1,710,000 to \$3,110,000 beginning July, 2020 through 2022. Repayment of debt will be from sales tax revenues.</p>	<p><u>8,000,000</u></p>
	<p><u>\$ 31,959,000</u></p>

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Business-type activities utility revenue bonds consist of the following issues:

Series 2012, Utilities Revenue Bonds, total amount available \$17,750,000 for constructing and acquiring improvements, extensions and replacements to the sewer system or any portion thereof; interest rate of .45% due in semi-annual installments of approximately \$39,938 through 2014 then annual amounts of approximately \$900,000 to \$975,000 through 2034. Payable from income and revenues derived from the sewer system. As of December 31, 2018, \$17,689,504 had been drawn on this issue through the Clean Water State Revolving Fund administered by the Louisiana Department of Environmental Quality.

\$ 14,652,504

Series 2015, Utilities Revenue Bonds, total amount available \$10,000,000 for constructing and acquiring improvements extensions to the sewer portion of the system; interest rate of .45% due in semi-annual installments of approximately \$456,000 to \$546,000 through 2036. Payable from income and revenues derived from the sewer system. Funds provided through the Clean Water State Revolving Fund administered by the Louisiana Department of Environmental Quality.

8,618,000

\$ 23,270,504

Payments on long-term debt – revenue bonds are made from debt service funds. Payments on utility revenue bonds are made from the Enterprise fund. Compensated absences liability will be liquidated through various governmental funds. The liability for compensated absences at December 31, 2019, was allocated to the following funds: General fund (26%), Highway fund (31%), Library fund (21%), and Non-Major Governmental funds (22%).

Debt service requirements at December 31, 2019, were as follows:

Fiscal Year	Revenue Bonds		
	Principal	Interest	Total
2020	\$ 2,134,000	\$ 810,200	\$ 2,944,200
2021	1,250,000	765,566	2,015,566
2022	1,390,475	760,316	2,150,791
2023	1,493,264	725,468	2,218,732
2024	1,544,197	685,371	2,229,568
2025-2029	5,737,625	2,820,419	8,558,044
2030-2034	2,534,439	2,186,165	4,720,604
2035-2039	4,575,000	1,346,075	5,921,075
2040-2042	<u>3,300,000</u>	<u>234,150</u>	<u>3,534,150</u>
	<u>\$23,959,000</u>	<u>\$10,333,730</u>	<u>\$34,292,730</u>

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<u>Fiscal Year</u>	<u>Direct Borrowings and Direct Placements</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 3,110,000	\$ 120,000	\$ 3,230,000
2021	3,180,000	73,350	3,253,350
2022	1,710,000	25,650	1,735,650
	<u>\$ 8,000,000</u>	<u>\$ 219,000</u>	<u>\$ 8,219,000</u>

<u>Fiscal Year</u>	<u>Utility Revenue Bonds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 1,319,000	\$ 101,750	\$ 1,420,750
2021	1,331,000	95,787	1,426,787
2022	1,344,000	89,768	1,433,768
2023	1,357,000	83,691	1,440,691
2024	1,370,000	77,555	1,447,555
2025-2029	7,045,000	293,711	7,338,711
2030-2034	8,417,504	129,045	8,546,549
2035-2036	1,087,000	4,903	1,091,903
	<u>\$23,270,504</u>	<u>\$ 876,210</u>	<u>\$24,146,714</u>

(12) Tax Abatement

As of December 31, 2019, the Police Jury is subject to tax abatement agreements which were entered into by the State of Louisiana through the Industrial Tax Exemption Program (ITEP). The agreements allows localities to abate property taxes for a variety of economic development purposes, including job creation, as well as business relocation, retention, and expansion.

The Jury has not made any commitments as part of the agreements other than to reduce taxes.

Industrial Tax Exemption (ITEP):

The Louisiana Industrial Ad Valorem Tax Exemption Program (ITEP) is an original state incentive program which offers an attractive tax incentive for manufacturers within the state. The program abates, up to ten years, local property taxes (Ad Valorem) on a manufacturer's new investment and annual capitalized additions related to the manufacturing site with the approval of the Governor. The legal authority is Article 7, Section 21(F) of the Louisiana Constitution.

Gross Dollar Amount by Which the District's Tax Revenues Were Reduced: The District estimates property tax revenues have been reduced by \$152,002 for the year.

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(13) Pension Plan

The police jury participates in the Parochial Employees' Retirement System of Louisiana (System), a cost-sharing multiple-employer defined benefit pension plan established by Act 205 of the 1952 regular session of the Legislature of the State of Louisiana to provide retirement benefits to all employees of any parish in 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 Retirement System is governed by Louisiana Revised Statutes, Title 11, Sections 1901 through 2025, specifically, and other general laws of the State of Louisiana.

All employees of the police jury are members of Plan A.

**Plan Description**

Parochial Employees' Retirement System of Louisiana is the administrator of a cost sharing multiple employer defined benefit pension plan. The System was established and provided for by R.S.11:1901 of the Louisiana Revised Statute (LRS). The System provides retirement benefits to employees of taxing districts of a parish or any branch or section of a parish within the State which does not have their own retirement system and which elects to become members of the System. The following is a description of the plan and its benefits and is provided for general information purposes only. Participants should refer to these 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.

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.

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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. 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.

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.

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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, 2018, the actuarially determined contribution rate was 9.99% of member's compensation for Plan A. However, the actual rate for the fiscal year ending December 31, 2018 was 11.5% for Plan A. The actual rate for the fiscal year ending December 31, 2019 was 11.5%. The police jury's contributions to the System for the years ended December 31, 2019, 2018, and 2017 were \$1,126,958, \$1,061,657, and \$1,102,472, respectively.

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. Non-employer contributions received by the System and attributable to the police jury during the years ended December 31, 2019 and 2018 were \$115,999 and \$106,594, respectively.

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

At December 31, 2019, the police jury reported a net pension liability \$6,737,482 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2018 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The historical employer contributions are used to determine the proportionate relationship of each employer to all employers of Parochial Employees' Retirement System of Louisiana. The employer's proportion was determined on a basis that is consistent with the manner in which contributions to the pension plan are determined. The resulting 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 each employer's contribution to the plan during the fiscal year ended December 31, 2018 as compared to the total of all employer's contributions received by the plan during the fiscal year ended December 31, 2018.

At December 31, 2018, the police jury's proportion was 1.6323%, which was an increase of .0738% from its proportion measured as of December 31, 2017.

(Continued)

Bossier Parish Police Jury  
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For the year ended December 31, 2019, the police jury recognized pension expense of \$2,616,490, plus employer's amortization of change in proportionate share and the difference between employer contributions and proportionate share of contributions, \$8,010.

At December 31, 2019, the police jury reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Inflows of Resources</u>	
	<u>Governmental Activities</u>	<u>Business-type Activities</u>
Differences between expected and actual experience	\$ 392,810	\$ 13,241
Changes in proportion and differences between employer contributions and proportionate share of contributions	10,262	22,762
Total	<u>\$ 403,072</u>	<u>\$ 36,003</u>

	<u>Deferred Outflows of Resources</u>	
	<u>Governmental Activities</u>	<u>Business-type Activities</u>
Changes of assumptions	\$ 1,612,136	\$ 72,456
Net difference between projected and actual earnings On pension plan investments	3,086,534	138,721
Changes in proportion and differences between employer contributions and proportionate share of contributions	52,305	1,691
Employer contributions subsequent to the measurement Date	<u>1,105,313</u>	<u>49,677</u>
Total	<u>\$ 5,856,288</u>	<u>\$ 262,545</u>

The police jury reported a total of \$1,154,990 as deferred outflow of resources related to pension contributions made subsequent to the measurement period of December 31, 2018, which will be recognized as a reduction in net pension liability (asset) in the year ended December 31, 2020.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expenses as follows:

<u>Year</u>	<u>Amount</u>
2020	\$ 1,556,140
2021	851,765
2022	695,335
2023	<u>1,421,528</u>
Total	<u>\$ 4,524,768</u>

(Continued)

Bossier Parish Police Jury  
 Benton, Louisiana  
 Notes to Financial Statements  
 December 31, 2019  
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**Actuarial Methods and Assumptions**

The net pension asset 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 asset as of December 31, 2018 are as follows:

Valuation Date	December 31, 2018
Actuarial Cost Method	Plan A – Entry Age Normal
Investment Rate of Return	6.50% (Net of investment expense)
Expected Remaining Service lives	4 years
Projected Salary Increases	Plan A – 4.75% (2.75% Merit/2.00% Inflation)
Inflation Rate	2.40%
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.
Mortality	Pub-2010 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 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females using MP2018 scale for disabled annuitants.

The discount rate used to measure the total pension liability was 6.50% for Plan A. 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.

(Continued)

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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 6.50% for the year ended December 31, 2018. 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, 2018 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	35%	1.22%
Equity	52%	3.45%
Alternatives	11%	0.65%
Real assets	2%	0.11%
Totals	<u>100%</u>	<u>5.43%</u>
Inflation		<u>2.00%</u>
Expected Arithmetic Nominal Return		<u>7.43%</u>

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 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 MP2018 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 Change in Discount Rate**

The following presents the net pension asset of the participating employers calculated using the discount rate of 6.5%, as well as what the employers' net pension asset would be if it were calculated using a discount rate that is one percentage point lower 5.5% or one percentage point higher 7.5% than the current rate.

(Continued)

Bossier Parish Police Jury  
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	PLAN A		
	Changes in Discount Rate		
		Current	
	1% Decrease	Discount Rate	1% Increase
	5.50%	6.50%	7.50%
Net Pension Liability	\$ 408,681	\$ 6,737,482	\$14,308,604

**Change in Net Pension Liability**

The changes in the net pension liability for the year ended December 31, 2019 were recognized in the current reporting period as pension expense except as follows:

Differences between Expected and Actual Experience:

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

Differences between Projected and Actual Investment Earnings:

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

Change in Assumptions:

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

Change in Proportion:

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

**Contributions – Proportionate Share**

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

**Retirement System Audit Report**

Parochial Employees' Retirement System of Louisiana issued a stand-alone audit report on its financial statements for the year ended December 31, 2018. Access to the audit report can be found on the System's website: [www.persla.org](http://www.persla.org) or on the Office of Louisiana Legislative Auditor's official website: [www.lla.state.la.us](http://www.lla.state.la.us).

(Continued)

Bossier Parish Police Jury  
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Notes to Financial Statements  
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**Plan Fiduciary Net Position**

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

Detailed information about the fiduciary net position is available in a stand-alone audit report on their financial statements for the year ended December 31, 2018. Access to these reports can be found on the Louisiana Legislative Auditor's website, [www.lla.la.gov](http://www.lla.la.gov).

(14) Postemployment Health Care and Life Insurance Benefits

**General Information about the OPEB Plan**

*Plan description* – The Bossier Parish Police Jury (the police jury) provides certain continuing health care and life insurance benefits for its retired employees. The Bossier Parish Police Jury's OPEB Plan (the OPEB Plan) is a single-employer defined benefit OPEB plan administered by the police jury. The authority to establish and/or amend the obligation of the employer, employees and retirees rests with the police jury. No assets are accumulated in a trust that meets the criteria in Governmental Accounting Standards Board (GASB) Codification Section P52 *Postemployment Benefits Other Than Pensions—Reporting For Benefits Not Provided Through Trusts That Meet Specified Criteria—Defined Benefit*.

*Benefits Provided* – Medical benefits are provided through comprehensive plan and are made available to employees upon actual retirement. The employer pays 80% of the cost of retiree medical insurance. Most employees are covered by the Parochial Employees' Retirement System of Louisiana, whose retirement eligibility (D.R.O.P. entry) provisions are as follows: 30 years of service at any age; age 55 and 25 years of service; age 60 and 10 years of service; or age 65 and 7 years of service. For employees hired on and after January 1, 2007, retirement eligibility (D.R.O.P. entry) provisions are as follows: age 55 and 30 years of service; age 62 and 10 years of service; or age 67 and 7 years of service. To obtain retiree medical coverage, a retiree must have been in the medical plan for at least fifteen years.

Life insurance coverage is available to retirees and is based on a blended rate (active and retired). The employer pays 80% of the cost of the retiree life insurance, but it is based on the blended rate. Retiree insurance coverage amounts are reduced to a flat \$9,000.

Dental insurance coverage is provided to retirees. The employer pays 80% of the cost of the dental insurance for the retirees only, not dependents. The unblended rate has been used. All of the assumptions used for the valuation of the medical benefits have been used for dental insurance except for the trend assumption; zero trend was used for dental insurance. The dental actuarial costs and liabilities are included in the medical results.

(Continued)

Bossier Parish Police Jury  
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Notes to Financial Statements  
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(Continued)

*Employees covered by benefit terms* – At December 31, 2019, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	59
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	<u>174</u>
	<u><u>233</u></u>

**Total OPEB Liability**

The police jury's total OPEB liability of \$14,209,157 was measured as of December 31, 2019 and was determined by an actuarial valuation as of that date.

*Actuarial Assumptions and other inputs* – The total OPEB liability in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.5%
Salary increases	4.0%, including inflation
Discount rate	4.10% annually (Beginning of Year to Determine ADC)
	2.74%, annually (As of End of Year Measurement Date)
Healthcare cost trend rates	Flat 5.5% annually

The discount rate was based on the average of the Bond Buyers' 20 Year General Obligation municipal bond index as of December 31, 2019, the end of the applicable measurement period.

Mortality rates were based on the RP-2000 Table without projection with 50%/50% unisex blend.

The actuarial assumptions used in the December 31, 2019 valuation were based on the results of ongoing evaluations of the assumptions from January 1, 2009 to December 31, 2019.

**Changes in the Total OPEB Liability**

Balance at December 31, 2018	<u>\$ 10,445,833</u>
Changes for the year:	
Service cost	411,892
Interest	421,002
Differences between expected and actual experience	322,449
Changes in assumptions	2,962,961
Benefit payments and net transfers	<u>(354,980)</u>
Net changes	<u>3,763,324</u>
Balance at December 31, 2019	<u><u>\$ 14,209,157</u></u>

(Continued)

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Notes to Financial Statements  
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(Continued)

Changes of assumptions and other inputs reflect a change in the discount rate from 4.10% in 2018 to 2.74% in 2019.

*Sensitivity of the total OPEB liability to changes in the discount rate* – The following presents the total OPEB liability of the police jury, as well as what the police jury's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.74%) or 1-percentage-point higher (3.74%) than the current discount rate:

	<b>1.0% Decrease (1.74%)</b>	<b>Current Discount Rate (2.74%)</b>	<b>1.0% Increase (3.74%)</b>
Total OPEB liability	\$ 16,805,794	\$ 14,209,157	\$ 12,162,787

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

	<b>1.0% Decrease (4.5%)</b>	<b>Current Healthcare Trent Rate (5.5%)</b>	<b>1.0% Increase (6.5%)</b>
Total OPEB liability	\$ 12,820,667	\$ 14,209,157	\$ 17,343,406

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

For the year ended December 31, 2019, the police jury recognized OPEB expense of \$994,504. At December 31, 2019, the police jury reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>		<u>Deferred Inflows of Resources</u>	
	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Governmental Activities</u>	<u>Business-type Activities</u>
Differences between expected and actual experience	\$ 290,799	\$ 6,846	\$ 165,808	\$ 3,904
Changes in assumptions	<u>2,663,312</u>	<u>62,906</u>	<u>991,428</u>	<u>23,340</u>
Total	<u>\$ 2,954,111</u>	<u>\$ 69,752</u>	<u>\$ 1,157,236</u>	<u>\$ 27,244</u>

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

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2019  
(Continued)

<u>Years ending December 31:</u>	
2020	\$ 161,612
2021	161,610
2022	161,610
2023	161,610
2024	161,610
Thereafter	1,031,331

(15) Receivables

The following is a summary of receivables at December 31, 2019:

<u>Class of Receivable</u>	
Governmental activities –	
Ad valorem taxes	\$ 15,326,189
Sales and use taxes	2,224,849
Intergovernmental grants	1,042,869
Fees, charges, and commissions for services	70,433
Fines and forfeitures	76,184
Gaming	339,410
Mineral leases	13,160
Licenses and permits	
Interest	19,485
Other	<u>714,461</u>
Total – governmental activities	<u>\$ 19,827,040</u>
Business-type activities –	
Accounts receivable – water and sewer charges	<u>\$ 820,475</u>

Accounts receivable for business-type activities are shown net of an allowance for doubtful accounts of \$155,853.

(16) Commitments

The Police jury has an on-going project for the construction of a new North South Corridor. The estimated costs for the project are approximately \$14,324,765. Funding for this project is to be provided by federal funds at 80% of the construction costs and from police jury funds for the remaining 20%. As of December 31, 2019, the police jury has a signed commitment for construction in relation to this project of approximately \$14,324,765. As of December 31, 2019, approximately \$11,973,235 had been incurred on this contract, with the balance remaining on this contract to be incurred subsequent to December 31, 2019.

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2019  
(Continued)

In addition to the North South Corridor project, as of December 31, 2019, the police jury has commitments for signed construction, engineering, and other contracts of approximately \$4,485,459. As of December 31, 2019, approximately \$2,344,201 had been incurred on those contracts, with the balance remaining in those contracts to be incurred subsequent to December 31, 2019.

(17) Donated Assets

Included in Governmental Activities Capital Grants and Contributions in the Statement of Activities is \$29,527,247 of donated assets. The assets consist of \$11,030,452 of donated infrastructure acquired through the acceptance of subdivisions into the jury's road maintenance system, \$18,273,900 from a donated building, and \$222,895 in donated right of way. The donated building consists of one-half of the cost of a building constructed on premises operated and maintained by Cyberspace Innovation center (CIC), pursuant to a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Louisiana Department of Economic Development, CIC, Bossier Parish Police Jury, The City of Bossier City and Computer Services Corporation. The CEA required that ownership of the facility be transferred to the Police Jury and the City of Bossier City upon completion. The donated value of \$18,273,900 represents one half of the cost of the building, net of costs paid directly by the Police Jury of \$3,317,211.

Included in business-type activities activities capital grants and contributions in the Statement of Activities is \$1,242,912 of donated assets acquired in the acquisition of wastewater and sewerage collection and treatment systems.

(18) Economic Dependency

The following are the principal taxpayers for the parish and their 2019 assessed valuation.

	<u>2019 Assessed Valuation</u>	<u>Percent of Total Assessed Valuation</u>
Aethon Energy Operating	\$ 30,602,359	2.61%
Southwestern Electric Power	23,402,490	2.00%
Halliburton Energy Services	17,092,968	1.46%
Bossier Casino Venture	15,879,428	1.36%
Horseshoe Entertainment	15,135,906	1.29%
Midcontinent Express Pipeline	9,653,330	0.82%
Cactus Wellhead LLC	9,405,365	0.80%
Calumet Refining	9,655,090	0.82%
Gulf Crossing Pipeline LLC	9,193,120	0.79%
City of Shreveport	<u>7,776,329</u>	<u>0.66%</u>
	<u>\$ 147,796,385</u>	<u>12.61%</u>

The police jury received gaming revenues of \$3,823,663 from local gaming establishments.

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2019  
(Continued)

(19) Fund Balance Classifications

The constraints on fund balance as listed in aggregate in the Statement of Revenues, Expenditures, and Changes in Fund Balance are detailed according to balance classification and fund, as follows:

	Major Special Revenue Funds					Major Capital Projects Fund		Total
	General Fund	Highway	Library	Corrections	Capital Improvements	LCDA Sewer Construction	Other Governmental Funds	
Fund balances:								
Nonspendable	\$	\$	\$	\$	\$	\$ 9,931,612	\$	\$ 9,931,612
Restricted:								
Culture and recreation			5,737,251					5,737,251
Capital projects					6,915,706		1,012,792	7,928,498
Health and Welfare							625,457	625,457
Public safety				1,688,005			192,013	1,880,018
Debt service						307,500	1,742,034	2,049,534
Assigned:								
Public Safety	104,771			2,562,894			42,914	2,710,579
Public works		8,037,992						8,037,992
Culture and recreation			2,910,103				1,085,915	3,996,018
Capital projects	2,552,216				1,971,782		6,718,338	11,242,336
Health and Welfare							144,057	144,057
Debt service							265,473	265,473
Economic development							937,232	937,232
Unassigned	6,106,846							6,106,846
<b>Total fund balances</b>	<b>\$ 8,763,833</b>	<b>\$ 8,037,992</b>	<b>\$ 8,647,354</b>	<b>\$ 4,250,899</b>	<b>\$ 8,887,488</b>	<b>\$ 10,239,112</b>	<b>\$ 12,766,225</b>	<b>\$ 61,592,903</b>

(20) Subsequent Events

In 2020, the Police Jury awarded several construction contracts for construction costs related to road improvements, bridge replacements, a drainage project, and a sewer improvement project, in the amount of \$6,516,087.

On March 18, 2020, the Police Jury was awarded \$31,754,958, from FEMA. This award will be used to repair road segments in Bossier Parish that were damaged during the March 2016 flood. A 25% match is required by the Police Jury in relation to these funds. As of (issue date), the Police Jury does not have any signed contracts related to this award.

As a result of the COVID-19 Coronavirus, economic uncertainties have arisen which are likely to negatively impact financial resources. While the duration on the economic impact is expected to be temporary, there is considerable

Subsequent events have been evaluated through September 23, 2020, the date the financial statements were available to be issued.

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2019  
(Continued)

(21) Risk Management

The police jury purchases commercial insurance to provide workers compensation coverage and general liability and property insurance. There were no significant reductions in insurance coverage from the previous year.

Starting January 1, 2016, the Police Jury established a new partially self-funded health insurance policy. Under this policy the Jury pays Blue Cross and Blue Shield of Louisiana an admin fee to process dental, medical, and prescription drug claims. The Jury assumes all risk, except that which is covered by a medical stop-loss policy purchased from Blue Cross Blue Shield. The stop-loss policy has an individual limit of \$125,000. Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have occurred but have not been reported. The estimated liability is based on generally accepted accounting principles, which require that a liability for claims be reported if information prior to the issuance of the financial statements and the amount of the loss can be reasonably estimated. Changes in the balances of the group's liability during 2019 are as follows:

	<u>Liability</u> <u>January 1</u>	<u>Claims and</u> <u>Changes in</u> <u>Estimates</u>	<u>Less Claims</u> <u>Payments</u>	<u>Liability</u> <u>December 31</u>
2019	\$ 478,546	\$ 3,734,809	( 3,807,467)	\$ 405,888
2018	389,278	2,784,331	( 2,695,063)	478,546
2017	229,821	4,341,620	( 4,182,163)	389,278
2016		3,057,574	( 2,827,753)	229,821

(22) Litigation and Claims

At December 31, 2019, the police jury is involved in numerous lawsuits. In the opinion of legal counsel for the police jury, the potential loss on all claims and lawsuits is not presently determinable.

(23) Leases

For the year ended December 31, 2019, the police jury had two operating leases for equipment utilized by the police jury. Lease payments on the leases for the year ended December 31, 2019 totaled \$167,506. Future minimum lease payments under these leases are as follows:

<u>Year Ending</u> <u>December 31,</u>	
2020	\$ 143,695
2021	126,576
2022	<u>52,740</u>
	<u>\$ 323,011</u>

Bossier Parish Policy Jury  
 Benton, Louisiana  
 Required Supplementary Information  
 Budgetary Comparison Schedule  
 General Fund  
 For the Year Ended December 31, 2019

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget
	Original	Final		Positive (Negative)
Revenues:				
Ad valorem taxes	\$ 1,959,500	\$ 1,957,600	\$ 2,025,207	\$ 67,607
Sales tax	1,450,000	1,625,000	1,666,453	41,453
Licenses and permits	1,167,500	1,309,025	1,324,799	15,774
Intergovernmental revenues	2,314,000	2,274,398	2,283,848	9,450
Fees, charges, and commissions for services	154,500	156,500	78,974	(77,526)
Other revenues	470,802	767,663	689,963	(77,700)
Total revenues	7,516,302	8,090,186	8,069,244	(20,942)
Expenditures:				
Current:				
General government:				
Legislative	444,350	439,350	414,628	24,722
Judicial	800,230	787,935	736,769	51,166
Elections	359,195	307,418	163,393	144,025
Finance and administrative	2,369,750	2,002,400	1,783,548	218,852
Other	274,633	275,545	275,545	
Public safety	2,425,000	2,578,129	2,797,586	(219,457)
Health and welfare	190,568	191,000	185,717	5,283
Culture and recreation	22,500	22,500	20,000	2,500
Capital projects	1,500	1,500	1,500	
Economic development	233,810	198,086	202,668	(4,582)
Total expenditures	7,121,536	6,803,863	6,581,354	222,509
Excess (deficiency) of revenues over expenditures	394,766	1,286,323	1,487,890	201,567
Other financing sources (uses):				
Operating transfers in			86,828	86,828
Operating transfers out	(550,257)	(550,257)	(550,257)	
Total other financing sources (uses)	(550,257)	(550,257)	(463,429)	86,828
Excess (deficiency) of revenues and other sources over expenditures and other uses	(155,491)	736,066	1,024,461	288,395
Fund balances at beginning of year	4,789,225	5,417,098	5,408,545	(8,553)
Fund balances at end of year	\$ 4,633,734	\$ 6,153,164	\$ 6,433,006	\$ 279,842

See accompanying note to the required supplementary schedule.

Bossier Parish Policy Jury  
 Benton, Louisiana  
 Required Supplementary Information  
 Budgetary Comparison Schedule  
 Highway Fund  
 For the Year Ended December 31, 2019

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget
	Original	Final		Positive (Negative)
<b>Revenues:</b>				
Ad valorem taxes	\$ 2,100,000	\$ 1,900,000	\$ 1,972,117	\$ 72,117
Sales tax	7,600,000	8,025,000	8,036,185	11,185
Gaming Tax	1,200,000	1,100,000	1,152,281	52,281
License and permits	415,000	315,000	322,367	7,367
Intergovernmental revenues	8,793,000	8,252,882	7,205,011	(1,047,871)
Fines and forfeitures	270,000	180,000	155,874	(24,126)
Use of money and property	20,000	130,000	302,361	172,361
Other revenues	4,880,000	1,589,071	1,311,268	(277,803)
Total revenues	<u>25,278,000</u>	<u>21,491,953</u>	<u>20,457,464</u>	<u>(1,034,489)</u>
<b>Expenditures:</b>				
Current:				
General government:				
Finance and administrative	184,000	191,395	116,638	74,757
Public works	22,943,900	20,636,272	18,521,264	2,115,008
Total expenditures	<u>23,127,900</u>	<u>20,827,667</u>	<u>18,637,902</u>	<u>2,189,765</u>
Excess (deficiency) of revenues over expenditures	<u>2,150,100</u>	<u>664,286</u>	<u>1,819,562</u>	<u>1,155,276</u>
<b>Other financing sources (uses):</b>				
Operating transfer in			17,162	17,162
Operating transfers out	(985,700)	(985,700)	(1,257,840)	(272,140)
Total other financing sources (uses)	<u>(985,700)</u>	<u>(985,700)</u>	<u>(1,240,678)</u>	<u>(254,978)</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	1,164,400	(321,414)	578,884	900,298
Fund balances at beginning of year	<u>4,787,351</u>	<u>8,057,435</u>	<u>7,795,029</u>	<u>(262,406)</u>
Fund balances at end of year	<u>\$ 5,951,751</u>	<u>\$ 7,736,021</u>	<u>\$ 8,373,913</u>	<u>\$ 637,892</u>

See accompanying note to the required supplementary schedule.

Bossier Parish Policy Jury  
 Benton, Louisiana  
 Required Supplementary Information  
 Budgetary Comparison Schedule  
 Library Fund  
 For the Year Ended December 31, 2019

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget
	Original	Final		Positive (Negative)
Revenues:				
Ad valorem taxes	\$ 7,400,000	\$ 7,225,000	\$ 7,501,690	\$ 276,690
Intergovernmental revenues	162,000	162,000	167,693	5,693
Fees, charges, and commissions for services	40,000	44,000	45,685	1,685
Fines and forfeitures	10,000	4,600	4,753	153
Use of money and property	50,000	198,795	220,481	21,686
Other revenues	17,000	15,245	11,233	(4,012)
Total revenues	7,679,000	7,649,640	7,951,535	301,895
Expenditures:				
Current:				
General government:				
Finance and administrative	230,000	233,545	233,543	2
Culture and recreation	7,449,000	7,384,650	6,996,105	388,545
Total expenditures	7,679,000	7,618,195	7,229,648	388,547
Excess (deficiency) of revenues over expenditures		31,445	721,887	690,442
Other financing sources (uses):				
Operating transfers out	(3,000,000)	(3,000,000)	(3,000,000)	
Total other financing sources (uses)	(3,000,000)	(3,000,000)	(3,000,000)	
Excess (deficiency) of revenues and other sources over expenditures and other uses	(3,000,000)	(2,968,555)	(2,278,113)	690,442
Fund balances at beginning of year	11,712,885	11,712,885	11,711,989	(896)
Fund balances at end of year	\$ 8,712,885	\$ 8,744,330	\$ 9,433,876	\$ 689,546

See accompanying note to the required supplementary schedule.

Bossier Parish Policy Jury  
 Benton, Louisiana  
 Required Supplementary Information  
 Budgetary Comparison Schedule  
 Corrections Fund  
 For the Year Ended December 31, 2019

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget
	Original	Final		Positive (Negative)
Revenues:				
Ad valorem taxes	\$ 3,025,000	\$ 2,935,000	\$ 3,048,931	\$ 113,931
Intergovernmental revenues	96,807	91,841	204,760	112,919
Fees, charges, and commissions for services	120,000	20,000	18,086	(1,914)
Use of money and property	40,000	95,000	98,802	3,802
Other revenues	135,420	139,792	29,928	(109,864)
Total revenues	3,417,227	3,281,633	3,400,507	118,874
Expenditures:				
Current:				
General government:				
Finance and administrative	94,000	95,021	95,022	(1)
Public safety	4,151,694	3,271,670	2,974,501	297,169
Total expenditures	4,245,694	3,366,691	3,069,523	297,168
Excess (deficiency) of revenues over expenditures	(828,467)	(85,058)	330,984	416,042
Other financing sources (uses):				
Operating transfers in	50,257	50,257	50,257	
Total other financing sources (uses)	50,257	50,257	50,257	
Excess (deficiency) of revenues and other sources over expenditures and other uses	(778,210)	(34,801)	381,241	416,042
Fund balances at beginning of year	4,026,325	4,243,069	4,243,069	
Fund balances at end of year	\$ 3,248,115	\$ 4,208,268	\$ 4,624,310	\$ 416,042

See accompanying note to the required supplementary schedule.

Bossier Parish Policy Jury  
 Benton, Louisiana  
 Required Supplementary Information  
 Budgetary Comparison Schedule  
 Capital Improvements  
 For the Year Ended December 31, 2019

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget
	Original	Final		Positive (Negative)
Revenues:				
Sales tax	\$ 8,800,000	\$ 9,400,000	\$ 9,572,055	\$ 172,055
Use of money and property	35,000	120,000	138,371	18,371
Other revenues		930,200	1,107,261	177,061
Total revenues	<u>8,835,000</u>	<u>10,450,200</u>	<u>10,817,687</u>	<u>367,487</u>
Expenditures:				
Current:				
General government:				
Other Administration	4,011,632	3,287,570	3,277,598	9,972
Public works	172,100	1,009,801	994,598	15,203
Health and Welfare	223,000	226,200	89,199	137,001
Total expenditures	<u>4,406,732</u>	<u>4,523,571</u>	<u>4,361,395</u>	<u>162,176</u>
Excess (deficiency) of revenues over expenditures	<u>4,428,268</u>	<u>5,926,629</u>	<u>6,456,292</u>	<u>529,663</u>
Other financing sources (uses):				
Operating transfers out	(6,064,700)	(6,964,700)	(6,921,350)	43,350
Total other financing sources (uses)	<u>(6,064,700)</u>	<u>(6,964,700)</u>	<u>(6,921,350)</u>	<u>43,350</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	(1,636,432)	(1,038,071)	(465,058)	573,013
Fund balances at beginning of year	<u>5,544,106</u>	<u>5,544,106</u>	<u>8,384,145</u>	<u>2,840,039</u>
Fund balances at end of year	<u>\$ 3,907,674</u>	<u>\$ 4,506,035</u>	<u>\$ 7,919,087</u>	<u>\$ 3,413,052</u>

See accompanying note to the required supplementary schedule.

Bossier Parish Police Jury  
 Benton, Louisiana  
 Note to Required Supplementary Information  
 December 31, 2019

Budget comparison statements included in the accompanying financial statements include the original adopted budgets and all subsequent amendments. There was one amendment to the budget during 2019. For GAAP basis financial reporting, the General fund includes activities of the Juvenile Detention, Capital Projects Reserve and Sewer Operation funds, as those funds do not meet the criteria to be classified as special revenue funds.

The following schedule reconciles excess (deficiency) of revenues and other sources over expenditures and other uses on the statement of revenues, expenditures and changes in fund balances (budget - cash basis) with the amounts shown on the statement of revenues, expenditures and changes in fund balances (GAAP basis):

	<u>General Fund</u>	<u>Highway Fund</u>	<u>Library Fund</u>	<u>Corrections</u>	<u>Capital Improvement</u>
Excess (Deficiency) of revenue and other expenditures and other uses (budget basis)	\$ 1,024,461	\$ 578,884	\$ (2,278,113)	\$ 381,241	\$ (465,058)
Adjustments:					
Revenue accruals - net	(79,844)	(190,191)	(126,728)	(46,723)	(87,907)
Expenditures accruals - net	(28,803)	(597,288)	(29,791)	2,279	145,907
Revenue, transfers, and Other financing sources:					
Juvenile Detention	1,315,774				
Sewer Operatins	590,000				
Capital Project Reserve	1,047,439				
Expenditures, transfers, and Other financing uses:					
Juvenile Detention	(1,300,129)				
Sewer Operations	(512,609)				
Capital Project Reserve	(790,725)				
Excess (deficiency) of revenues and other sources over expenditures and other uses (GAAP basis)	<u>\$ 1,265,564</u>	<u>\$ (208,595)</u>	<u>\$ (2,434,632)</u>	<u>\$ 336,797</u>	<u>\$ (407,058)</u>

Bossier Parish Police Jury  
 Benton, Louisiana  
 Schedule of Changes in Total OPEB Liability and Related Ratios

	<u>2019</u>	<u>2018</u>
<b>Total OPEB Liability</b>		
Service cost	\$ 411,892	\$ 340,554
Interest	421,002	387,854
Differences between expected and actual experience	322,449	(195,822)
Changes of assumptions	2,962,961	(1,170,885)
Benefit payments	<u>(354,980)</u>	<u>(381,416)</u>
<b>Net change in total OPEB liability</b>	3,763,324	(1,019,715)
<b>Total OPEB liability - beginning</b>	<u>10,445,833</u>	<u>11,465,548</u>
<b>Total OPEB liability - ending</b>	<u><u>\$ 14,209,157</u></u>	<u><u>\$ 10,445,833</u></u>
Covered-employee payroll	\$ 7,383,474	\$ 7,099,495
Total OPEB liability as a percentage of covered-employee payroll	192.45%	147.13%

Notes to Schedule:

*Benefit Changes.* There were no changes of benefit terms for the year ended December 31, 2019.

*Changes of Assumptions.* The discount rate as of 12/31/2018 was 4.10% and it changed to 2.74% as of 12/31/19.

*No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.*

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

Bossier Parish Police Jury  
 Benton, Louisiana  
 Schedule of Contributions  
 For the Year Ended December 31, 2019

Parochial Employees' Retirement System

Year Ended December 31	Statutorily Required Contribution	Contributions in relation to the statutorily required contribution	Contribution Deficiency (Excess)	Covered-employee payroll	Contributions as a percentage of covered-employee payroll
2019	\$ 1,154,990	\$ 1,154,990	\$	\$ 10,043,388	11.50%
2018	1,061,657	1,061,657		9,231,800	11.50%
2017	1,102,472	1,102,472		8,819,685	12.50%
2016	1,149,203	1,149,203		8,840,019	13.00%
2015	1,227,901	1,227,901		8,468,282	14.50%

\*Amounts presented were determined as of the end of the fiscal year (December 31).

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

Bossier Parish Police Jury  
 Benton, Louisiana  
 Schedule of Proportionate Share of Net Pension Liability  
 For the Year Ended December 31, 2019

Parochial Employees' Retirement System

Year Ended December 31	Proportion of the net pension liability (asset)	Proportionate share of the net pension liability (asset)	Covered-employee payroll	Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	Plan fiduciary net position as a percentage of the total pension liability
2019	1.51801%	\$ 6,737,482	\$ 9,332,145	72.20%	88.86%
2018	1.43379%	(1,064,228)	9,231,800	-11.53%	101.98%
2017	1.48283%	3,053,911	8,840,019	34.55%	94.15%
2016	1.61434%	3,912,591	8,468,283	46.20%	92.23%
2015	1.48599%	393,600	7,954,740	4.95%	99.15%

\*Amounts presented were determined as of the measurement date.

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

Bossier Parish Police Jury  
Benton, Louisiana  
Supplemental Information Schedules –  
Combining Schedules for Non-Major Funds  
As of and for the Year Ended December 31, 2019

**Health Unit Fund**

The Health Unit Fund accounts for the maintenance and operation of the parish health unit. Financing is provided by a special parish-wide ad valorem tax and interest earnings.

**Law Enforcement Fund**

Act 582 of 2004 increased the witness fee paid to off-duty law enforcement officers in criminal cases from \$25 per day per case to \$50 per day per case, up to a maximum of \$150 per day. The act stipulated that no parish would be required to appropriate general fund money for payment of these fees, and provided for a special fund to be established for payment. The 26<sup>th</sup> Judicial District Court judges are taxing defendants to pay witness fees associated with their cases.

**Criminal Court Fund**

The Criminal Court Fund was created by Section 571.11 of Title 15 of the Louisiana Revised Statutes of 1950, which provides that fines and forfeitures imposed by district courts and district attorney conviction fees in criminal cases be transferred to the parish treasurer and deposited in a special criminal court fund account to be used for the expenses of the criminal court of the parish. Expenditures are made from the fund on motion of the district attorney and approval of the district judge. The statute also requires that one-half of the surplus (fund balance) remaining in the fund at December 31 of each year be transferred to the parish General Fund.

**The Section 8 Fund**

The Section 8 fund accounts for the operation of a Section 8 Housing Subsidy Program funded by the United States Department of Housing and Urban Development. The program provides housing assistance payments to participating owners on behalf of eligible tenants to provide decent, safe and sanitary housing for low-income families at rents they can afford. Housing assistance payments are used to make up the difference between the approved rent due to the owner for the dwelling unit and the occupant family's required contribution toward the rent.

**Highway Certificates of Indebtedness Sinking Fund**

The Highway Certificates of Indebtedness Sinking Fund is used to account for the accumulation of resources for and the repayment of debt on certificates of indebtedness issued for purposes of rural road construction.

**Sales Tax Bonds Sinking Fund**

The Sales Tax Bonds Sinking Fund is used to account for the accumulation of resources for and the repayment of debt on certificates of indebtedness issued for purposes of courthouse improvements/renovations and construction of a new maximum security jail.

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Supplemental Information Schedules –  
Combining Schedules for Non-Major Funds  
As of and for the Year Ended December 31, 2019  
(Continued)

**General Capital Projects**

The General Capital Projects Fund accounts for boarding fee funds received from three of the riverboats in Bossier Parish as well as the proceeds from taxes levied on slot machine proceeds. This money is to be utilized for various Capital Projects

**Industrial Park Construction Fund**

The Industrial Park Construction Fund accounts for financial resources used to acquire and construct facilities at the industrial park.

**Airline Drive Construction Fund**

The Airline Drive Construction Fund was created to account for the construction/improvement of Airline Drive in Bossier Parish.

**Parks and Recreation Fund**

The Parks and Recreation Fund was created to account for funds received from mineral leases to be used for the improvement of various parks and recreation facilities in Bossier Parish.

**2019 Bond Construction Fund**

The 2019 Bond Construction Fund was created to account for the construction and improvements funded by the series 2019 Revenue Bonds.

**LCDA Sinking Fund**

The LCDA Sinking Fund is used to account for the accumulation of resources for and the repayment of debt on revenue bonds issued for purposes of acquiring, constructing or improving streets and roads, parks and recreational facilities, and economic development facilities within the parish, title to which shall be in the public.

**North / South Corridor Construction**

The North/South Corridor Construction Fund was created to account for funds for acquiring right-of-ways for the future North/South Corridor Construction Project.

**Library Construction**

The Library Construction fund was created to account for the construction and improvements of Library buildings in Bossier Parish.

**LCDBG Fund**

The LCDBG fund was created to account for the use of the Louisiana Community Block Grant funds received.

Bossier Parish Police Jury  
 Benton, Louisiana  
 Combining Balance Sheet  
 Non-major Governmental Funds  
 December 31, 2019

	Health Unit	Law Enforcement	Criminal Court	Section 8 Fund	Highway Certificates of Indebtedness Sinking Fund
<b>Assets</b>					
Cash and cash equivalents	\$ 331,034	\$ 191,959	\$	\$ 540,157	\$ 221,853
Receivables	811,159	104	123,401		19
Restricted cash					207,835
Due from other fund			47,456	6,392	
Total assets	<u>\$ 1,142,193</u>	<u>\$ 192,063</u>	<u>\$ 170,857</u>	<u>\$ 546,549</u>	<u>\$ 429,707</u>
<b>Liabilities, Deferred Inflows of Resources, and Fund Balances</b>					
<b>Liabilities:</b>					
Accounts payable	\$ 42,146	\$ 50	\$ 127,943	\$ 34,590	\$
Due to other fund					
Total liabilities	<u>42,146</u>	<u>50</u>	<u>127,943</u>	<u>34,590</u>	
<b>Deferred Inflows of Resources:</b>					
Unavailable revenue					
Ad valorem taxes	842,492				
Total deferred inflows of resources	<u>842,492</u>				
<b>Fund balances:</b>					
Restricted	113,498	192,013		511,959	207,834
Assigned	144,057		42,914		221,873
Total fund balances	<u>257,555</u>	<u>192,013</u>	<u>42,914</u>	<u>511,959</u>	<u>429,707</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 1,142,193</u>	<u>\$ 192,063</u>	<u>\$ 170,857</u>	<u>\$ 546,549</u>	<u>\$ 429,707</u>

(Continued)

Bossier Parish Police Jury  
 Benton, Louisiana  
 Combining Balance Sheet  
 Non-major Governmental Funds  
 December 31, 2019  
 (Continued)

	Sales Tax Bond Sinking	General Capital Projects	Industrial Park	Airline Drive Construction	Parks & Recreation	2019 Bond Construction Fund
<b>Assets</b>						
Cash and cash equivalents	\$	\$ 543,834	\$ 975,094	\$ 1,761,872	\$ 1,212,620	\$
Receivables		141,071	669	973	1,355	
Restricted cash	1,427,577					833,362
Due from other fund					2,569	
<b>Total assets</b>	<b>\$ 1,427,577</b>	<b>\$ 684,905</b>	<b>\$ 975,763</b>	<b>\$ 1,762,845</b>	<b>\$ 1,216,544</b>	<b>\$ 833,362</b>
<b>Liabilities, Deferred Inflows of Resources, and Fund Balances</b>						
<b>Liabilities:</b>						
Accounts payable	\$	\$ 85,915	\$ 38,531	\$ 19,000	\$ 130,629	\$ 167,255
Due to other fund						
<b>Total liabilities</b>		<b>85,915</b>	<b>38,531</b>	<b>19,000</b>	<b>130,629</b>	<b>167,255</b>
<b>Deferred Inflows of Resources:</b>						
Unavailable revenue						
Ad valorem taxes						
<b>Total deferred inflows of resources</b>						
<b>Fund balances:</b>						
Restricted	1,427,577					638,455
Assigned		598,990	937,232	1,743,845	1,085,915	27,652
<b>Total fund balances</b>	<b>1,427,577</b>	<b>598,990</b>	<b>937,232</b>	<b>1,743,845</b>	<b>1,085,915</b>	<b>666,107</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 1,427,577</b>	<b>\$ 684,905</b>	<b>\$ 975,763</b>	<b>\$ 1,762,845</b>	<b>\$ 1,216,544</b>	<b>\$ 833,362</b>

(Continued)

Bossier Parish Police Jury  
 Benton, Louisiana  
 Combining Balance Sheet  
 Non-major Governmental Funds  
 December 31, 2019  
 (Continued)

	LCDA Sinking Fund	North/South Corridor Construction	Library Construction	LCDBG	Total Other Governmental Funds
<b>Assets</b>					
Cash and cash equivalents	\$ 43,600	\$	\$ 4,365,179	\$	\$ 10,187,202
Receivables			2,832	45,171	1,126,754
Restricted cash	106,623	374,337			2,949,734
Due from other fund					56,417
Total assets	<u>\$ 150,223</u>	<u>\$ 374,337</u>	<u>\$ 4,368,011</u>	<u>\$ 45,171</u>	<u>\$ 14,320,107</u>
<b>Liabilities, Deferred Inflows of Resources, and Fund Balances</b>					
<b>Liabilities:</b>					
Accounts payable	\$	\$	\$ 20,160	\$ 45,171	\$ 711,390
Due to other fund					
Total liabilities			<u>20,160</u>	<u>45,171</u>	<u>711,390</u>
<b>Deferred Inflows of Resources:</b>					
Unavailable revenue					
Ad valorem taxes					842,492
Total deferred inflows of resources					<u>842,492</u>
<b>Fund balances:</b>					
Restricted	106,623	374,337			3,572,296
Assigned	43,600		4,347,851		9,193,929
Total fund balances	<u>150,223</u>	<u>374,337</u>	<u>4,347,851</u>		<u>12,766,225</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 150,223</u>	<u>\$ 374,337</u>	<u>\$ 4,368,011</u>	<u>\$ 45,171</u>	<u>\$ 14,320,107</u>

Bossier Parish Police Jury  
Benton, Louisiana  
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances  
Non-major Governmental Funds  
For the Year Ended December 31, 2019

	Health Unit	Law Enforcement	Criminal Court	Section 8 Fund	Highway Certificates of Indebtedness Sinking Fund
<b>Revenues:</b>					
Ad valorem taxes	\$ 801,716	\$	\$	\$	\$
Gaming taxes					
Intergovernmental revenues	55,898			5,353,182	
Fees, charges and commissions for service		1,104	263,493		
Fines and forfeitures			978,299		
Investment earnings	6,838	2,883	3,104	16,999	2,199
Miscellaneous				29,103	
Total revenues	<u>864,452</u>	<u>3,987</u>	<u>1,244,896</u>	<u>5,399,284</u>	<u>2,199</u>
<b>Expenditures:</b>					
Current:					
Judicial		1,756	2,597,147		
Other	26,316				
Public safety	369,708				
Public works					
Health and welfare	637,514			4,780,245	
Culture and recreation					
Economic development				617,673	
Capital projects					
Capital Outlay	220,836				
Debt service:					
Principal retirement					895,000
Interest and other charges					37,959
Total expenditures	<u>1,254,374</u>	<u>1,756</u>	<u>2,597,147</u>	<u>5,397,918</u>	<u>932,959</u>
Excess (deficiency) of revenues over expenditures	<u>(389,922)</u>	<u>2,231</u>	<u>(1,352,251)</u>	<u>1,366</u>	<u>(930,760)</u>
<b>Other financing sources (uses)</b>					
Transfers in			1,400,000		1,182,840
Transfers out			(11,827)		
Debt proceeds					
Proceeds from sale of assets					
Total other financing sources	<u></u>	<u></u>	<u>1,388,173</u>	<u></u>	<u>1,182,840</u>
Excess (deficiency) of revenues and other sources over expenditures	<u>(389,922)</u>	<u>2,231</u>	<u>35,922</u>	<u>1,366</u>	<u>252,080</u>
Fund balances at beginning of year	<u>647,477</u>	<u>189,782</u>	<u>6,992</u>	<u>510,593</u>	<u>177,627</u>
Fund balances at end of year	<u>\$ 257,555</u>	<u>\$ 192,013</u>	<u>\$ 42,914</u>	<u>\$ 511,959</u>	<u>\$ 429,707</u>

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances  
Non-major Governmental Funds  
For the Year Ended December 31, 2019  
(Continued)

	Sales Tax Bond Sinking	General Capital Projects	Industrial Park	Airline Drive Construction	Parks & Recreation	2019 Bond Construction Fund
Revenues:						
Ad valorem taxes	\$	\$	\$	\$	\$	\$
Gaming taxes		1,575,267				
Intergovernmental revenues		87,394				
Fees, charges and commissions for service		535,000				
Fines and forfeitures						
Investment earnings	8,668	1,921	5,358	27,979	24,330	27,652
Miscellaneous		88,615	7,986		35,151	
Total revenues	<u>8,668</u>	<u>2,288,197</u>	<u>13,344</u>	<u>27,979</u>	<u>59,481</u>	<u>27,652</u>
Expenditures:						
Current:						
Judicial						
Other						
Public safety						
Public works		4,000		38,000		
Health and welfare						
Culture and recreation		51,000			502,424	
Economic development		919,622	43,233			613,564
Capital Outlay		209,233			251,751	1,475,819
Debt service:						
Principal retirement	3,060,000					
Interest and other charges	256,214					
Total expenditures	<u>3,316,214</u>	<u>1,183,855</u>	<u>43,233</u>	<u>38,000</u>	<u>754,175</u>	<u>2,089,383</u>
Excess (deficiency) of revenues over expenditures	<u>(3,307,546)</u>	<u>1,104,342</u>	<u>(29,889)</u>	<u>(10,021)</u>	<u>(694,694)</u>	<u>(2,061,731)</u>
Other financing sources (uses)						
Transfers in	3,273,350	34,264			940,725	
Transfers out		(1,279,601)			(150,000)	(17,162)
Debt proceeds						2,745,000
Proceeds from sale of assets			376,800			
Total other financing sources	<u>3,273,350</u>	<u>(1,245,337)</u>	<u>376,800</u>		<u>790,725</u>	<u>2,727,838</u>
Excess (deficiency) of revenues and other sources over expenditures	<u>(34,196)</u>	<u>(140,995)</u>	<u>346,911</u>	<u>(10,021)</u>	<u>96,031</u>	<u>666,107</u>
Fund balances at beginning of year	<u>1,461,773</u>	<u>739,985</u>	<u>590,321</u>	<u>1,753,866</u>	<u>989,884</u>	
Fund balances at end of year	<u>\$ 1,427,577</u>	<u>\$ 598,990</u>	<u>\$ 937,232</u>	<u>\$ 1,743,845</u>	<u>\$ 1,085,915</u>	<u>\$ 666,107</u>

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances  
Non-major Governmental Funds  
For the Year Ended December 31, 2019  
(Continued)

	LCDA Sinking Fund	North/South Corridor Construction	Library Construction	LCDBG	Total Other Governmental Funds
<b>Revenues:</b>					
Ad valorem taxes	\$	\$	\$	\$	\$ 801,716
Gaming taxes					1,575,267
Intergovernmental revenues				132,023	5,628,497
Fees, charges and commissions for service					799,597
Fines and forfeitures					978,299
Investment earnings	10,440		78,953		217,324
Miscellaneous					160,855
Total revenues	<u>10,440</u>	<u></u>	<u>78,953</u>	<u>132,023</u>	<u>10,161,555</u>
<b>Expenditures:</b>					
Current:					
Judicial					2,598,903
Other					26,316
Public safety					369,708
Public works				97,759	139,759
Health and welfare					5,417,759
Culture and recreation					553,424
Economic development					1,580,528
Capital projects			57,775		671,339
Capital Outlay			1,408,592		3,566,231
Debt service:					
Principal retirement	1,030,000				4,985,000
Interest and other charges	249,612				543,785
Total expenditures	<u>1,279,612</u>	<u></u>	<u>1,466,367</u>	<u>97,759</u>	<u>20,452,752</u>
Excess (deficiency) of revenues over expenditures	<u>(1,269,172)</u>	<u></u>	<u>(1,387,414)</u>	<u>34,264</u>	<u>(10,291,197)</u>
<b>Other financing sources (uses)</b>					
Transfers in	1,279,601		3,000,000		11,110,780
Transfers out				(34,264)	(1,492,854)
Debt proceeds					2,745,000
Proceeds from sale of assets					376,800
Total other financing sources	<u>1,279,601</u>	<u></u>	<u>3,000,000</u>	<u>(34,264)</u>	<u>12,739,726</u>
Excess (deficiency) of revenues and other sources over expenditures	10,429		1,612,586		2,448,529
Fund balances at beginning of year	<u>139,794</u>	<u>374,337</u>	<u>2,735,265</u>		<u>10,317,696</u>
Fund balances at end of year	<u>\$ 150,223</u>	<u>\$ 374,337</u>	<u>\$ 4,347,851</u>	<u>\$</u>	<u>\$ 12,766,225</u>

Bossier Parish Police Jury  
 Benton, Louisiana  
 Supplemental Information Schedule -  
 Schedule of Compensation Paid Police Jurors  
 December 31, 2019

	<u>Amount</u>
Jerome Darby	\$ 19,200
Rick Avery	19,150
Jimmy Cochran	19,200
Glenn Benton	19,200
Wanda Bennett	19,200
Paul Plummer	19,200
Robert Brotherton	19,200
Norman Craig	19,200
Douglas Rimmer	19,200
Thomas Salzer	19,200
Fred Shewmake, Jr.	19,200
Jack Skaggs	19,200
Total	\$ 230,350

The schedule of compensation paid to police jurors is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the police jurors is included in the legislative expenditures of the General Fund. In accordance with Louisiana Revised Statute 33:1233, the police jury has elected the monthly payment method of compensation.

Bossier Parish Police Jury  
Benton, Louisiana  
Schedule of Compensation, Benefits, and Other Payments to Agency Head  
For the Year Ended December 31, 2019

**Agency Head: William R. Altimus, Parish Administrator**

<b><u>Purpose</u></b>	<b><u>Amount</u></b>
Salary	\$147,595
Benefits-insurance	926
Benefits-retirement	16,973
Benefits-other	2,580
Registration fees	1,940
Special meals	840
Conference travel	6,134
Misc	838

Bossier Parish Police Jury  
Benton, Louisiana  
Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2019

Federal Grantor / Pass-Through Grantor / Program Title	Federal CFDA Number	Pass-Through Grantor's Number	Passed Through to Subrecipients	Expenditures
<u>U.S. Department of Defense</u>				
Direct Program - Payment to States in-Lieu-of Real Estate Taxes	12.112	Unknown	\$	<u>\$ 87,979</u>
<u>U.S. Department of Housing and Urban Development</u>				
Housing Voucher Cluster				
Direct Programs:				
Section 8 Housing Choice Vouchers	14.871	LA190		5,395,744
Mainstream Vouchers	14.879	LA190		<u>2,173</u>
Total Housing Voucher Cluster				<u>5,397,917</u>
Passed through Louisiana Division of Administration, Office of Community Development				
Community Development Block Grant	14.228	698953		<u>132,023</u>
Total U.S. Department of Housing and Urban Development				<u>5,529,940</u>
<u>U.S. Department of Transportation</u>				
Highway Planning and Construction Cluster				
Passed through the Louisiana Department of Transportation and Development				
Bossier North / South Corridor - Highway Planning and Construction	20.205	DE-0809(507); 700-08-0137		<u>4,953,728</u>
Total Highway Planning and Construction Cluster				<u>4,953,728</u>
Total U.S. Department of Transportation				<u>4,953,728</u>
<u>U.S. Department of Homeland Security</u>				
Passed through the Governor's Office of Homeland Security and Emergency Preparedness				
Disaster Assistance	97.036	Unknown		806,991
Hazard Mitigation Grant	97.039	Unknown		1,779,061
Emergency Management Performance Grants	97.042	Unknown		33,809
Homeland Security Grant Program	97.067	Unknown		<u>58,032</u>
Total U.S. Department of Homeland Security				<u>2,677,893</u>
<b>Total Federal Expenditures</b>				<u><u>\$ 13,249,540</u></u>

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to the Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2019

NOTE A: Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Bossier Parish Police Jury under programs of the federal government for the year ended December 31, 2019. 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 Bossier Parish Police Jury, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Bossier Parish Police Jury.

NOTE B: Summary of Significant Accounting Policies

- (1) The accompanying schedule of expenditures of federal awards is prepared on the accrual basis of accounting.
- (2) Bossier Parish Police Jury does not utilize an indirect cost rate.

NOTE C: Disaster Assistance Funds

Included in Disaster Assistance, 97.036, totaling \$806,991 are amounts received in 2019 but incurred in prior years totaling \$806,991.

# COOK & MOREHART

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SOCIETY OF LOUISIANA  
CERTIFIED PUBLIC ACCOUNTANTS

STUART L. REEKS, CPA  
J. PRESTON DELAUNE, CPA

Report on Internal Control Over Financial Reporting and on Compliance  
And Other Matters Based on an Audit of Financial Statements  
Performed In Accordance With *Government Auditing Standards*

Independent Auditors' Report

To the Members of the  
Bossier Parish Police Jury  
Benton, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to the 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, business-type activities, each major fund, and the aggregate remaining fund information of the Bossier Parish Police Jury, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Bossier Parish Police Jury's basic financial statements, and have issued our report thereon dated September 23, 2020.

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

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

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2019-001, that we consider to be a significant deficiency.

## **Compliance and Other Matters**

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

## **Bossier Parish Police Jury's Response to Finding**

Bossier Parish Police Jury's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. Bossier Parish Police 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.



Cook & Morehart  
Certified Public Accountants  
September 23, 2020

# COOK & MOREHART

*Certified Public Accountants*

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J. PRESTON DELAUNE, CPA

## Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance Required by the Uniform Guidance

### Independent Auditors' Report

To the Members of the  
Bossier Parish Police Jury  
Benton, Louisiana

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

We have audited the Bossier 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 Bossier Parish Police Jury's major federal programs for the year ended December 31, 2019. The Bossier 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 Bossier 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 Bossier Parish Police Jury's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

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

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

In our opinion, the Bossier 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, 2019.

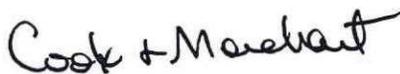
### **Report on Internal Control Over Compliance**

Management of the Bossier 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 our audit of compliance, we considered the Bossier 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 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 Bossier 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 our 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.



Cook & Morehart  
Certified Public Accountants  
September 23, 2020

Bossier Parish Police Jury  
 Benton, Louisiana  
 Summary Schedule of Prior Audit Findings  
 December 31, 2019

There were no findings for the prior year audit for the year ended December 31, 2018.

Schedule of Finding and Questioned Costs  
 December 31, 2019

**A. Summary of Audit Results**

Financial Statements

Type of audit report issued :

Unmodified-governmental activities, business-type activities, each major fund, aggregate remaining fund information

Adverse-aggregate discretely presented component units

Internal control over financial reporting :

Material weaknesses 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 weaknesses identified :  yes  no  
 Significant deficiencies identified :  yes  none reported

Type of auditors' report issued on compliance for major federal programs : Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)  yes  no

Identification of major federal programs :

Bossier North / South Corridor  
 Highway Planning and Construction CFDA# 20.205  
 Hazard Mitigation Grant CFDA #97.039

Dollar threshold used to distinguish between type A and type B programs : \$750,000

Auditee qualified as low risk :  yes  no

Bossier Parish Police Jury  
Benton, Louisiana  
Schedule of Finding and Questioned Costs  
December 31, 2019  
(Continued)

**B. Findings – Financial Statements Audit:**

**2019-001 – Significant Deficiency**

*Condition:* During 2019, the Consolidated Waterworks / Sewerage District No. 1 and No. 2 changed the software utilized for certain billings for water and sewer customers. Due to difficulties in implementing the new software, the accounting records were not maintained on a current basis for three to four months of the year. The daily work was also not reconciled to the accounting records during that time period.

*Criteria:* Controls should be in place to ensure the accounting records are maintained on a current basis, along with documentation that the daily work is being reviewed and reconciled by personnel independent of the collection process.

*Cause:* A new billing software was implemented during 2019.

*Effect:* The accounting records were not maintained on a current basis to allow for an effective monitoring of the billing and collection of the revenues.

*Recommendation:* We recommend that controls be established to ensure that the accounting records are properly maintained on a current basis to allow for an effective monitoring of the billing operations of the water/sewerage system.

*Views of Responsible Officials and Corrective Action Plan:* We have implemented controls and checklists to ensure accounting records are maintained on a current basis and monitored by the Assistant Parish Treasurer and the Parish Treasurer on a monthly basis.

**C. Findings and Questioned Costs – Major Federal Award Programs Audit: None**

Bossier Parish Police Jury  
Benton, Louisiana  
Summary Schedule of Prior Year Audit Findings  
Schedule For Louisiana Legislative Auditor  
December 31, 2019

There were no findings for the prior year audit for the year ended December 31, 2018.

Summary Schedule of Current Year Audit Findings  
Schedule For Louisiana Legislative Auditor  
December 31, 2019

There is one finding for the current year audit period ended December 31, 2019, as described in the accompanying Schedule of Findings and Questioned Costs.

# BOSSIER PARISH POLICE JURY

P. O. Box 70

BENTON, LOUISIANA 71006

PHONE: 318-965-2329 • FAX: 318-965-3703

## CORRECTIVE ACTION PLAN

September 23, 2020

Bossier Parish Police Jury respectfully submits the following corrective action plan for the audit period ended December 31, 2019.

Name and address of independent public accounting firm:

Cook & Morehart, CPAs  
1215 Hawn Ave  
Shreveport, LA 71107

Audit period: Year Ended December 31, 2019

The finding from the December 31, 2019 schedule of findings and questioned costs is discussed below. The finding is numbered consistently with the number assigned in the schedule.

### FINDING – FINANCIAL STATEMENT AUDIT

#### 2019-001 – Significant Deficiency

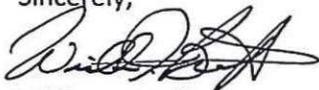
*Recommendation:* We recommend that controls be established to ensure that the accounting records are properly maintained on a current basis to allow for an effective monitoring of the billing operations of the water/sewerage system.

*Corrective Action Planned/Taken:* We have implemented controls and checklists to ensure accounting records are maintained on a current basis and monitored by the Assistant Parish Treasurer and the Parish Treasurer on a monthly basis,

**FINDINGS – FEDERAL AWARD PROGRAMS AUDIT:** None

If additional information is needed, please contact me at (318) 965-3700

Sincerely,



William J. Buffington  
Parish Treasurer

# COOK & MOREHART

*Certified Public Accountants*

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## Independent Accountants' Report on Applying Agreed-Upon Procedures

Bossier Parish Police Jury  
Benton, Louisiana  
and the Louisiana Legislative Auditor

We have performed the procedures enumerated below, which were agreed to by the Bossier Parish Police Jury and the Louisiana Legislative Auditor (LLA) on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures Year 3 (SAUPs) for the fiscal period January 1, 2019 through December 31, 2019. The Bossier Parish Police Jury's management is responsible for those C/C areas identified in the SAUPs.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of Government Auditing Standards. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

### ***Written Policies and Procedures***

1. Obtain the entity's written policies and procedures and report whether those written policies and procedures address each of the following financial/business functions (or report that the entity does not have any written policies and procedures), as applicable:
  - a) ***Budgeting***, including preparing, adopting, monitoring, and amending the budget
  - b) ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes.
  - c) ***Disbursements***, including processing, reviewing, and approving
  - d) ***Receipts***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collection for each type of revenue or agency fund additions.
  - e) ***Payroll/Personnel***, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.

- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process
- g) **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers, and (5) monitoring card usage
- h) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers
- i) **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statutes 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the entity's ethics policy.
- j) **Debt Service**, including (1) debt issuance approval, (2) Continuing disclosures/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- k) **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.

Management provided written policies and procedures addressing all of the above.

**Board (or Finance Committee, if applicable)**

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

**Bank Reconciliations**

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

**Collections**

3. 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).

Management provided the requested information, along with management's representation that the listing is complete.

5. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e. 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:
  - a) Employees that are responsible for cash collections do not share cash drawers/registers.

- b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g. pre-numbered receipts) to the deposit.
- c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.
- d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions are not responsible for collecting cash, unless another employee verifies the reconciliation.

Management provided the requested information, along with management's representation that the listing was complete. Employees responsible for collecting cash are not responsible for preparing/making bank deposits, unless another employee is responsible for reconciling collection documentation to the deposit; are not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit; and are not responsible for reconciling cash collections to the general ledger by revenue source unless another employee verifies the reconciliation, except as noted below:

*Exception:* Two (2) of the three (3) collection locations selected for testing have employees that are responsible for cash collections and that share the same cash drawer.

*Management's Response:* We will inform the Library Management Staff of the exception and will yield to their Board as to the remedy, if any, for this exception. Logistics and physical layout constraints and limitations may make this exception unavoidable. We will also address this issue with Consolidated Water Works Sewer District personnel to strengthen controls in this area.

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

All employees who have access to cash were covered by an insurance policy for theft.

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

- a) Observe that receipts are sequentially pre-numbered.
- b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
- c) Trace the deposit slip total to the actual deposit per the bank statement.
- d) Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100).
- e) Trace the actual deposit per the bank statement to the general ledger.

The Police Jury does not write receipts for non-cash collections. For the deposits selected for testing, the deposit slip total was located on the bank statement, and the actual deposit was traced to the general ledger.

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

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

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

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

Management provided the requested information, along with management's representation that the listing is complete.

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

- a) Observe that there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) was reviewed and approved, in writing, by someone other than the authorized card holder.

Monthly statements selected for testing were reviewed and approved in writing by someone other than the authorized card holder.

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

There were no finance charges or late fees on the statements selected for testing.

13. Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e. each card should have 10 transactions subject to testing). For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only).

Transactions selected for testing were supported by an original itemized receipt that identified precisely what was purchased, contained written documentation of the business purpose, and documentation of the individuals participating in meals, as applicable.

***Travel and Expense Reimbursement***

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

***Contracts***

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

***Payroll and Personnel***

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

***Ethics (excluding nonprofits)***

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

***Debt Service (excluding nonprofits)***

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

***Other***

Testing not required for this area for the fiscal period January 1, 2019 through December 31, 2019, due to no exceptions being noted in prior year.

We were not engaged to and did not conduct an examination or review, 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.

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

*Cook & Morehart*

Cook & Morehart  
Certified Public Accountants  
September 23, 2020