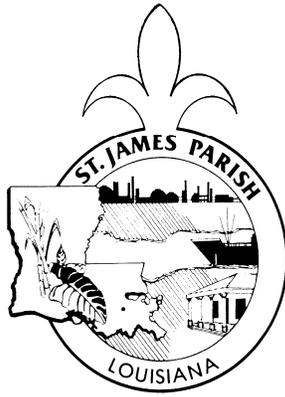


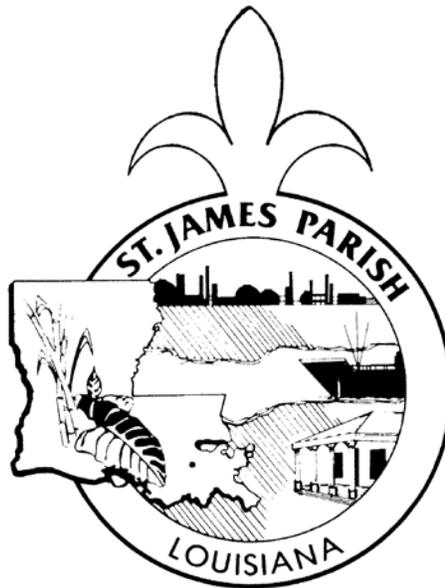
December 31, 2016

*“St. James Parish Government works together with community, business, industry, and agriculture to provide resources and services to improve our quality of life.”*

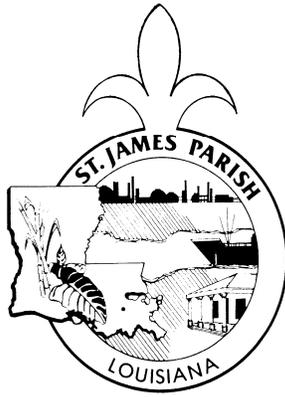


**ST. JAMES PARISH**  
State of Louisiana

Financial Statements  
As of and for the Year  
Ended December 31, 2016

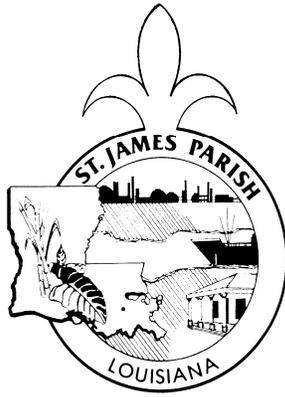


Prepared by:  
Department of Finance



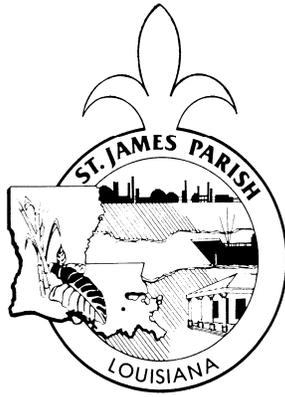
## TABLE OF CONTENTS

	<u>Statement</u>	<u>Page No.</u>
<b>INTRODUCTORY SECTION</b>		
Letter of Transmittal		1
<b>FINANCIAL SECTION</b>		
Independent Auditors' Report		2
Required Supplementary Information: Management's Discussion and Analysis		5
Basic Financial Statements:		
Government-wide Financial Statements:		
Statement of Net Position	A	17
Statement of Activities	B	18
Fund Financial Statements:		
Governmental Funds:		
Balance Sheet	C	20
Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position	D	22
Statement of Revenues, Expenditures, and Changes in Fund Balances	E	23
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	F	25
Proprietary Funds:		
Statement of Net Position	G	26
Statement of Revenues, Expenses, and Changes in Fund Net Position	H	28
Statement of Cash Flows	I	30
Notes to the Financial Statements		34
Required Supplementary Information:		
Major Governmental Funds:		
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Fund	J	84
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – Courthouse, Jail, and Public Buildings Maintenance Fund	K	85
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – CDBG - Disaster Recovery Projects Fund	L	86
	<u>Schedule</u>	
Schedule of Funding Progress for Other Post-Employment Benefit Plan	1	87
Schedule of Proportionate Share of Net Pension Liability	2	88
Schedule of Pension Contributions	3	89

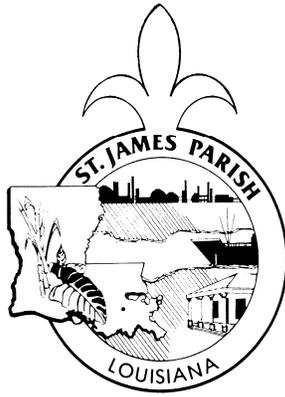


## TABLE OF CONTENTS (CONTINUED)

	<u>Schedule</u>	<u>Page No.</u>
Required Supplementary Information: (Continued)		
Notes to Schedule of Proportionate Share of Net Pension Liability and Schedule of Pension Contributions		90
Supplementary Information:		
Combining Schedules:		
Nonmajor Governmental Funds:		
Combining Balance Sheet	4	91
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances	5	92
Nonmajor Special Revenue Funds:		93
Combining Balance Sheet	6	98
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances	7	106
Nonmajor Debt Service Funds:		114
Combining Balance Sheet	8	115
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances	9	116
Nonmajor Capital Projects Funds:		117
Combining Balance Sheet	10	118
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances	11	120
Schedule of Compensation, Benefits, and Other Payments to Agency Head	12	122
Schedule of Compensation Paid to Parish Council Members	13	123
Schedule of Program Revenues, Expenditures and Changes in Fund Balance – Contracts and Grants Provided Through the Louisiana Governor’s Office of Elderly Affairs (GOEA)	14	124
Schedule of Program Expenditures – Budget vs. Actual – Contracts and Grants Provided Through the Louisiana Governor’s Office of Elderly Affairs (GOEA)	15	129
<b>SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS AND OTHER SCHEDULES REQUIRED BY GOVERNMENT AUDITING STANDARDS AND UNIFORM GUIDANCE</b>		
Independent Auditors’ Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>		131
Independent Auditors’ Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance		133
Schedule of Expenditures of Federal Awards	16	135
Schedule of Findings and Questioned Costs	17	138
Summary Schedule of Prior Audit Findings	18	142
Management’s Corrective Action Plan	19	143



## INTRODUCTORY SECTION





# St. James Parish Government

P. O. Box 106  
Convent, Louisiana 70723-0106  
(225) 562-2260  
FAX (225) 562-2279  
TDD: (225) 562-8500

**Timothy P. Roussel**  
Parish President

**Michelle N. Octave**  
Chief Administrative Officer

June 30, 2017

Office of the Legislative Auditor  
Attn: Ms. Suzanne Elliot  
1600 Riverside North  
P. O. Box 94397  
Baton Rouge, LA 70804-9397

Dear Ms. Elliot:

In accordance with Louisiana Revised Statute 24:514, enclosed are the annual financial statements for St. James Parish as of and for the fiscal year ended December 31, 2016. The report includes all funds under the control and oversight of the Parish. The following component unit of the parish has been included within the accompanying report:

St. James Parish Hospital

The accompanying financial statements have been prepared in accordance with generally accepted accounting principles.

Sincerely yours,

*Chantal T. Waguespack*

Chantal T. Waguespack  
Director of Finance

Enclosures

---

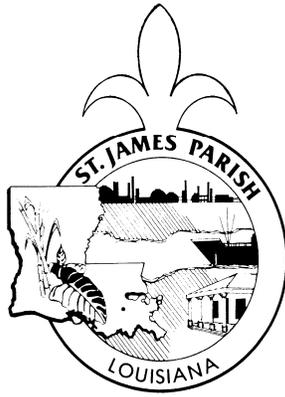
**Blaise J. Gravois**  
Director of  
Operations

**Chantal T. Waguespack**  
Director of  
Finance

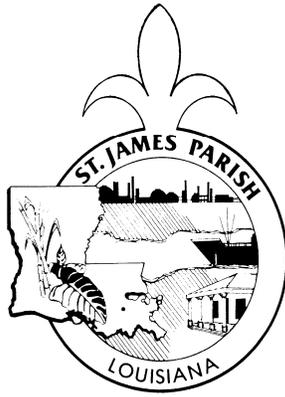
**Bedar W. Warren**  
Director of  
Human Resources

**Francis Hymel, Jr.**  
Director of  
Emergency Preparedness

---



## FINANCIAL SECTION



## Independent Auditors' Report

To the President and Members  
St. James Parish Council  
Convent, Louisiana

### **Report on the Financial Statements**

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 St. James Parish, State of Louisiana, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise St. James Parish's basic financial statements as listed in the table of contents. We did not audit the financial statements of the discretely presented component unit, St. James Parish Hospital, which reflects 100 percent of the assets, net position, and revenues of the discretely presented component units' activities.

### ***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 misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of St. James Parish Hospital, which represents 100 percent of the assets, net position, and revenues of the discretely presented component units. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for St. James Parish Hospital, is based solely on the report of the other auditors. 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.

### ***Opinions***

In our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of St. James Parish, State of Louisiana, as of December 31, 2016, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 through 16, the budgetary comparison information on pages 84 through 86, the Schedule of Funding Progress for Other Post-Employment Benefit Plan on page 87, the Schedule of Proportionate Share of the Net Pension Liability on page 88, the Schedule of Pension Contributions on page 89, and the notes to the Schedule of Proportionate Share of Net Pension Liability and Schedule of Pension Contributions on page 90 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 and other auditors 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 St. James Parish's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, the schedule of compensation, benefits, and other payments to agency head, the schedule of compensation paid to parish council members, the schedule of program revenues, expenditures and changes in fund balance – contracts and grants provided through the Louisiana Governor's Office of Elderly Affairs (GOEA), the schedule of program expenditures – budget vs. actual – contracts and grants provided through the Louisiana Governor's Office of Elderly Affairs (GOEA) are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements of St. James Parish, State of Louisiana.

The combining and individual nonmajor fund financial statements, the schedule of compensation, benefits, and other payments to agency head, the schedule of compensation paid to parish council members, the schedule of program revenues, expenditures and changes in fund balance – contracts and grants provided through the Louisiana Governor’s Office of Elderly Affairs (GOEA), the schedule of program expenditures – budget vs. actual – contracts and grants provided through the Louisiana Governor’s Office of Elderly Affairs (GOEA), and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, based on our audit, the procedures performed as described above, and the report of the other auditors, the combining and individual nonmajor fund financial statements, the schedule of compensation, benefits and other payments to agency head, the schedule of compensation paid to parish council members, the schedule of program revenues, expenditures and changes in fund balance – contracts and grants provided through the Louisiana Governor’s Office of Elderly Affairs (GOEA), the schedule of program expenditures – budget vs. actual – contracts and grants provided through the Louisiana Governor’s Office of Elderly Affairs (GOEA), and the schedule of expenditures of federal awards are fairly stated in all material respects, in relation to the basic financial statements as a whole.

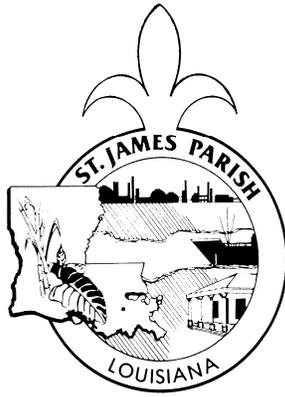
The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated June 30, 2017, on our consideration of St. James Parish, State of Louisiana’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 St. James Parish, State of Louisiana’s internal control over financial reporting and compliance.



Donaldsonville, Louisiana  
June 30, 2017



## Management's Discussion and Analysis

As management of St. James Parish we offer readers of the Parish's financial statements this narrative overview and analysis of the financial activities of the Parish government for the fiscal year ended December 31, 2016.

### Financial Highlights

- ◆ The Parish's assets exceeded its liabilities at December 31, 2016, by \$147,207,410 (net position). Unrestricted net position is \$17,739,471.
- ◆ The Parish's total net position increased \$8,211,709 over the previous year with \$3,316,901 of the increase resulting from governmental activities. Business-type activities had a \$4,894,808 increase in net position due to the donation of capital assets from the governmental activities.
- ◆ At December 31, 2016, the Parish's governmental fund statements reported combined ending fund balances of \$55,965,870, an increase of \$2,577,665. Of this amount, \$4,069,943 remains in the various fund types of the Parish as unassigned.
- ◆ The General Fund, the Parish's primary operating fund, reported a total ending fund balance of \$10,692,512, an increase in total fund balance from the last fiscal year of \$844,777.
- ◆ Total investment in capital assets increased from the prior year by \$2,947,784 as a result of donation of land of \$250,000, net increases of buildings, system improvements, improvements other than buildings, machinery and equipment, and library collection totaling \$7,756,737 and decreases due to depreciation expense totaling \$4,788,586.
- ◆ Total debt increased from the prior year by \$2,513,211 mostly due to increases in pension liability and net OPEB obligation of \$3,340,817 and \$337,500, respectively, offset by scheduled principal reduction on long-term debt by \$1,174,019.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to St. James Parish's basic financial statements. The Parish's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. There is additional supplementary information following the financial statements that may be of interest to the reader.

### Government-wide financial statements

Government-wide financial statements are designed to provide the reader with a broad overview of the Parish's financial position, in a manner similar to a private-sector business. They include a **Statement of Net Position** and a **Statement of Activities**. These statements appear on pages 17 to 19 of this report.

The **Statement of Net Position** presents the Parish's assets and deferred outflows less its liabilities and deferred inflows at year end. The difference between these assets and deferred outflows and liabilities and deferred inflows is reported as net position. Changes in net position over time may serve as a useful indicator of whether the financial position of the Parish is improving or deteriorating.

The **Statement of Activities** presents information showing how the Parish's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (for example, accounts payable and earned but unused vacation leave).

Both statements attempt to distinguish functions of the Parish that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). Governmental activities include general government, public safety, highways and streets, sanitation, public housing, public transportation, health and welfare, culture and recreation, and economic development and assistance expenditures. Business-type activities include gas and water distribution and youth detention.

The government-wide financial statements include not only St. James Parish itself (the *primary government*), but also separate legal governmental entities (*component units*) to which the Parish may be obligated to provide financial assistance. Component units are presented as separate columns in fund financial statements. The component unit agencies issue separate, independently audited financial statements. Financial statements for each of the individual component units may be obtained at the component unit's administrative offices.

### **Fund financial statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Parish, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the Parish's funds can be divided into two categories: governmental funds and proprietary funds.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. Unlike the government-wide financial statements, however, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Parish's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds' balance sheet and the governmental funds' statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Parish maintains 54 individual governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds' statement of revenues, expenditures, and changes in fund balances for the General Fund, the Courthouse, Jail, and Public Buildings Maintenance Fund, and the CDBG Disaster Recovery Projects Fund, all of which are considered to be major funds. Data from the other 51 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements as supplementary information.

The basic governmental fund financial statements can be found on pages 20 to 25 of this report.

**Proprietary funds.** The Parish maintains and presents two types of proprietary funds: enterprise and internal service, which can be found on pages 26 to 33 of this report.

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Parish has two enterprise funds, the St. James Parish Gas & Water Distribution System Fund, which accounts for expenses to distribute natural gas & water, and the St. James Youth Center Fund, which accounts for the expenses for juvenile detention.

Internal service funds are an accounting tool used to accumulate and allocate costs internally among various functions. The Parish uses an internal service fund to account for its self-insured health insurance program. Because this service predominately benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The St. James Parish Gas & Water Distribution System Fund and the St. James Youth Center Fund are considered to be major funds of the Parish.

**Notes to financial statements.** The notes provide additional information that is essential to a full understanding of the information provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 34 to 82 of this report.

**Other information.** The combining statements referred to earlier in connection with nonmajor governmental funds are presented as supplementary information. Combining fund statements and schedules can be found on pages 91 to 121 of this report.

### **Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of the Parish's financial position. In the case of St. James Parish, governmental activities' assets exceeded liabilities by \$118,469,061 at December 31, 2016.

The following table reflects the condensed Statement of Net Position for 2016 and 2015:

St. James Parish  
Condensed Statement of Net Position  
December 31, 2016 and 2015

	Governmental Activities		Business-Type Activities		Total	
	2016	2015	2016	2015	2016	2015
Current and other assets	\$63,591,040	\$61,517,248	\$14,213,559	\$11,980,576	\$77,804,599	\$73,497,824
Capital assets	66,390,442	66,294,696	15,879,896	13,027,858	82,270,338	79,322,554
Total assets	<u>129,981,482</u>	<u>127,811,944</u>	<u>30,093,455</u>	<u>25,008,434</u>	<u>160,074,937</u>	<u>152,820,378</u>
Deferred outflows of resources	<u>4,725,015</u>	<u>1,896,283</u>	<u>671,245</u>	<u>235,540</u>	<u>5,396,260</u>	<u>2,131,823</u>
Long term liabilities outstanding	12,004,411	9,950,564	926,854	563,107	12,931,265	10,513,671
Other liabilities	<u>3,686,618</u>	<u>4,418,203</u>	<u>1,022,471</u>	<u>815,799</u>	<u>4,709,089</u>	<u>5,234,002</u>
Total liabilities	<u>15,691,029</u>	<u>14,368,767</u>	<u>1,949,325</u>	<u>1,378,906</u>	<u>17,640,354</u>	<u>15,747,673</u>
Deferred inflows of resources	<u>546,407</u>	<u>187,300</u>	<u>77,026</u>	<u>21,527</u>	<u>623,433</u>	<u>208,827</u>
Net position:						
Net investment in capital assets	61,408,991	60,873,245	15,879,896	13,027,858	77,288,887	73,901,103
Restricted	52,179,052	49,214,805	-	-	52,179,052	49,214,805
Unrestricted	<u>4,881,018</u>	<u>5,064,110</u>	<u>12,858,453</u>	<u>10,815,683</u>	<u>17,739,471</u>	<u>15,879,793</u>
Total net position	<u>\$118,469,061</u>	<u>\$115,152,160</u>	<u>\$ 28,738,349</u>	<u>\$ 23,843,541</u>	<u>\$147,207,410</u>	<u>\$138,995,701</u>

Approximately 51.8% (\$61,408,991) of the Parish's governmental net position as of December 31, 2016, reflects the government's investment in capital assets (land, buildings, infrastructure, machinery and equipment) less any related outstanding debt used to acquire those assets. The Parish uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Another 44.0% (\$52,179,052) of the governmental net position is subject to external restrictions on how these assets may be used, such as property tax approved by the electorate for specific purposes. The remaining governmental net position of \$4,881,018 is referred to as unrestricted.

### Governmental activities

Governmental activities account for 80.5% of the Parish's net position. One of the major components of general revenue collected by governmental activities is property taxes, which represents 45.6% of the Parish's total governmental revenue. In 2016, property taxes were assessed at a millage rate of 36.69 mills. Property tax revenue decreased \$1,992,630 to \$15,933,351, a 11.1% decrease from the previous year. Other taxes for governmental activities include Voluntary Payments In Lieu of Taxes (\$472,882), Sales and Use Taxes (\$6,194,460), Alcoholic Beverages (\$24,080) and Franchise Fees (\$134,507).

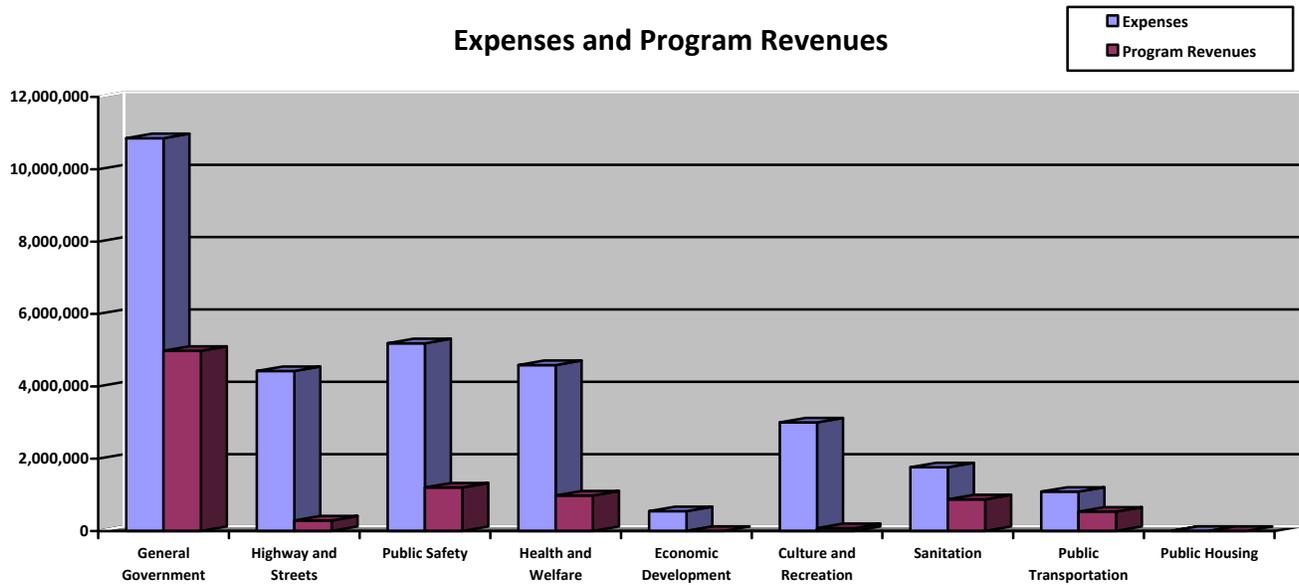
Other variances in governmental activities include:

- ◆ Sales and use tax collections decreased by \$365,687, or a 5.6% decrease. Total sales and use tax collections are comprised of parish sales and use taxes, which decreased 1.5%, and motor vehicle sales taxes, which decreased 4.1%.
- ◆ Property tax revenues decreased from \$17,925,981 to \$15,933,351, a decrease of \$1,992,630 or 11.1%. This decrease is due to a decrease in 2016 assessed valuations over 2015 valuations.
- ◆ An increase in general governmental expenses by \$2,957,997 or 37.4%, from 2015 mostly due to the donation of capital assets to St. James Parish Gas & Water Distribution System in 2016 for \$3,607,643.
- ◆ Decrease in highways and streets expenses by \$712,288 or 13.9% due to decreases in expenditures in the Parishwide Road Improvement Fund.
- ◆ Increase in public safety expenses by \$909,570 or 21.3%, mostly due to increases in expenditures in the Parishwide Drainage Maintenance Fund.

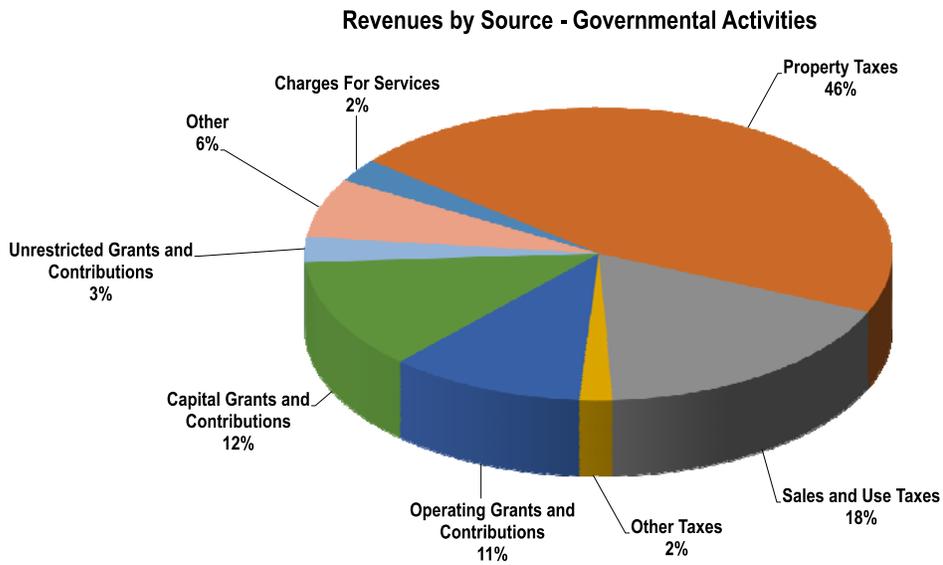
The following is a summary of activity for 2016 and 2015:

	Governmental		Business-type		Total	
	Activities		Activities			
	2016	2015	2016	2015	2016	2015
Revenues:						
Program revenues:						
Charges for services	\$ 901,054	\$ 908,092	\$5,971,791	\$5,387,067	\$6,872,845	\$6,295,159
Operating grants and contributions	3,751,821	4,633,793	113,365	121,548	3,865,186	4,755,341
Capital grants and contributions	4,283,600	4,676,266	3,607,643	656,847	7,891,243	5,333,113
General revenues:						
Property taxes	15,933,351	17,925,981	320,467	339,137	16,253,818	18,265,118
Sales and use taxes	6,194,460	6,560,147	-	-	6,194,460	6,560,147
Other taxes	631,469	559,963	-	-	631,469	559,963
Fines and forfeits	133,103	169,306	750	500	133,853	169,806
Unrestricted grants and contributions	967,196	697,027	-	-	967,196	697,027
Other general revenues	2,140,064	1,522,965	22,475	45,121	2,162,539	1,568,086
Total revenues	<u>34,936,118</u>	<u>37,653,540</u>	<u>10,036,491</u>	<u>6,550,220</u>	<u>44,972,609</u>	<u>44,203,760</u>
Expenses:						
General government	10,859,084	7,901,087	-	-	10,859,084	7,901,087
Public safety	5,188,991	4,279,421	-	-	5,188,991	4,279,421
Highways and streets	4,423,387	5,135,675	-	-	4,423,387	5,135,675
Sanitation	1,762,686	1,640,624	-	-	1,762,686	1,640,624
Public housing	2,040	1,760	-	-	2,040	1,760
Public transportation	1,086,491	979,977	-	-	1,086,491	979,977
Health and welfare	4,588,426	4,330,229	-	-	4,588,426	4,330,229
Culture and recreation	3,000,542	2,639,566	-	-	3,000,542	2,639,566
Economic development and assistance	545,160	1,650,942	-	-	545,160	1,650,942
Interest on long-term debt	194,613	234,088	-	-	194,613	234,088
Gas and water	-	-	4,804,459	4,712,158	4,804,459	4,712,158
Youth detention	-	-	337,224	399,642	337,224	399,642
Total expenses	<u>31,651,420</u>	<u>28,793,369</u>	<u>5,141,683</u>	<u>5,111,800</u>	<u>36,793,103</u>	<u>33,905,169</u>
Increase (decrease) in net position before transfers and extraordinary item	3,284,698	8,860,171	4,894,808	1,438,420	8,179,506	10,298,591
Transfers	32,203	28,312	-	23,528	32,203	51,840
Extraordinary item	-	-	-	-	-	-
Increase (decrease) in net position	<u>3,316,901</u>	<u>8,888,483</u>	<u>4,894,808</u>	<u>1,461,948</u>	<u>8,211,709</u>	<u>10,350,431</u>
Beginning net position	115,152,160	106,263,677	23,843,541	22,381,593	138,995,701	128,645,270
Cumulative effect of change in accounting principle	-	-	-	-	-	-
Ending net position, restated	<u>\$118,469,061</u>	<u>\$115,152,160</u>	<u>\$28,738,349</u>	<u>\$23,843,541</u>	<u>\$147,207,410</u>	<u>\$138,995,701</u>

The following graph is a comparison of program revenues and program expenses for all governmental activities. This chart is intended to give the reader an idea of the degree to which governmental activities are self-supporting:



The following pie chart illustrates the composition of governmental activities revenue and its percentage in relation to total government revenues:



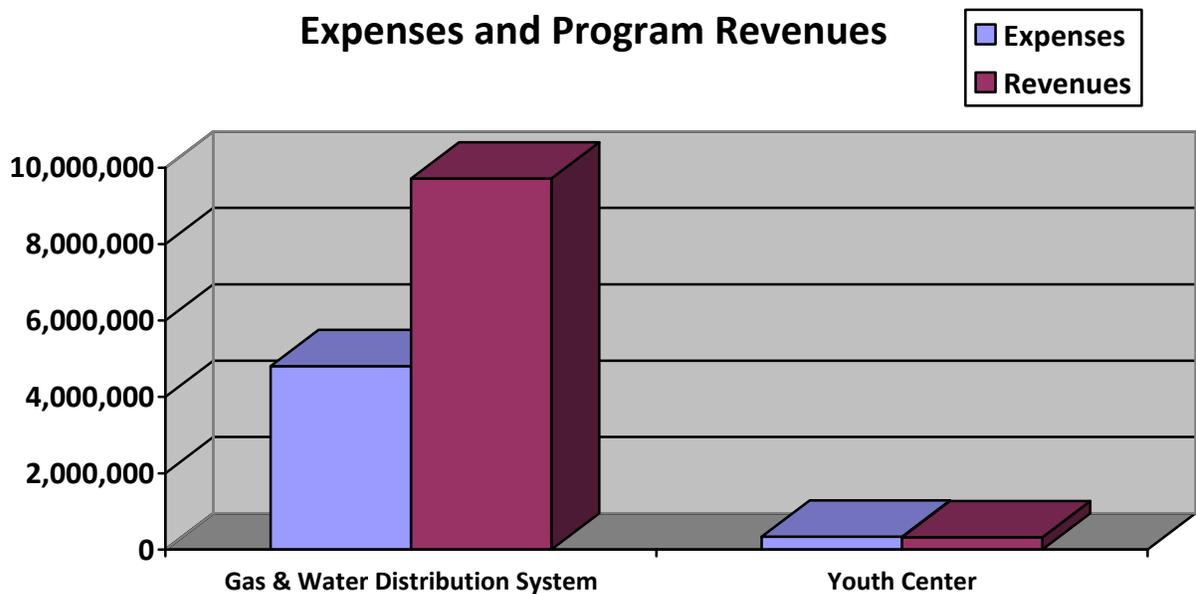
## Business-type activities

St. James Parish has two business-type activities: The St. James Parish Gas & Water Distribution System and the St. James Youth Center. The Gas & Water Distribution System's principal activities are the providing of gas and water services to the citizens and businesses of the Parish. The St. James Parish Youth Center's principal activity is to provide juvenile detention.

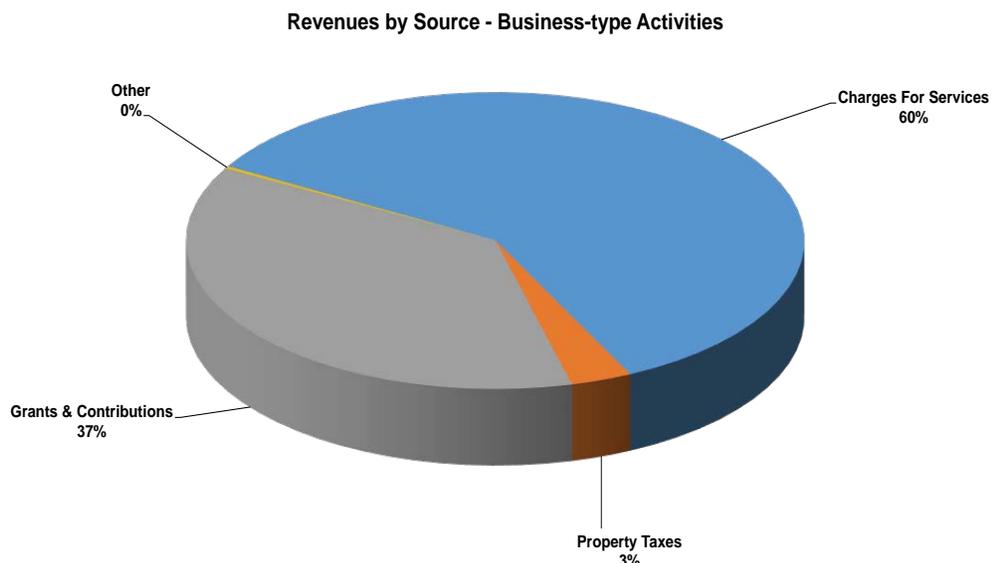
The St. James Parish Gas & Water Distribution System's net position increased \$4,909,652 in 2016, as compared to a \$1,498,245 in 2015. The increase is attributable to a capital asset donation of \$3,607,643 received related to water system improvements.

The St. James Youth Center's net position decreased \$14,844 in 2016, as compared to a \$36,297 decrease in 2015. Effective June 30, 2013, the St. James Youth Detention center was closed. The Parish had determined that it was no longer cost effective to continue operations of the center and juvenile detention operation have since been contracted out to neighboring parishes resulting in a cost reduction of the youth center's operation.

The following graph is a comparison of program revenues and program expenses for the two business-type activities.



The following pie chart illustrates the composition of business-type activities revenue and its percentage in relation to total business-type revenues:



### Financial Analysis of the Parish's Funds

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

**Governmental Funds:** The focus of governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Parish's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The combined ending fund balance for all governmental funds at December 31, 2016, was \$55,965,870. Of this amount, \$4,069,943 was included in unassigned fund balance, \$90,747 in assigned fund balance, \$660,970 was included in committed fund balance, \$50,988,248 was included in restricted fund balance, and the remaining \$155,962 was in nonspendable fund balance. The combined ending fund balance at the end of the year increased \$2,577,665 from \$53,388,205 at the end of the prior year.

The General Fund is the chief operating fund of the Parish and is considered a major fund under criteria set forth by GASB Statement No. 34. At the end of the current fiscal year, the General Fund's total fund balance was \$10,692,512 with an unassigned fund balance of \$4,563,329. Fund balance increased \$844,777 in 2016.

The Parish has two other governmental funds that are considered major funds. Those funds include the Courthouse, Jail and Public Buildings Maintenance Fund, and the CDBG Disaster Recovery Projects Fund. A brief discussion of these funds follows:

**Courthouse, Jail, and Public Buildings Maintenance Fund:** This fund manages the general operating and maintenance cost of public buildings owned by the Parish. Revenue is received from property taxes and the rental fees for parish owned public buildings. The Courthouse, Jail, and Public Buildings Maintenance Fund has a restricted fund balance of \$8,932,166 for 2016.

**CDBG Disaster Recovery Projects Fund:** This fund accounts for projects relating to hurricane disaster recovery. Funding is provided from the State of Louisiana, Division of Administration, Office of Community Development. The CDBG Disaster Recovery Projects Fund includes a fund deficit of (\$396,593) for 2016. The fund plans to receive funding from the U.S. Department of Housing and Urban Development to eliminate the fund deficit in 2017.

### **General Fund Budgetary Highlights**

Differences between the original budget and the final amended budget were \$756,400 (increase in revenues over expenditures including transfers) and can be briefly summarized as follows:

- ◆ Decrease in budgeted revenues in the amount of \$61,600 was primarily due to a decrease in budgeted sales and use taxes of \$790,700 and an increase in licenses and permits and other revenues for the amounts of \$308,900 and \$433,400, respectively.
- ◆ Decrease in budgeted expenditures by \$952,700, primarily due to a decrease in budgeted financial administration expenditures of 894,600.
- ◆ Operating transfers out increased by \$134,700.

### **Capital Asset and Debt Administration**

**Capital assets.** The Parish's investment in capital assets for its governmental and business-type activities as of December 31, 2016, amounts to \$82,270,338 (net of accumulated depreciation). This investment in capital assets includes land, buildings and system improvements, machinery and equipment, roads, and drainage systems. The total increase in capital assets for the current fiscal year was \$2,947,784 which includes a \$95,746 increase for governmental activities (less than .1%) and a \$2,852,038 increase for business-type activities (21.9%). The major additions to the Parish's capital assets were the outdoor warning system upgrade (\$719,035), donation of buildings and land (\$825,000), purchase of a fire truck (\$422,450), and completion of construction projects in 2016 – Mississippi River Trail Enhancements (\$429,838), waterline under the Mississippi River (\$3,607,643), Eastbank Wetlands Assimilation Project (\$691,007), and Cypress Park Fire Station (\$272,005). Depreciation expense for the year ended December 31, 2016 totaled \$4,788,586. Governmental activities had \$3,808,059 in depreciation expense and business-type activities' depreciation expense was \$980,527.

A summary of the Parish's capital assets (net of depreciation) follows:

St. James Parish  
Capital Assets (Net of Depreciation)

	Governmental Activities		Business-type Activities		Total	
	2016	2015	2016	2015	2016	2015
Land	\$24,806,423	\$24,556,423	\$ 1,050,000	\$ 1,050,000	\$ 25,856,423	\$ 25,606,423
Buildings	13,941,797	13,782,772	162,583	351,291	14,104,380	14,134,063
System improvements	-	-	14,352,335	11,277,001	14,352,335	11,277,001
Improvements other than buildings	4,881,882	3,088,451	-	-	4,881,882	3,088,451
Machinery and equipment	6,546,951	6,231,737	142,809	189,910	6,689,760	6,421,647
Library collection	93,063	87,209	-	-	93,063	87,209
Infrastructure	8,868,729	10,354,477	-	-	8,868,729	10,354,477
Construction in progress	7,251,597	8,193,627	172,169	159,656	7,423,766	8,353,283
<b>Total</b>	<b>\$ 66,390,442</b>	<b>\$ 66,294,696</b>	<b>\$ 15,879,896</b>	<b>\$ 13,027,858</b>	<b>\$ 82,270,338</b>	<b>\$ 79,322,554</b>

**Long-term debt**

At the end of the current fiscal year, the Parish had total debt outstanding of \$13,026,882. Of this amount, \$3,390,000 is general obligation bonds secured by property taxes. The outstanding debt also includes \$885,000 of certificates of indebtedness and \$588,000 of limited tax certificates secured by excess general revenue. A summary of the Parish's outstanding long-term obligations follows:

	Governmental Activities		Business-type Activities		Total	
	2016	2015	2016	2015	2016	2015
General obligation bonds	\$ 3,390,000	\$ 3,710,000	\$ -	\$ -	\$ 3,390,000	\$ 3,710,000
Certificates of indebtedness	885,000	1,085,000	-	-	885,000	1,085,000
Limited tax certificates	588,000	1,155,000	-	-	588,000	1,155,000
Capital lease obligation	376,455	463,474	-	-	376,455	463,474
Net OPEB obligation	2,532,488	2,206,570	384,234	372,652	2,916,722	2,579,222
Pension liability	3,303,590	392,488	475,649	45,934	3,779,239	438,422
Compensated absences	928,878	938,032	162,588	144,521	1,091,466	1,082,553
<b>Total</b>	<b>\$ 12,004,411</b>	<b>\$ 9,950,564</b>	<b>\$ 1,022,471</b>	<b>\$ 563,107</b>	<b>\$13,026,882</b>	<b>\$10,513,671</b>

Additional information on the Parish's long-term debt can be found on pages 55 to 57 of the Notes to the Financial Statements.

## **Economic Factors and Next Year's Budget and Rates**

The following factors were considered in preparing the Parish's budget for the 2017 fiscal year:

Revenues, not including operating transfers, are expected to be \$41,551,000, a decrease of 11.7% from 2016 revenues.

The Parish is heavily dependent upon taxes derived from the chemical industry. It is anticipated that property taxes will decrease by 8.4% or \$1,341,693 as compared to property tax revenue in 2016.

St. James Parish's September 2016 unemployment rate was 7.9%, as compared to the state's rate of 6.7%. (Source: Louisiana Labor Market Information, October 28, 2016).

## **Requests for Information**

This financial report is designed to provide a general overview of the finances of St. James Parish for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Department of Finance, P.O. Box 106, Convent, Louisiana, 70723.

St. James Parish  
Convent, Louisiana  
Statement of Net Position  
December 31, 2016

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	St. James Parish Hospital
<b>ASSETS</b>				
Cash and cash equivalents	\$ 24,086,494	\$ 7,564,124	\$ 31,650,618	\$ 6,514,382
Investments	18,402,627	4,534,112	22,936,739	-
Receivables (net of allowance for uncollectibles)	20,157,367	1,424,296	21,581,663	3,381,283
Notes receivable:				
Due within one year	550,000	-	550,000	-
Estimated third-party payor settlements	-	-	-	362,761
Internal balances	94,947	(94,947)	-	-
Inventories	43,382	246,084	289,466	481,542
Prepaid items	256,223	15,651	271,874	-
Restricted assets				
Cash and cash equivalents	-	523,994	523,994	-
Held by trustee for debt service	-	-	-	1,335,821
Internally designated for capital acquisition	-	-	-	11,520,245
Capital assets (net of accumulated depreciation)	66,390,442	15,879,896	82,270,338	19,792,564
Other assets, net	-	245	245	637,699
Total assets	<u>129,981,482</u>	<u>30,093,455</u>	<u>160,074,937</u>	<u>44,026,297</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pension liability	4,594,107	671,245	5,265,352	1,700,891
Deferred charge on refunding	130,908	-	130,908	1,032,889
Total deferred outflows of resources	<u>4,725,015</u>	<u>671,245</u>	<u>5,396,260</u>	<u>2,733,780</u>
<b>LIABILITIES</b>				
Accounts payable and other current liabilities	2,500,857	366,124	2,866,981	441,524
Other liabilities	26,675	-	26,675	-
Accrued expenses	1,159,086	56,047	1,215,133	949,836
Liabilities payable from restricted assets	-	504,683	504,683	-
Long-term liabilities:				
Other post-employment benefits	2,532,488	384,234	2,916,722	-
Pension liability	3,303,590	475,649	3,779,239	1,550,889
Due within one year	1,651,090	71,515	1,722,605	1,065,099
Due in more than one year	4,517,243	91,073	4,608,316	13,165,107
Total liabilities	<u>15,691,029</u>	<u>1,949,325</u>	<u>17,640,354</u>	<u>17,172,455</u>
Deferred inflows of resources				
Pension liability	546,407	77,026	623,433	221,950
<b>NET POSITION</b>				
Net investment in capital assets	61,408,991	15,879,896	77,288,887	6,102,931
Restricted for				
General government	9,050,460	-	9,050,460	-
Culture and recreation	6,441,294	-	6,441,294	-
Debt service	1,308,809	-	1,308,809	1,335,821
Capital projects	876,614	-	876,614	-
Health and welfare	7,699,936	-	7,699,936	-
Highways and streets	5,800,776	-	5,800,776	-
Public safety	15,038,947	-	15,038,947	-
Sanitation	3,746,242	-	3,746,242	-
Group health insurance claims	2,210,070	-	2,210,070	-
Other purposes	5,904	-	5,904	-
Unrestricted	4,881,018	12,858,453	17,739,471	21,926,920
Total net position	<u>\$ 118,469,061</u>	<u>\$ 28,738,349</u>	<u>\$ 147,207,410</u>	<u>\$ 29,365,672</u>

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

St. James Parish  
Convent, Louisiana  
Statement of Activities  
For the Year Ended December 31, 2016

Functions:	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government:				
Governmental activities:				
General government	\$ 10,859,084	\$ 614	\$ 1,522,807	\$ 3,458,600
Public safety	5,188,991	234,568	141,444	825,000
Highways and streets	4,423,387	-	289,713	-
Sanitation	1,762,686	592,296	281,450	-
Public housing	2,040	-	-	-
Public transportation	1,086,491	22,459	510,845	-
Health and welfare	4,588,426	-	979,162	-
Culture and recreation	3,000,542	51,117	26,400	-
Economic development and assistance	545,160	-	-	-
Interest on long-term debt	194,613	-	-	-
Total governmental activities	<u>31,651,420</u>	<u>901,054</u>	<u>3,751,821</u>	<u>4,283,600</u>
Business-type activities:				
Gas and water	4,804,459	5,971,107	113,365	3,607,643
Youth detention	337,224	684	-	-
Total business-type activities	<u>5,141,683</u>	<u>5,971,791</u>	<u>113,365</u>	<u>3,607,643</u>
Total primary government	<u>\$ 36,793,103</u>	<u>\$ 6,872,845</u>	<u>\$ 3,865,186</u>	<u>\$ 7,891,243</u>
Component Unit:				
St. James Parish Hospital	<u>\$ 27,248,560</u>	<u>\$ 23,714,192</u>	<u>\$ 89,435</u>	<u>\$ -</u>
Total component units	<u>\$ 27,248,560</u>	<u>\$ 23,714,192</u>	<u>\$ 89,435</u>	<u>\$ -</u>

General Revenues  
 Taxes  
 Property taxes  
 Voluntary payments in lieu of taxes  
 Sales and use taxes  
 Alcoholic beverages  
 Franchise fees  
 Fines and forfeits  
 Unrestricted grants and contributions  
 Interest on investments  
 Other  
 Gain (loss) on sale of fixed assets  
 Transfers  
 Total general revenues and transfers

Change in net assets

Net position - beginning  
 as previously reported  
 Adjustment for implementation of  
 GASB 68 and GASB 71  
 Net position, beginning, restated  
 Net position - ending

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

Net (Expense) Revenue and Changes in Net Position			
Primary Government			Component Unit
Governmental Activities	Business-type Activities	Total	Business-type Activities
\$ (5,877,063)	\$	\$ (5,877,063)	
(3,987,979)		(3,987,979)	
(4,133,674)		(4,133,674)	
(888,940)		(888,940)	
(2,040)		(2,040)	
(553,187)		(553,187)	
(3,609,264)		(3,609,264)	
(2,923,025)		(2,923,025)	
(545,160)		(545,160)	
(194,613)		(194,613)	
<u>(22,714,945)</u>		<u>(22,714,945)</u>	
-	4,887,656	4,887,656	
-	(336,540)	(336,540)	
-	4,551,116	4,551,116	
<u>(22,714,945)</u>	<u>4,551,116</u>	<u>(18,163,829)</u>	
			\$ (3,444,933)
			\$ (3,444,933)
15,933,351	320,467	16,253,818	2,732,079
472,882	-	472,882	-
6,194,460	-	6,194,460	-
24,080	-	24,080	-
134,507	-	134,507	-
133,103	750	133,853	-
967,196	-	967,196	-
104,635	19,091	123,726	112,194
2,055,795	534	2,056,329	2,076,888
(20,366)	2,850	(17,516)	-
32,203	-	32,203	-
<u>26,031,846</u>	<u>343,692</u>	<u>26,375,538</u>	<u>4,921,161</u>
3,316,901	4,894,808	8,211,709	1,476,228
115,152,160	23,843,541	138,995,701	27,645,424
-	-	-	244,020
<u>115,152,160</u>	<u>23,843,541</u>	<u>138,995,701</u>	<u>27,889,444</u>
<u>\$ 118,469,061</u>	<u>\$ 28,738,349</u>	<u>\$ 147,207,410</u>	<u>\$ 29,365,672</u>

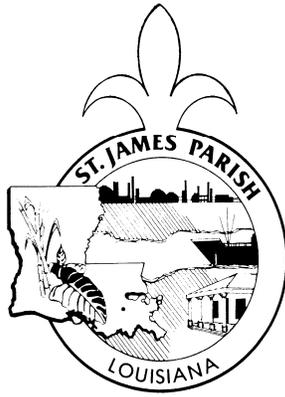
St. James Parish  
Convent, Louisiana  
Governmental Funds  
Balance Sheet  
December 31, 2016

	<u>General</u>	<u>Courthouse, Jail, and Public Buildings Maintenance</u>
<b>Assets</b>		
Cash and cash equivalents	\$ 4,740,920	\$ 1,007,168
Investments	2,721,977	3,257,973
Receivables (net of allowances for uncollectibles)	4,576,835	2,592,108
Due from other funds	197,271	2,251,903
Prepaid items	-	-
Inventory	43,382	-
Total assets	<u>\$ 12,280,385</u>	<u>\$ 9,109,152</u>
<b>Liabilities and fund balance</b>		
Liabilities:		
Accounts payable	\$ 721,115	\$ 148,056
Payroll deductions and withholdings payable	540,810	12,398
Due to other funds	253,881	-
Accrued expenses	72,067	16,532
Other liabilities	-	-
Total liabilities	<u>1,587,873</u>	<u>176,986</u>
Fund balance:		
Nonspendable- prepaid items and inventory	43,382	-
Restricted for		
Culture and recreation	-	-
Debt service	-	-
Capital projects	-	-
Health and welfare	6,085,801	-
Highways and streets	-	-
Public safety	-	-
Sanitation	-	-
General government	-	8,932,166
Other purposes	-	-
Committed for		
Judicial	-	-
Highways and streets	-	-
Assigned for		
Health and welfare	-	-
Other purposes	-	-
Unassigned	4,563,329	-
Total fund balance	<u>10,692,512</u>	<u>8,932,166</u>
Total liabilities and fund balance	<u>\$ 12,280,385</u>	<u>\$ 9,109,152</u>

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

Statement C

CDBG Disaster Recovery Projects	Nonmajor Governmental Funds	Total Governmental Funds
\$ 1,227,385	\$ 14,684,310	\$ 21,659,783
-	12,414,848	18,394,798
993,986	10,858,409	19,021,338
-	622,904	3,072,078
-	112,580	112,580
-	-	43,382
<u>\$ 2,221,371</u>	<u>\$ 38,693,051</u>	<u>\$ 62,303,959</u>
\$ 230,959	\$ 1,394,921	\$ 2,495,051
-	70,173	623,381
2,387,005	336,245	2,977,131
-	127,252	215,851
-	26,675	26,675
<u>2,617,964</u>	<u>1,955,266</u>	<u>6,338,089</u>
-	112,580	155,962
-	7,424,716	7,424,716
-	1,263,580	1,263,580
-	876,614	876,614
-	1,728,408	7,814,209
-	5,784,065	5,784,065
-	15,120,275	15,120,275
-	3,766,719	3,766,719
-	-	8,932,166
-	5,904	5,904
-	615,352	615,352
-	45,618	45,618
-	6,035	6,035
-	84,712	84,712
(396,593)	(96,793)	4,069,943
<u>(396,593)</u>	<u>36,737,785</u>	<u>55,965,870</u>
<u>\$ 2,221,371</u>	<u>\$ 38,693,051</u>	<u>\$ 62,303,959</u>



St. James Parish  
Convent, Louisiana  
Reconciliation of the Balance Sheet of  
Governmental Funds to the Statement of Net Position  
December 31, 2016

		Governmental Funds
Total fund balances per financial statements		\$ 55,965,870
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets are not reported in the fund financial statements because they are not current financial resources, but they are reported in the statement of net position.		
Cost of capital assets at December 31, 2016	139,292,431	
Less: accumulated depreciation as of December 31, 2016	(72,901,989)	66,390,442
Certain long-term assets and deferred outflows of resources are not reported in the fund financial statements because they are not available to pay current-period expenditures, but they are reported as assets and deferred outflows of resources in the statement of net position.		
Accounts receivable	195,351	
Ad valorem taxes receivable	897,838	
Loan receivable	550,000	
Prepaid assets	143,643	
Deferred loss on debt refunding	130,908	
Deferred outflows of current resources related to pension liability	4,594,107	6,511,847
Certain long-term liabilities and deferred inflows of resources are not reported as fund liabilities because they are not due and payable in the current period, but they are presented as liabilities and deferred inflows of resources in the statement of net position. Balances at December 31, 2016, are as follows:		
Accrued interest payable	(58,350)	
Bonds payable	(3,390,000)	
Certificates of indebtedness	(885,000)	
Limited tax certificates	(588,000)	
Capital leases	(376,455)	
Other post-employment benefits	(2,532,488)	
Pension liability	(3,303,590)	
Deferred inflows of current resources related to pension liability	(546,407)	
Compensated absences	(928,878)	(12,609,168)
Assets and liabilities of the Internal Service Fund related to governmental programs are not reported in the governmental fund financial statements because they are presented on a different accounting basis, but they are presented as assets and liabilities in the statement of net position.		2,210,070
Net position of governmental activities		\$ 118,469,061

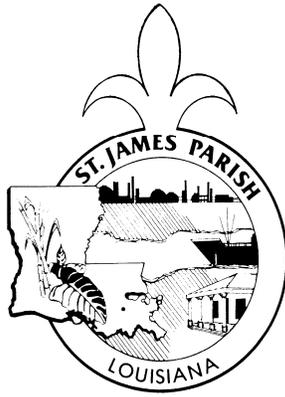
The notes to the financial statements are an integral part of this financial statement.

St. James Parish  
 Convent, Louisiana  
 Governmental Funds  
 Statement of Revenues, Expenditures, and Changes in Fund Balances  
 December 31, 2016

	General	Courthouse, Jail, and Public Buildings Maintenance
Revenues:		
Taxes:		
Property	\$ 3,600,912	\$ 2,507,012
Voluntary payments in lieu of taxes	472,882	-
Sales and use	1,548,615	-
Alcoholic beverages (beer)	24,080	-
Licenses and permits	1,053,476	-
Intergovernmental:		
Federal	36,066	-
State	817,219	127,766
Local	364,401	-
Fines and forfeits	-	-
Charges for services	614	-
Interest	15,965	16,281
In-kind contributions	-	-
Other	651,942	4,325
Total revenues	8,586,172	2,655,384
Expenditures:		
Current:		
General government	3,784,061	1,613,278
Public safety	683,064	42,846
Highways and streets	-	-
Sanitation	-	-
Public housing	2,040	-
Public transportation	-	-
Health and welfare	1,407,808	-
Culture and recreation	-	-
Economic development and assistance	511,582	-
In-kind expenses	-	-
Debt service:		
Principal	-	-
Interest and fiscal charges	-	-
Capital outlay	58,472	512,543
Total expenditures	6,447,027	2,168,667
Excess (deficiency) of revenues over (under) expenditures	2,139,145	486,717
Other financing sources (uses):		
Operating transfers in	-	1,915
Operating transfers out	(1,294,368)	(11,844)
Total other financing sources (uses)	(1,294,368)	(9,929)
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	844,777	476,788
Fund balance, beginning of year as previously reported	9,847,735	8,455,378
Equity transfer in/(out)	-	-
Fund balance, beginning of year	9,847,735	8,455,378
Fund balance, end of year	\$ 10,692,512	\$ 8,932,166

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

CDBG Disaster Recovery Projects	Nonmajor Governmental Funds	Total Governmental Funds
\$ -	\$ 9,468,102	\$ 15,576,026
-	-	472,882
-	4,645,845	6,194,460
-	-	24,080
-	-	1,053,476
3,458,600	1,789,075	5,283,741
-	502,641	1,447,626
-	162,880	527,281
-	133,103	133,103
-	900,440	901,054
-	71,265	103,511
-	70,090	70,090
-	1,224,044	1,880,311
<u>3,458,600</u>	<u>18,967,485</u>	<u>33,667,641</u>
63,623	1,030,070	6,491,032
-	3,649,963	4,375,873
1,752	2,549,697	2,551,449
9,708	1,667,511	1,677,219
-	-	2,040
-	981,189	981,189
-	3,010,867	4,418,675
2,482	2,495,688	2,498,170
-	-	511,582
-	70,090	70,090
-	1,174,019	1,174,019
-	194,027	194,027
<u>3,495,820</u>	<u>2,639,979</u>	<u>6,706,814</u>
<u>3,573,385</u>	<u>19,463,100</u>	<u>31,652,179</u>
(114,785)	(495,615)	2,015,462
-	4,617,096	4,619,011
-	(2,750,596)	(4,056,808)
-	<u>1,866,500</u>	<u>562,203</u>
(114,785)	1,370,885	2,577,665
(281,808)	35,366,900	53,388,205
-	-	-
<u>(281,808)</u>	<u>35,366,900</u>	<u>53,388,205</u>
<u>\$ (396,593)</u>	<u>\$ 36,737,785</u>	<u>\$ 55,965,870</u>



St. James Parish  
 Convent, 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, 2016

	Governmental Funds
Amounts reported for governmental activities in the statement of activities (pages 18 & 19) are different because:	
Net change in total fund balances per fund financial statements (pages 23 & 24)	\$ 2,577,665
Amounts reported for governmental activities in the statement of activities are different because:	
Capital outlays are reported as expenditures in the fund financial statements because they use current financial resources, but they are presented as assets in the statement of net position and depreciated over their estimated economic lives. This is the amount by which current capital outlays of \$6,706,814 exceeded depreciation of \$3,808,059.	2,898,755
Assets constructed in governmental activities contributed to business type activities.	(3,607,643)
Revenues that are not available to pay current obligations are not reported in the fund financial statements, but they are presented as revenues in the statement of activities.	1,287,672
Repayment of principal on long-term debt consume resources of governmental funds but do not impact net position.	1,174,019
Generally expenditures recognized in the fund financial statements are limited to only those that use current financial resources but expenses, including interest, compensated absences, pension, and OPEB, are recognized in the statement of activities when they are incurred.	(846,950)
Gains and losses are not presented in the fund financial statements because they do not provide or use current financial resources, but they are presented in the statement of activities.	(20,366)
Activities of internal service fund is reported as net revenue (expense) in the governmental activities.	383,749
The net effect of various miscellaneous transactions involving capital assets and notes receivable (i.e., sales, trade-ins, transfers, and donations) is to increase net position.	(530,000)
Change in net position of governmental activities (pages 18 & 19)	\$ 3,316,901

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

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Net Position  
December 31, 2016

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
<b>Assets</b>			
<b>Current assets:</b>			
Cash and cash equivalents	\$ 6,846,188	\$ 717,936	\$ 7,564,124
Investments	4,534,112	-	4,534,112
Receivables (net of allowances for uncollectibles)	1,108,813	315,483	1,424,296
Due from funds	80,856	-	80,856
Inventories	246,084	-	246,084
Prepaid insurance	15,638	13	15,651
Estimated third-party payor settlements	-	-	-
Other current assets	-	-	-
<b>Total current assets</b>	<b>12,831,691</b>	<b>1,033,432</b>	<b>13,865,123</b>
<b>Noncurrent assets:</b>			
<b>Restricted assets:</b>			
Cash and cash equivalents	523,994	-	523,994
Held by trustee for debt service	-	-	-
Internally designated for capital acquisition	-	-	-
<b>Total restricted assets</b>	<b>523,994</b>	<b>-</b>	<b>523,994</b>
Capital assets, net	14,727,313	1,152,583	15,879,896
Other assets	245	-	245
<b>Total noncurrent assets</b>	<b>15,251,552</b>	<b>1,152,583</b>	<b>16,404,135</b>
<b>Total assets</b>	<b>28,083,243</b>	<b>2,186,015</b>	<b>30,269,258</b>
<b>Deferred outflows of resources</b>			
Refunding of debt	-	-	-
Pension liability	671,245	-	671,245
<b>Total deferred outflows of resources</b>	<b>671,245</b>	<b>-</b>	<b>671,245</b>
<b>Total assets and deferred outflows of resources</b>	<b>28,754,488</b>	<b>2,186,015</b>	<b>30,940,503</b>
<b>Liabilities</b>			
<b>Current liabilities (payable from current assets):</b>			
Accounts payable	346,336	19,788	366,124
Payroll deductions and withholdings payable	15,708	-	15,708
Liability for claims	-	-	-
Due to other funds	175,803	-	175,803
Current maturities of long-term debt	-	-	-
Compensated absences	71,515	-	71,515
Accrued expenses	40,339	-	40,339
<b>Total current liabilities (payable from current assets)</b>	<b>649,701</b>	<b>19,788</b>	<b>669,489</b>
Current liabilities (payable from restricted assets)	504,683	-	504,683
<b>Noncurrent liabilities:</b>			
Bonds and tax certificates payable	-	-	-
Compensated absences	91,073	-	91,073
Net pension liability	475,649	-	475,649
Other post-employment benefits	204,163	180,071	384,234
<b>Total noncurrent liabilities</b>	<b>770,885</b>	<b>180,071</b>	<b>950,956</b>
<b>Total liabilities</b>	<b>1,925,269</b>	<b>199,859</b>	<b>2,125,128</b>
<b>Deferred inflows of resources</b>			
Pension liability	77,026	-	77,026
<b>Total liabilities and deferred inflows of resources</b>	<b>2,002,295</b>	<b>199,859</b>	<b>2,202,154</b>
<b>Net position</b>			
Net investment in capital assets	14,727,313	1,152,583	15,879,896
Restricted for:			
Debt service	-	-	-
Group health insurance claims	-	-	-
Unrestricted	12,024,880	833,573	12,858,453
<b>Total net position</b>	<b>\$ 26,752,193</b>	<b>\$ 1,986,156</b>	<b>\$ 28,738,349</b>

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

Internal Service Fund	Component Unit	
	St. James Parish Hospital	
\$ 2,426,711	\$ 6,514,382	
7,829	-	
42,840	3,381,283	
-	-	
-	481,542	
-	-	
-	362,761	
-	637,699	
<u>2,477,380</u>	<u>11,377,667</u>	
-	-	
-	1,335,821	
-	11,520,245	
-	12,856,066	
-	19,792,564	
-	-	
-	32,648,630	
<u>2,477,380</u>	<u>44,026,297</u>	
-	1,032,889	
-	1,700,891	
-	2,733,780	
<u>2,477,380</u>	<u>46,760,077</u>	
5,806	441,524	
173	-	
260,000	-	
-	-	
-	1,065,099	
-	457,179	
1,331	492,657	
<u>267,310</u>	<u>2,456,459</u>	
-	-	
-	13,165,107	
-	-	
-	1,550,889	
-	-	
-	14,715,996	
<u>267,310</u>	<u>17,172,455</u>	
-	221,950	
<u>267,310</u>	<u>17,394,405</u>	
-	6,102,931	
-	1,335,821	
2,210,070	-	
-	21,926,920	
<u>\$ 2,210,070</u>	<u>\$ 29,365,672</u>	

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Revenues, Expenses, and Changes in Net Position  
For the Year Ended December 31, 2016

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
Operating revenues:			
Charges for sales and services	\$ 5,769,052	\$ -	\$ 5,769,052
Other	202,055	684	202,739
Total operating revenues	<u>5,971,107</u>	<u>684</u>	<u>5,971,791</u>
Operating expenses:			
Cost of sales and services	1,810,221	58,620	1,868,841
Payrolls	1,126,362	-	1,126,362
General and administrative	1,076,342	89,611	1,165,953
Depreciation and amortization	791,534	188,993	980,527
Total operating expenses	<u>4,804,459</u>	<u>337,224</u>	<u>5,141,683</u>
Operating income (loss)	1,166,648	(336,540)	830,108
Nonoperating revenues (expenses):			
Property taxes	-	320,467	320,467
Interest income	18,612	479	19,091
Intergovernmental			
Federal	41,226	-	41,226
State	-	-	-
Local	72,139	-	72,139
Gain (loss) on sale of capital assets	2,850	-	2,850
Interest expense	-	-	-
Capital grants and contributions	3,607,643	-	3,607,643
Court fines	-	750	750
Other	534	-	534
Total nonoperating revenues (expenses)	<u>3,743,004</u>	<u>321,696</u>	<u>4,064,700</u>
Change in net position	4,909,652	(14,844)	4,894,808
Net positions - beginning as previously reported	21,842,541	2,001,000	23,843,541
Adjustment for implementation of GASB 68 and GASB 71	-	-	-
Net position, beginning, restated	<u>21,842,541</u>	<u>2,001,000</u>	<u>23,843,541</u>
Net position, ending	<u>\$ 26,752,193</u>	<u>\$ 1,986,156</u>	<u>\$ 28,738,349</u>

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

Internal Service Fund	Component Unit	
	St. James Parish Hospital	
\$ 3,351,368	\$ 23,714,192	
47	2,076,888	
<u>3,351,415</u>	<u>25,791,080</u>	
2,154,985	8,896,730	
68,912	13,667,870	
744,893	2,582,505	
-	1,483,165	
<u>2,968,790</u>	<u>26,630,270</u>	
382,625	(839,190)	
-	2,732,079	
1,124	112,194	
-	-	
-	-	
-	-	
-	(618,290)	
-	89,435	
-	-	
-	-	
<u>1,124</u>	<u>2,315,418</u>	
383,749	1,476,228	
1,826,321	27,645,424	
-	244,020	
<u>1,826,321</u>	<u>27,889,444</u>	
<u>\$ 2,210,070</u>	<u>\$ 29,365,672</u>	

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Cash Flows  
For the Year Ended December 31, 2016

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
Cash flows from operating activities:			
Receipts from customers and users	\$ 5,695,937	\$ 734	\$ 5,696,671
Receipts from interfund services provided	527,372	-	527,372
Payments to suppliers	(2,729,952)	(175,804)	(2,905,756)
Payments to employees	(1,111,831)	-	(1,111,831)
Payments for interfund services used	(395,492)	-	(395,492)
Net cash provided by (used in) operating activities	<u>1,986,034</u>	<u>(175,070)</u>	<u>1,810,964</u>
Cash flows from noncapital financing activities:			
Miscellaneous receipts	534	750	1,284
Subsidy from grants	156,572	-	156,572
Property taxes	-	336,861	336,861
Receipts from other funds	62,956	-	62,956
Payments to other funds	(80,856)	-	(80,856)
Net cash provided by noncapital financing activities	<u>139,206</u>	<u>337,611</u>	<u>476,817</u>
Cash flows from capital and related financing activities:			
Acquisition and construction of capital assets	(224,922)	-	(224,922)
Principal paid on long-term debt	-	-	-
Interest paid on long-term debt	-	-	-
Proceeds from sales of assets	2,850	-	2,850
Net cash used for capital and related financing activities	<u>(222,072)</u>	<u>-</u>	<u>(222,072)</u>
Cash flows from investing activities:			
Maturation of investments	-	-	-
Purchase of investments	(530,893)	-	(530,893)
Interest received	34,406	479	34,885
Net cash provided by (used in) investing activities	<u>(496,487)</u>	<u>479</u>	<u>(496,008)</u>
Net increase in cash and cash equivalents	1,406,681	163,020	1,569,701
Cash and cash equivalents, beginning of year	5,963,501	554,916	6,518,417
Cash and cash equivalents, end of year	<u>\$ 7,370,182</u>	<u>\$ 717,936</u>	<u>\$ 8,088,118</u>

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

Statement I (continued)

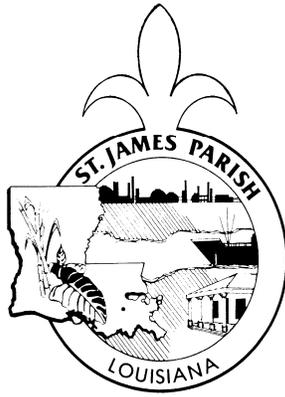
	<u>Component Unit</u>	
	<u>Internal Service Fund</u>	<u>St. James Parish Hospital</u>
\$ 3,454,801	\$ 25,957,405	
-	-	
(2,897,104)	(11,945,003)	
(68,912)	(13,258,935)	
-	-	
<u>488,785</u>	<u>753,467</u>	
-	-	
-	89,435	
-	2,695,616	
24,894	-	
-	-	
<u>24,894</u>	<u>2,785,051</u>	
-	(304,802)	
-	(1,037,542)	
-	(539,843)	
-	-	
<u>-</u>	<u>(1,882,187)</u>	
-	17,016,692	
(36)	(17,176,734)	
1,124	108,830	
<u>1,088</u>	<u>(51,212)</u>	
514,767	1,605,119	
1,911,944	4,909,263	
<u>\$ 2,426,711</u>	<u>\$ 6,514,382</u>	

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Cash Flows  
For the Year Ended December 31, 2016

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
Reconciliation of operating income to net cash provided by operating activities			
Operating income (loss)	\$ 1,166,648	\$ (336,540)	\$ 830,108
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:			
Depreciation and amortization	791,534	188,993	980,527
Provision for uncollectible accounts	11,567	-	11,567
Changes in assets and liabilities:			
Accounts receivable	(285,313)	50	(285,263)
Contractual settlements	-	-	-
Inventory	(42,398)	-	(42,398)
Prepaid expenses	(5,677)	8	(5,669)
Deferred outflows of resources	(435,705)	-	(435,705)
Accounts payable	97,177	(10,825)	86,352
Due to other funds	131,879	-	131,879
Accrued expenses	32,628	-	32,628
Other post-employment benefits	28,338	(16,756)	11,582
Deferred inflows of resources	55,499	-	55,499
Customers' deposits	10,142	-	10,142
Net pension liability	429,715	-	429,715
Net cash provided by (used in) operating activities	<u>\$ 1,986,034</u>	<u>\$ (175,070)</u>	<u>\$ 1,810,964</u>
Cash and cash equivalents for cash flow statement include:			
Cash and cash equivalents	\$ 6,846,188	\$ 717,936	\$ 7,564,124
Restricted assets:			
Cash and cash equivalents	523,994	-	523,994
Total cash and cash equivalents	<u>\$ 7,370,182</u>	<u>\$ 717,936</u>	<u>\$ 8,088,118</u>
Noncash investing, capital, and financing activities:			
Decrease in fair value of investments	<u>\$ (19,751)</u>	<u>\$ -</u>	<u>\$ (19,751)</u>
Contribution of capital asset	<u>\$ 3,607,643</u>	<u>\$ -</u>	<u>\$ 3,607,643</u>

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

Internal Service Fund	Component Unit	
	St. James Parish Hospital	
\$ 382,625	\$	(839,190)
-		1,483,165
-		2,619,532
103,386		(2,400,999)
-		(52,208)
-		(129,200)
-		(210,409)
-		210,316
2,489		(235,246)
-		-
285		202,054
-		-
-		(73,983)
-		-
-		179,635
<u>\$ 488,785</u>	<u>\$</u>	<u>753,467</u>
\$ 2,426,711	\$	6,514,382
-		-
<u>\$ 2,426,711</u>	<u>\$</u>	<u>6,514,382</u>
<u>\$ -</u>	<u>\$</u>	<u>(2,317)</u>
<u>\$ -</u>	<u>\$</u>	<u>-</u>



**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements

---

**INTRODUCTION**

St. James Parish (the Parish) is a political subdivision of the State of Louisiana. The Parish is governed by seven councilmen (the Parish Council) representing the various districts within the Parish. The Parish President, elected by the voters of the Parish, is the chief executive officer of the Parish and is responsible for carrying out the policies adopted by the Parish Council and for administration of all Parish departments, offices, and agencies. The current Parish President and seven councilmen serve four-year terms, which expire on December 31, 2019.

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

To fulfill its responsibilities to the poor, disadvantaged, and unemployed in the Parish, the Parish may provide for specialized health service programs, emergency food and medical assistance, family planning assistance, recreation and service centers for the elderly, consumer education, agricultural assistance, and economic development activities. To provide funding for these activities, the Parish, in addition to local funding sources, performs the functions of a community action agency under the terms and provisions of the United States Economic Opportunity Act of 1964.

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. BASIS OF PRESENTATION**

The accompanying financial statements of St. James Parish have been prepared in conformity with generally accepted accounting principles (GAAP) in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

**B. REPORTING ENTITY**

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

Governmental Accounting Standards Board (GASB) Statement No. 61, Section 2100, *Defining the Financial Reporting Entity*, establishes criteria for determining which component units should be considered part of the Parish 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. The criteria include:

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**B. REPORTING ENTITY (Continued)**

1. Appointing a voting majority of an organization's governing body and,
  - a. The ability of the Parish 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 Parish.
2. Organizations for which the Parish does not appoint a voting majority but which are fiscally dependent on the Parish.
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.

z

Based on the previous criteria, the Parish has determined that the following component unit is part of the reporting entity:

Component Unit	Fiscal Year End	Criteria Used	Type of Presentation
St. James Parish Hospital	March 31	1,3	Discrete

Complete financial statements for the St. James Parish Hospital may be obtained at the component unit's administrative office at 1645 Lutcher Avenue, Lutcher, Louisiana, 70071.

The Parish's financial statements do not include the component units that are multi-parish component units. The multi-parish component units include:

Multi-Parish Component Unit	Fiscal Year End	Component Unit of
District Attorney of the Twenty-third Judicial District	December 31	Ascension Parish
Twenty-third Judicial District Indigent Defender Board	December 31	Ascension Parish

Considered in the determinations of component units of the reporting entity were the St. James Parish School Board, St. James Parish Assessor, St. James Parish Sheriff, St. James Clerk of Court, and the various municipalities in the Parish. It was determined that these governmental entities are not component units of the St. James Parish reporting entity. All are governed by independently elected officials. The Parish oversight unit neither appoints governing Boards nor designates management. Furthermore, the Parish has no ability to significantly influence operations nor does it have any accountability for fiscal matters of the entities. They are considered by the Parish to be separate autonomous governments and issue financial statements separate from those of the St. James Parish reporting entity.

The Parish is responsible for appointing the members of the board of the St. James Housing Authority. The Parish's accountability for the Housing Authority does not extend beyond making the appointments. It was determined that the St. James Housing Authority is a related organization to the Parish.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**C. BASIS OF PRESENTATION**

Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of St. James Parish and its component units. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, St. James Parish is reported separately from certain legally separate *component units* for which St. James Parish is financially accountable.

These financial statements are presented in accordance with GASB Statement No. 34, *Basic Financial Statements, Management's Discussion and Analysis, for State and Local Governments*. Statement No. 34 established standards for financial reporting, with presentation requirements originally including a statement of net assets (or balance sheet), a statement of activities, and a statement of cash flows. The definition and composition of these statements, as originally defined in GASB Statement No. 34, are as amended by GASB Statements included in the following paragraphs. St. James Parish has also adopted the provisions of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions* that require capital contributions to St. James Parish to be presented as a change in net position.

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

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

Fund Financial Statements

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The Parish reports the following major governmental funds:

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

The *Courthouse, Jail, and Public Buildings Maintenance Fund* accounts for the operation and maintenance of the public buildings in the Parish. Financing is provided by property taxes and state revenue sharing.

The *CDBG Disaster Recovery Projects Fund* accounts for projects relating to hurricane disaster recovery. Funding is provided from the State of Louisiana, Division of Administration, Office of Community Development.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**C. BASIS OF PRESENTATION (Continued)**

The Parish reports the following major proprietary fund:

The *St. James Parish Gas & Water Distribution System Fund* accounts for the sale and distribution of gas and water to the residents of St. James Parish.

The *St. James Youth Center Fund* accounts for the maintenance, operations, and management of a juvenile center for children who enter the juvenile justice system.

Additionally, the Parish reports the following governmental fund types:

*Special revenue funds* account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

*Debt service funds* account for the accumulation of resources for the payment of principal and interest on long-term obligation debt of governmental funds.

*Capital projects funds* account for financial resources received and used for the acquisition, construction, or improvements of capital facilities not reported in other governmental funds.

*Internal service fund* accounts for the provision of group health and life insurance provided to the Parish's employees.

**D. MEASUREMENT FOCUS / BASIS OF ACCOUNTING**

Government-Wide Financial Statements (GWFS)

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses net of uncollectible amounts are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Fund Financial Statements (FFS)

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

Franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Property taxes that are measurable and available (receivable within the current period and collected within the current period or within 60 days thereafter) are recognized in the year of levy. Sales and use tax revenues are considered measurable when the underlying transaction occurs and are recognized as revenue if collected soon enough to meet the availability criteria. Revenue from grants is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources can be used. All other revenue items are considered to be measurable and available only when cash is received by the government.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**D. MEASUREMENT FOCUS / BASIS OF ACCOUNTING (Continued)**

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Parish's enterprise funds and the Parish's internal service fund are charges to customers for sales and services.

The St. James Parish Gas & Water Distribution System fund also recognizes as operating revenue the portion of tapping fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and the internal service fund include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

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

**E. ASSETS, LIABILITIES, AND NET POSITION**

**1. Cash and Cash Equivalents**

For reporting purposes, cash and cash equivalents include interest-bearing demand deposits and short-term investments with a maturity of three months or less from the date of acquisition. Under state law, the Parish may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool, Inc. (LAMP), a nonprofit organization formed by an initiative of the State Treasury and organized under the laws of the State of Louisiana, which operates a local government investment pool.

**2. Investments**

State statutes authorize the Parish to invest in collateralized certificates of deposits, government-backed securities, commercial paper, and mutual funds consisting solely of government-backed securities. Investments are stated at fair value. Fair value was determined using quoted market prices.

**3. Receivables and Payables**

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds". Any residual balances outstanding between the governmental activities and business-type activities and any balances not eliminated due to timing differences are reported in the government-wide financial statements as "internal balances".

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable, available financial resources.

All trade and property tax receivables are shown net of allowance for uncollectibles.

Property taxes and the related state revenue sharing (which is based on population and homesteads in the Parish) are recorded in the year assessed. Property 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.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

---

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. ASSETS, LIABILITIES, AND NET POSITION (Continued)**

**4. Inventory and Prepaid Items**

Inventory in the General Fund consists of expendable supplies held for consumption. The inventory is valued at cost (first-in, first-out method), and the cost is recorded as an expenditure at the time individual inventory items are requisitioned by the different departments.

Inventories in the St. James Parish Gas & Water Distribution System are stated at the lower of cost (first-in, first-out method) or market. Gas purchased in the system's lines and the water produced by the system is expensed when purchased or purified.

**5. Capital Assets**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Parish as assets with an initial, individual cost of more than \$5,000 (equipment), \$25,000 (land or land improvements), \$50,000 (buildings) or \$250,000 (infrastructure), and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. No interest was capitalized in 2016.

Property, plant, and equipment of the governmental funds, as well as the St. James Youth Center, are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	40 – 60
Building Improvements	7 – 20
Infrastructure	25 – 40
Heavy Equipment	10 – 20
Vehicles	5 – 8
Furniture/Office Equipment	5
Computer Equipment	5

The St. James Parish Gas & Water Distribution System's plant, property, and equipment are stated at cost and are depreciated using the straight-line method over the following estimated useful lives:

	Years
Utility Plant, Distribution System and Components	5 – 50
Transport Equipment	5 – 8
Office Furniture, Fixtures and Equipment	3 – 15

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. ASSETS, LIABILITIES, AND NET POSITION (Continued)**

**6. Compensated Absences**

Parish employees earn from 12 to 18 days of both annual and sick leave each year, depending upon length of service. Sick leave may be accumulated without limitation; however, annual leave may not be carried forward from one year to the next unless approved by the Parish President. Upon retirement, unused accumulated sick leave from 15 to 60 days depending on length of service is paid to the employee at the employee's current rate of pay. Any unused annual leave is paid to the employee upon retirement or termination.

The cost of leave privileges is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

**7. Long-term Obligations**

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as an outflow of resources in the reporting period in which they are incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of 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.

**8. Net Position Classifications**

Government-Wide Financial Statements

Government-wide and proprietary net position is divided into three components:

1. Net investment in capital assets – Consists of net capital assets reduced by the outstanding balances of any related debt obligations and deferred inflows of resources attributable to the acquisition, construction, or improvement of those assets and increase by balances of deferred outflows of resources related to those assets.
2. Restricted net position – Net position is considered restricted if their use is constrained to a particular purpose. Restrictions are imposed by external organization such as federal or state laws or buyers of the Parish's bonds. Restricted net position is reduced by liabilities and deferred inflows of resources related to the restricted assets.
3. Unrestricted net position – All other net position that does not meet the definition of "restricted" or "net investment in capital assets."

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. ASSETS, LIABILITIES, AND NET POSITION (Continued)**

**8. Net Position Classifications (Continued)**

Fund Financial Statements

Accounting standards require governmental fund balances to be reported in as many as five classifications as listed below:

1. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
2. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
3. Committed – amounts that can be used only for specific purposes determined by a formal decision of the Parish Council, which is the highest level of decision-making authority.
4. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.
5. Unassigned – all other spendable amounts.

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, the Parish reduces restricted amounts first, followed by unrestricted amounts. When expenditures are incurred for purposes for which committed, assigned, or unassigned amounts are available, the Parish reduces committed amounts first, followed by assigned amounts, and finally unassigned amounts, as needed, unless the Parish has provided otherwise in its committed or assignment actions.

**9. Sales and Use Tax**

On April 4, 1981, the voters of St. James Parish approved a one percent sales and use tax, which is collected by the St. James Parish School Board, and then remitted to the Parish. The proceeds of the tax, after paying reasonable and necessary costs and expenses of collecting and administering the tax, are dedicated as follows:

1. One-fourth is to provide care and assistance to the elderly of the Parish and provide ambulance services to Parish residents, including the acquisition, operation, and maintenance of necessary vehicles;
2. One-fourth is to provide solid waste management and disposal including the acquisition of land, plants, buildings, machinery, and necessary equipment;
3. One-fourth is to pay the cost of providing recreational facilities, including the acquisition of land, buildings, machinery, and equipment; and
4. One-fourth is to pay the general operation and maintenance costs of the Parish, to acquire capital improvements for the Parish, and to service bonds from time to time for the purpose of making capital improvements for the purposes listed above.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. ASSETS, LIABILITIES, AND NET POSITION (Continued)**

**10. Estimates**

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

**11. Pension Plans**

St. James Parish is a participating employer in three cost-sharing, multiple-employer defined benefit pension plans as described in Note IV C. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of each of the plans, and additions to/deductions for the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments have been reported at fair value within the plan.

**12. Current Year Adoption of New Accounting Standards**

For the year ended December 31, 2016, St. James Parish adopted Government Accounting Standards Board (GASB) Statement No. 72 (GASB 72), *Fair Value Measurement and Application*, and Statement No. 77 (GASB 77), *Tax Abatement Disclosures*.

GASB 72 addresses accounting and financial reporting issues related to fair value measurements. The definition of fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. This Statement provides guidance for determining a fair value measurement for financial reporting purposes. This Statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements. The provisions of GASB 72 are effective for financial statements for periods beginning after June 15, 2015. The adoption of this standard had no impact on the total net position of St. James Parish.

GASB 77 establishes financial reporting standards for tax abatement agreements entered into by state and local governments. The disclosures required by this Statement encompass tax abatements resulting from both (a) agreements that are entered into by the reporting government and (b) agreements that are entered into by other governments and that reduce the reporting government's tax revenues. The provisions of this Statement should be applied to all state and local governments subject to such tax abatement agreements. The provisions of GASB 77 are effective for reporting periods beginning after December 15, 2015.

**II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**A. BUDGETARY INFORMATION**

The proposed budget for the year ended December 31, 2016, was completed and made available for public inspection at the Parish Council Office on November 4, 2015. A public hearing was held on December 2, 2015, for suggestions and comments from taxpayers. The proposed budget was formally adopted by the Parish on December 2, 2015. The 2016 budget, which included proposed expenditures and the means of financing them for the general, special revenue, debt service and capital projects funds, was published in the official journal fourteen (14) days prior to the public hearing.

All appropriations lapse at year-end, and any encumbrances outstanding at year-end are included in the next year's budget with funds appropriated in that year to finance them. The budget is prepared on a modified accrual basis. Formal budgetary accounts are integrated into the accounting system during the year as a management control device.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Continued)**

**A. BUDGETARY INFORMATION (Continued)**

The Parish exercises budgetary control at the functional level. Within functions, the Director of Finance has the authority to make amendments as necessary. When actual revenues within a fund are failing to meet estimated annual budgeted revenues by five percent or more, a budget amendment to reflect such changes is adopted by the Parish in an open meeting. Budget amounts included in the accompanying financial statements include the original adopted budget amounts and all subsequent amendments.

**B. REVENUES AND EXPENSES WITH UNFAVORABLE APPROPRIATIONS**

For the year ended December 31, 2016, revenues did not meet appropriations in the following individual funds:

Fund	Budget	Actual	Unfavorable Variance
Non-major Special Revenue Funds:			
Title III - C1 Congregate Meals	\$ 92,000	\$ 86,370	\$ 5,630
Title III D Preventative Health	4,200	2,863	1,337
Title III E National Family Caregiver	27,300	24,093	3,207
GOEA Supplemental Senior Center	3,200	1,550	1,650
MIPPA	300	-	300
Senior Center Additional Appropriation	15,600	7,813	7,787
Senior Center Fund	51,300	46,836	4,464
Energy Assistance	124,300	104,308	19,992
Senior Citizen Activities	98,800	92,781	6,019
River Parish Youth Build	435,600	408,206	27,394
St. James Parish Library	1,711,700	1,589,774	121,926
Courthouse, Jail, and Public Buildings			
Maintenance	2,806,700	2,657,299	149,401
Parishwide Drainage	1,710,900	1,571,998	138,902
Fire Protection Maintenance District No. 2	379,300	343,784	35,516
Road & Bridge Maintenance	3,045,400	2,814,925	230,475
Consolidated Road Ltg. District No. 3A	511,900	468,364	43,536
Wetlands Mitigation	5,000	-	5,000
Coastal Impact Assistance Program	125,000	102,413	22,587
Public Safety Trust	2,188,400	1,991,605	196,795
Criminal Court	997,900	897,044	100,856
Criminal Court Juror Compensation Fees	35,500	33,201	2,299
Criminal Court Law Enforcement Officer Witness Fees	28,100	26,060	2,040

For the year ended December 31, 2016, expenditures exceeded appropriations in the following individual funds:

Fund	Budget	Actual	Unfavorable Variance
Non-major Special Revenue Funds:			
Title III - C2 Home Delivered Meals	\$ 159,500	\$ 168,834	\$ 9,334
AAA- Nutritional Services Incentive Program	50,800	55,918	5,118
Emergency Food & Shelter	14,600	18,154	3,554
North Vacherie Volunteer Fire Department	88,400	94,930	6,530
South Vacherie Volunteer Fire Department	119,400	126,386	6,986

In the future, the individual fund budgets will be amended whenever actual revenues plus projected revenues for the remainder of the year are less than budgeted amounts.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Continued)**

**C. DEFICIT FUND EQUITY**

The following funds had a deficit fund balance as of December 31, 2016:

Fund	Fund Deficit
Capital Projects	
CDBG Disaster Recovery Projects	\$ (396,593)
Hazard Mitigation Grant Program	(85,877)
	\$ (482,470)

The CDBG Disaster Recovery Projects Fund plans to receive funding from the U.S. Department of Housing and Urban Development to cover the expenditures. The Hazard Mitigation Grant Program plans to receive funds in 2017 from the Parishwide Drainage and the Courthouse, Jail, and Public Buildings Maintenance Funds to cover the expenditures for the drainage projects of the Parish.

**D. LEVIED TAXES**

The following is a summary of levied property taxes for the year 2016:

	<u>Millage Rate</u>
Parishwide taxes:	
General Fund	3.20
Library	2.99
Department of Human Resources	3.91
Courthouse, Jail, and Public Buildings Maintenance	4.95
Road and Bridge Maintenance	4.95
Parishwide Drainage	2.99
Public Safety	3.93
Enhanced 911 System Maintenance	1.25
Consolidated General Obligation Bonds	0.15
St. James Youth Center	0.60
Special district taxes:	
Consolidated Road Lighting District #3A	1.00
Gramercy Recreation District	4.53
Fire Protection District #2	0.74
Recreation District V – General Obligation Bonds	0.50
District V Recreation	1.00

The following are the principal taxpayers of the Parish:

Taxpayer	Type of Business	2016 Assessed Valuation	Percentage of Total Assessed Valuation
Motiva Enterprises, LLC	Oil Refinery	\$115,965,114	20.80%
Mosaic Fertilizer, LLC	Chemical Manufacturer	33,443,328	6.00%
Valero Marketing & Supply Co.	Oil Refinery	30,468,806	5.46%
Americas Styrenics, LLC	Chemical Manufacturer	29,269,735	5.25%
Plains Marketing, LP	Oil Refinery	22,526,492	4.04%
LOCAP, Inc.	Pipeline	15,236,040	2.73%
Occidental Chemical Corp.	Chemical Manufacturer	14,232,522	2.55%
Noranda Alumina, LLC	Chemical Manufacturer	11,829,859	2.12%
Nucor Steel Louisiana, LLC	Steel Production	10,233,432	1.83%
Entergy Louisiana, Inc.	Public Utility	9,472,610	1.70%
Total		\$ 292,677,938	52.48%

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS**

**A. DEPOSITS AND INVESTMENTS**

Deposits

At December 31, 2016, the Parish has deposits and certificates of deposit (book balances) as follows:

	Primary Government
Cash	\$ 31,650,618
Restricted Assets - Cash	523,994
	\$ 32,174,612

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 bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At December 31, 2016, the primary government has \$32,696,650 in deposits (collected bank balances). Custodial credit risk is the risk that in the event of a bank failure, the Parish's deposits may not be returned to it. All of the primary government's deposits are either insured by federal deposit insurance or collateralized with U.S. government securities held by the pledging financial institution's trust department in the name of the Parish.

State statutes authorize the Parish to invest in direct obligations of the United States Treasury, United States government agency obligations, money market mutual funds organized as Massachusetts Business Trusts with investment holdings limited to U.S. Treasury or agency securities, and LAMP, a local government investment pool.

Investments

The Parish's investment balance at December 31, 2016, consisted of the following:

<u>Security</u>	Standard & Poors <u>Rating</u>	Percentage of Total <u>Portfolio</u>	Fair Market <u>Value</u>	<u>Months to Maturity</u>				
				<u>0 - 6</u>	<u>7 - 12</u>	<u>13 - 24</u>	<u>25 - 36</u>	<u>37 - 60</u>
Federated U.S. Treasury Money Market Fund	AAAm	1%	\$ 118,847	\$ 118,847	\$ -	\$ -	\$ -	\$ -
U.S. Government Securities: U.S. Treasury Note	Aaa	6%	1,450,660	-	-	-	-	1,450,660
Federal National Mortgage Association	Aaa	27%	6,283,562	-	-	2,185,102	2,321,262	1,777,198
Federal Home Loan Mortgage Corporation	Aaa	20%	4,549,701	1,452,127	601,082	1,501,849	300,424	694,219
Federal Home Loan Bank	Aaa	19%	4,303,758	508,344	-	2,157,330	826,024	812,060
Federal Farm Credit Bank	Aaa	27%	6,230,211	-	-	2,015,817	1,745,315	2,469,079
		<u>100%</u>	<u>\$ 22,936,739</u>	<u>\$ 2,079,318</u>	<u>\$ 601,082</u>	<u>\$ 7,860,098</u>	<u>\$ 5,193,025</u>	<u>\$ 7,203,216</u>
Percentage of Portfolio Value		<u>100%</u>		<u>9%</u>	<u>3%</u>	<u>34%</u>	<u>23%</u>	<u>31%</u>

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**A. DEPOSITS AND INVESTMENTS (Continued)**

The Parish's investment policy requires all securities to be investment-grade obligations but does not address specific credit quality ratings. The Parish does not limit the amount that may be invested in securities of any one issuer. Applicable state statutes do not address credit quality ratings, concentration of credit risk by issuer, or investment maturity limitations.

Fair Value of Financial Instruments

*Determination of Fair Value*

The Parish categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset.

*Fair Value Hierarchy*

In accordance with this guidance, the Parish groups its financial assets and financial liabilities generally measured at fair value in three levels, based on the markets in which the assets and liabilities are traded and the reliability of the assumptions used to determine fair value.

Level 1 - Valuation is based on quoted prices in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date. Level 1 assets and liabilities generally include debt and equity securities that are traded in an active exchange market. Valuations are obtained from readily available pricing sources for market transactions involving identical assets or liabilities.

Level 2 - Valuation is based on inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly. The valuation may be based on quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the asset or liability.

Level 3 - Valuation is based on unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets and liabilities. Level 3 assets and liabilities include financial instruments whose value is determined using pricing models, discounted cash flow methodologies, or similar techniques, as well as instruments for which determination of fair value required significant management judgment or estimation.

The following methods and assumptions were used by St. James Parish in estimating fair value disclosures for financial instruments:

*Securities:* Where quoted prices are available in an active market, we classify the securities within level 1 of the valuation hierarchy. Securities are defined as both long and short positions. Level 1 securities include highly liquid government bonds and exchange-traded equities.

If quoted market prices are not available, we estimate fair values using pricing models and discounted cash flows that consider input factors such as observable market data, benchmark yields, interest rate volatilities, broker/dealer quotes, and credit spreads. Examples of such instruments, which would generally be classified within level 2 of the valuation hierarchy, include GSE (Government sponsored enterprises) obligations, (such as Federal National Mortgage Association, Federal Home Loan Mortgage Corporation, Federal Home Loan Bank, and Federal Farm Credit Bank), corporate bonds and other securities. Mortgage backed securities are included in level 2 if observable inputs are available. In certain cases where there is limited activity or less transparency around inputs to the valuation, we classify those securities in level 3.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**A. DEPOSITS AND INVESTMENTS (Continued)**

*Fair Value of Assets Measured on a Recurring Basis*

The Parish's securities are measured on a recurring basis through a model used by its investment custodian. Prices are derived from a model which uses actively quoted rates, prepayment models and other underlying credit and collateral data.

The following table presents for each of the fair value hierarchy level the Parish's financial assets and liabilities that are measured at fair value on a recurring basis at December 31, 2016:

	Level 1	Level 2	Level 3
U.S. Government Securities	\$ -	\$ 22,936,739	\$ -

**B. RECEIVABLES**

Receivables as of year-end for the Parish's individual major funds and non-major and internal service funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	General Fund	Courthouse, Jail, and Public Buildings Maintenance	CBDG Disaster Recovery Project	Nonmajor Governmental Funds	Internal Service Fund	Total
Taxes						
Property	\$ 3,957,122	\$ 2,446,576	\$ -	\$ 9,242,139	\$ -	\$ 15,645,837
Sales	287,167	-	-	861,502	-	1,148,669
Other governmental agencies						
Federal	9,054	85,961	993,986	408,307	-	1,497,308
State	186,272	59,497	-	90,811	-	336,580
Account	99,809	74	-	214,928	432	315,243
Other	37,411	-	-	40,722	42,408	120,541
Gross receivables	4,576,835	2,592,108	993,986	10,858,409	42,840	19,064,178
Less: allowance for uncollectibles	-	-	-	-	-	-
Net receivables – governmental funds	4,576,835	2,592,108	993,986	10,858,409	42,840	19,064,178
Adjustment to full accrual basis	392,173	137,095	-	563,921	-	1,093,189
Total receivables	\$ 4,969,008	\$ 2,729,203	\$ 993,986	\$ 11,422,330	\$ 42,840	\$ 20,157,367

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**B. RECEIVABLES (Continued)**

	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total Enterprise Funds
Taxes			
Property	\$ -	\$ 313,147	\$ 313,147
Sales	-	-	-
Other governmental agencies			
Federal	25,442	1,652	27,094
State	-	-	-
Account	1,229,238	684	1,229,922
Other	<u>-</u>	<u>-</u>	<u>-</u>
Gross receivables	1,254,680	315,483	1,570,163
Less: allowance for uncollectibles	<u>(145,867)</u>	<u>-</u>	<u>(145,867)</u>
Net receivables	<u>\$ 1,108,813</u>	<u>\$ 315,483</u>	<u>\$ 1,424,296</u>

During June 2009, the Parish issued \$800,000 in Limited Tax Certificates, Series 2009, for the purpose of constructing, and improving the public hospital buildings. During 2011, the Parish issued \$2,500,000 in Limited Tax Certificates, Series 2011, for the purpose of renovating, improving, and expanding St. James Parish Hospital. Payments are to be derived from the levy and collection of a 4.75 mills tax for St. James Parish Hospital. The Hospital will annually remit funds from this tax levy to the Parish. The notes receivable maturity schedule is as follows:

Year Ending	Principal	Interest
2017	<u>\$ 550,000</u>	<u>\$ 11,000</u>

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**C. CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2016, was as follows:

Primary Government

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 24,556,423	\$ 250,000	\$ -	\$ 24,806,423
Construction in progress	<u>8,193,627</u>	<u>6,218,843</u>	<u>(7,160,873)</u>	<u>7,251,597</u>
Total capital assets, not being depreciated	<u>32,750,050</u>	<u>6,468,843</u>	<u>(7,160,873)</u>	<u>32,058,020</u>
Capital assets, being depreciated:				
Buildings	21,454,892	847,005	-	22,301,897
Improvements other than buildings	4,781,522	5,647,584	(3,725,487)	6,703,619
Machinery and equipment	16,509,311	1,636,194	(162,155)	17,983,350
Library collection	1,991,180	93,062	(29,960)	2,054,282
Infrastructure	<u>58,191,263</u>	<u>-</u>	<u>-</u>	<u>58,191,263</u>
Total capital assets being depreciated	102,928,168	8,223,845	(3,917,602)	107,234,411
Less accumulated depreciation for:				
Buildings	(7,672,120)	(687,980)	-	(8,360,100)
Improvements other than buildings	(1,693,071)	(246,510)	117,844	(1,821,737)
Machinery and equipment	(10,277,574)	(1,300,613)	141,788	(11,436,399)
Library collection	(1,903,971)	(87,208)	29,960	(1,961,219)
Infrastructure	<u>(47,836,786)</u>	<u>(1,485,748)</u>	<u>-</u>	<u>(49,322,534)</u>
Total accumulated depreciation	<u>(69,383,522)</u>	<u>(3,808,059)</u>	<u>289,592</u>	<u>(72,901,989)</u>
Total capital assets, being depreciated, net	<u>33,544,646</u>	<u>4,415,786</u>	<u>(3,628,010)</u>	<u>34,332,422</u>
Governmental activities capital assets, net	<u>\$ 66,294,696</u>	<u>\$ 10,884,629</u>	<u>\$ (10,788,883)</u>	<u>\$ 66,390,442</u>

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**C. CAPITAL ASSETS (Continued)**

Primary Government (Continued)

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities:				
Capital assets, not being depreciated:				
Land	\$ 1,050,000	\$ -	\$ -	\$ 1,050,000
Construction in progress	159,656	171,901	(159,388)	172,169
Total capital assets, not being depreciated	<u>1,209,656</u>	<u>171,901</u>	<u>(159,388)</u>	<u>1,222,169</u>
Capital assets, being depreciated:				
Buildings	6,061,170	-	-	6,061,170
Gas distribution system	2,098,948	-	-	2,098,948
Water distribution system	22,511,405	3,798,146	-	26,309,551
Office furniture, fixtures, and equipment	751,073	21,906	-	772,979
Transportation equipment	515,934	-	(10,900)	505,034
Total capital assets, being depreciated	<u>31,938,530</u>	<u>3,820,052</u>	<u>(10,900)</u>	<u>35,747,682</u>
Less accumulated depreciation for:				
Buildings	(5,709,879)	(188,708)	-	(5,898,587)
Gas distribution system	(1,613,732)	(22,088)	-	(1,635,820)
Water distribution system	(11,719,620)	(700,724)	-	(12,420,344)
Office furniture, fixtures, and equipment	(739,914)	(7,050)	-	(746,964)
Transportation equipment	(337,183)	(61,957)	10,900	(388,240)
Total accumulated depreciation	<u>(20,120,328)</u>	<u>(980,527)</u>	<u>10,900</u>	<u>(21,089,955)</u>
Total capital assets, being depreciated, net	<u>11,818,202</u>	<u>2,839,525</u>	<u>-</u>	<u>14,657,727</u>
Business-type activities capital assets, net	<u>\$ 13,027,858</u>	<u>\$ 3,011,426</u>	<u>\$ (159,388)</u>	<u>\$ 15,879,896</u>

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**C. CAPITAL ASSETS (Continued)**

Primary Government (Continued)

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:

General government	\$ 570,301
Public safety	747,814
Highway and streets, including depreciation of general infrastructure asset	1,782,991
Sanitation	66,560
Public transportation	114,153
Health and welfare	94,144
Culture and recreation	422,521
Economic development and assistance	<u>9,575</u>

Total depreciation expense-governmental activities	<u>\$ 3,808,059</u>
--	---------------------

Business-type activities:

Gas and water	\$ 791,534
Youth detention	<u>188,993</u>

Total depreciation expense-business-type activities	<u>\$ 980,527</u>
---	-------------------

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**C. CAPITAL ASSETS (Continued)**

Construction Commitments

The government has active construction contracts at December 31, 2016, totaling \$9,470,923. The remaining commitments on active construction projects at December 31, 2016, are as follows:

Project	Contract Amount	Remaining Commitment
Governmental Funds:		
District V Recreation Building	\$ 2,669,400	\$ 1,464,574
Evacuation Streets	207,550	43,297
4 <sup>th</sup> District Community Center	4,205,773	241,346
Westbank Wetlands Assimilation	301,489	138,310
District 1 Concession/Restroom	462,249	103,942
Molaison Sewer Project	1,479,962	1,344,700
Total governmental funds	9,326,423	3,336,169
Proprietary Funds:		
Enterprise funds:		
St. James Parish Gas & Water Distribution System:		
East Bank Intake Flow	98,500	31,422
Interconnect Waterline	46,000	9,200
Total proprietary funds	144,500	40,622
	\$ 9,470,923	\$ 3,376,791

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

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

The composition of interfund balances as of December 31, 2016, is as follows:

<u>Due to/from other funds:</u>	<u>Receivable</u>	<u>Payable</u>
Governmental Funds:		
General Fund	\$ 197,271	\$ 253,881
Courthouse, Jail, and Public Buildings Maintenance	2,251,903	-
CDBG Disaster Recovery Projects	-	2,387,005
Nonmajor governmental funds	622,904	336,245
Total governmental funds	<u>3,072,078</u>	<u>2,977,131</u>
Proprietary Fund/Enterprise Fund:		
St. James Parish Gas & Water Distribution System	80,856	175,803
Total proprietary fund/enterprise fund	<u>80,856</u>	<u>175,803</u>
	<u>\$ 3,152,934</u>	<u>\$ 3,152,934</u>

Due to/from other funds are the result of transfers between funds or collections made on behalf of one fund for another which are expected to be paid within one year.

<u>Interfund Transfers:</u>	<u>Transfers Out</u>	<u>Transfers In</u>
Governmental Funds:		
General Fund	\$ 1,294,368	\$ -
Courthouse, Jail, and Public Buildings Maintenance	11,844	1,915
Nonmajor governmental funds	2,750,596	4,617,096
Total governmental funds	<u>4,056,808</u>	<u>4,619,011</u>
St. James Parish Hospital (different fiscal year)	562,203	-
	<u>\$ 4,619,011</u>	<u>\$ 4,619,011</u>

Interfund transfers are made on a regular basis to supplement other funds' sources and to provide internal financing for capital outlay.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

---

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**E. LEASES**

Operating Leases

The Parish has several operating leases as of December 31, 2016. The minimum annual commitments under non-cancelable operating leases and/or agreements are as follows:

<u>Year Ending</u>	<u>Building</u>
2017	\$ 25,300
2018	100
2019	100
2020	100
2021	100
Thereafter	4,200
Total	<u>\$ 29,900</u>

Capital Leases

The Parish acquired equipment under a capital lease obligation in previous years. The lease payments relating to the equipment have been capitalized and included in equipment on the accompanying government-wide financial statements. The leased equipment has a cost of \$734,944 and accumulated depreciation at December 31, 2016, of \$293,978.

The following is a schedule of future minimum lease payments and the present value of the net minimum lease payments as of December 31, 2016.

Total minimum lease payments at December 31, 2016	\$ 406,658
Less: amount representing interest	<u>(30,203)</u>
Present value of net minimum lease payments	376,455
Less current portion	<u>(89,768)</u>
	<u>\$ 286,687</u>

Future maturities of capital lease obligations are as follows:

<u>Year Ending</u>	<u>Amount</u>
2017	\$ 89,768
2018	92,605
2019	95,532
2020	98,550
	<u>\$ 376,455</u>

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**F. LONG-TERM LIABILITIES**

General Obligation Bonds

The Parish issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. These bonds have been issued for governmental activities. The original amount of general obligation bonds issued in prior years was \$4,230,000. The interest rate of the general obligation bonds ranges from 2.55 – 5.00%. General obligation bonds are direct obligations and pledge the full faith and credit of the government. The outstanding balance on the general obligation bonds at December 31, 2016, is \$3,390,000.

Annual debt service requirements to maturity for general obligation bonds are as follows:

<u>Year Ending</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2017	\$ 325,000	\$ 104,839
2018	340,000	94,594
2019	350,000	84,156
2020	370,000	73,217
2021	380,000	61,778
Thereafter	1,625,000	139,429
	<u>\$ 3,390,000</u>	<u>\$ 558,013</u>

Certificates of Indebtedness

The Parish also issues certificates of indebtedness to provide funds for the purpose of purchasing capital assets. In prior years the original amount of certificates of indebtedness was \$2,000,000. The interest rate of the certificates of indebtedness is 2.85%. The outstanding balance on the issues of certificates of indebtedness at December 31, 2016, is \$885,000.

Annual debt service requirements to maturity for certificates of indebtedness are as follows:

<u>Year Ending</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2017	\$ 210,000	\$ 25,223
2018	215,000	19,238
2019	225,000	13,110
2020	235,000	6,698
	<u>\$ 885,000</u>	<u>\$ 64,269</u>

Limited Tax Certificates

The Parish also issues limited tax certificates to provide funds for the purpose of purchasing capital assets. In prior years the original amount of limited tax certificates was \$1,260,000. The interest rate of the limited tax certificates ranges from 1.40 – 4.00%. The outstanding balance on the issues of limited tax certificates at December 31, 2016, is \$588,000.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**F. LONG-TERM LIABILITIES (Continued)**

Annual debt service requirements to maturity for limited tax certificates are as follows:

<u>Year Ending</u> 2017	Governmental Activities	
	Principal	Interest
	\$ 588,000	\$ 11,285

Legal Debt Margin-General Obligation Bonds

Governing Authority: Parish of St. James

Property taxes:

Assessed valuation, 2016 tax rolls \$ 557,539,110

Debt limit: 10% of assessed valuation (for any one purpose) \$ 55,753,911

At December 31, 2016, the Parish has no outstanding bonds that exceed the legal debt limit.

Changes in Long-Term Liabilities

Long-term liability activity for the year ended December 31, 2016, was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental activities:					
General obligation bonds	\$ 3,710,000	\$ -	\$ (320,000)	\$ 3,390,000	\$ 325,000
Certificates of Indebtedness	1,085,000	-	(200,000)	885,000	210,000
Limited tax certificates	1,155,000	-	(567,000)	588,000	588,000
Capital lease obligation	463,474	-	(87,019)	376,455	89,768
Net OPEB obligation	2,206,570	325,918	-	2,532,488	-
Net pension liability	392,488	2,911,102	-	3,303,590	-
Compensated absences	938,032	-	(9,154)	928,878	438,322
Governmental activity long term liabilities	\$ 9,950,564	\$3,237,020	\$ (1,183,173)	\$12,004,411	\$1,651,090
Business-type activities:					
Net OPEB obligation	\$ 372,652	\$ 28,338	\$ (16,756)	\$ 384,234	\$ -
Net pension liability	45,934	429,715	-	475,649	-
Compensated absences	144,521	18,067	-	162,588	71,515
Business type activity long-term liabilities	\$ 563,107	\$ 476,120	\$ (16,756)	\$ 1,022,471	\$ 71,515

Compensated absences are generally liquidated by the fund from which the employee's salary is paid immediately prior to the date of retirement or termination.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**III. DETAILED NOTES ON ALL FUNDS (Continued)**

**F. LONG-TERM LIABILITIES (Continued)**

Defeased Debt

During 2014, the Parish issued refunding bonds of \$2,530,000 to partially defease its 2005 General Obligation refunding bonds. The proceeds were deposited in an escrow account to provide for all future debt service on the 2005 series bonds until they are called on March 1, 2024. As a result, the 2005 series bonds are considered defeased, and the Parish has removed the liability from its accounts.

As of December 31, 2016, the defeased debt outstanding but removed from the government wide financial statements is \$2,135,000.

Conduit Debt

The Industrial District of St. James Parish has issued Pollution Control Revenue Bonds, Solid Waste Disposal Revenue Bonds, and Industrial Revenue Bonds. Obligations of the industrial districts are payable solely from the income and revenues derived from the industrial districts. These bonds do not constitute a debt or pledge of the full faith and credit of the Parish and accordingly have not been reported in the accompanying financial statements.

As of December 31, 2016, there were twelve series of Pollution Control Revenue Bonds, Solid Waste Disposal Revenue Bonds, or Industrial Revenue Bonds outstanding. The aggregate principal amount payable for the series could not be determined; however, the original issue amounts totaled \$1,140,350,000.

**G. RESTRICTED ASSETS**

Restricted assets for customer deposits of \$523,994 of the St. James Parish Gas & Water Distribution System fund as of December 31, 2016, consist of \$523,994 in money market accounts.

**IV. OTHER INFORMATION**

**A. RISK MANAGEMENT**

The Parish is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which the Parish carries commercial insurance including: general and auto liability, errors and omissions, professional liability, law enforcement liability, workers compensation, and various property policies.

The Parish is exposed to various risks of loss related to employee health and medical claims for the employees of the Parish. The Parish established a Group Hospitalization Claims Clearing Fund (an internal service fund) to account for and finance its uninsured risks of loss. As of December 31, 2016, the Group Hospitalization Claims Clearing Fund provides coverage for up to a maximum of \$100,000 for each employee's health claims. The insurance policy will also pay aggregate claims in excess of \$3,025,432 for the policy period ending June 30, 2017. Once the aggregate claims have exceeded the aggregate amount for the policy period, the insurance policy will pay these excess claims. The maximum to be paid on these aggregate claims by the insurance company is \$1,000,000. The Parish purchases insurance for claims in excess of coverage provided by the Fund.

All funds of the Parish participate in the program and make payments to the Group Hospitalization Claims Clearing Fund based on estimates of the amounts needed to pay prior and current year claims and to establish a reserve for catastrophic losses. That reserve was \$2,210,070 at December 31, 2016 and is reported as reserved in the net assets of the Group Hospitalization Claims Clearing Fund.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

---

**IV. OTHER INFORMATION (Continued)**

**A. RISK MANAGEMENT (Continued)**

The claims liability of \$260,000 reported in the Fund at December 31, 2016, is based on the requirements of Section C50 of the GASB Codification of Governmental and Financial Reporting Standards, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. The result of the process to estimate the claims liability is not an exact amount as it depends on many complex factors, such as inflation, changes in legal doctrines, and damage awards.

Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claim settlement trends (including frequency and amount of pay-outs), and other economic and social factors. The estimate of the claims liability also includes amounts for incremental claim adjustment expenses related to specific claims and other claim adjustment expenses regardless of whether allocated to specific claims. Changes in the Fund's claims liabilities during the past two years are as follows:

	Year Ended 12/31/15	Year Ended 12/31/16
Unpaid claims, beginning of year	\$ 232,000	\$ 260,000
Incurred claims	2,072,811	2,354,834
Claim payments	(2,044,811)	(2,354,834)
Unpaid claims, end of year	\$ 260,000	\$ 260,000

**B. CONTINGENT LIABILITIES**

The Parish is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of legal counsel the resolution of these matters will not have a material adverse effect on the financial condition of the Parish.

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time although the Parish expects such amounts, if any, to be immaterial.

**C. DEFINED BENEFIT PENSION PLANS**

The Parish is a participating employer in three cost-sharing defined benefit pension plans. These plans are administered by three public employee retirement systems, the Parochial Employees' Retirement System of Louisiana (PERS), the District Attorneys' Retirement System (DARS), and the Registrar of Voters Employees' Retirement System (ROVERS). Article X, Section 29(F) of the Louisiana Constitution of 1974 assigns the authority to establish and amend benefit provisions of these plans to the State Legislature. Each system is administered by a separate board of trustees and all Systems are component units of the State of Louisiana.

Each of the Systems issues an annual publicly available financial report that includes financial statements and required supplementary information for the System.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

These reports may be obtained by writing, calling or downloading the reports as follows:

PERS:  
7905 Wrenwood Blvd.  
Baton Rouge, LA 70809  
(225) 928-1361  
www.persla.org

DARS:  
1645 Nicholson Drive  
Baton Rouge, LA 70802-8143  
(225) 267-4824  
www.ladars.org

ROVERS:  
PO Box 57  
Jennings, LA 70546  
(800) 510-8515  
www.larovers.com

Plan Descriptions:

Parochial Employees' Retirement System of Louisiana (PERS)

The Parochial Employees' Retirement System of Louisiana (PERS) is the administrator of a cost-sharing multiple-employer defined benefit pension plan. The System was established and provided 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 System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the Parish are members of Plan A.

District Attorneys' Retirement System (DARS)

The District Attorneys' Retirement System, State of Louisiana is the administrator of a cost-sharing multiple employer defined benefit pension plan. The System was established on the first day of August, nineteen hundred and fifty-six and was placed under the management of the board of trustees for the purpose of providing retirement allowances and other benefits as stated under the provisions of R.S. 11, Chapter 3 for district attorneys and their assistants in each parish.

All persons who are district attorneys of the State of Louisiana, assistant district attorneys in any parish of the State of Louisiana, or employed by this retirement system and the Louisiana District Attorneys' Association except for elected or appointed officials who have retired from service under any publicly funded retirement system within the state and who are currently receiving benefits, shall become members as a condition of their employment; provided, however, that in the case of assistant district attorneys, they must be paid an amount not less than the minimum salary specified by the board for assistant district attorneys. The projection of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the System in accordance with the benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date.

Registrar of Voters Employees' Retirement System (ROVERS)

The System was established on January 1, 1955 for the purpose of providing retirement allowances and other benefits as stated under the provisions of R.S. Title 11:2032, as amended, for registrars of voters, their deputies and their permanent employees in each parish. The projection of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the System in accordance with the benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

Funding Policy

Article X, Section 29(E)(2)(a) of the Louisiana Constitution of 1974 assigns the Legislature the authority to determine employee contributions. Employer contributions are actuarially determined using statutorily established methods on an annual basis and are constitutionally required to cover the employer's portion of the normal cost and provide for the amortization of the unfunded accrued liability. Employer contributions are adopted by the Legislature annually upon recommendation of the Public Retirement Systems' Actuarial Committee (PRSAC).

Contributions to the plans are required and determined by State statute (which may be amended) and are expressed as a percentage of covered payroll. The contribution rates in effect for the year ended December 31, 2016, for the Government and covered employees were as follows:

	Government	Employees
Parochial Employees' Retirement System of Louisiana:		
Plan A	13.00%	9.50%
District Attorneys' Retirement System	0.00%	8.00%
Registrar of Voters Employees' Retirement System	20.00%	7.00%

The contributions made to the Systems for the past three fiscal years, which equaled the required contributions for each of these years, were as follows:

	December 31,		
	2016	2015	2014
Parochial Employees' Retirement System of Louisiana:			
Plan A	\$ 1,010,105	\$ 1,166,995	\$ 1,253,316
District Attorneys' Retirement System	1,187	4,056	5,738
Registrar of Voters Employees' Retirement System	6,095	6,955	6,955

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

The following schedule lists the Government's proportionate share of the Net Pension Liability allocated by each of the pension plans for based on measurement dates of December 31, 2015 for PERS Plan A, and June 30, 2016 for DARS and ROVERS. The Government uses these measurements to record its Net Pension Liability and associated amounts as of December 31, 2016 in accordance with GASB Statement 68. The schedule also includes the proportionate share allocation rate used at December 31, 2015 along with the change compared to the December 31, 2014 rate for PERS Plan A, and at June 30, 2016 along with the change compared to the June 30, 2015 rate for DARS and ROVERS. The Government's proportion of the Net Pension Liability was based on a projection of the Agency's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

	Net Pension Liability at December 31, 2015 *	Rate at December 31, 2015 *	Increase (Decrease) to December 31, 2014 Rate *
Governmental Activities:			
Parochial Employees' Retirement System of Louisiana:			
Plan A	\$ 3,219,285	1.403697%	0.014095%
District Attorneys' Retirement System	22,783	0.119028%	0.005622%
Registrar of Voters Employees' Retirement System	61,522	0.216815%	0.005388%
	\$ 3,303,590		
Business-type Activities:			
Parochial Employees' Retirement System of Louisiana:			
Plan A	\$ 475,649	1.403697%	0.014095%

(\* The measurement date for Net Pension Liability and rates for DARS and ROVERS are based on a measurement date of June 30, 2016. The change in rates is compared to the June 30, 2015 rates.)

The following schedule lists each pension plan's recognized pension expense plus employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions by the Government for the year ended December 31, 2016:

	Pension Expense
Parochial Employees' Retirement System of Louisiana: Plan A	\$ 1,593,505
District Attorneys' Retirement System	11,339
Registrar of Voters Employees' Retirement System	10,270
	\$ 1,615,114

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

At December 31, 2016, the Government reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ (602,603)
Changes of assumptions	829,658	(7,359)
Net difference between projected and actual earnings on pension plan investments	3,415,353	-
Changes in proportion and differences between Employer contributions and proportionate share of contributions	7,368	(13,471)
Employer contributions subsequent to the measurement date	1,012,973	-
Total	<u>\$ 5,265,352</u>	<u>\$ (623,433)</u>

Summary totals of deferred outflows of resources and deferred inflows of resources by pension plan:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Parochial Employees' Retirement System of Louisiana:		
Plan A	\$ 5,214,361	\$ (598,354)
District Attorneys' Retirement System	28,074	(15,022)
Registrar of Voters Employees' Retirement System	22,917	(10,057)
	<u>\$ 5,265,352</u>	<u>\$ (623,433)</u>

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

The Parish reported a total of \$1,012,973 as a deferred outflow of resources related to pension contributions made subsequent to the measurement period of December 31, 2015 which will be recognized as a reduction in net pension liability in the year ended December 31, 2017. The following schedule lists the pension contributions made subsequent to the measurement period for each pension plan:

	Subsequent Contributions
Parochial Employees' Retirement System of Louisiana:	
Plan A	\$ 1,010,105
District Attorneys' Retirement System	-
Registrar of Voters Employees' Retirement System	2,868
	\$ 1,012,973

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as an increase (decrease) in pension expense as follows:

Year	PERS A	DARS	ROVERS	Total
2017	\$ 950,557	\$ 1,250	\$ 1,384	\$ 953,191
2018	950,556	1,249	2,089	953,894
2019	1,008,955	7,593	3,798	1,020,346
2020	695,834	3,899	2,721	702,454
2021	-	(470)	-	(470)
2022	-	(469)	-	(469)
	\$ 3,605,902	\$ 13,052	\$ 9,992	\$ 3,628,946

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining the total pension liability for each pension plan as of December 31, 2015 for PERS and June 30, 2016 for both DARS and ROVERS is as follows:

	<b>PERS</b>	<b>DARS</b>	<b>ROVERS</b>
<b>Valuation Date</b>	December 31, 2015	June 30, 2016	June 30, 2016
<b>Actuarial Cost Method</b>	Entry Age Normal	Entry Age Normal	Entry Age Normal
<b>Actuarial Assumptions:</b>			
<b>Expected Remaining</b>			
<b>Service Lives</b>	4 years	7 years	5 years
<b>Investment Rate of Return</b>	7.00% net of investment expenses	7.00% net of investment expenses	7.00% net of investment expenses
<b>Inflation Rate</b>	2.50% per annum	2.50% per annum	2.50% per annum
<b>Mortality</b>	RP-2000 Healthy Annuitant Sex Distinct Tables projected to 2031 using Scale AA were selected for annuitant and beneficiary mortality. For employees, the RP-2000 Employees Sex Distinct Tables set back 4 years for males and 3 years for females was selected. RP-2000 Disabled Lives Mortality Table set back 5 years for males and set back 3 years for females was selected for disabled annuitants.	RP-2000 Combined Healthy White Collar Adjustment Sex Distinct Table (set back 1 year for females) projected to 2032 using Scale AA was selected for employees, annuitants, and beneficiaries. The RP-2000 Disabled Lives Mortality Table set back 5 years for males and set back 3 years for females was selected for disabled annuitants.	RP-2000 Combined Healthy Mortality Table for active members, healthy annuitants and beneficiaries. RP-2000 Disabled Lives Mortality Table for disabled annuitants.
<b>Salary Increases</b>	5.25%	5.50%	6.00%
<b>Cost of Living Adjustments</b>	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 increases not yet authorized by the Board of Trustees.	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 increases not yet authorized by the Board of Trustees.	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 increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

The following schedule list the methods used by each of the retirement systems in determining the long term rate of return on pension plan investments:

<u>PERS</u>	<u>DARS</u>	<u>ROVERS</u>
<p>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 2.0% and an adjustment for the effect of rebalancing / diversification. The resulting expected long-term rate of return is 7.55% for the year ended December 31, 2015.</p>	<p>The estimated long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The long term geometric expected rate of return was 9.04% as of June 30, 2016.</p>	<p>The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The resulting long-term rate of return is 8.39% for the year ended June 30, 2016.</p>

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

The following table provides a summary of the best estimates of arithmetic/geometric real rates of return for each major asset class included in each of the Retirement Systems target asset allocations as of December 31, 2015 for PERS and as of June 30, 2016 for both DARS and ROVERS:

Asset Class	Target Allocation			Long-Term Expected Real Rate of Return		
	PERS	DARS	ROVERS	PERS	DARS	ROVERS
Equities	51.0%	57.7%	55.0%	3.56%	10.85%	4.28%
Fixed income	34.0%	33.0%	30.0%	1.06%	6.85%	0.85%
Alternatives	12.0%	4.8%	5.0%	0.74%	10.50%	0.29%
Real assets	3.0%	-	10.0%	0.19%	-	0.45%
Cash	-	4.5%	-	-	0.50%	-
Total	<u>100%</u>	<u>100%</u>	<u>100%</u>	5.55%	6.34%	5.87%
Inflation				<u>2.00%</u>	<u>2.70%</u>	<u>2.50%</u>
Expected Arithmetic Nominal Return				<u>7.55%</u>	<u>9.04%</u>	<u>8.37%</u>

**Discount Rate**

The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that sponsor contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, each of the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The discount rate used to measure the total pension liability for PERS was 7.00% for the year ended December 31, 2015. The discount rate used to measure the total pension liability for DARS and ROVERS was 7.00% and 7.00%, respectively for the year ended June 30, 2016.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**C. DEFINED BENEFIT PENSION PLANS (Continued)**

**Sensitivity of the Employer's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following table presents the Government's proportionate share of the Net Pension Liability (NPL) using the discount rate of each Retirement System as well as what the Government's proportionate share of the NPL would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate used by each of the Retirement Systems:

	<u>1.0% Decrease</u>	<u>Current Discount Rate</u>	<u>1.0% Increase</u>
<b>PERS A</b>			
Rates	6.00%	7.00%	8.00%
Parish's Share of NPL	\$ 9,257,153	\$ 3,694,934	\$ (1,005,811)
<b>DARS</b>			
Rates	6.00%	7.00%	8.00%
Parish's Share of NPL	\$ 85,970	\$ 22,783	\$ (15,363)
<b>ROVERS</b>			
Rates	6.00%	7.00%	8.00%
Parish's Share of NPL	\$ 85,533	\$ 61,522	\$ 40,836

**Payables to the Pension Plan**

The Government recorded accrued liabilities to each of the Retirement Systems for the years ended December 31, 2016 and 2015 mainly due to the accrual for payroll at the end of each of the fiscal years. The amounts due are included in liabilities under the amounts reported as accounts, salaries and other payables. The balance due to each for the retirement systems at December 31 is as follows:

	<u>2016</u>	<u>2015</u>
<b>Governmental Activities:</b>		
Parochial Employees' Retirement System of Louisiana:		
Plan A	\$ 392,111	\$ 414,757
District Attorneys' Retirement System	901	2,185
Registrar of Voters Employees' Retirement System	2,062	2,118
	<u>\$ 395,074</u>	<u>\$ 419,060</u>
<b>Business-type Activities:</b>		
Parochial Employees' Retirement System of Louisiana:		
Plan A	<u>\$ 61,976</u>	<u>\$ 62,258</u>

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**IV. OTHER INFORMATION (Continued)**

**D. DEFERRED COMPENSATION PLAN**

The Parish offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all Parish employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, or unforeseeable emergency.

Effective January 3, 2000, all permanent, full-time employees of the Parish are eligible to participate in the voluntary matching deferred compensation program offered by the Parish. The program provides a yearly matching contribution, based on the employee's length of service. The maximum yearly matching contribution by the Parish is \$2,000 per employee. The Parish's contribution to the plan for the year ended December 31, 2016, 2015, and 2014 were \$169,515, \$165,305, and \$183,606, respectively.

**E. OTHER POSTEMPLOYMENT BENEFITS (OPEB)**

All full-time employees of St. James Parish (the Parish) may at their option participate in the employees' group life and health insurance program sponsored and administered by the Parish along with outside third-party insurance providers or administrative agents. Both employee/retiree premiums and the employer contribution toward the premiums are set each year in the Parish's approved budget.

Plan Description

The Parish's OPEB Plan is a single-employer self-insured comprehensive health benefit program. Although no written plan or trust currently exists or is sanctioned by law, the OPEB plan is reported based on communications to plan members. Medical benefits are provided to employees upon retirement according to the retirement eligibility provisions 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. Employees hired on or after January 1, 2007, have the following retirement eligibility provisions: 30 years of service at age 55; age 62 and 10 years of service; or age 67 and 7 years of service.

Employees eligible to retire may continue their health care benefits during retirement, but their premiums are at a higher rate. These rates are provided to the retiree at the time of retirement, and each retiree is notified when premiums change.

Funding Policy

The contribution requirements of the employees/retirees and the participating Parish are established in the annual operating budget and may be amended in subsequent years. For the year ending December 31, 2016 the health benefit program was funded with active employees contributing 17%-20% of the premium and the Parish contributing 80%-83% of the premium, dependent upon the number of family members covered. The health benefit program was funded with retirees contributing 40%-60% of the premium and the Parish contributing 40%-60% of the premium, dependent upon the number of family members covered. The employer contribution to the OPEB plan for the year ending December 31, 2016 totaled \$267,867; or approximately 3.5% of gross payroll as approved by the St. James Parish Council in the 2016 operating budget. There is no retiree contribution to the OPEB plan other than the retiree share of insurance premiums paid monthly which totaled \$230,901 for the year ending December 31, 2016.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**E. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

Annual OPEB Cost and Net OPEB Obligation

The Parish's annual OPEB cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the Parish's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Parish's net OPEB obligation to the health benefit plan:

	St. James Parish	St. James Parish Youth Center	St. James Parish Gas & Water Distribution System	Total
Annual required contribution	\$ 566,215	\$ 5,150	\$ 79,990	\$ 651,355
Interest on net OPEB obligation	88,263	7,873	7,033	103,169
Adjustment to ARC	(127,606)	(11,383)	(10,168)	(149,157)
Annual OPEB cost (expense)	526,872	1,640	76,855	605,366
Contributions made	(200,954)	(18,396)	(48,517)	(267,867)
Increase in net OPEB obligation	325,918	(16,756)	28,338	337,499
Net OPEB obligation-beginning of year	2,206,570	196,827	175,825	2,579,222
Net OPEB obligation-end of year	<u>\$ 2,532,488</u>	<u>\$ 180,071</u>	<u>\$ 204,163</u>	<u>2,916,722</u>

Trend Information for OPEB Plan

	Fiscal Year Ending	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributions	Net OPEB Obligation
St. James Parish	12/31/2016	\$ 526,872	38.14%	\$ 2,532,488
St. James Parish Youth Center	12/31/2016	1,640	1121.71%	180,071
St. James Parish Gas & Water Distribution System	12/31/2016	76,855	63.13%	204,163

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**E. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

Funding Status and Funding Progress

As of January 1, 2016, the most recent actuarial valuation date, the plan was zero percent funded. The actuarial accrued liability for benefits was \$6,618,470 all of which was unfunded. The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision and actual results are compared with past expectation and new estimates are made about the future.

	Fiscal Year Beginning	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
St. James Parish	1/1/2016	\$ -	\$ 5,691,103	\$ 5,691,103	0.00%	\$ 6,479,424	87.83%
St. James Parish Youth Center	1/1/2016	-	89,058	89,058	0.00%	-	0.00%
St. James Parish Gas & Water Distribution System	1/1/2016	-	838,309	838,309	0.00%	1,110,099	75.52%
<b>Total</b>		<b>\$ -</b>	<b>\$ 6,618,470</b>	<b>\$ 6,618,470</b>	<b>0.00%</b>	<b>\$ 7,589,523</b>	<b>87.21%</b>

Actuarial Methods and Assumptions

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

The unit credit actuarial cost method was used for the January 1, 2016, actuarial valuation. The employer portion of the cost for retiree medical care in each future year is determined by projecting the current cost levels using the healthcare cost trend rate and discounting the projected amount to the valuation date using the other described pertinent actuarial assumptions, including the investment return assumption (discount rate), mortality, and turnover. There are no plan assets.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**IV. OTHER INFORMATION (Continued)**

**E. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

Actuarial Methods and Assumptions (Continued):

The following actuarial assumptions were made:

*Mortality* - The 1994 Group Annuity Reserving (94GAR) table, projected to 2002, based on a fixed blend of 50% of the unloaded male mortality rates and 50% of the unloaded female mortality rates was used.

*Expected Time of Commencement of Benefits* - It is assumed that entitlement to benefits will commence three years after earliest eligibility to retire, as described in the paragraph under the heading "Plan Description".

*Turnover* - An age-related turnover scale based on actual experience has been used. The rates, when applied to the active employee census, produce an annual turnover of approximately 10%.

*Coverage Declination Rates* - Based on recent plan experience, it has been assumed that 25% of eligible retirees decline coverage upon retirement eligibility because of the relatively high retiree contribution required. It has further been assumed that 75% of retirees decline coverage upon eligibility for Medicare at age 65 for the same reason.

*Future Cost Increase (Trend) Rate* - The expected rate of increase in medical cost is based on a graded schedule beginning with 8% annually, down to an ultimate annual rate of 5.0% for ten years out and later.

*Method of Determining Value of Benefits* - The "value of benefits" has been assumed to be the portion of the premium after retirement date expected to be paid by the employer for each retiree and has been used as the basis for calculating the actuarial present value of OPEB benefits to be paid. The employer rates provided are "unblended" rates for active and retired as required by GASB 45 for valuation purposes. For employees who have retired before January 1, 2014, the employer pays a portion of the retiree medical rates based on the tier coverage as follows: single, 50%; retiree/spouse, 54%; and, family, 56%. For employees who have retired on and after January 1, 2014, the employer pays a portion of the retiree medical rates based on the length of service at retirement as follows: 10.5 years or less, 30%; 10.51 to 15.50 years, 40%; 15.51 to 20.50 years, 50%; 20.51 to 25.50 years, 55%; and, 25.50 years or more, 60%.

*Investment Return Assumption (Discount Rate)* - The Parish currently finances the OPEB using a pay-as-you-go approach, therefore, the discount rate was based on the historical (and expected investment that are expected to be used in financing the payment of benefits). The actuarial assumptions included a four percent investment rate of return, compounded annually.

*Inflation Rate* - Included in both the Investment Return Assumption and the Healthcare Cost Trend rates above is an implicit inflation assumption of 2.50% annually.

*Projected Salary Increase* - This assumption is not applicable since the benefit structure nor the valuation methodology involves salary.

*Post-retirement Benefit Increases* - The plan benefit provisions in effect for retirees as of the valuation date have been used and it has been assumed for valuation purposes that there will not be any changes in the future.

A level dollar, closed amortization period of thirty years has been used for the post-employment benefits. The remaining amortization period at December 31, 2016, was twenty-three years.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**E. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

Below is a summary of OPEB cost and contributions for the last three fiscal calendar years.

**St. James Parish**

OPEB Costs and Contributions			
	FY 2014	FY 2015	FY 2016
OPEB Cost	\$ 558,043	\$ 573,879	\$ 526,872
Contribution	-	-	-
Retiree premium	139,728	150,906	200,954
Total contribution and premium	139,728	150,906	200,954
Change in net OPEB obligation	\$ 418,315	\$ 422,973	\$ 325,918
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	25.04%	26.30%	38.14%

**St. James Parish Youth Center**

OPEB Costs and Contributions			
	FY 2014	FY 2015	FY 2016
OPEB Cost	\$ 2,475	\$ 3,025	\$ 1,640
Contribution	-	-	-
Retiree premium	18,570	20,056	18,396
Total contribution and premium	18,570	20,056	18,396
Change in net OPEB obligation	\$ (16,095)	\$ (17,031)	\$ (16,756)
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	750.30%	663.01%	1121.71%

**St. James Parish Gas & Water Distribution System**

OPEB Costs and Contributions			
	FY 2014	FY 2015	FY 2016
OPEB Cost	\$ 70,493	\$ 72,794	\$ 76,855
Contribution	-	-	-
Retiree premium	37,034	39,997	48,517
Total contribution and premium	37,034	39,997	48,517
Change in net OPEB obligation	\$ 33,459	\$ 32,797	\$ 28,338
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	52.54%	54.95%	63.13%

**IV. OTHER INFORMATION (Continued)**

**F. PROPERTY TAX ABATEMENT**

The local government is subject to certain property tax abatements granted by the Louisiana State Board of Commerce and Industry (the "State Board"), a state entity governed by board members representing major economic groups and gubernatorial appointees. Abatements to which the government may be subject include those issued for property taxes under the Industrial Tax Exemption Program ("ITEP") and the Restoration Tax Abatement Program ("RTAP"). In addition, the local government has the authority to grant sales tax rebates to taxpayers pursuant to the Enterprise Zone Tax Rebate Program ("EZ Program"). For the year ending December 31, 2016, the government participated in the Industrial Tax Exemption Program and the Enterprise Zone Tax Rebate Program.

Under the ITEP, as authorized by *Article 7, Section 21(F) of the Louisiana Constitution and Executive Order Number JBE 2016-73*, companies that qualify as manufacturers can apply to the State Board for a property tax exemption on all new property, as defined, used in the manufacturing process. Under the ITEP, companies are required to promise to expand or build manufacturing facilities in Louisiana, with a minimum investment of \$5 million. The exemptions are granted for a 5 year term and are renewable for an additional 5 year term upon approval by the State Board. In the case of the local government, these state-granted abatements have resulted in reductions of property taxes, which the tax assessor administers as a temporary reduction in the assessed value of the property involved. The abatement agreements stipulate a percentage reduction of property taxes, which can be as much as 100 percent. The local government may recapture abated taxes if a company fails to expand facilities or otherwise fails to fulfill its commitments under the agreement.

Under the EZ Program, as authorized by Louisiana Revised Statute 51:1787, companies can apply for a state or local sales tax refund on eligible spending related to a project that creates a minimum number of permanent full-time jobs within certain specified geographic areas or certain targeted groups. To qualify, a company must either create a minimum of 5 net new full-time jobs within 24 months of the project start date or increase their current nationwide workforce by 10% within the first 12 months. These new employees must be from one of four targeted groups: i) residents living within certain geographic areas; ii) people receiving an approved form of public assistance; iii) people lacking basic skills – a person performing below a ninth grade proficiency in reading, writing and math; or iv) people unemployable by traditional standards. The company must certify that their new employees fall into one of the four targeted groups. Companies accepted into the EZ Program must document the sales taxes paid on qualifying purchases during the project. Upon completion of the project, the company must submit a request to receive a rebate of those sales taxes paid on qualifying purchases. The local government is authorized to establish the percent of the sales tax subject to the rebate. A local government is strictly prohibited from rebating any sales tax that is dedicated to the repayment of bonded indebtedness or dedicated to schools.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**E. PROPERTY TAX ABATEMENT (Continued)**

Taxes abated for the fiscal year ended December 31, 2016 were as follows:

Tax Abatement/Refund Program	Amount of Taxes Abated During the Fiscal Year
Industrial Tax Exemption Program	\$ 6,565,191
Enterprise Zone Tax Rebate Program	98,231

**G. EVALUATION OF SUBSEQUENT EVENTS**

The Parish has evaluated subsequent events through June 30, 2017, the date which the financial statements were available to be issued.

**H. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS**

Financial reporting standards require footnote disclosures on discretely presented component units considering both the units' significance relative to the total discretely component units and the nature and significance of the units' relationship to the primary government (the Parish). As such, the following disclosures are presented:

**1. St. James Parish Hospital**

Deposits

State law requires collateralization of all deposits with federal depository insurance and other acceptable collateral in specific amounts. The Hospital's deposit policy for custodial credit risk requires compliance with the provisions of state law, which are to be insured or collateralized by U.S. government securities held by the pledging financial institution's trust department in the name of the Hospital.

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Hospital's deposits may not be returned to them. As of March 31, 2016, \$5,105,896 of the Hospital's bank balance totaling \$5,906,127 was exposed to custodial credit risk. \$250,000 of deposits, at each institution, was secured by federal deposit insurance coverage, which was not exposed to custodial credit risk. The remaining deposits, which were exposed to custodial credit risk, were secured by the pledge of securities owned by the fiscal agent bank.

Investments

The Hospital's investments generally are reported at fair value. At March 31, 2016, the Hospital had the following investments and maturities, all of which were held in the Hospital's name by a custodial bank that is an agent of the Hospital:

<u>Investment Type</u>	<u>Carrying Amount</u>	Investments Maturities (in Years)			
		Less than 1	1 – 5	6 – 10	More than 10
U.S. Agencies	\$ 11,520,245	\$ -	\$ 11,520,245	\$ -	\$ -

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**G. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (Continued)**

**1. St. James Parish Hospital (Continued)**

*Interest Rate Risk* – The Hospital's investment policy does not limit investment maturities as a means of managing its exposure to fair value losses arising from changing interest rates.

*Credit Risk* – The Hospital's investment policy, in compliance with Louisiana Revised Statute 33:2955, allows the Hospital to invest in United States Treasuries, United States Agency securities, and certificates of deposit. As of March 31, 2016, the Hospital's investment in U.S. Agencies were rated Aaa by Moody's Investors Service and AA+ by Standard & Poor's.

*Concentration of Credit Risk* – The Hospital's investment policy does not limit the amount the Hospital may invest in any one issuer. More than 5% of the Hospital's investments are in the Federal Home Loan Bank, the Federal Home Loan Mortgage Corporation, and the Federal National Mortgage Association. These investments are 13%, 62%, and 22% of total investments, respectively at March 31, 2016.

Receivables

Receivables for the St. James Parish Hospital at March 31, 2016 are as follows:

Gross patient receivables	\$ 8,304,048
Less: allowance for uncollectible	<u>(5,368,403)</u>
Net patient receivables	2,935,645
Taxes receivable	<u>445,638</u>
Total receivables	<u>\$ 3,381,283</u>

The Hospital receives a 4.75 mils property tax which is levied January 1 each year, payable by December 31 of that year.

Restricted Assets and Internally Designated Assets

The amounts reported as restricted assets for St. James Parish Hospital are comprised of cash held by the trustee bank for debt service on behalf of the Hospital related to their required long-term debt. In addition, internally designated funds for capital acquisitions are set aside under the control of the board of commissioners and may, at its discretion, later use these funds for other purposes.

The restricted assets and internally designated assets, which consist of cash and certificates of deposits and U.S. Agencies, as of March 31, 2016, are as follows:

Held by trustee for debt service	
Sinking fund	\$ 51,907
Reserve fund-rural development	815,351
Contingency fund	436,187
Rural development transfer account	32,376
Internally designated for capital acquisitions	<u>11,520,245</u>
Total restricted assets and internally designated assets	<u>\$ 12,856,066</u>

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**G. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (Continued)**

**1. St. James Parish Hospital (Continued)**

Capital Assets

Activity for St. James Parish Hospital for the year ended March 31, 2016, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 1,227,036	\$ -	\$ -	\$ 1,227,036
Construction in progress	1,400	107,048	(97,662)	10,786
Total capital assets, not being depreciated	<u>1,228,436</u>	<u>107,048</u>	<u>(97,662)</u>	<u>1,237,822</u>
Capital assets, being depreciated:				
Building and improvements	24,504,427	-	-	24,504,427
Equipment	8,676,239	199,554	95,862	8,971,655
Total capital assets being depreciated	<u>33,180,666</u>	<u>199,554</u>	<u>95,862</u>	<u>33,476,082</u>
Less: Total accumulated depreciation	<u>(13,438,175)</u>	<u>(1,483,165)</u>	<u>-</u>	<u>(14,921,340)</u>
Total capital assets, being depreciated, net	<u>19,742,491</u>	<u>(1,283,611)</u>	<u>95,862</u>	<u>18,554,742</u>
Business-type activities capital assets, net	<u>\$ 20,970,927</u>	<u>\$ (1,176,563)</u>	<u>\$ (1,800)</u>	<u>\$ 19,792,564</u>

Depreciation expense of \$1,483,165 was charged to operating expenses.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**G. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (Continued)**

**1. St. James Parish Hospital (Continued)**

Long-Term Liabilities

Long-term liability activity for St. James Parish Hospital for the year ended March 31, 2016, was as follows:

	Balance March 31, 2015	Borrowings	Payments	Defeasance	Balance March 31, 2016
Books and Notes Payable:					
<i>Revenue Bonds</i>					
Series 2008 R-1	\$ 7,025,526	\$ -	\$ (100,597)	\$ -	\$ 6,924,929
Series 2014	7,171,648	-	(406,945)	-	6,764,703
Limited tax certificates	1,070,573	-	(530,000)	-	540,574
	<u>15,267,747</u>	<u>\$ -</u>	<u>\$ (1,037,542)</u>	<u>\$ -</u>	<u>14,230,206</u>
Less current maturities	(1,033,484)				(1,065,099)
Total long-term debt	<u>\$ 14,234,263</u>				<u>\$ 13,165,107</u>

On July 2, 2008, the Hospital issued \$7,600,000 of Revenue Bonds, Series 2008 R-1, as a single, fully-registered bond issue, payable through July 2, 2048, at an interest rate of 4.125%.

On June 4, 2014, the Hospital issued \$7,470,000 of Hospital Revenue Refunding Bonds, Series 2014, as a single, fully-registered bond issue, payable through June 2, 2029, at an interest rate of 3.09% to current refund \$8,185,000 of outstanding 2008 Series A-D bonds with an average interest rate of 7.80%. The proceeds of \$7,470,000, together with internal funds of \$1,856,370 (which includes monies in the existing sinking fund, a call premium, a forward fee, and accrued interest), were used to secure the repayment of the outstanding 2008 Series bonds. As a result, the 2008 Series bonds are considered to be defeased and the liability for those bonds has been removed from the general long-term debt account group.

The current refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$1,176,708. This difference, reported in the accompanying financial statements as a deferred outflow of resources, is being charged to operations through the year 2030 using the straight-line method. For the year ended March 31, 2016, the deferred amount on refunding totaled \$1,032,889.

The bonds are collateralized by a pledge of the Hospital Service District's revenue, land, building and improvements, and personal property thereon. Under the terms of the revenue note indenture, the Hospital is required to maintain certain deposits with a trustee. Such deposits are included in restricted and internally designated assets in the statements of net position. These funds are maintained at the Trustee and require monthly funding by the Hospital Service District. The revenue note indenture also requires that the Hospital satisfy certain measures of financial performance as long as the notes are outstanding. The Hospital was in compliance with all covenants of its outstanding bond issues at March 31, 2016.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**G. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (Continued)**

**1. St. James Parish Hospital (Continued)**

Long-Term Liabilities (Continued)

The Hospital has Limited Tax Certificates that are in the name of St. James Parish Government. The purpose of the funding was to construct and improve the public hospital buildings. There is no formal agreement between the Hospital and the Parish; however, both are operating under the understanding that the debt is that of the Hospital to be paid by the Hospital. Since the inception of the limited tax certificates, 2009, the Hospital has paid the monthly principal and interest required by the agreements.

The following table reflects the maturity schedule of the Series 2008R-1, Series 2014, and Limited Tax Certificate obligations and the anticipated interest payments of the debt:

FYE March 31	Revenue Bonds		Limited Tax Certificates		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2017	\$ 524,525	\$ 486,804	\$ 540,573	\$ 11,000	\$ 1,065,098	\$ 497,804
2018	542,087	469,243	-	-	542,087	469,243
2019	560,245	451,085	-	-	560,245	451,085
2020	579,021	432,309	-	-	579,021	432,309
2021	598,437	412,893	-	-	598,437	412,893
2022-2026	3,307,416	1,749,236	-	-	3,307,416	1,749,236
2027-2031	2,784,047	1,182,673	-	-	2,784,047	1,182,673
2032-2036	1,057,307	885,253	-	-	1,057,307	885,253
2037-2041	1,299,034	643,526	-	-	1,299,034	643,526
2042-2046	1,596,027	346,533	-	-	1,596,027	346,533
2047-2051	841,487	41,517	-	-	841,487	41,517
	<u>\$13,689,633</u>	<u>\$ 7,101,072</u>	<u>\$ 540,573</u>	<u>\$ 11,000</u>	<u>\$14,230,206</u>	<u>\$ 7,112,072</u>

Risk Management

The Hospital is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Hospital is a member of two separate trust funds established by the Louisiana Hospital Association that encompasses self insurance of (1) Hospital professional liability and comprehensive general liability, and (2) Statutory workers' compensation. The Hospital carries commercial insurance for all other risk of loss.

The trust funds for professional liability/comprehensive general liability and statutory workers compensation are pooling arrangements whereby there is a sharing of risk among the participants of the trust funds. The Hospital reports its premiums as insurance expenditures and expenses these premiums over the pro rata periods involved.

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**IV. OTHER INFORMATION (Continued)**

**G. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (Continued)**

**1. St. James Parish Hospital (Continued)**

Pension Plan

Plan Description

The Hospital is a member of the Parochial Employees' Retirement System of Louisiana (PERS or the System), a cost-sharing multiple-employer defined benefit pension plan. All full-time, permanent employees working at least 28 hours per week who are paid wholly or in part from the Hospital's funds are eligible to participate in PERS Plan B. Under PERS Plan B, any member can retire providing he/she meets one of the following:

For employees hired prior to January 1, 2007:

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

For employees hired after January 1, 2007:

1. Age 55 with thirty (30) years of service
2. Age 62 with ten (10) years of service
3. Age 67 with seven (7) years of service

Generally, the monthly amount of the retirement allowance for any member of Plan B shall consist of an amount equal to two (2) percent of the member's final average compensation multiplied by his years of creditable service. However, under certain conditions, as outlined in the statutes, the benefits are limited to specified amounts. The System also provides death and disability benefits. Benefits are established by state statute.

The System issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Parochial Employees' Retirement System, Post Office Box 14619, Baton Rouge, Louisiana 70898-4619, accessed via internet at [www.persla.gov](http://www.persla.gov), or calling (225) 928-1361.

Funding Policy

Contributions to Plan B include one-fourth of one percent of the taxes shown to be collectible by the tax rolls of each parish except Orleans and East Baton Rouge parishes. Plan B members are required to contribute 3% of their annual covered salary. The Hospital is required to contribute at an actuarially determined rate. The current rate is 8% of annual covered salary for the year ended March 31, 2016. As provided by LRS 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation of the prior year. The Hospital's contributions to Plan B for the year ended March 31, 2016, was \$720,694, which was equal to the required contribution.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**G. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (Continued)**

**1. St. James Parish Hospital (Continued)**

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

At March 31, 2016, the Hospital reported a liability of \$1,550,889 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2015, and was determined by actuarial valuation as of that date. The Hospital's proportion of the net pension liability was based on a projection of the Hospital's long-term share of contributions to the pension plan relative to the projected contributions of all municipalities, actuarially determined. At December 31, 2015, the Hospital's proportion was 8.710641%.

For the year ended March 31, 2016, the Hospital recognized pension expense of \$1,044,159. At March 31, 2016, the Hospital reported deferred outflows of resources and deferred inflows of resources related to its pension from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience	\$ -	\$ 219,554
Net Difference between Projected and Actual Earnings on Pension Plan Investments	1,367,010	-
Changes in Assumptions	151,833	-
Changes in Proportion	-	2,396
Hospital Contributions Subsequent to the Measurement Date	182,048	-
	\$ 1,700,891	\$ 221,950

In the year ended March 31, 2016, \$182,048 reported as deferred outflows of resources related to pensions resulting from the Hospital's contributions subsequent to the measurement date will be recognized.

Other amounts reported as deferred inflows of resources and deferred outflows of resources will be recognized in pension expense as follows:

<u>Year Ending</u>	<u>Building</u>
2017	\$ 318,380
2018	318,380
2019	318,380
2020	318,383
2021	341,751
Total	\$ 1,615,274

**ST. JAMES PARISH**  
Convent, Louisiana  
Notes to the Financial Statements (Continued)

---

**IV. OTHER INFORMATION (Continued)**

**G. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (Continued)**

**1. St. James Parish Hospital (Continued)**

Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining the net position liability as of March 31, 2016, is as follows:

Valuation Date	December 31, 2015
Actuarial Cost Method	Entry Age Normal
Investment Return	7.00% (net of Investment Expense, Including Inflation)
Expected Remain Service Life	4 Years
Projected Salary Increase	5.25% (2.75% Merit / 2.5% Inflation)
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 increases not yet authorized by the Board of Trustees
Mortality	RP-2000 Employee Sex Distinct Table was selected for employees. RP-2000 Healthy Annuitant Sex Distinct Tables were selected for annuitants and beneficiaries. RP-2000 Disabled Lives Mortality Table was selected for disabled annuitants.

The discount rate used to measure the total pension liability was 7.00% for Plan B. 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 System's 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.

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 (bottomup). 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 2.30% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.55%, for the year ended December 31, 2015.

**ST. JAMES PARISH**  
 Convent, Louisiana  
 Notes to the Financial Statements (Continued)

**IV. OTHER INFORMATION (Continued)**

**G. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (Continued)**

**1. St. James Parish Hospital (Continued)**

Actuarial Assumptions (Continued)

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, 2015, are summarized in the following table:

Asset Class	Target Asset Allocation	Long-Term Expected Portfolio Real Rate of Return
Fixed Income	34%	1.06%
Equity	51%	3.56%
Alternative	12%	0.74%
Real Assets	3%	0.19%
Inflation	100%	5.55%
Expected Arithmetic Normal Return		2.00%
		7.55%

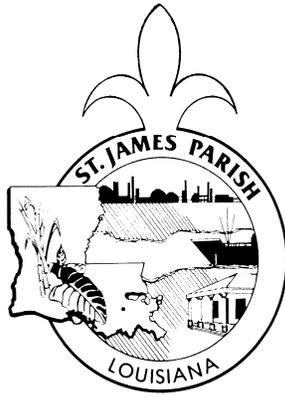
Sensitivity to Changes in Discount Rate

The following presents the net pension liability of the Hospital using the discount rate of 7.00% as well as what the liability would be if it were calculated using a discount rate that is one percentage point lower (6.00%) or one percentage point higher (8.00%) than the current rate:

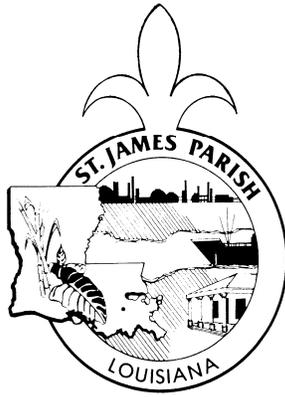
	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Hospital's Proportionate Share of the Net Pension Liability	\$ 4,580,336	\$ 1,550,889	\$ (1,004,085)

Subsequent Events

Management has evaluated subsequent events through the date that the financial statements were available to be issued September 26, 2016, and determined that other than as described below, no events occurred that require additional disclosure. No events occurring after this date have been evaluated for inclusion in these financial statements.



## REQUIRED SUPPLEMENTARY INFORMATION



## **MAJOR GOVERNMENTAL FUNDS**

### **General Fund**

The General Fund is the principal fund of the Parish and is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

### **Courthouse, Jail, and Public Buildings Maintenance Fund**

The Courthouse, Jail, and Public Buildings Maintenance Fund accounts for the operation and maintenance of the public buildings in the Parish. Financing is provided by property taxes and state revenue sharing.

### **CDBG Disaster Recovery Projects Fund**

The CDBG Disaster Recovery Projects Fund accounts for projects relating to hurricane disaster recovery. Funding is provided from the State of Louisiana, Division of Administration, Office of Community Development.

St. James Parish  
Convent, Louisiana  
General Fund  
Schedule of Revenues, Expenditures and Changes in Fund Balances  
Budget and Actual  
For the Year Ended December 31, 2016

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
<b>Revenues:</b>				
Taxes:				
Property	\$ 4,119,600	\$ 3,959,700	\$ 3,600,912	\$ (358,788)
Voluntary payments in lieu of taxes	326,300	305,700	472,882	167,182
Sales and use	2,290,700	1,500,000	1,548,615	48,615
Alcoholic beverages (beer)	19,000	25,000	24,080	(920)
Licenses and permits	728,900	1,037,800	1,053,476	15,676
Intergovernmental:				
Federal	26,900	37,300	36,066	(1,234)
State	488,100	651,900	817,219	165,319
Local	336,000	321,500	364,401	42,901
Charges for services	-	600	614	14
Interest	6,000	7,000	15,965	8,965
Other	205,400	638,800	651,942	13,142
Total revenues	<u>8,546,900</u>	<u>8,485,300</u>	<u>8,586,172</u>	<u>100,872</u>
<b>Expenditures:</b>				
Current:				
General government:				
Financial administration	2,442,200	1,547,600	1,572,269	(24,669)
Legislative	370,200	345,600	330,227	15,373
Judicial	178,300	207,500	198,372	9,128
Executive	1,184,800	1,278,900	1,294,004	(15,104)
Elections	88,300	87,900	85,464	2,436
Other-unclassified	389,600	307,900	303,725	4,175
Public safety	713,200	710,900	683,064	27,836
Public housing	2,400	2,000	2,040	(40)
Health and welfare	1,465,700	1,443,100	1,407,808	35,292
Economic development and assistance	563,400	544,000	511,582	32,418
Capital outlay	150,000	120,000	58,472	61,528
Total expenditures	<u>7,548,100</u>	<u>6,595,400</u>	<u>6,447,027</u>	<u>148,373</u>
Excess (deficiency) of revenues over (under) expenditures	998,800	1,889,900	2,139,145	249,245
Other financing sources (uses):				
Operating transfers out	(1,227,800)	(1,362,500)	(1,294,368)	68,132
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	(229,000)	527,400	844,777	317,377
Fund balance, beginning of year	<u>9,847,735</u>	<u>9,847,735</u>	<u>9,847,735</u>	<u>-</u>
Fund balance, end of year	<u>\$ 9,618,735</u>	<u>\$ 10,375,135</u>	<u>\$ 10,692,512</u>	<u>\$ 317,377</u>

Statement J

St. James Parish  
 Convent, Louisiana  
 Courthouse, Jail, and Public Buildings Maintenance Fund  
 Schedule of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the Year Ended December 31, 2016

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
Revenues:				
Taxes:				
Property	\$ 2,872,300	\$ 2,760,200	\$ 2,507,012	\$ (253,188)
Intergovernmental:				
Federal	-	26,600	-	(26,600)
State	15,000	14,600	127,766	113,166
Interest	10,000	5,000	16,281	11,281
Other	700	300	4,325	4,025
Total revenues	<u>2,898,000</u>	<u>2,806,700</u>	<u>2,655,384</u>	<u>(151,316)</u>
Expenditures:				
Current:				
General government	1,769,200	1,737,500	1,613,278	124,222
Public safety	-	37,200	42,846	(5,646)
Capital outlay	530,000	510,300	512,543	(2,243)
Total expenditures	<u>2,299,200</u>	<u>2,285,000</u>	<u>2,168,667</u>	<u>116,333</u>
Excess (deficiency) of revenues over (under) expenditures	598,800	521,700	486,717	(34,983)
Other financing sources (uses):				
Operating transfers in	-	-	1,915	1,915
Operating transfers out	(113,500)	(294,300)	(11,844)	282,456
Total other financing sources (uses)	<u>(113,500)</u>	<u>(294,300)</u>	<u>(9,929)</u>	<u>284,371</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	485,300	227,400	476,788	249,388
Fund balance, beginning of year	8,455,378	8,455,378	8,455,378	-
Fund balance, end of year	<u>\$ 8,940,678</u>	<u>\$ 8,682,778</u>	<u>\$ 8,932,166</u>	<u>\$ 249,388</u>

St. James Parish  
 Convent, Louisiana  
 CDBG - Disaster Recovery Projects Fund  
 Schedule of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the Year Ended December 31, 2016

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental:				
Federal	\$ 4,376,900	\$ 3,501,000	\$ 3,458,600	\$ (42,400)
Total revenues	<u>4,376,900</u>	<u>3,501,000</u>	<u>3,458,600</u>	<u>(42,400)</u>
Expenditures:				
Current:				
General government	41,000	63,700	63,623	77
Highways and streets	5,500	1,600	1,752	(152)
Public utilities	-	9,700	9,708	(8)
Culture and recreation	-	5,000	2,482	2,518
Capital outlay	<u>4,330,400</u>	<u>3,403,900</u>	<u>3,495,820</u>	<u>(91,920)</u>
Total expenditures	<u>4,376,900</u>	<u>3,483,900</u>	<u>3,573,385</u>	<u>(89,485)</u>
Excess (deficiency) of revenues over (under) expenditures	-	17,100	(114,785)	(131,885)
Other financing sources (uses):				
Operating transfers in	<u>-</u>	<u>264,800</u>	<u>-</u>	<u>(264,800)</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	-	281,900	(114,785)	(396,685)
Fund balance, beginning of year	(281,808)	(281,808)	(281,808)	-
Fund balance, end of year	<u>\$ (281,808)</u>	<u>\$ 92</u>	<u>\$ (396,593)</u>	<u>\$ (396,685)</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Funding Progress for Other Post-Employment Benefit Plan  
 December 31, 2016

**St. James Parish**

Actuarial Valuation Date	(a) Actuarial Value of Assets	(b) Actuarial Accrued Liability (AAL)	(b-a) Unfunded AAL (UAAL)	(a/b) Funded Ratio	(c) Covered Payroll	((b-a)/c) UAAL as a Percentage of Covered Payroll
1/1/2016	\$ -	\$ 6,618,470	\$ 6,618,470	0.0%	\$ 7,589,523	87.21%
1/1/2015	-	6,557,958	6,557,958	0.0%	7,885,895	83.16%
1/1/2014	-	6,305,728	6,305,728	0.0%	7,473,585	84.37%

Schedule of Employer Contributions

Fiscal Year Ending	(a) Annual OPEB Cost	(b) Annual Contributed	(b/a) Percentage of Annual OPEB Costs Contributed	(a-b) Increase (Decrease) to Net OPEB Obligation	(PY + (a - b)) Net OPEB Obligation
12/31/2016	\$ 605,367	\$ 267,867	44.25%	\$ 337,500	\$ 2,916,722
12/31/2015	649,698	210,959	32.47%	438,739	2,579,222
12/31/2014	631,011	195,332	30.96%	435,679	2,140,483

St. James Parish  
 Convent, Louisiana  
 Schedule of Proportionate Share of the Net Pension Liability  
 December 31, 2016 (\*)

Pension Plan	Year	Employer's Proportion of the Net Pension Liability (Asset)	Employer's Proportionate Share of the Net Pension Liability (Asset)	Employer's Covered-Employee Payroll	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered-Employee Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
<b>Parochial Employees' Retirement System of Louisiana Plan A</b>						
	2016	1.4037%	\$ 3,694,934	\$ 8,048,241	45.9098%	92.2301%
	2015	1.3896%	379,929	7,792,033	4.8759%	99.1464%
<b>District Attorneys' Retirement System</b>						
	2016	0.11903%	22,783	72,047	31.6224%	95.0907%
	2015	0.12465%	6,714	73,088	9.1862%	98.5614%
	2014	0.22045%	1,724	65,974	2.6132%	99.4468%
<b>Registrar of Voters Employees' Retirement System of Louisiana</b>						
	2016	0.21682%	61,522	29,784	206.5606%	73.9818%
	2015	0.21143%	51,779	28,681	180.5342%	76.8567%
	2014	0.22045%	50,967	28,681	177.7030%	77.6834%

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

(\*) The amounts presented have a liability measurement date as follows:

Measurement Date	Pension Plan
December 31 of the prior year	Parochial Employees' Retirement System of Louisiana Plan A
June 30 of the year ended	District Attorneys' Retirement System
June 30 of the year ended	Registrar of Voters Employees' Retirement System of Louisiana

St. James Parish  
Convent, Louisiana  
Schedule of Pension Contributions  
December 31, 2016

Pension Plan	Year	Contractually Required Contribution <sup>1</sup>	Contributions in Relation to Contractually Required Contribution <sup>2</sup>	Contribution Deficiency (Excess)	Employer's Covered Employee Payroll <sup>3</sup>	Contributions as a % of Covered Employee Payroll
<b>Parochial Employees' Retirement System of Louisiana Plan A</b>						
	2016	\$ 1,010,105	\$ 1,010,105	\$ -	\$ 7,770,042	13.0000%
	2015	1,166,995	1,166,995	-	8,048,241	14.5000%
	2014	1,246,726	1,246,726	-	7,792,033	16.0000%
<b>District Attorneys' Retirement System</b>						
	2016	1,187	1,187	-	57,101	2.0788%
	2015	4,056	4,056	-	77,001	5.2675%
	2014	5,738	5,738	-	68,492	8.3776%
<b>Registrar of Voters Employees' Retirement System of Louisiana</b>						
	2016	6,095	6,095	-	28,681	21.2510%
	2015	6,955	6,955	-	29,784	23.3515%
	2014	6,955	6,955	-	28,681	24.2495%

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

For reference only:

<sup>1</sup> Employer contribution rate multiplied by employer's covered employee payroll

<sup>2</sup> Actual employer contributions remitted to Retirement Systems

<sup>3</sup> Employer's covered employee payroll amount for the fiscal years ended December 31, 2016 through 2014.

St. James Parish  
Convent, Louisiana  
Notes to Schedule of Pension contributions  
For the Year Ended December 31, 2016

---

**I. NET PENSION LIABILITY**

**Changes of Benefit Terms**

Parochial Employees' Retirement System of Louisiana Plan A  
No Changes.

District Attorneys' Retirement System  
No Changes.

Registrar of Voters Employees' Retirement System of Louisiana  
No Changes.

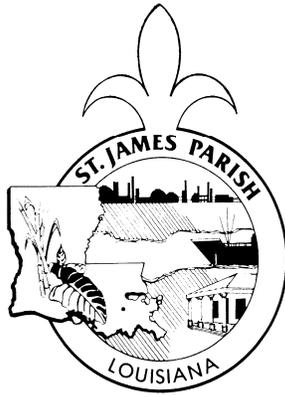
**Changes of Assumptions**

Parochial Employees' Retirement System of Louisiana Plan A  
Amounts reported in fiscal year ended December 31, 2015 for Parochial Employees' Retirement System reflect an adjustment in the discount rate used to measure the total pension liability. The discount rate for the System was reduced by 0.25% to 7.00% as of the valuation date December 31, 2015.

District Attorneys' Retirement System  
No Changes.

Registrar of Voters Employees' Retirement System of Louisiana  
No Changes.

## SUPPLEMENTARY INFORMATION



St. James Parish  
 Convent, Louisiana  
 Combining Balance Sheet  
 Nonmajor Governmental Funds  
 December 31, 2016

	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Nonmajor Governmental Funds
<b>Assets</b>				
Cash and cash equivalents	\$ 13,407,001	\$ 30,866	\$ 1,246,443	\$ 14,684,310
Investments	11,298,145	1,056,037	60,666	12,414,848
Receivables (net of allowances for uncollectibles)	10,476,011	168,017	214,381	10,858,409
Due from other funds	622,880	-	24	622,904
Prepaid items	112,580	-	-	112,580
<b>Total assets</b>	<b><u>\$ 35,916,617</u></b>	<b><u>\$ 1,254,920</u></b>	<b><u>\$ 1,521,514</u></b>	<b><u>\$ 38,693,051</u></b>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 1,100,401	\$ 5,753	\$ 288,767	\$ 1,394,921
Payroll deductions and withholdings payable	70,173	-	-	70,173
Due to other funds	229,378	-	106,867	336,245
Accrued expenses	127,252	-	-	127,252
Other liabilities	26,675	-	-	26,675
<b>Total liabilities</b>	<b><u>1,553,879</u></b>	<b><u>5,753</u></b>	<b><u>395,634</u></b>	<b><u>1,955,266</u></b>
Fund balance:				
Nonspendable - prepaid items	112,580	-	-	112,580
Restricted for				
Culture and recreation	7,424,716	-	-	7,424,716
Debt service	14,413	1,249,167	-	1,263,580
Capital projects	-	-	876,614	876,614
Health and welfare	1,728,408	-	-	1,728,408
Highways and streets	5,784,065	-	-	5,784,065
Public safety	15,120,275	-	-	15,120,275
Sanitation	3,477,194	-	289,525	3,766,719
Other purposes	5,904	-	-	5,904
Committed for				
Judicial	615,352	-	-	615,352
Highways and streets	-	-	45,618	45,618
Assigned for				
Health and welfare	6,035	-	-	6,035
Other purposes	84,712	-	-	84,712
Unassigned	(10,916)	-	(85,877)	(96,793)
<b>Total fund balance</b>	<b><u>34,362,738</u></b>	<b><u>1,249,167</u></b>	<b><u>1,125,880</u></b>	<b><u>36,737,785</u></b>
<b>Total liabilities and fund balance</b>	<b><u>\$ 35,916,617</u></b>	<b><u>\$ 1,254,920</u></b>	<b><u>\$ 1,521,514</u></b>	<b><u>\$ 38,693,051</u></b>

St. James Parish  
 Convent, Louisiana  
 Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
 Nonmajor Governmental Funds  
 For the Year Ended December 31, 2016

	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Nonmajor Governmental Funds
<b>Revenues</b>				
Taxes:				
Property	\$ 9,296,551	\$ 171,551	\$ -	\$ 9,468,102
Sales and use	4,645,845	-	-	4,645,845
Intergovernmental:				
Federal	1,576,370	-	212,705	1,789,075
State	502,641	-	-	502,641
Local	162,880	-	-	162,880
Fines and forfeits	133,103	-	-	133,103
Charges for services	900,440	-	-	900,440
Interest	64,938	5,579	748	71,265
In-kind contributions	70,090	-	-	70,090
Other	1,224,044	-	-	1,224,044
Total revenues	<u>18,576,902</u>	<u>177,130</u>	<u>213,453</u>	<u>18,967,485</u>
<b>Expenditures:</b>				
Current:				
General government	997,450	7,333	25,287	1,030,070
Public safety	3,649,963	-	-	3,649,963
Highways and streets	2,541,942	-	7,755	2,549,697
Sanitation	1,526,205	-	141,306	1,667,511
Public transportation	981,189	-	-	981,189
Health and welfare	3,010,867	-	-	3,010,867
Culture and recreation	2,472,870	-	22,818	2,495,688
In-kind expenses	70,090	-	-	70,090
Debt service:				
Principal	87,019	1,087,000	-	1,174,019
Interest and fiscal charges	14,646	179,381	-	194,027
Capital outlay	2,515,508	-	124,471	2,639,979
Total expenditures	<u>17,867,749</u>	<u>1,273,714</u>	<u>321,637</u>	<u>19,463,100</u>
Excess (deficiency) of revenues over (under) expenditures	709,153	(1,096,584)	(108,184)	(495,615)
Other financing sources (uses):				
Operating transfers in	3,685,949	831,355	99,792	4,617,096
Operating transfers out	(2,750,596)	-	-	(2,750,596)
Total other financing sources (uses)	<u>935,353</u>	<u>831,355</u>	<u>99,792</u>	<u>1,866,500</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	1,644,506	(265,229)	(8,392)	1,370,885
Fund balance, beginning of year	32,718,232	1,514,396	1,134,272	35,366,900
Fund balance, end of year	<u>\$ 34,362,738</u>	<u>\$ 1,249,167</u>	<u>\$ 1,125,880</u>	<u>\$ 36,737,785</u>

## **NONMAJOR SPECIAL REVENUE FUNDS**

Special revenue funds are used to account for specific revenues derived from taxes or other dedicated revenue sources. They are usually required by statute, charter provision, or local ordinance to finance particular functions or activities of government. The Parish maintains the following special revenue funds:

### **Solid Waste Disposal Fund**

The Solid Waste Disposal Fund accounts for the operation of solid waste management and disposal. Financing is provided by one quarter of one per cent sales tax imposed parishwide and user fees charged to the Parish residents.

### **Fire Protection District No. 2 Maintenance Fund**

The Fire Protection District No. 2 Maintenance Fund accounts for the operation, maintenance and/or construction of the water distribution system within the district. Financing is provided by property taxes.

### **Enhanced 911 System Maintenance Fund**

The Enhanced 911 System Maintenance Fund accounts for the operation and maintenance of an enhanced 911 emergency telephone system. Financing is provided by property taxes and emergency telephone service charges.

### **St. James Volunteer Fire Department Fund**

The St. James Volunteer Fire Department Fund accounts for the payment of expenditures and capital outlays for the stations that fall under its jurisdiction. Financing is provided by a property tax millage that is partially dedicated to each fire department.

### **Gramercy Volunteer Fire Department Restricted Fund**

Gramercy Volunteer Fire Department Restricted accounts for the payment of expenditures and capital outlay activity for the protection improvements within its jurisdiction. Financing is provided by a property tax millage that is partially dedicated to each fire department.

### **Gramercy Volunteer Fire Department Fund**

The Gramercy Volunteer Fire Department Fund accounts for the payment of expenditures and capital outlays for the stations that fall under its jurisdiction. Financing is provided by a property tax millage that is partially dedicated to each fire department.

### **Union-Convent Volunteer Fire Department Fund**

The Union-Convent Volunteer Fire Department Fund accounts for the payment of expenditures and capital outlays for the stations that fall under its jurisdiction. Financing is provided by a property tax millage that is partially dedicated to each fire department.

### **North Vacherie Volunteer Fire Department Fund**

The North Vacherie Volunteer Fire Department Fund accounts for the payment of expenditures and capital outlays for the stations that fall under its jurisdiction. Financing is provided by a property tax millage that is partially dedicated to each fire department.

### **South Vacherie Volunteer Fire Department Fund**

The South Vacherie Volunteer Fire Department Fund accounts for the payment of expenditures and capital outlays for the stations that fall under its jurisdiction. Financing is provided by a property tax millage that is partially dedicated to each fire department.

# NONMAJOR SPECIAL REVENUE FUNDS

(Continued)

## **Criminal Court: Juror Compensation Fees**

The Criminal Court: Juror Compensation Fees Fund accounts for the juror-related expenditures attributable to the Twenty-Third Judicial District Court. Financing is provided by fines and forfeitures imposed by the district courts. The district is comprised of the parishes of St. James, Ascension, and Assumption. Only St. James Parish is reported in these statements.

## **Criminal Court: Law Enforcement Officer Witness Fees**

The Criminal Court: Law Enforcement Officer Witness Fees Fund accounts for the witness-related expenditures attributable to the Twenty-Third Judicial District Court. Financing is provided by fines and forfeitures imposed by the district courts. The district is comprised of the parishes of St. James, Ascension, and Assumption. Only St. James Parish is reported in these statements.

## **Public Safety Trust Fund**

The Public Safety Trust Fund provides funds to assist in paying for the cost of providing ambulance services to the residents of the parish. Financing is provided by property taxes.

## **St. James Parish Library Fund**

The Parish Library Fund accounts for the operation and maintenance of the St. James Parish Library. Financing is provided by property taxes, federal grants, and state revenue sharing funds.

## **Parks and Recreation Fund**

The Parks and Recreation Fund accounts for the cost of providing recreational facilities throughout the Parish. Financing is provided by one quarter of one percent sales tax imposed parishwide.

## **Gramercy Recreation District Fund**

The Gramercy Recreation District Fund accounts for the costs incurred by the district for providing recreational facilities within the corporate limits of the Town of Gramercy. Financing is provided by property taxes, state revenue sharing, and self-generated revenues.

## **Consolidated Road Lighting District No. 3A Fund**

The Consolidated Road Lighting District No. 3A Fund accounts for the operations and maintenance of lighting in public places. Financing is primarily provided by property taxes.

## **St. James Transit System Fund**

The St. James Transit System Fund accounts for the operation and maintenance of the parishwide transportation program. Financing is provided by federal grants, state grants, bus fares, and transfers from other funds.

## **Elderly & Emergency Medical Services Fund**

The Elderly and Emergency Medical Services Fund accounts for the cost of providing care and assistance to the elderly persons of the Parish and the cost of providing ambulance services to the residents of the Parish. Financing is provided by one quarter of one per cent sales tax imposed parishwide and transfers from other funds.

# NONMAJOR SPECIAL REVENUE FUNDS

(Continued)

## **Title V Senior Employment**

The Title V Fund accounts for funds used for the Senior Community Service Employment Program. This program provides part-time work opportunities in community service employment activities for low-income persons who are 55 years of age and older. The Governor's Office of Elderly Affairs provides the parish with funds to help pay for the cost of administering this program.

## **Title III-B Medicare Improvement for Patients and Providers Act (MIPPA)**

The MIPPA supports outreach and directs assistance towards Medicare beneficiaries. Funding is provided by the United States Department of Health and Human Services and is passed through the Governor's Office of Elderly Affairs.

## **Senior Center Additional Appropriation**

The Senior Center Additional Appropriation Fund accounts for additional funding for the Senior Center provided by the Governor's Office of Elderly Affairs.

## **YouthBuild AmeriCorps**

The YouthBuild AmeriCorps Fund is a comprehensive youth and community development program allowing unemployed and underappreciated youths to work toward a GED or high-school diploma while learning construction skills by building affordable housing for low-income families. This program is funded by the Corporation for National and Community Service.

## **GOEA Supplemental Senior Center Fund**

The Louisiana Legislature appropriated additional money to be used to supplement the primary state grant for senior centers. The funds are distributed by the Governor's Office of Elderly Affairs. The money received is used to supplement the cost of meals for the elderly.

## **Title III-C-2 Home Delivered Meals Fund**

The Title III-C-2 Home Delivered Meals Fund accounts for the expenditures to deliver meals to those citizens who are unable to attend any one of the senior citizens' centers. Funding is provided by the United States Department of Health and Human Services and is passed through the Governor's Office of Elderly Affairs and from contributions received on the meals.

## **Title III-C-1 Congregate Meals Fund**

The Title III-C-1 Congregate Meals Fund represents cost associated with feeding the elderly citizens at the four senior citizens' centers located throughout the Parish. Funding is provided by the United States Department of Health and Human Services and is passed through the Governor's Office of Elderly Affairs and from contributions received on the meals.

## **Title III-B Supportive Services Fund**

The Title III-B Supportive Services Fund is used to pay for the administration of programs for the elderly. Funding is provided by the United States Department of Health and Human Services and is passed through the Governor's Office of Elderly Affairs.

## **Title III-C-1 Area Agency Administration Fund**

The Title III-C-1 Area Agency Administration Fund is used to account for a portion of the costs of administering the Parish's special programs for the aging. The Governor's Office of Elderly Affairs provides the Parish with funds to help pay for the costs of administering these programs.

# NONMAJOR SPECIAL REVENUE FUNDS

(Continued)

## **Title III-D Preventive Health Fund**

The Title III-D Fund accounts for funds used for wellness, which include disease prevention and health promotion activities.

## **Title III-E NFCSP (Caregiver) Fund**

The Title III-E Fund accounts for funds relating to the National Family Caregiver Support program. The program is designed to provide multifaceted systems of support services for family caregivers and for grandparents or older individuals who are relative caregivers. The program targets older, low-income individuals. Specific types of services that can be provided by this program include: Adult Day Care, Adult Health Care, Material Aid, Case Management, Personal Care, Counseling, Support Groups, Respite Care, Sitter Service, Information, and Assistance. Eligible participants include (1) adult family members, or another adult person, who provides uncompensated in-home and community care to an older person, who needs supportive services or (2) grandparents, or a person 60 years of age or older, who is related to a child by blood or marriage and (1) lives with the child, (2) is the primary caregiver, and (3) has a legal relationship to the child or is raising the child informally.

## **Community Services Block Grant Fund**

The Community Services Block Grant (CSBG) Fund accounts for the outreach and housing programs administered by the Parish Department of Human Resources. Funding is provided by the United States Department of Health and Human Services and is passed through the Louisiana Department of Labor.

## **Coastal Impact Assistance Program Fund**

The Coastal Impact Assistance Program Fund received funding from the U.S. Department of the Interior, U.S. Fish and Wildlife Service, for the purchase of existing wetlands. The wetlands will be used in a Wetlands Conservation and Preservation project to protect habitat, prohibit wetlands destruction, and aid in the restoration of the Parish's and State's coastal wetlands area.

## **Road and Bridge Maintenance Fund**

The Road and Bridge Maintenance Fund accounts for the maintenance of existing roads and bridges. Major means of financing is provided by property taxes, state revenue sharing, the State of Louisiana Parish Transportation Fund, and the Parish Royalty Fund. Use of these funds is restricted by Louisiana Revised Statute 43:753.

## **Wetlands Mitigation Grant Fund**

The Wetlands Mitigation Fund is used to provide for the purchase, maintenance, and restoration of wetlands for future use as mitigation areas. Funding is from the Louisiana Capital Outlay Program.

## **Area Agency on Aging – Parish Council on Aging Fund**

The Area Agency on Aging - Parish Council on Aging Fund accounts for any expenditure associated with the feeding program for the elderly. Funding is provided by the Governor's Office of Elderly Affairs.

## **Area Agency on Aging – Nutritional Services Incentive Program Fund**

The Nutritional Services Incentive Program Fund is used to account for the administration of NSIP funds provided by the Administration on Aging, U.S. Department of Health and Human Services. The funds are passed through the Governor's Office of Elderly Affairs. The funds are distributed to the Parish based on how many elderly meals were served in the previous year in relation to the total meals served statewide. The Parish uses the funds to supplement the cost of providing congregate and home-delivered meals to the elderly in the Parish.

## **NONMAJOR SPECIAL REVENUE FUNDS**

(Concluded)

### **Energy Assistance Fund**

The Energy Assistance Fund is used to help subsidize utility bills for low income residents within the Parish. The program is funded through the Louisiana Housing Corporation.

### **Senior Citizens Activities Fund**

The Senior Citizens Activities Fund accounts for the operation of the elderly handicrafts projects. Funds are generated from the sales of handicrafts.

### **Senior Center Fund**

The Senior Center Fund is used to help subsidize the cost for meals at the senior citizens' centers. Funding is provided by the Governor's Office of Elderly Affairs.

### **District V Recreation Fund**

The District V Recreation Fund accounts for the costs incurred by the district for providing recreational facilities within District 5 of St. James Parish. Financing is provided by property taxes, state revenue sharing, and self-generated revenues.

### **Emergency Food and Shelter Fund**

The Emergency Food and Shelter Fund is used to provide emergency food vouchers to the needy families in the Parish. United Way provides the funding.

### **Criminal Court Fund**

The Criminal Court Fund accounts for the expenditures attributable to the Twenty-Third Judicial District Court. Financing is provided by fines and forfeitures imposed by the district courts. The district is comprised of the parishes of St. James, Ascension, and Assumption. Only St. James Parish is reported in these statements.

### **River Parish Youth Build Fund**

The River Parish Youth Build Fund helps low-income youth and young adults ages 16 – 24 work toward their GED or high school diploma while learning job skills by repairing and building affordable housing for homeless and low-income people. Funds are provided by the United States Department of Labor's National Emergency Grant and the Louisiana Department of Labor, Office of Workforce Development.

### **Parishwide Drainage Maintenance Fund**

The Parishwide Drainage Maintenance Fund accounts for the operations and maintenance of all Parish drainage projects. Major means of financing is provided by property taxes and state revenue sharing.

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2016

	Solid Waste Disposal	Fire Protection District No. 2 Maintenance	Enhanced 911 System Maintenance	St. James Volunteer Fire Department
<b>Assets</b>				
Cash and cash equivalents	\$ 2,271,043	\$ 248,280	\$ 325,779	\$ 349,573
Investments	698,609	214,856	569,919	1,257,706
Receivables (net of allowances for uncollectibles)	287,327	350,509	740,315	318
Due from other funds	335,722	-	192,088	-
Prepaid items	-	-	101,664	-
Total assets	<u>\$ 3,592,701</u>	<u>\$ 813,645</u>	<u>\$ 1,929,765</u>	<u>\$ 1,607,597</u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 103,567	\$ 13,727	\$ 52,388	\$ 5,717
Payroll deductions and withholdings payable	4,349	2,223	719	-
Due to other funds	2,621	-	-	-
Accrued expenses	4,970	5,672	7,560	-
Other liabilities	-	-	-	-
Total liabilities	<u>115,507</u>	<u>21,622</u>	<u>60,667</u>	<u>5,717</u>
Fund balance:				
Nonspendable - prepaid items	-	-	101,664	-
Restricted for				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	792,023	1,767,434	1,601,880
Sanitation	3,477,194	-	-	-
Other purposes	-	-	-	-
Committed for				
Judicial	-	-	-	-
Assigned for				
Health and welfare	-	-	-	-
Other purposes	-	-	-	-
Unassigned	-	-	-	-
Total fund balance	<u>3,477,194</u>	<u>792,023</u>	<u>1,869,098</u>	<u>1,601,880</u>
Total liabilities and fund balance	<u>\$ 3,592,701</u>	<u>\$ 813,645</u>	<u>\$ 1,929,765</u>	<u>\$ 1,607,597</u>

Gramercy Volunteer Fire Department Restricted	Gramercy Volunteer Fire Department	Union-Convent Volunteer Fire Department	North Vacherie Volunteer Fire Department	South Vacherie Volunteer Fire Department	CC-Juror Compensation Fees	CC-Law Enforcement Officer Witness Fees
\$ 177,243	\$ -	\$ 437,552	\$ 302,789	\$ 378,785	\$ 499,725	\$ 13,582
-	-	287,946	269,275	476,821	104,974	-
-	-	150	110	-	1,401	1,120
-	-	-	-	-	-	-
-	-	-	-	-	-	-
<u>\$ 177,243</u>	<u>\$ -</u>	<u>\$ 725,648</u>	<u>\$ 572,174</u>	<u>\$ 855,606</u>	<u>\$ 606,100</u>	<u>\$ 14,702</u>
\$ -	\$ -	\$ 2,887	\$ 4,054	\$ 12,035	\$ -	\$ 5,450
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	2,887	4,054	12,035	-	5,450
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
177,243	-	722,761	568,120	843,571	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	606,100	9,252
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
<u>177,243</u>	<u>-</u>	<u>722,761</u>	<u>568,120</u>	<u>843,571</u>	<u>606,100</u>	<u>9,252</u>
<u>\$ 177,243</u>	<u>\$ -</u>	<u>\$ 725,648</u>	<u>\$ 572,174</u>	<u>\$ 855,606</u>	<u>\$ 606,100</u>	<u>\$ 14,702</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2016

	Public Safety Trust	St. James Parish Library	Parks and Recreation	Gramercy Recreation District
<b>Assets</b>				
Cash and cash equivalents	\$ 606,531	\$ 1,336,850	\$ 1,896,906	\$ 46,569
Investments	199,559	834,166	967,747	-
Receivables (net of allowances for uncollectibles)	1,945,391	1,513,499	287,484	140,173
Due from other funds	-	-	-	-
Prepaid items	-	-	-	-
Total assets	<u>\$ 2,751,481</u>	<u>\$ 3,684,515</u>	<u>\$ 3,152,137</u>	<u>\$ 186,742</u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 86,756	\$ 65,323	\$ 228,308	\$ 20,948
Payroll deductions and withholdings payable	19	2,641	4,673	-
Due to other funds	-	-	3,203	-
Accrued expenses	841	13,028	16,831	5,367
Other liabilities	-	-	-	-
Total liabilities	<u>87,616</u>	<u>80,992</u>	<u>253,015</u>	<u>26,315</u>
Fund balance:				
Nonspendable - prepaid items	-	-	-	-
Restricted for				
Culture and recreation	-	3,589,110	2,899,122	160,427
Debt service	-	14,413	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	2,663,865	-	-	-
Sanitation	-	-	-	-
Other purposes	-	-	-	-
Committed for				
Judicial	-	-	-	-
Assigned for				
Health and welfare	-	-	-	-
Other purposes	-	-	-	-
Unassigned				
Total fund balance	<u>2,663,865</u>	<u>3,603,523</u>	<u>2,899,122</u>	<u>160,427</u>
Total liabilities and fund balance	<u>\$ 2,751,481</u>	<u>\$ 3,684,515</u>	<u>\$ 3,152,137</u>	<u>\$ 186,742</u>

Consolidated Road Lighting District No. 3A	St. James Transit System	Elderly & Emergency Medical Services	Title V Senior Employment	MIPPA	Sr Center Additional Appropriation	Youth Build AmeriCorps
\$ 129,063	\$ -	\$ 978,611	\$ -	\$ -	\$ 3,906	\$ -
675,443	-	503,429	-	-	-	-
453,009	121,439	287,167	32,583	-	-	9,752
-	40,463	24,061	-	-	-	-
-	10,916	-	-	-	-	-
<u>\$ 1,257,515</u>	<u>\$ 172,818</u>	<u>\$ 1,793,268</u>	<u>\$ 32,583</u>	<u>\$ -</u>	<u>\$ 3,906</u>	<u>\$ 9,752</u>
\$ 28,771	\$ 10,528	\$ 30,296	\$ -	\$ -	\$ -	\$ -
1,836	8,767	4,365	-	-	-	-
-	141,684	12,801	24,061	-	-	9,493
3,077	11,839	17,398	2,997	-	-	259
-	-	-	5,525	-	3,906	-
<u>33,684</u>	<u>172,818</u>	<u>64,860</u>	<u>32,583</u>	<u>-</u>	<u>3,906</u>	<u>9,752</u>
-	10,916	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	1,728,408	-	-	-	-
1,223,831	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	(10,916)	-	-	-	-	-
<u>1,223,831</u>	<u>-</u>	<u>1,728,408</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 1,257,515</u>	<u>\$ 172,818</u>	<u>\$ 1,793,268</u>	<u>\$ 32,583</u>	<u>\$ -</u>	<u>\$ 3,906</u>	<u>\$ 9,752</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2016

	GOEA	Title III		
	Supplemental Senior Center	C-2 Home Delivered Meals	C-1 Congregate Meals	B Supportive Services
<b>Assets</b>				
Cash and cash equivalents	\$ 1,550	\$ 139	\$ 147	\$ 7,366
Investments	-	-	-	-
Receivables (net of allowances for uncollectibles)	-	12,186	5,666	88
Due from other funds	-	-	-	-
Prepaid items	-	-	-	-
<b>Total assets</b>	<u>\$ 1,550</u>	<u>\$ 12,325</u>	<u>\$ 5,813</u>	<u>\$ 7,454</u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ -	\$ 12,325	\$ 5,813	\$ 612
Payroll deductions and withholdings payable	-	-	-	-
Due to other funds	-	-	-	6,842
Accrued expenses	-	-	-	-
Other liabilities	1,550	-	-	-
<b>Total liabilities</b>	<u>1,550</u>	<u>12,325</u>	<u>5,813</u>	<u>7,454</u>
Fund balance:				
Nonspendable - prepaid items	-	-	-	-
Restricted for				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	-	-	-
Sanitation	-	-	-	-
Other purposes	-	-	-	-
Committed for				
Judicial	-	-	-	-
Assigned for				
Health and welfare	-	-	-	-
Other purposes	-	-	-	-
Unassigned	-	-	-	-
<b>Total fund balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total liabilities and fund balance</b>	<u>\$ 1,550</u>	<u>\$ 12,325</u>	<u>\$ 5,813</u>	<u>\$ 7,454</u>

Title III (Continued)			Community Services Block Grant	Coastal Impact Assistance Program	Road & Bridge Maintenance	Wetlands Mitigation
C-1 Area Agency Administration	D Preventive Health	E NFCSP (Caregiver)				
\$ -	\$ 1,434	\$ 1,701	\$ -	\$ 89,320	\$ 1,035,654	\$ 5,404
-	-	-	-	-	1,212,316	-
-	-	762	6,240	-	2,557,311	-
-	-	-	-	-	5,013	500
-	-	-	-	-	-	-
<u>\$ -</u>	<u>\$ 1,434</u>	<u>\$ 2,463</u>	<u>\$ 6,240</u>	<u>\$ 89,320</u>	<u>\$ 4,810,294</u>	<u>\$ 5,904</u>
\$ -	\$ -	\$ 1,825	\$ -	\$ 3,986	\$ 201,644	\$ -
-	-	638	-	-	22,760	-
-	-	-	6,240	622	-	-
-	-	-	-	-	25,656	-
-	1,434	-	-	-	-	-
-	<u>1,434</u>	<u>2,463</u>	<u>6,240</u>	<u>4,608</u>	<u>250,060</u>	<u>-</u>
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	4,560,234	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	5,904
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	84,712	-	-
-	-	-	-	-	-	-
-	-	-	-	84,712	4,560,234	5,904
<u>\$ -</u>	<u>\$ 1,434</u>	<u>\$ 2,463</u>	<u>\$ 6,240</u>	<u>\$ 89,320</u>	<u>\$ 4,810,294</u>	<u>\$ 5,904</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2016

	Area Agency on Aging			
	Parish Council on Aging	Nutritional Services Incentive Program	Energy Assistance	Senior Citizens Activities
<b>Assets</b>				
Cash and cash equivalents	\$ 4,521	\$ -	\$ 48	\$ 6,035
Investments	-	-	-	-
Receivables (net of allowances for uncollectibles)	-	-	52	-
Due from other funds	6,842	-	-	-
Prepaid items	-	-	-	-
<b>Total assets</b>	<b>\$ 11,363</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ 6,035</b>
<b>Liabilities and fund balance</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 13	\$ -	\$ 52	\$ -
Payroll deductions and withholdings payable	-	-	-	-
Due to other funds	-	-	-	-
Accrued expenses	-	-	-	-
Other liabilities	11,350	-	48	-
<b>Total liabilities</b>	<b>11,363</b>	<b>-</b>	<b>100</b>	<b>-</b>
<b>Fund balance:</b>				
Nonspendable - prepaid items	-	-	-	-
Restricted for				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	-	-	-
Sanitation	-	-	-	-
Other purposes	-	-	-	-
Committed for				
Judicial	-	-	-	-
Assigned for				
Health and welfare	-	-	-	6,035
Other purposes	-	-	-	-
Unassigned	-	-	-	-
<b>Total fund balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,035</b>
<b>Total liabilities and fund balance</b>	<b>\$ 11,363</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ 6,035</b>

Senior Center Fund	District V Recreation	Emergency Food and Shelter	Criminal Court	River Parish Youth Build	Parishwide Drainage Maintenance	Total
\$ 2,862	\$ 595,187	\$ -	\$ 1,025	\$ 11,068	\$ 1,640,753	\$ 13,407,001
-	-	-	-	-	3,025,379	11,298,145
-	187,764	7,914	35,978	6,644	1,483,659	10,476,011
-	-	-	17,334	-	857	622,880
-	-	-	-	-	-	112,580
<u>\$ 2,862</u>	<u>\$ 782,951</u>	<u>\$ 7,914</u>	<u>\$ 54,337</u>	<u>\$ 17,712</u>	<u>\$ 6,150,648</u>	<u>\$ 35,916,617</u>
\$ -	\$ 6,683	\$ 1,148	\$ 40,442	\$ 3,378	\$ 151,725	\$ 1,100,401
-	-	-	344	8,327	8,512	70,173
-	-	6,766	12,349	2,696	-	229,378
-	211	-	1,202	3,311	7,033	127,252
2,862	-	-	-	-	-	26,675
<u>2,862</u>	<u>6,894</u>	<u>7,914</u>	<u>54,337</u>	<u>17,712</u>	<u>167,270</u>	<u>1,553,879</u>
-	-	-	-	-	-	112,580
-	776,057	-	-	-	-	7,424,716
-	-	-	-	-	-	14,413
-	-	-	-	-	-	1,728,408
-	-	-	-	-	-	5,784,065
-	-	-	-	-	5,983,378	15,120,275
-	-	-	-	-	-	3,477,194
-	-	-	-	-	-	5,904
-	-	-	-	-	-	615,352
-	-	-	-	-	-	6,035
-	-	-	-	-	-	84,712
-	-	-	-	-	-	(10,916)
-	776,057	-	-	-	5,983,378	34,362,738
<u>\$ 2,862</u>	<u>\$ 782,951</u>	<u>\$ 7,914</u>	<u>\$ 54,337</u>	<u>\$ 17,712</u>	<u>\$ 6,150,648</u>	<u>\$ 35,916,617</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2016

	Solid Waste Disposal	Fire Protection District No. 2 Maintenance	Enhanced 911 System Maintenance	St. James Volunteer Fire Department
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ 340,681	\$ 633,059	\$ -
Sales and use	1,548,615	-	-	-
<b>Intergovernmental:</b>				
Federal	68,745	-	63,678	-
State	-	-	-	-
Local	-	-	77,766	-
Fines and forfeits	-	-	-	-
Charges for services	592,296	-	234,568	-
Interest	4,350	988	2,867	9,270
In-kind contributions	-	-	-	-
Other revenues	4,577	2,115	419,331	106,121
Total revenues	<u>2,218,583</u>	<u>343,784</u>	<u>1,431,269</u>	<u>115,391</u>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	-	-
Public safety	178,528	239,581	842,343	247,210
Highways and streets	-	-	-	-
Sanitation	1,526,205	-	-	-
Public transportation	-	-	-	-
Health and welfare	-	-	-	-
Culture and recreation	-	-	-	-
In-kind expenses	-	-	-	-
<b>Debt Service:</b>				
Principal	-	-	87,019	-
Interest and fiscal charges	-	-	14,646	-
Capital outlay	-	-	828,465	557,664
Total expenditures	<u>1,704,733</u>	<u>239,581</u>	<u>1,772,473</u>	<u>804,874</u>
Excess (deficiency) of revenues over (under) expenditures	513,850	104,203	(341,204)	(689,483)
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	191,353	404,474
Operating transfers out	(47,471)	(20,000)	-	-
Total other financing sources (uses)	<u>(47,471)</u>	<u>(20,000)</u>	<u>191,353</u>	<u>404,474</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	466,379	84,203	(149,851)	(285,009)
Fund balance, beginning of year as previously reported	3,010,815	707,820	2,018,949	1,328,984
Equity transfer in/(out)	-	-	-	557,905
Fund balance, beginning of year, restated	<u>3,010,815</u>	<u>707,820</u>	<u>2,018,949</u>	<u>1,886,889</u>
Fund balance, end of year	<u>\$ 3,477,194</u>	<u>\$ 792,023</u>	<u>\$ 1,869,098</u>	<u>\$ 1,601,880</u>

Gramercy Volunteer Fire Department Restricted	Gramercy Volunteer Fire Department	Union-Convent Volunteer Fire Department	North Vacherie Volunteer Fire Department	South Vacherie Volunteer Fire Department	CC-Juror Compensation Fees	CC-Law Enforcement Officer Witness Fees
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	2,145	1,314	1,229	2,176	626	-
-	-	-	-	-	-	-
265,053	-	11,417	21,727	15,679	32,575	26,060
<u>265,053</u>	<u>2,145</u>	<u>12,731</u>	<u>22,956</u>	<u>17,855</u>	<u>33,201</u>	<u>26,060</u>
-	-	-	-	-	2,666	17,950
87,810	18,932	53,801	94,930	106,596	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	19,790	-	-
<u>87,810</u>	<u>18,932</u>	<u>53,801</u>	<u>94,930</u>	<u>126,386</u>	<u>2,666</u>	<u>17,950</u>
177,243	(16,787)	(41,070)	(71,974)	(108,531)	30,535	8,110
-	-	317,493	318,698	317,715	-	-
-	(84,811)	(37,829)	-	-	-	-
<u>-</u>	<u>(84,811)</u>	<u>279,664</u>	<u>318,698</u>	<u>317,715</u>	<u>-</u>	<u>-</u>
177,243	(101,598)	238,594	246,724	209,184	30,535	8,110
-	659,503	484,167	321,396	634,387	575,565	1,142
-	(557,905)	-	-	-	-	-
-	101,598	484,167	321,396	634,387	575,565	1,142
<u>\$ 177,243</u>	<u>\$ -</u>	<u>\$ 722,761</u>	<u>\$ 568,120</u>	<u>\$ 843,571</u>	<u>\$ 606,100</u>	<u>\$ 9,252</u>

Schedule 7 (Continued)

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2016

	Public Safety Trust	St. James Parish Library	Parks and Recreation	Gramercy Recreation District
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ 1,990,386	\$ 1,514,327	\$ -	\$ 146,391
Sales and use	-	-	1,548,615	-
<b>Intergovernmental:</b>				
Federal	-	816	-	-
State	-	23,378	-	6,652
Local	-	-	-	2,206
Fines and forfeits	-	1,529	-	-
Charges for services	-	16,190	18,271	16,656
Interest	1,200	5,029	5,352	-
In-kind contributions	-	-	-	-
Other revenues	19	28,505	39,140	8,319
Total revenues	<u>1,991,605</u>	<u>1,589,774</u>	<u>1,611,378</u>	<u>180,224</u>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	-	-
Public safety	307,060	-	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	-	-	-	-
Culture and recreation	-	1,039,075	1,117,011	184,459
In-kind expenses	-	-	-	-
<b>Debt Service:</b>				
Principal	-	-	-	-
Interest and fiscal charges	-	-	-	-
Capital outlay	-	93,062	719,714	-
Total expenditures	<u>307,060</u>	<u>1,132,137</u>	<u>1,836,725</u>	<u>184,459</u>
Excess (deficiency) of revenues over (under) expenditures	1,684,545	457,637	(225,347)	(4,235)
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	325,000	-
Operating transfers out	(1,786,941)	(231,323)	-	-
Total other financing sources (uses)	<u>(1,786,941)</u>	<u>(231,323)</u>	<u>325,000</u>	<u>-</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	(102,396)	226,314	99,653	(4,235)
<b>Fund balance, beginning of year</b>				
as previously reported	2,766,261	3,377,209	3,516,808	164,662
Equity transfer in/(out)	-	-	(717,339)	-
Fund balance, beginning of year, restated	<u>2,766,261</u>	<u>3,377,209</u>	<u>2,799,469</u>	<u>164,662</u>
Fund balance, end of year	<u>\$ 2,663,865</u>	<u>\$ 3,603,523</u>	<u>\$ 2,899,122</u>	<u>\$ 160,427</u>

Consolidated Road Lighting District No. 3A	St. James Transit System	Elderly & Emergency Medical Services	Title V Senior Employment	MIPPA	Sr Center Additional Appropriation	Youth Build AmeriCorps
\$ 460,331	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	1,548,615	-	-	-	-
-	510,845	-	155,806	-	-	18,614
3,797	-	693	25,831	-	11,719	-
-	-	219	-	-	-	-
-	22,459	-	-	-	-	-
3,425	-	2,883	-	-	-	-
-	-	-	-	-	-	10,810
811	44,050	2,989	(5,525)	-	(3,906)	-
<u>468,364</u>	<u>577,354</u>	<u>1,555,399</u>	<u>176,112</u>	<u>-</u>	<u>7,813</u>	<u>29,424</u>
-	-	-	-	-	-	-
-	-	-	-	-	-	-
460,769	58	31,579	-	-	-	-
-	981,189	-	-	-	-	-
-	-	1,818,326	176,112	-	-	18,614
-	-	-	-	-	-	-
-	-	-	-	-	-	10,810
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	109,836	46,525	-	-	-	-
<u>460,769</u>	<u>1,091,083</u>	<u>1,896,430</u>	<u>176,112</u>	<u>-</u>	<u>-</u>	<u>29,424</u>
7,595	(513,729)	(341,031)	-	-	7,813	-
-	427,681	533,372	-	-	-	-
(326,915)	-	(36,136)	-	-	(7,813)	-
<u>(326,915)</u>	<u>427,681</u>	<u>497,236</u>	<u>-</u>	<u>-</u>	<u>(7,813)</u>	<u>-</u>
(319,320)	(86,048)	156,205	-	-	-	-
1,543,151	86,048	1,572,203	-	-	-	-
-	-	-	-	-	-	-
<u>1,543,151</u>	<u>86,048</u>	<u>1,572,203</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 1,223,831</u>	<u>\$ -</u>	<u>\$ 1,728,408</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Schedule 7 (Continued)

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2016

	GOEA Supplemental Senior Center	Title III		
		C-2 Home Delivered Meals	C-1 Congregate Meals	B Supportive Services
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ -	\$ -	\$ -
Sales and use	-	-	-	-
<b>Intergovernmental:</b>				
Federal	-	17,712	23,533	21,999
State	3,100	21,745	8,540	3,546
Local	-	-	-	-
Fines and forfeits	-	-	-	-
Charges for services	-	-	-	-
Interest	-	-	-	-
In-kind contributions	-	-	-	-
Other revenues	(1,550)	22,968	18,829	88
Total revenues	<u>1,550</u>	<u>62,425</u>	<u>50,902</u>	<u>25,633</u>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	-	-
Public safety	-	-	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	-	168,834	86,370	38,064
Culture and recreation	-	-	-	-
In-kind expenses	-	-	-	-
<b>Debt Service:</b>				
Principal	-	-	-	-
Interest and fiscal charges	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	<u>-</u>	<u>168,834</u>	<u>86,370</u>	<u>38,064</u>
Excess (deficiency) of revenues over (under) expenditures	1,550	(106,409)	(35,468)	(12,431)
<b>Other financing sources (uses):</b>				
Operating transfers in	-	106,409	35,468	12,431
Operating transfers out	(1,550)	-	-	-
Total other financing sources (uses)	<u>(1,550)</u>	<u>106,409</u>	<u>35,468</u>	<u>12,431</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	-	-	-	-
<b>Fund balance, beginning of year</b>				
as previously reported	-	-	-	-
Equity transfer in/(out)	-	-	-	-
Fund balance, beginning of year, restated	-	-	-	-
Fund balance, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

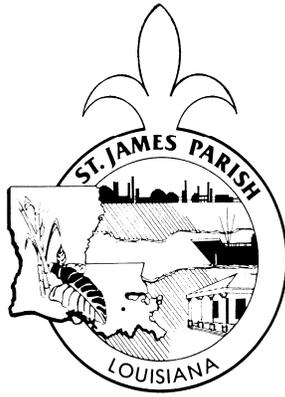
Title III (Continued)						
C-1 Area Agency Administration	D Preventive Health	E NFCSP (Caregiver)	Community Services Block Grant	Coastal Impact Assistance Program	Road & Bridge Maintenance	Wetlands Mitigation
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,507,005	\$ -
-	-	-	-	-	-	-
8,903	4,297	8,749	60,243	102,413	-	-
2,967	-	2,923	-	-	296,663	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	6,639	-
-	-	-	-	-	-	-
2	(1,434)	761	-	-	4,618	-
<u>11,872</u>	<u>2,863</u>	<u>12,433</u>	<u>60,243</u>	<u>102,413</u>	<u>2,814,925</u>	<u>-</u>
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	2,049,536	-
-	-	-	-	-	-	-
11,872	2,863	24,093	60,243	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	61,996	78,456	-
<u>11,872</u>	<u>2,863</u>	<u>24,093</u>	<u>60,243</u>	<u>61,996</u>	<u>2,127,992</u>	<u>-</u>
-	-	(11,660)	-	40,417	686,933	-
-	-	11,660	-	-	-	-
-	-	-	-	-	(40,477)	-
-	-	<u>11,660</u>	-	-	<u>(40,477)</u>	-
-	-	-	-	40,417	646,456	-
-	-	-	-	44,295	3,913,778	5,904
-	-	-	-	-	-	-
-	-	-	-	44,295	3,913,778	5,904
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 84,712</u>	<u>\$ 4,560,234</u>	<u>\$ 5,904</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2016

	Area Agency on Aging			
	Parish Council on Aging	Nutritional Services Incentive Program	Energy Assistance	Senior Citizens Activities
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ -	\$ -	\$ -
Sales and use	-	-	-	-
<b>Intergovernmental:</b>				
Federal	-	44,778	104,288	-
State	37,500	-	-	-
Local	-	-	-	-
Fines and forfeits	-	-	-	-
Charges for services	-	-	-	-
Interest	-	-	-	-
In-kind contributions	-	-	-	-
Other revenues	15,575	11,140	20	92,781
<b>Total revenues</b>	<u>53,075</u>	<u>55,918</u>	<u>104,308</u>	<u>92,781</u>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	-	-
Public safety	-	-	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	15,616	-	104,308	107,589
Culture and recreation	-	-	-	-
In-kind expenses	-	-	-	-
<b>Debt Service:</b>				
Principal	-	-	-	-
Interest and fiscal charges	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<u>15,616</u>	<u>-</u>	<u>104,308</u>	<u>107,589</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	37,459	55,918	-	(14,808)
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	-	-
Operating transfers out	(37,459)	(55,918)	-	-
<b>Total other financing sources (uses)</b>	<u>(37,459)</u>	<u>(55,918)</u>	<u>-</u>	<u>-</u>
<b>Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses</b>	-	-	-	(14,808)
<b>Fund balance, beginning of year as previously reported</b>				
	-	-	-	20,843
Equity transfer in/(out)	-	-	-	-
<b>Fund balance, beginning of year, restated</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>20,843</u>
<b>Fund balance, end of year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,035</u>

Senior Center Fund	District V Recreation	Emergency Food and Shelter	Criminal Court	River Parish Youth Build	Parishwide Drainage Maintenance	Total
\$ -	\$ 190,045	\$ -	\$ -	\$ -	\$ 1,514,326	\$ 9,296,551
-	-	-	-	-	-	4,645,845
-	-	15,627	-	345,324	-	1,576,370
30,506	-	-	6,052	-	17,029	502,641
-	-	-	82,689	-	-	162,880
-	-	-	131,574	-	-	133,103
-	-	-	-	-	-	900,440
-	233	-	-	-	15,212	64,938
-	-	-	-	59,280	-	70,090
7,469	765	2,527	1,395	3,602	25,431	1,224,044
<u>37,975</u>	<u>191,043</u>	<u>18,154</u>	<u>221,710</u>	<u>408,206</u>	<u>1,571,998</u>	<u>18,576,902</u>
-	-	-	976,834	-	-	997,450
-	-	-	-	-	1,473,172	3,649,963
-	-	-	-	-	-	2,541,942
-	-	-	-	-	-	1,526,205
-	-	-	-	-	-	981,189
10,883	-	18,154	-	348,926	-	3,010,867
-	132,325	-	-	-	-	2,472,870
-	-	-	-	59,280	-	70,090
-	-	-	-	-	-	87,019
-	-	-	-	-	-	14,646
-	-	-	-	-	-	2,515,508
<u>10,883</u>	<u>132,325</u>	<u>18,154</u>	<u>976,834</u>	<u>408,206</u>	<u>1,473,172</u>	<u>17,867,749</u>
27,092	58,718	-	(755,124)	-	98,826	709,153
8,861	-	-	675,334	-	-	3,685,949
(35,953)	-	-	-	-	-	(2,750,596)
<u>(27,092)</u>	<u>-</u>	<u>-</u>	<u>675,334</u>	<u>-</u>	<u>-</u>	<u>935,353</u>
-	58,718	-	(79,790)	-	98,826	1,644,506
-	-	-	79,790	-	5,884,552	32,718,232
-	717,339	-	-	-	-	-
-	717,339	-	79,790	-	5,884,552	32,718,232
<u>\$ -</u>	<u>\$ 776,057</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,983,378</u>	<u>\$ 34,362,738</u>

Schedule 7 (Concluded)



## **NONMAJOR DEBT SERVICE FUNDS**

The debt service funds are used to account for the accumulation of general obligation bonds principal and interest from governmental resources. Revenues for the debt service funds are provided by property taxes, sales taxes, and interest on investments. The Parish maintains the following debt service funds:

### **Certificates of Indebtedness Fund**

The Certificates of Indebtedness Fund accounts for the retirement of certificates of indebtedness. In 2010 the Parish issued certificates of indebtedness totaling \$2,000,000 for the purpose of renovating, improving, equipping, and expanding the library facilities on the East Bank. Limited Tax Certificates, Series 2011, in the amount of \$2,500,000 were issued for the purpose of renovating, improving, and expanding St. James Parish Hospital. In 2012, the Parish issued Limited Tax Certificates, Series 2012, in the amount of \$180,000 for the purpose of purchasing a fire truck and other fire equipment.

### **Consolidated General Obligation Bonds Fund**

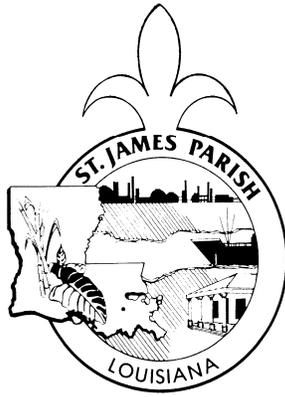
The Consolidated General Obligation Bonds Fund accounts for the property tax levies needed to comply with the interest and principal redemption requirements of the General Obligation Bonds, Series 2005 issue, the General Obligation Bonds, Series 2007 issue and the General Obligation Bonds, Series 2014 issue.

St. James Parish  
 Convent, Louisiana  
 Nonmajor Debt Service Funds  
 Combining Balance Sheet  
 December 31, 2016

	<u>Certificates of Indebtedness</u>	<u>Consolidated General Obligation Bonds</u>	<u>Total</u>
<b>Assets</b>			
Cash and cash equivalents	\$ 6,166	\$ 24,700	\$ 30,866
Investments	-	1,056,037	1,056,037
Receivables (net of allowances for collectibles)	-	168,017	168,017
<b>Total assets</b>	<u><u>\$ 6,166</u></u>	<u><u>\$ 1,248,754</u></u>	<u><u>\$ 1,254,920</u></u>
<b>Liabilities and fund balance</b>			
Liabilities:			
Accounts payable	\$ -	\$ 5,753	\$ 5,753
<b>Total liabilities</b>	<u>-</u>	<u>5,753</u>	<u>5,753</u>
Fund balance:			
Restricted for			
Debt service	6,166	1,243,001	1,249,167
<b>Total fund balance</b>	<u>6,166</u>	<u>1,243,001</u>	<u>1,249,167</u>
<b>Total liabilities and fund balance</b>	<u><u>\$ 6,166</u></u>	<u><u>\$ 1,248,754</u></u>	<u><u>\$ 1,254,920</u></u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Debt Service Funds  
 Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2016

	<u>Certificates of Indebtedness</u>	<u>Consolidated General Obligation Bonds</u>	<u>Total</u>
Revenues			
Taxes:			
Property	\$ -	\$ 171,551	\$ 171,551
Interest	-	5,579	5,579
Total revenues	<u>-</u>	<u>177,130</u>	<u>177,130</u>
Expenditures:			
Current:			
General government:			
Financial Administration	29	7,304	7,333
Debt service:			
Principal	767,000	320,000	1,087,000
Interest and fiscal charges	<u>63,958</u>	<u>115,423</u>	<u>179,381</u>
Total expenditures	<u>830,987</u>	<u>442,727</u>	<u>1,273,714</u>
Excess (deficiency) of revenues over (under) expenditures	(830,987)	(265,597)	(1,096,584)
Other financing sources (uses):			
Operating transfers in	<u>831,355</u>	<u>-</u>	<u>831,355</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	368	(265,597)	(265,229)
Fund balance, beginning of year	<u>5,798</u>	<u>1,508,598</u>	<u>1,514,396</u>
Fund balance, end of year	<u>\$ 6,166</u>	<u>\$ 1,243,001</u>	<u>\$ 1,249,167</u>



## **NONMAJOR CAPITAL PROJECTS FUNDS**

Capital projects funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds. The following are the Parish's capital projects funds:

### **Parishwide Road Improvement Fund**

The Parishwide Road Improvement Fund accounts for parishwide road improvements which include the construction of new roads and bridges. This fund is supported by transfers from the Road and Bridge Maintenance Fund.

### **Parishwide Sewer Construction Fund**

The Parishwide Sewer Construction Fund accounts for expenditures associated with the proposed construction of a parishwide sewer system. The program was financed by the United States Environmental Protection Agency (75%) and the St. James Parish Council (25%) through the sale of general obligation bonds. The program consisted of three phases of which two phases have been completed. Actual construction on the third phase has not yet begun.

### **LCDBG Road Improvement Fund**

The LCDBG Road Improvement Fund accounts for parishwide road improvements funded with a Louisiana Community Development Block Grant. Funding is provided from the State of Louisiana, Division of Administration, Office of Community Development.

### **LCDBG Sewer Construction Fund**

The LCDBG Sewer Construction Fund is used to account for expenditures associated with the development and construction of a community sewerage treatment and disposal system funded with a Louisiana Community Development Block Grant. Funding is provided from the State of Louisiana, Division of Administration, Office of Community Development.

### **District V Recreation Construction Fund**

The District V Recreation Construction Fund accounts for the construction of a multi-purpose building for the District V Recreation District. Funding was provided by the sale of general obligation bonds in the amount of \$1,700,000.

### **Hazard Mitigation Grant Program Fund**

The Hazard Mitigation Grant Fund accounts for projects that help localized drainage improvements, and building retrofitting and hardening. Funding is provided by FEMA through the State of Louisiana, Governor's Office of Homeland Security and Emergency Preparedness.

St. James Parish  
 Convent, Louisiana  
 Nonmajor Capital Projects Funds  
 Combining Balance Sheet  
 December 31, 2016

	Parishwide Road Improvement	Parishwide Sewer Construction	LCDBG Road Improvement	LCDBG Sewer Construction	District V Recreation Construction
<b>Assets</b>					
Cash and cash equivalents	\$ -	\$ 272,015	\$ 46,161	\$ 13	\$ 907,841
Investments	-	1,284	-	-	59,382
Receivables	-	88,680	-	91,033	34,438
Due from other funds	-	24	-	-	-
Total assets	<u>\$ -</u>	<u>\$ 362,003</u>	<u>\$ 46,161</u>	<u>\$ 91,046</u>	<u>\$ 1,001,661</u>
<b>Liabilities and fund balance</b>					
Liabilities:					
Accounts payable	\$ -	\$ 86,500	\$ -	\$ 77,000	\$ 125,047
Due to other funds	-	-	543	24	-
Total liabilities	<u>-</u>	<u>86,500</u>	<u>543</u>	<u>77,024</u>	<u>125,047</u>
Fund balance:					
Restricted for					
Capital projects	-	-	-	-	876,614
Sanitation	-	275,503	-	14,022	-
Committed for					
Highways and streets	-	-	45,618	-	-
Unassigned	-	-	-	-	-
Total fund balance	<u>-</u>	<u>275,503</u>	<u>45,618</u>	<u>14,022</u>	<u>876,614</u>
Total liabilities and fund balance	<u>\$ -</u>	<u>\$ 362,003</u>	<u>\$ 46,161</u>	<u>\$ 91,046</u>	<u>\$ 1,001,661</u>

Hazard Mitigation Grant Program	Total
\$ 20,413	\$ 1,246,443
-	60,666
230	214,381
-	24
\$ 20,643	\$ 1,521,514

\$ 220	\$ 288,767
106,300	106,867
106,520	395,634

-	876,614
-	289,525
-	45,618
(85,877)	(85,877)
(85,877)	1,125,880
\$ 20,643	\$ 1,521,514

St. James Parish  
 Convent, Louisiana  
 Nonmajor Capital Projects Funds  
 Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2016

	<u>Parishwide Road Improvement</u>	<u>Parishwide Sewer Construction</u>	<u>LCDBG Road Improvement</u>	<u>LCDBG Sewer Construction</u>	<u>District V Recreation Construction</u>
<b>Revenues:</b>					
Intergovernmental:					
Federal	\$ -	\$ 121,672	\$ -	\$ 91,033	\$ -
Interest	-	60	-	-	688
Total revenues	<u>-</u>	<u>121,732</u>	<u>-</u>	<u>91,033</u>	<u>688</u>
<b>Expenditures:</b>					
Current:					
General government	-	-	-	-	-
Highways and streets	7,755	-	-	-	-
Sanitation	-	141,301	-	5	-
Culture and recreation	-	-	-	-	22,818
Capital outlay	-	-	-	124,471	-
Total expenditures	<u>7,755</u>	<u>141,301</u>	<u>-</u>	<u>124,476</u>	<u>22,818</u>
Excess (deficiency) of revenues over (under) expenditures	(7,755)	(19,569)	-	(33,443)	(22,130)
<b>Other financing sources (uses):</b>					
Operating transfers in	40,477	-	-	47,471	-
Total other financing sources (uses)	<u>40,477</u>	<u>-</u>	<u>-</u>	<u>47,471</u>	<u>-</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	32,722	(19,569)	-	14,028	(22,130)
Fund balance, beginning of year	(32,722)	295,072	45,618	(6)	898,744
Fund balance, end of year	<u>\$ -</u>	<u>\$ 275,503</u>	<u>\$ 45,618</u>	<u>\$ 14,022</u>	<u>\$ 876,614</u>

Hazard Mitigation Grant Program	Total
\$ -	\$ 212,705
-	748
<u>-</u>	<u>213,453</u>
25,287	25,287
-	7,755
-	141,306
-	22,818
-	124,471
<u>25,287</u>	<u>321,637</u>
(25,287)	(108,184)
<u>11,844</u>	<u>99,792</u>
<u>11,844</u>	<u>99,792</u>
(13,443)	(8,392)
<u>(72,434)</u>	<u>1,134,272</u>
<u>\$ (85,877)</u>	<u>\$ 1,125,880</u>

ST. JAMES PARISH  
Convent, Louisiana

Schedule of Compensation, Benefits, and Other  
Payments to Agency Head

For the Year Ended December 31, 2016

**Agency Head Name:** Timothy P. Roussel, Parish President

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 150,779
Benefits-insurance	14,150
Benefits-retirement	19,601
Benefits-deferred compensation	1,200
Benefits-long term disability	754
Benefits-life insurance	180
Cell phone/l pad	1,739
Car allowance	2,168
Vehicle-repairs & maintenance	758
Vehicle-insurance	1,100
Vehicle-fuel	2,304
Per diem	-
Reimbursements	-
Travel	733
Membership dues	1,580
Registration fees	2,045
Conference travel	10,308
Conference meals	931
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Special meals	645
Miscellaneous	35
	<u>\$ 211,010</u>

St. James Parish  
Convent, Louisiana

Schedule of Compensation Paid to  
Parish Council Members

For the Year Ended December 31, 2016

<u>Parish Council</u>	<u>Amount</u>
Alvin J. St. Pierre, Jr., Chairman	\$ 16,154
Kendricks J. Brass, Vice Chairman	15,000
Jason P. Amato	15,000
Clyde M. Cooper, Sr.	14,423
Edward C Kraemer	14,423
Bradley Ryan Louque	14,423
Ralph A. Patin	13,200
Terry G. McCreary	577
Charles D. Ketchens	554
James M. Brazan	507
	<u>507</u>
	<u>\$ 104,261</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Program Revenues, Expenditures and Changes in Fund Balance  
 Contracts and Grants Provided Through the Louisiana Governor's Office of Elderly Affairs (GOEA)  
 For the Year Ended December 31, 2016

	C-2 Home Delivered Meals			C-1 Congregate Meals		
	For the 6 months ended		Total	For the 6 months ended		Total
	06/30/16	12/31/16		06/30/16	12/31/16	
<b>Revenues:</b>						
Intergovernmental:						
GOEA:						
Federal	\$ 8,157	\$ 8,052	\$ 16,209	\$ 11,567	\$ 11,966	\$ 23,533
Federal Disaster - Shelf Stable Meals	-	1,503	1,503	-	-	-
State	10,948	10,797	21,745	4,118	4,422	8,540
Other revenues:						
Sale of meals	4,679	4,531	9,210	5,801	5,701	11,502
Other	3,072	10,686	13,758	1,661	5,666	7,327
Total other revenues	<u>7,751</u>	<u>15,217</u>	<u>22,968</u>	<u>7,462</u>	<u>11,367</u>	<u>18,829</u>
Total revenues	<u>26,856</u>	<u>35,569</u>	<u>62,425</u>	<u>23,147</u>	<u>27,755</u>	<u>50,902</u>
<b>Expenditures:</b>						
Meals	88,602	71,260	159,862	46,817	37,726	84,543
Disaster Shelf Stable Meals	5,642	1,504	7,146	-	-	-
Distributed administrative costs	-	-	-	-	-	-
Program Support	-	-	-	-	-	-
Information and Assistance	-	-	-	-	-	-
Outreach	-	-	-	-	-	-
Other Priority Services	-	-	-	-	-	-
Recreation	-	-	-	-	-	-
Med Alert	-	-	-	-	-	-
Wellness	-	-	-	-	-	-
Public Education	-	-	-	-	-	-
Support Groups	-	-	-	-	-	-
Legal assistance	-	-	-	-	-	-
Salaries and Fringe Benefits	-	-	-	-	-	-
Telephone and Internet	-	-	-	-	-	-
Other costs	1,080	746	1,826	1,080	747	1,827
Capital outlay	-	-	-	-	-	-
Total expenditures	<u>95,324</u>	<u>73,510</u>	<u>168,834</u>	<u>47,897</u>	<u>38,473</u>	<u>86,370</u>
Excess (deficiency) of revenues over expenditures	(68,468)	(37,941)	(106,409)	(24,750)	(10,718)	(35,468)
Other financing sources (uses):						
Operating transfers in	68,469	37,940	106,409	24,750	10,718	35,468
Operating transfers out	-	-	-	-	-	-
Total other financing sources (uses)	<u>68,469</u>	<u>37,940</u>	<u>106,409</u>	<u>24,750</u>	<u>10,718</u>	<u>35,468</u>
Excess (deficiency) of revenues and other sources over expenditures	1	(1)	-	-	-	-
Fund balance, beginning of period	-	1	-	-	-	-
Fund balance, end of period	<u>\$ 1</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Title III-B			Senior Center			Parish Council on Aging		
For the 6 months ended			For the 6 months ended			For the 6 months ended		
06/30/16	12/31/16	Total	06/30/16	12/31/16	Total	06/30/16	12/31/16	Total
\$ 10,990	\$ 11,009	\$ 21,999	\$ 15,253	\$ 15,253	\$ 30,506	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-	-
1,854	1,692	3,546	-	-	-	18,750	18,750	37,500
-	-	-	-	-	-	-	-	-
-	88	88	10,331	(2,862)	7,469	15,616	(41)	15,575
-	88	88	10,331	(2,862)	7,469	15,616	(41)	15,575
<u>12,844</u>	<u>12,789</u>	<u>25,633</u>	<u>25,584</u>	<u>12,391</u>	<u>37,975</u>	<u>34,366</u>	<u>18,709</u>	<u>53,075</u>
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
4,204	3,810	8,014	-	-	-	-	-	-
701	635	1,336	-	-	-	-	-	-
4,905	4,444	9,349	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
638	528	1,166	-	-	-	-	-	-
4,553	3,054	7,607	-	-	-	-	-	-
4,204	3,810	8,014	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
953	1,625	2,578	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	9,210	1,673	10,883	15,616	-	15,616
-	-	-	-	-	-	-	-	-
<u>20,158</u>	<u>17,906</u>	<u>38,064</u>	<u>9,210</u>	<u>1,673</u>	<u>10,883</u>	<u>15,616</u>	<u>-</u>	<u>15,616</u>
(7,314)	(5,117)	(12,431)	16,374	10,718	27,092	18,750	18,709	37,459
7,312	5,119	12,431	8,861	-	8,861	-	-	-
-	-	-	(25,235)	(10,718)	(35,953)	(18,750)	(18,709)	(37,459)
<u>7,312</u>	<u>5,119</u>	<u>12,431</u>	<u>(16,374)</u>	<u>(10,718)</u>	<u>(27,092)</u>	<u>(18,750)</u>	<u>(18,709)</u>	<u>(37,459)</u>
(2)	2	-	-	-	-	-	-	-
-	(2)	-	-	-	-	-	-	-
<u>\$ (2)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Program Revenues, Expenditures and Changes in Fund Balance  
 Contracts and Grants Provided Through the Louisiana Governor's Office of Elderly Affairs (GOEA)  
 For the Year Ended December 31, 2016

	Nutritional Services Incentive Program			Title IIIC-1 Area Agency Administration		
	For the 6 months ended		Total	For the 6 months ended		Total
	06/30/16	12/31/16		06/30/16	12/31/16	
<b>Revenues:</b>						
Intergovernmental:						
GOEA:						
Federal	\$ 19,339	\$ 25,439	\$ 44,778	\$ 4,440	\$ 4,463	\$ 8,903
Federal Disaster - Shelf Stable Meals	-	-	-	-	-	-
State	-	-	-	1,479	1,488	2,967
Other revenues:						
Sale of meals	-	-	-	-	-	-
Other	11,140	-	11,140	2	-	2
Total other revenues	<u>11,140</u>	<u>-</u>	<u>11,140</u>	<u>2</u>	<u>-</u>	<u>2</u>
Total revenues	<u>30,479</u>	<u>25,439</u>	<u>55,918</u>	<u>5,921</u>	<u>5,951</u>	<u>11,872</u>
<b>Expenditures:</b>						
Meals	-	-	-	-	-	-
Disaster Shelf Stable Meals	-	-	-	-	-	-
Distributed administrative costs	-	-	-	5,921	5,951	11,872
Program Support	-	-	-	-	-	-
Information and Assistance	-	-	-	-	-	-
Outreach	-	-	-	-	-	-
Other Priority Services	-	-	-	-	-	-
Recreation	-	-	-	-	-	-
Med Alert	-	-	-	-	-	-
Wellness	-	-	-	-	-	-
Public Education	-	-	-	-	-	-
Support Groups	-	-	-	-	-	-
Legal assistance	-	-	-	-	-	-
Salaries and Fringe Benefits	-	-	-	-	-	-
Telephone and Internet	-	-	-	-	-	-
Other costs	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,921</u>	<u>5,951</u>	<u>11,872</u>
Excess (deficiency) of revenues over expenditures	30,479	25,439	55,918	-	-	-
Other financing sources (uses):						
Operating transfers in	-	-	-	-	-	-
Operating transfers out	(30,479)	(25,439)	(55,918)	-	-	-
Total other financing sources (uses)	<u>(30,479)</u>	<u>(25,439)</u>	<u>(55,918)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues and other sources over expenditures	-	-	-	-	-	-
Fund balance, beginning of period	-	-	-	-	-	-
Fund balance, end of period	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Title IIID Preventive Health			Title IIIE National FmlyCaregiverSupport			GOEA Supplemental Senior Center		
For the 6 months ended		Total	For the 6 months ended		Total	For the 6 months ended		Total
06/30/16	12/31/16		06/30/16	12/31/16		06/30/16	12/31/16	
\$ 2,863	\$ 1,434	\$ 4,297	\$ 4,363	\$ 4,386	\$ 8,749	\$ -	\$ -	\$ -
-	-	-	1,459	1,464	2,923	1,550	1,550	3,100
-	-	-	-	-	-	-	-	-
-	(1,434)	(1,434)	-	761	761	-	(1,550)	(1,550)
-	(1,434)	(1,434)	-	761	761	-	(1,550)	(1,550)
<u>2,863</u>	<u>-</u>	<u>2,863</u>	<u>5,822</u>	<u>6,611</u>	<u>12,433</u>	<u>1,550</u>	<u>-</u>	<u>1,550</u>
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	13,003	8,696	21,699	-	-	-
-	-	-	500	-	500	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
2,863	-	2,863	-	-	-	-	-	-
-	-	-	(100)	494	394	-	-	-
-	-	-	500	-	500	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	1,000	-	1,000	-	-	-
-	-	-	-	-	-	-	-	-
<u>2,863</u>	<u>-</u>	<u>2,863</u>	<u>14,903</u>	<u>9,190</u>	<u>24,093</u>	<u>-</u>	<u>-</u>	<u>-</u>
-	-	-	(9,081)	(2,579)	(11,660)	1,550	-	1,550
-	-	-	9,081	2,579	11,660	-	-	-
-	-	-	-	-	-	(1,550)	-	(1,550)
-	-	-	<u>9,081</u>	<u>2,579</u>	<u>11,660</u>	<u>(1,550)</u>	<u>-</u>	<u>(1,550)</u>
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Program Revenues, Expenditures and Changes in Fund Balance  
 Contracts and Grants Provided Through the Louisiana Governor's Office of Elderly Affairs (GOEA)  
 For the Year Ended December 31, 2016

	Title V Senior Community Service Employment Program			SrCenter Additional Appropriation Fund			Totals
	For the 6 months ended			For the 6 months ended			
	06/30/16	12/31/16	Total	06/30/16	12/31/16	Total	
<b>Revenues:</b>							
<b>Intergovernmental:</b>							
<b>GOEA:</b>							
Federal	\$ 76,034	\$ 79,772	\$ 155,806	\$ -	\$ -	\$ -	\$ 314,780
Federal Disaster - Shelf Stable Meals	-	-	-	-	-	-	1,503
State	8,448	17,383	25,831	7,813	3,906	11,719	117,871
<b>Other revenues:</b>							
Sale of meals	-	-	-	-	-	-	20,712
Other	-	(5,525)	(5,525)	-	(3,906)	(3,906)	43,705
Total other revenues	-	(5,525)	(5,525)	-	(3,906)	(3,906)	64,417
Total revenues	<u>84,482</u>	<u>91,630</u>	<u>176,112</u>	<u>7,813</u>	<u>-</u>	<u>7,813</u>	<u>498,571</u>
<b>Expenditures:</b>							
Meals	-	-	-	-	-	-	244,405
Disaster Shelf Stable Meals	-	-	-	-	-	-	7,146
Distributed administrative costs	-	-	-	-	-	-	11,872
Program Support	-	52	52	-	-	-	21,751
Information and Assistance	-	-	-	-	-	-	8,514
Outreach	-	-	-	-	-	-	1,336
Other Priority Services	-	-	-	-	-	-	9,349
Recreation	-	-	-	-	-	-	-
Med Alert	-	-	-	-	-	-	1,166
Wellness	-	-	-	-	-	-	10,470
Public Education	-	-	-	-	-	-	8,408
Support Groups	-	-	-	-	-	-	500
Legal assistance	-	-	-	-	-	-	2,578
Salaries and Fringe Benefits	83,571	91,380	174,951	-	-	-	174,951
Telephone and Internet	198	198	396	-	-	-	396
Other costs	713	-	713	-	-	-	31,865
Capital outlay	-	-	-	-	-	-	-
Total expenditures	<u>84,482</u>	<u>91,630</u>	<u>176,112</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>534,707</u>
Excess (deficiency) of revenues over expenditures	-	-	-	7,813	-	7,813	(36,136)
<b>Other financing sources (uses):</b>							
Operating transfers in	-	-	-	-	-	-	174,829
Operating transfers out	-	-	-	(7,813)	-	(7,813)	(138,693)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(7,813)</u>	<u>-</u>	<u>(7,813)</u>	<u>36,136</u>
Excess (deficiency) of revenues and other sources over expenditures	-	-	-	-	-	-	-
Fund balance, beginning of period	-	-	-	-	-	-	-
Fund balance, end of period	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

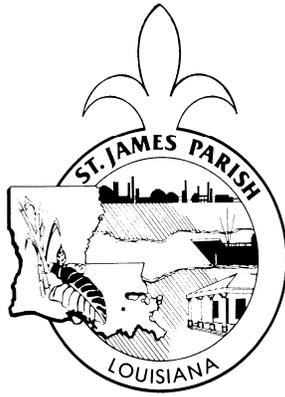
St. James Parish  
 Convent, Louisiana  
 Schedule of Program Expenditures - Budget vs. Actual  
 Contracts and Grants Provided Through the Louisiana Governor's Office of Elderly Affairs (GOEA)  
 For the Year Ended December 31, 2016

	Budget	Actual	Variance Favorable (Unfavorable)
<b>Title III C-2 Home Delivered Meals</b>			
Home delivered meals	\$ 157,700	\$ 167,008	\$ (9,308)
Nutritional education	1,800	1,826	(26)
Total	<u>\$ 159,500</u>	<u>\$ 168,834</u>	<u>\$ (9,334)</u>
<b>Title III C-1 Congregate Meals</b>			
Congregate meals	\$ 90,200	\$ 84,543	\$ 5,657
Nutritional education	1,800	1,827	(27)
Total	<u>\$ 92,000</u>	<u>\$ 86,370</u>	<u>\$ 5,630</u>
<b>Title III B - Supportive Services</b>			
Information and assistance	\$ 8,400	\$ 8,014	\$ 386
Legal assistance	1,800	2,578	(778)
Outreach	1,400	1,336	64
Other priority services	9,400	9,349	51
Med Alert	1,100	1,166	(66)
Wellness	9,000	7,607	1,393
Public education	8,100	8,014	86
Total	<u>\$ 39,200</u>	<u>\$ 38,064</u>	<u>\$ 1,136</u>
<b>Senior Center</b>			
Non-Capital Office Furniture & Equipment	\$ 11,000	\$ 10,883	\$ 117
Congregate meals	40,300	33,395	6,905
Home delivered meals	-	2,558	(2,558)
Total	<u>\$ 51,300</u>	<u>\$ 46,836</u>	<u>\$ 4,464</u>
<b>Parish Council on Aging</b>			
Subcontracted fees	\$ 11,400	\$ 11,411	\$ (11)
Supplies - other	3,100	4,205	(1,105)
Home delivered meals	9,300	12,320	(3,020)
IIIB Social Services	13,600	12,431	1,169
Senior Center Fund	1,100	1,048	52
IIIE Caregivers	15,600	11,660	3,940
Total	<u>\$ 54,100</u>	<u>\$ 53,075</u>	<u>\$ 1,025</u>
<b>Nutritional Services Incentive Program</b>			
Congregate meals	\$ 4,300	\$ (1,027)	\$ 5,327
Home delivered meals	46,500	56,945	(10,445)
Total	<u>\$ 50,800</u>	<u>\$ 55,918</u>	<u>\$ (5,118)</u>
<b>Title III C - Area Agency Administration</b>			
Distributed administrative costs	\$ 11,800	\$ 11,872	\$ (72)
Total	<u>\$ 11,800</u>	<u>\$ 11,872</u>	<u>\$ (72)</u>
<b>Title III D - Preventive Health</b>			
Wellness	\$ 4,200	\$ 2,863	\$ 1,337
Total	<u>\$ 4,200</u>	<u>\$ 2,863</u>	<u>\$ 1,337</u>
<b>Title III E - Caregiver</b>			
Public education	\$ 500	\$ 394	\$ 106
Information and assistance	600	500	100
Support groups	700	500	200
Material aid	1,500	1,000	500
Program support	24,000	21,699	2,301
Total	<u>\$ 27,300</u>	<u>\$ 24,093</u>	<u>\$ 3,207</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Program Expenditures - Budget vs. Actual  
 Contracts and Grants Provided Through the Louisiana Governor's Office of Elderly Affairs (GOEA)  
 For the Year Ended December 31, 2016

	Budget	Actual	Variance Favorable (Unfavorable)
<b>GOEA Supplemental Senior Center</b>			
Home delivered meals	\$ (1,500)	\$ (1,550)	\$ 50
Congregate meals	4,700	3,100	1,600
Total	<u>\$ 3,200</u>	<u>\$ 1,550</u>	<u>\$ 1,650</u>
<b>Title V - Senior Community Service Employment Program</b>			
Salaries and fringe benefits	\$ 168,300	\$ 174,951	\$ (6,651)
Program support	300	52	248
Repairs & Maintenance	200	213	(13)
Transportation	500	500	-
Telephone and Internet	400	396	4
Total	<u>\$ 169,700</u>	<u>\$ 176,112</u>	<u>\$ (6,412)</u>
<b>MIPPA-Medicare Improv-Patients&amp;Providers</b>			
Outreach	\$ 300	\$ -	\$ 300
Total	<u>\$ 300</u>	<u>\$ -</u>	<u>\$ 300</u>
<b>Sr Center Additional Appropriation</b>			
Senior Center Fund	\$ 15,600	\$ 7,813	\$ 7,787
Total	<u>\$ 15,600</u>	<u>\$ 7,813</u>	<u>\$ 7,787</u>

SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS AND  
OTHER SCHEDULES REQUIRED BY *GOVERNMENT AUDITING*  
*STANDARDS* AND UNIFORM GUIDANCE



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

To the President and Members  
St. James Parish Council  
Convent, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of St. James Parish, State of Louisiana, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise St. James Parish's basic financial statements, and have issued our report thereon dated June 30, 2017. Our report includes a reference to other auditors who audited the financial statements of the aggregate discretely presented component unit, St. James Parish Hospital, as described in our report on St. James Parish, State of Louisiana's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies. [2016-001]

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether St. James Parish, State of Louisiana's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as items [2016-002, 2016-003].

### **St. James Parish, State of Louisiana's Response to Finding**

St. James Parish, State of Louisiana's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. St. James Parish, State of Louisiana'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.



Donaldsonville, Louisiana  
June 30, 2017

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

To the President and Members  
St. James Parish Council  
Convent, Louisiana

REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM

We have audited St. James Parish, State of Louisiana'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 St. James Parish, State of Louisiana's major federal programs for the year ended December 31, 2016. St. James Parish, State of Louisiana's major federal programs are identified in the summary of auditors' 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.

***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for each of St. James Parish, State of Louisiana'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 St. James Parish, State of Louisiana'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 St. James Parish, State of Louisiana's compliance.

***Opinion on its Major Federal Program***

In our opinion, St. James Parish, State of Louisiana, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2016.

### **Other Matters**

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items [2016-004]. Our opinion on each major federal program is not modified with respect to these matters.

St. James Parish, State of Louisiana's response to the noncompliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. St. James Parish, State of Louisiana's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

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

Management of St. James Parish, State of Louisiana, 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 St. James Parish, State of Louisiana's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of St. James Parish, State of Louisiana'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.



Donaldsonville, Louisiana  
June 30, 2017

St. James Parish  
Convent, Louisiana  
Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2016

Federal Grantor/Pass-Through Grantor Name/Program Title	Federal CFDA Number	Agency or Pass-Through Entity Identifying Number	Federal Expenditures
<b>TRANSIT SERVICES PROGRAM CLUSTER</b>			
UNITED STATES DEPARTMENT OF TRANSPORTATION			
Passed through Louisiana Department of Transportation and Development - Federal Transit Administration			
Job Access and Reverse Commute Operating Assistance Program	20.516	SPN JA37-47-16	35,000
Job Access and Reverse Commute Operating Assistance Program	20.516	JA37-47-17	60,058
New Freedom Program	20.521	SPN NF57-47-16	37,072
<b>TOTAL TRANSIT SERVICES PROGRAM CLUSTER</b>			<u>132,130</u>
<b>AGING CLUSTER</b>			
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Passed through Louisiana Governor's Office of Elderly Affairs - Special Programs for the Aging			
Title III - Part B Grant for Supportive Services and Senior Centers	93.044	734388	10,990
Title III - Part B Grant for Supportive Services and Senior Centers	93.044	4400008619	11,009
Title III - Part C for Nutrition Services (Area Agency Administration)	93.045	734388	4,440
Title III - Part C for Nutrition Services (Area Agency Administration)	93.045	4400008619	4,463
Title III-C-1	93.045	734388	11,567
Title III-C-1	93.045	4400008619	11,966
Title III-C-2	93.045	734388	8,157
Title III-C-2	93.045	4400008619	8,052
Nutrition Services Incentive Program	93.053	734686	19,339
Nutrition Services Incentive Program	93.053	4400008619	25,439
<b>TOTAL AGING CLUSTER</b>			<u>115,422</u>
<b>OTHER PROGRAMS</b>			
CORPORATION FOR NATIONAL AND COMMUNITY SERVICE			
Subrecipient of Youth Build USA			
Americorps Grant	94.006	13NDHMA0010015	20,301
Total Corporation for National Community Service			<u>20,301</u>
UNITED STATES DEPARTMENT OF COMMERCE			
Passed through Louisiana Department of Natural Resources			
Coastal Zone Management	11.419	2000099370	13,429
Coastal Zone Management	11.419	2000197587	13,429
Total United States Department of Commerce			<u>26,858</u>
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY			
Subrecipient of the University of New Orleans Research and Technology Foundation - Lake Pontchartrain Basin			
Restoration Program - Sewer Collection Lines Phase II	66.125	BR-00F92410 Project No. 58557B	56,000
Lake Pontchartrain Paulina Sewer Lines Project	66.125	BR-00F77001 Project No. 58556B	62,800
Passed through South Central Planning and Development Commission			
Molaison Sewer Project	66.202	96624601	68,745
Total United States Environmental Protection Agency			<u>187,545</u>
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Passed through Louisiana Department of Labor			
Community Services Block Grant	93.569	2015P0040	45,727
Community Services Block Grant	93.569	2016G994002	14,516
Passed through Louisiana Governor's Office of Elderly Affairs - Special Programs for the Aging			
Title III-D	93.043	734388	2,863
Title III-D	93.043	4400008619	1,434
Special Programs for the Aging Discretionary Projects	93.048	None	1,503
Title III-E	93.052	734388	4,363
Title III-E	93.052	4400008619	4,386
Subrecipient of Louisiana Housing Corporation			
Low Income Home Energy Assistance Program	93.568	None	9,446
Low Income Home Energy Assistance Program	93.568	None	94,842
Passed through Louisiana Department of Health and Hospitals - OPH Center for Community Preparedness			
Cities Readiness Initiative Program	93.074	LAGOV 2000115887	18,340
Total United States Department of Health and Human Services			<u>197,420</u>

St. James Parish  
Convent, Louisiana  
Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2016

Federal Grantor/Pass-Through Grantor Name/Program Title	Federal CFDA Number	Agency or Pass-Through Entity Identifying Number	Federal Expenditures
<b>UNITED STATES DEPARTMENT OF HOMELAND SECURITY</b>			
Passed through United Way of America			
Emergency Food and Shelter National Board Program - Phase 32	97.024	32-3684-00	1,020
Emergency Food and Shelter National Board Program - Phase 33	97.024	33-3684-00	14,607
Passed through Louisiana Governor's Office of Homeland Security and Emergency Preparedness			
Subrecipient of South Central Planning & Development Commission Homeland Security Grant Program FY 2015	97.067	EMW-2015-SS-00043-S01	19,058
Passed through Louisiana Governor's Office of Homeland Security and Emergency Preparedness			
Hazard Mitigation Grant Program - Community Safe Rooms Ph II	97.039	1603-093-0015	1,677,126
Emergency Management Performance Grant FY 2015	97.042	EMW-2015-EP-00009	26,734
Total United States Department of Homeland Security			<u>1,738,545</u>
<b>UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>			
Subrecipient of Louisiana Housing Corporation			
Housing Counseling Grant FY 2015	14.169	HC150841002	3,839
Housing Counseling Grant FY 2016	14.169	HC160841004	4,914
Passed through Louisiana Division of Administration Office of Community Development Block Grant -Public Facilities Program FY 2015			
Molaison Sewer Project	14.228	B-15-DC-22-0001	91,034
Passed through Louisiana Division of Administration Office of Community Development - Disaster Recovery Unit			
Total United States Department of Housing and Urban Development	14.228	687163	<u>1,781,472</u> <u>1,881,259</u>
<b>UNITED STATES DEPARTMENT OF INTERIOR</b>			
Direct program - U.S. Fish and Wildlife Service			
Coastal Impact Assistance Program-East Bank Wastewater Assimilation	15.668	F12AF00848	83,596
Coastal Impact Assistance Program-West Bank Wetlands Assimilation Plant	15.668	F12AF01228	18,816
Total United States Department of Interior			<u>102,412</u>
<b>UNITED STATES DEPARTMENT OF LABOR</b>			
Direct Program - Employment and Training Administration			
YouthBuild Grant	17.274	YB-26215-14-60-A-22	343,637
Passed through Louisiana Governor's Office of Elderly Affairs - Special Programs for the Aging			
Senior Community Service Employment Program Title V	17.235	CFMS 736474	76,034
Senior Community Service Employment Program Title V	17.235	4400009510	79,772
Total United States Department of Labor			<u>499,443</u>
<b>UNITED STATES DEPARTMENT OF TRANSPORTATION</b>			
Passed through Louisiana Department of Transportation and Development - Federal Transit Administration			
Nonurbanized Formula Grants, Section 5311			
FTA Grant LA-18-X032 / LA-18-X028	20.509	RU-18-47-16	106,185
FTA Grant LA-18-X032	20.509	RU-18-47-17	177,218
Rural Transit Assistance Program-CTAA Scholarship 2016	20.509	None	1,952
Capital Assistance Grant, Section 5311	20.509	RU18-47-16	93,360
Total United States Department of Transportation			<u>378,715</u>
<b>VARIOUS AGENCIES</b>			
Direct Program - Delta Regional Authority			
State Economic Development Assistance Program (SEDAP) - EB Chlorination Room	90.200	None	41,226
National Science Foundation			
Passed through Califa Group			
Rural Gateway Grant	47.076	None	816
Total Various Agencies			<u>42,042</u>
<b>TOTAL OTHER PROGRAMS</b>			<u>5,074,540</u>
<b>TOTAL FEDERAL ASSISTANCE EXPENDED</b>			<u>\$ 5,322,092</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 2016

NOTES TO THE SCHEDULE

(1) Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of St. James Parish under programs of the federal government for the year ended December 31, 2016. 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 operation of St. James Parish, it is not intended to and does not present the financial position, changes in net assets, or cash flows of St. James Parish.

(2) Reconciliation of Federal Expenditures

Federal assistance expended as reported on Schedule of Expenditures of Federal Awards	\$ 5,322,092
Add: current year revenues received and not utilized in current year	<u>2,875</u>
Federal grant revenues	<u>\$ 5,324,967</u>
Federal grant revenues as reported on:	
Statement E - All Governmental Fund Types - Statement of Revenues, Expenditures, and Changes in Fund Balance	5,283,741
Statement H - Proprietary Funds - Statement of Revenues, Expenses, and Changes in Net Position	<u>41,226</u>
	<u>\$ 5,324,967</u>

(3) Indirect Cost Rate

St. James Parish has elected to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2016

**SECTION I - SUMMARY OF AUDIT RESULTS**

*Financial Statements*

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness identified        Yes   X   No
- Significant deficiency identified not considered to be a material weakness?   X   Yes        None reported

Noncompliance material to financial statements noted?        Yes   X   No

*Federal Awards*

Internal control over financial reporting:

- Material weakness identified        Yes   X   No
- Significant deficiency identified not considered to be a material weakness?        Yes   X   None reported

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

Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)?   X   Yes        No

Identification of major program:

<u>Name of Federal Program or Cluster</u>	<u>Federal CFDA Number</u>
Hazard Mitigation Grant	97.039
Formula Grants for Rural Areas – Section 5311	20.509
Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$750,000</u>
Auditee qualified as low-risk auditee?	<u>  X  </u> Yes <u>      </u> No

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2016

**SECTION II – FINANCIAL STATEMENT FINDINGS**

**SIGNIFICANT DEFICIENCY**

2016-001      Policies over Cell Phone Reimbursement

*Condition:*            There is no formal policy for cell phone use reimbursement for the Parish councilmen.

*Criteria:*             There should be a formal policy over cell phone use reimbursement for the Parish councilmen.

*Effect:*                Payments for reimbursement for cell phone use were made without written evidence of proper documentation for expense reimbursement.

*Cause:*                The Parish has not prepared written policies regarding cell phone usage and reimbursement.

*Recommendation:* We recommend the Parish create a formal policy for cell phone use reimbursement.

*View of Responsible Official:* The Parish has begun the process of creating a formal policy for cell phone use and reimbursement. The policy will include a signed agreement by the employee so that all parties are aware of the responsibility and liability that come with the business use of Parish cell phones.

**COMPLIANCE WITH LAWS AND REGULATIONS**

2016-002      Louisiana Bid Law

*Condition:*            Three quotations for the purchase of supplies between ten and thirty thousand dollars were not obtained for one instance of purchases made by the Parish.

*Criteria:*             Louisiana Revised Statute 38:2212.1 requires that purchases of any material and supplies of ten thousand dollars or more, but less than thirty thousand dollars, shall be made by obtaining not less than three telephone or facsimile quotations. A written confirmation of the accepted offer shall be obtained and made part of the purchase file.

*Effect:*                The failure to obtain quotations is a violation of Louisiana Revised Statute 38:2212.1.

*Cause:*                The Parish failed to obtain quotations for the purchase of supplies between ten and thirty thousand dollars.

*Recommendation:* The Parish shall ensure that a minimum of three quotations are obtained for any purchases made with a total cost between ten thousand dollars and thirty thousand dollars.

*View of Responsible Official:* The Parish has begun implementation of a database which will assist with the approval process, including all documentation, before issuing a purchase order. This new process will assist in electronically viewing the documentation and creating an audit trail for proper procedures before purchasing items.

Schedule 17 (continued)

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2016

2016-003      Louisiana Budget Law

*Condition:*            The budget was not amended for one if its funds in which budgeted revenue exceeded actual revenues by a variance of more than five percent (5%).

*Criteria:*             Louisiana Revised Statute 39:1311 requires that the chief executive or administrative officer for a political subdivision shall advise the governing authority when total revenues and other sources plus projected revenues and other sources for the remainder of the year, within a fund, are failing to meet total budgeted revenues and other sources by five percent or more.

*Effect:*                The Parish was not in compliance with Louisiana Revised Statute 39:1311.

*Cause:*                One of the Parish's funds had an unanticipated reduction in ad valorem taxes.

*Recommendation:* We recommend that the Parish evaluate budgets during the year and amend budgets for each fund whose budgeted revenues exceed actual revenues or whose actual expenditures exceed budgeted expenditures by five percent or more.

*View of Responsible Official:* The largest receipt of ad valorem taxes occurs in mid-January of each year. Due to this fact, it is difficult to know prior to year-end that there will be a shortfall in the ad valorem taxes in comparison to what was budgeted. We will contact the Sheriff's office in early January to find out if any large taxpayers did not pay their property taxes by December 31 and amend the revised budget if needed at the first Council meeting in January.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2016

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

2016-004      Procurement and Suspension and Debarment

DEPARTMENT OF TRANSPORTATION

CFDA No. 20.509 – Formula Grants for Rural Areas – Section 5311

*Condition:*            During our single audit testing, it was noted that verification of suspension and debarment performed by the Parish through the System for Award Management (SAM) was not performed on one vendor. However, per our search on the SAM website, the vendor was not listed as suspended or debarred.

*Criteria:*              Under the compliance provisions of OMB's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) Compliance Supplement, an entity is prohibited from contracting with vendors that are suspended or debarred from conducting business with federal award programs. Under these provisions, an entity must certify that a vendor is not suspended or debarred for transactions that are expected to equal or exceed \$25,000. This verification may be accomplished by checking the Federal website System for Award Management (sams.gov) maintained by the General Services Administration (GSA), which can be accessed on the internet (<https://www.sam.gov>).

*Cause:*                 Procedures for determining whether the vendor was suspended or debarred at the time the contract was initiated were not performed by St. James Parish.

*Effect:*                St. James Parish is in violation of the requirements of the OMB's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) Compliance Supplement.

*Recommendation:* St. James Parish should verify vendors through the sam.gov website prior to the contracts being signed and not after payment has been made.

*View of Responsible Official:* At the beginning of each fiscal year, the Parish will run a Suspension and Debarment report for any vendor being paid via an online payment.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
For the Year Ended December 31, 2016

**I. SECTION I INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS**

2015-001    Budgetary authority and control

*Condition:* Two of the Parish's special revenue funds total actual expenditures were more than 5% of the total budgeted expenditures.

*Current Status:* Repeat finding

**II. SECTION II INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS**

None

**III. MANAGEMENT LETTER**

None



# *St. James Parish Government*

P. O. Box 106  
Convent, Louisiana 70723-0106  
(225) 562-2260  
FAX (225) 562-2279  
TDD: (225) 562-8500

**Timothy P. Roussel**  
Parish President

**Michelle N. Octave**  
Chief Administrative Officer

June 30, 2017

Postlethwaite and Netterville

PO Box 1190

Donaldsonville, LA 70390

To Whom It May Concern:

The purpose of this letter is to respond to the findings that have been identified in the St. James Parish Government financial statements for the year ended December 31, 2016. A response to the issues include Management's corrective action to assist in avoiding these findings in the future.

## **FINANCIAL STATEMENT FINDINGS**

### **SIGNIFICANT DEFICIENCY**

#### **2016-001 Policies over Cell Phone Reimbursement**

Corrective Action: The Parish has begun the process of creating a formal policy for cell phone use and reimbursement. The policy will include a signed agreement by the employee so that all parties are aware of the responsibility and liability that come with the business use of Parish cell phones.

Schedule 19 (continued)

**COMPLIANCE WITH LAWS AND REGULATIONS**

2016-002      Louisiana Bid Law

Corrective Action: The Parish has begun implementation of a database which will assist with the approval process, including all documentation, before issuing a purchase order. This new process will assist in electronically viewing the documentation and creating an audit trail for proper procedures before purchasing items.

2016-003      Louisiana Budget Law

Corrective Action: The largest receipt of ad valorem taxes occurs in mid-January of each year. Due to this fact, it is difficult to know prior to year-end that there will be a shortfall in the ad valorem taxes in comparison to what was budgeted. We will contact the Sheriff's office in early January to find out if any large taxpayers did not pay their property taxes by December 31 and amend the revised budget if needed at the first Council meeting in January.

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

2016-004      Procurement and Suspension and Debarment

DEPARTMENT OF TRANSPORTATION

CFDA No. 20.509 – Formula Grants for Rural Areas – Section 5311

Corrective Action: At the beginning of each fiscal year, the Parish will run a Suspension and Debarment report for any vendor being paid via an online payment.

Respectfully,



Chantal T. Waguespack

Director of Finance

Schedule 19 (concluded)