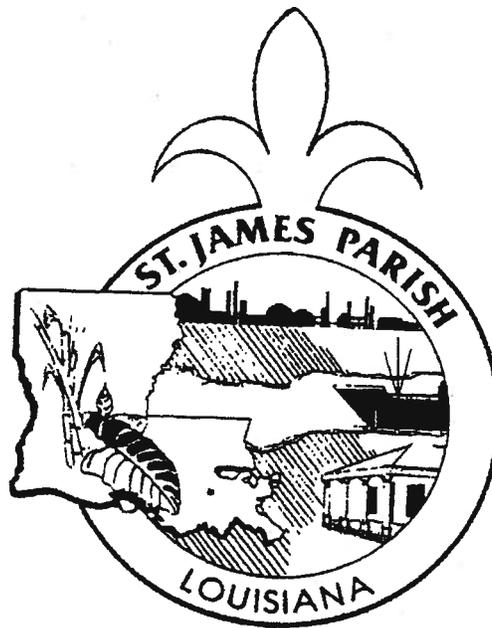


# ST. JAMES PARISH State of Louisiana

Financial Statements  
As of and for the Year  
Ended December 31, 2012



Prepared by:  
Department of Finance

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## INTRODUCTORY SECTION



# St. James Parish Government

P.O. Box 106  
Convent, Louisiana 70723-0106  
(225) 562-2300 (225) 265-3156  
TDD: (225) 562-8500

**Timothy P. Roussel**  
Parish President

July 8, 2013

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, 2012. The report includes all funds under the control and oversight of the Parish. The following component units of the parish have been included within the accompanying report:

St. James Youth Center  
St. James Parish Gas & Water Distribution System

St. James Parish Clerk of Court  
St. James Parish Hospital

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

Sincerely yours,

Chantal T. Waguespack  
Director of Finance

Enclosures

## 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, the discretely presented component unit, St. James Parish Hospital, 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, 2012, 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 Clerk of Court. The financial statements of St. James Parish Clerk of Court reflect total assets of \$156,881 as of June 30, 2012, and total revenues of \$781,331 for the year ended June 30, 2012.

***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 an opinion on these financial statements based on our audit. We did not audit the financial statements of the discretely presented component unit, St. James Parish Clerk of Court. The financial statements of St. James Parish Clerk of Court reflect total assets of \$156,881 as of June 30, 2012, and total revenues of \$781,331 for the year ended June 30, 2012. 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 the discretely presented component unit, St. James Parish Clerk of Court, is based on the reports 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 of 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 reports 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 discretely presented component units, each major fund, and the aggregate remaining fund information of St. James Parish, State of Louisiana, as of December 31, 2012, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As discussed in Note 1, St. James Parish adopted the provision of GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position* for the year ended December 31, 2012.

### **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 and the Schedule of Funding Progress for Other Post-Employment Benefit Plan on page 85 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise St. James Parish's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, 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 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 by us and other auditors. 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 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 it.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated July 8, 2013, 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.

*Postlethwaite, N. H. H.*

Donaldsonville, Louisiana  
July 8, 2013

## 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, 2012.

### New Accounting Pronouncement Implemented

St. James Parish implemented Government Accounting Standards Board (GASB) Statement 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position for the year ended December 31, 2012. GASB 63 provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position and related disclosures. The reader will notice a change in terminology from "net assets to net position."

### Financial Highlights

- ◆ The Parish's assets exceeded its liabilities at December 31, 2012, by \$111,044,689 (net position). Unrestricted net position is \$9,358,227.
- ◆ The Parish's total net position increased \$7,656,832 over the previous year with \$7,017,483 of the increase resulting from governmental activities. Business-type activities had a \$639,349 increase in net position.
- ◆ At December 31, 2012, the Parish's governmental fund statements reported combined ending fund balances of \$43,583,264, an increase of \$2,894,048 from the previous year. Of this amount, \$3,667,809 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 \$7,432,551, an increase in total fund balance from the last fiscal year of \$1,126,440.
- ◆ Total debt and capital leases decreased from the prior year by \$1,680,000. During the year, limited tax certificates totaling \$180,000 were issued for the purpose of purchasing fire equipment.

### 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 20 of this report.

The **Statement of Net Position** presents the Parish's assets less its liabilities at year end. The difference between these assets and liabilities 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, public transportation, health and welfare, culture and recreation, and economic development and assistance expenditures. Business-type activities include gas and water distribution and juvenile 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 50 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 Road and Bridge Maintenance 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 46 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 21 to 31 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 32 to 39 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 40 to 84 of this report.

**Other information.** The combining statements referred to earlier in connection with nonmajor governmental funds are presented immediately following the notes to the financial statements. Combining fund statements and schedules can be found on pages 85 to 115 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 \$88,699,508 at December 31, 2012.

The following table reflects the condensed Statement of Net Position for 2012 and 2011:

St. James Parish  
Condensed Statement of Net Position  
December 31, 2012 and 2011

	Governmental Activities		Business-Type Activities		Total	
	2012	2011	2012	2011	2012	2011
Current and other assets	\$51,901,699	\$ 49,592,920	\$7,815,932	\$ 6,266,844	\$59,717,631	\$ 55,859,764
Capital assets	51,504,952	48,249,161	16,174,036	16,967,209	67,678,988	65,216,370
Total assets	<u>103,406,651</u>	<u>97,842,081</u>	<u>23,989,968</u>	<u>23,234,053</u>	<u>127,396,619</u>	<u>121,076,134</u>
Long term liabilities outstanding	11,388,534	12,470,631	638,846	539,586	12,027,380	13,010,217
Other liabilities	<u>3,318,609</u>	<u>3,689,425</u>	<u>1,005,941</u>	<u>988,635</u>	<u>4,324,550</u>	<u>4,678,060</u>
Total liabilities	<u>14,707,143</u>	<u>16,160,056</u>	<u>1,644,787</u>	<u>1,528,221</u>	<u>16,351,930</u>	<u>17,688,277</u>
Net position:						
Invested in capital assets, net of related debt	46,411,603	43,274,121	16,174,036	16,967,209	61,877,789	58,857,392
Restricted	39,808,673	36,324,597	-	-	39,808,673	36,324,597
Unrestricted	<u>2,479,232</u>	<u>2,083,307</u>	<u>6,171,145</u>	<u>4,738,623</u>	<u>9,358,227</u>	<u>8,205,868</u>
Total net position	<u>\$ 88,699,508</u>	<u>\$ 81,682,025</u>	<u>\$22,345,181</u>	<u>\$ 21,705,832</u>	<u>\$111,044,689</u>	<u>\$ 103,387,857</u>

Approximately 52.0% (\$46,411,603) of the Parish's governmental net position as of December 31, 2012, 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 45.0% (\$39,808,673) 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 \$2,479,232 is referred to as unrestricted.

See the Notes To The Financial Statements on page 49 for additional information.

### Governmental activities

Governmental activities account for 79.9% of the Parish's net position. One of the major components of general revenue collected by governmental activities is property taxes, which represents 42.9% of the Parish's total governmental revenue. In 2012, property taxes were assessed at a millage rate of 39.01 mills. Property tax revenue increased \$2,621,619, a 19.8% increase from the previous year. Other taxes for governmental activities include Voluntary Payments In Lieu of Taxes (\$442,923), Sales and Use Taxes (\$7,848,215), Alcoholic Beverages (\$21,679), Franchise Fees (\$92,003), and other taxes (\$35,833).

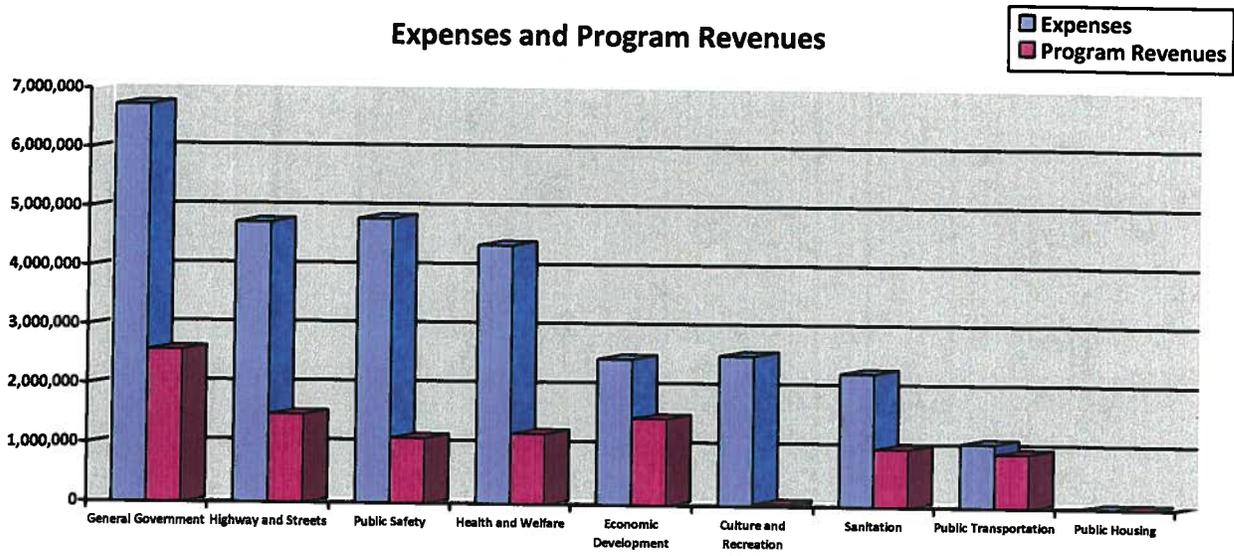
Other variances in governmental activities include:

- ◆ Sales and use tax collections increased \$1,115,991, a 16.6% increase. Total sales and use tax collections are comprised of sales and use taxes, which increased 16.9%, and motor vehicle sales taxes, which increased 10.7%. The sales taxes increased in 2012 mainly due increased collections from the manufacturers and iron/steel sectors.
- ◆ Capital outlay decreased \$2,355,471 mainly due to the decrease in construction projects in 2012 as compared to 2011.

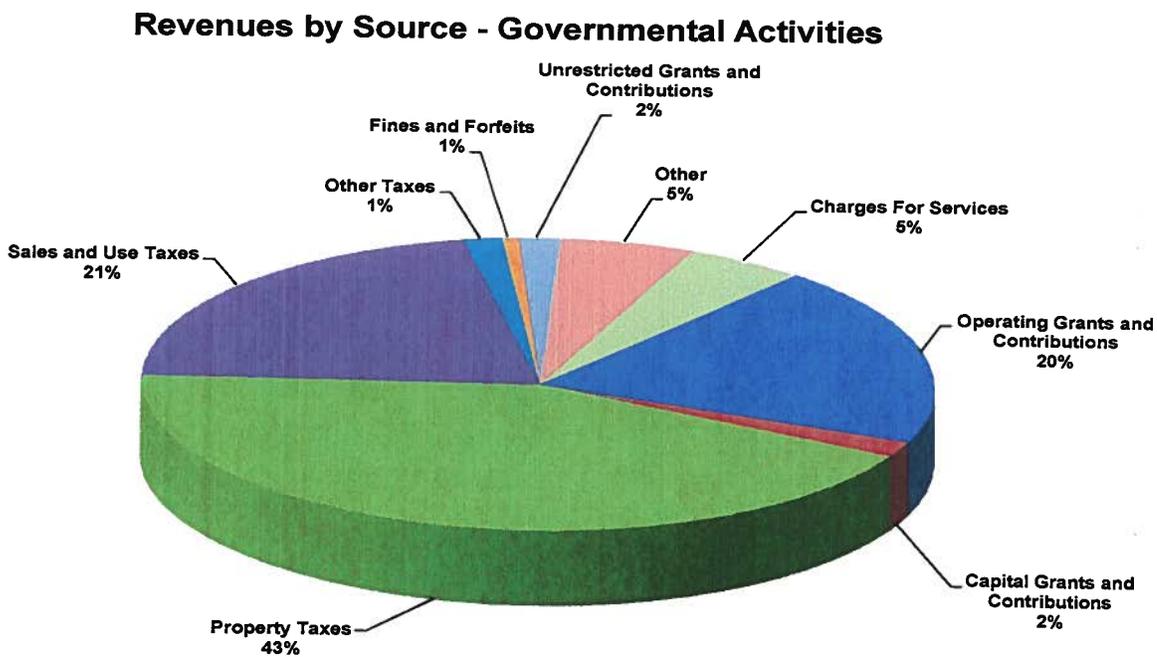
The following is a summary of activity for 2012:

	Governmental		Business-type		Total	
	Activities		Activities			
	2012	2011	2012	2011	2012	2011
<b>Revenues:</b>						
<b>Program revenues:</b>						
Charges for services	\$1,820,488	\$ 1,689,460	\$6,000,724	\$ 6,031,903	\$7,821,212	\$ 7,721,363
Operating grants and contributions	7,345,974	4,943,999	212,845	132,486	7,558,819	5,076,485
Capital grants and contributions	623,857	4,261,319	-	1,487,454	623,857	5,748,773
<b>General revenues:</b>						
Property taxes	15,851,387	13,229,768	489,409	410,597	16,340,796	13,640,365
Sales and use taxes	7,848,215	6,732,224	-	-	7,848,215	6,732,224
Other taxes	592,438	638,357	-	(5,760)	592,438	632,597
Fines and forfeits	237,986	240,935	1,050	550	239,036	241,485
Unrestricted grants and contributions	625,262	618,311	-	-	625,262	618,311
Other general revenues	2,001,652	1,882,130	308,675	231,651	2,310,327	2,113,781
<b>Total revenues</b>	<b>36,947,259</b>	<b>34,236,503</b>	<b>7,012,703</b>	<b>8,288,881</b>	<b>43,959,962</b>	<b>42,525,384</b>
<b>Expenses:</b>						
General government	6,732,098	6,621,438	-	-	6,732,098	6,621,438
Public safety	4,819,301	4,248,759	-	-	4,819,301	4,248,759
Highways and streets	4,749,877	3,706,786	-	-	4,749,877	3,706,786
Sanitation	2,254,460	2,294,058	-	-	2,254,460	2,294,058
Public housing	1,440	1,600	-	-	1,440	1,600
Public transportation	1,079,542	1,105,299	-	-	1,079,542	1,105,299
Health and welfare	4,380,789	4,241,059	-	-	4,380,789	4,241,059
Culture and recreation	2,539,859	2,466,959	-	-	2,539,859	2,466,959
Economic development and assistance	2,471,457	2,466,047	-	-	2,471,457	2,466,047
Interest on long-term debt	378,241	397,687	-	-	378,241	397,687
Gas and water	-	-	4,305,232	4,449,022	4,305,232	4,449,022
Youth detention	-	-	2,691,169	2,556,044	2,691,169	2,556,044
<b>Total expenses</b>	<b>29,407,064</b>	<b>27,549,692</b>	<b>6,996,401</b>	<b>7,005,066</b>	<b>36,403,465</b>	<b>34,554,758</b>
<b>Increase (decrease) in net position before contributions and transfers</b>	<b>7,540,195</b>	<b>6,686,811</b>	<b>16,302</b>	<b>1,283,815</b>	<b>7,556,497</b>	<b>7,970,626</b>
<b>Transfers</b>	<b>(522,712)</b>	<b>(313,607)</b>	<b>623,047</b>	<b>383,907</b>	<b>100,335</b>	<b>70,300</b>
<b>Increase (decrease) in net position</b>	<b>7,017,483</b>	<b>6,373,204</b>	<b>639,349</b>	<b>1,667,722</b>	<b>7,656,832</b>	<b>8,040,926</b>
<b>Beginning net position</b>	<b>81,682,025</b>	<b>75,308,821</b>	<b>21,705,832</b>	<b>20,038,110</b>	<b>103,387,857</b>	<b>95,346,931</b>
<b>Ending net position</b>	<b>\$88,699,508</b>	<b>\$ 81,682,025</b>	<b>\$22,345,181</b>	<b>\$ 21,705,832</b>	<b>\$111,044,689</b>	<b>\$ 103,387,857</b>

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:



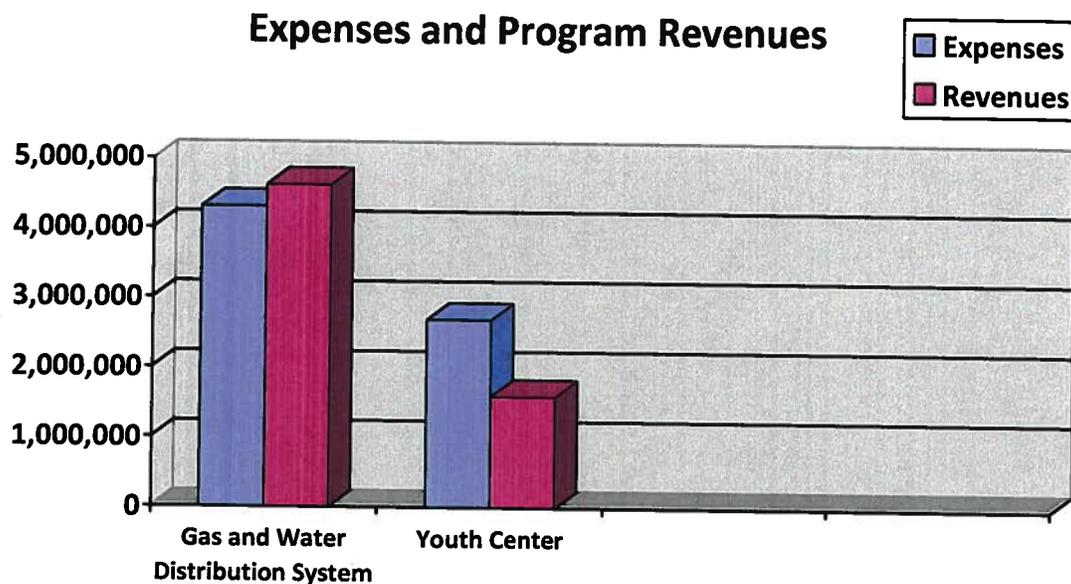
## Business-type activities

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.

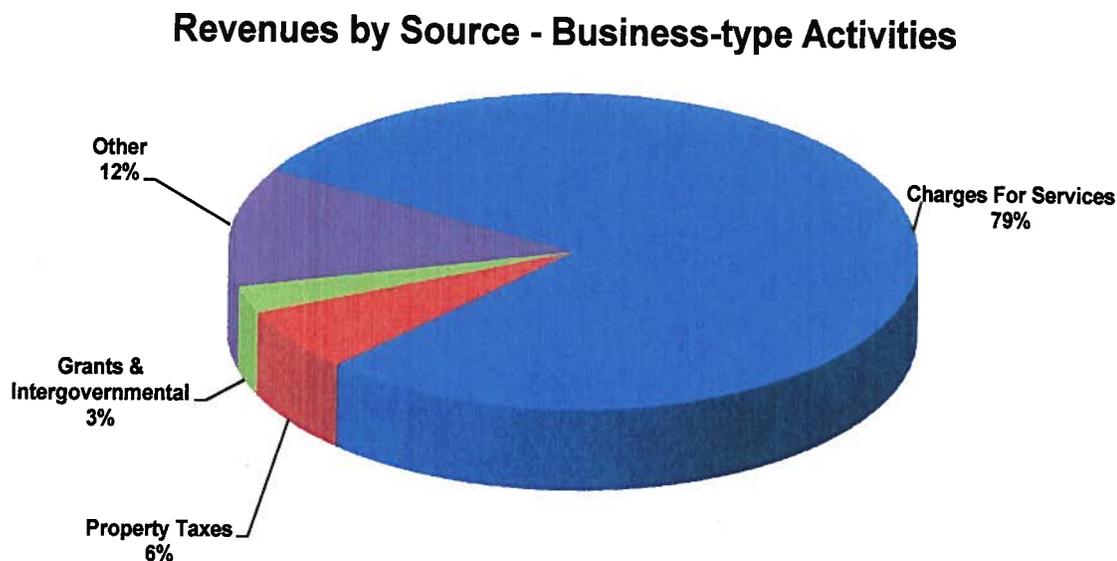
The St. James Parish Gas & Water Distribution System's net position increased \$720,914 in 2012, as compared to a \$2,051,473 increase in 2011. The decrease is attributable to the receipt of a federal grant award from the U.S. Department of Commerce for the flood-proofing and elevation project on the Convent Water Treatment Plant in 2011, but no grants were awarded in 2012.

The St. James Youth Center's net position decreased \$81,565 in 2012, as compared to a \$383,751 decrease in 2011. The major component of the decrease is a decrease in capital assets of \$192,708 due to depreciation. The center's operating revenues increased by \$73,749 with a corresponding increase in operating expenses of \$135,125. The Parish transferred \$519,000 to the Youth Center during 2012 to meet operating expenses. During 2012, the center housed an average of 28 residents per day as compared to an average of 33 residents per day in 2011.

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, 2012, was \$43,583,264. Of this amount, \$3,667,809 was included in unassigned fund balance, \$29,038 in assigned fund balance, \$544,755 was included in committed fund balance, \$39,302,110 was included in restricted fund balance, and the remaining \$39,552 was in nonspendable fund balance. The combined ending fund balance at the end of the year increased \$2,894,048 from \$40,689,216 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 \$7,432,551 with an unassigned fund balance of \$3,683,019. Fund balance increased \$1,126,440 in 2012. The increase in fund balance was a result of increased revenues, especially ad valorem taxes and sales taxes.

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

**Road and Bridge Maintenance Fund:** This fund accounts for the maintenance of existing roads and bridges. The majority of its revenue comes from property taxes, State Revenue, the State of Louisiana Parish Transportation Fund and the Parish Royalty Fund. The Road and Bridge Maintenance Fund has a restricted fund balance of \$3,279,947 for 2012.

**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 \$5,484,726 for 2012.

**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 an unassigned fund balance of (\$8,209) for 2012.

### **General Fund Budgetary Highlights**

Differences between the original budget and the final amended budget were \$189,700 (increase in revenues over expenditures) and can be briefly summarized as follows:

- ◆ Increase in budgeted revenues in the amount of \$131,000 was mainly due to the increase in transfers in of \$145,000.
- ◆ Operating transfers out increased by \$323,400.

### **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, 2012, amounts to \$67,678,988 (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 investment in capital assets for the current fiscal year was \$2,462,618 which includes a \$3,255,791 increase for governmental activities (6.7%) and a \$793,173 decrease for business-type activities (4.7%). The major additions to the Parish's capital assets were the additions to the construction projects in 2012 - construction of walking and bicycle trail (\$1,257,667), Courthouse renovations (\$488,731), Lucher Library renovations (\$1,392,900), and a communication tower (\$789,498).

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	
	2012	2011	2012	2011	2012	2011
Land	\$13,658,242	\$ 12,926,242	\$ 50,000	\$ 50,000	\$ 13,708,242	\$ 12,976,242
Buildings	11,328,772	7,656,866	3,444,216	3,632,924	14,772,988	11,289,790
System improvements	-	-	12,523,914	13,161,615	12,523,914	13,161,615
Improvements other than building	2,875,087	1,350,635	-	-	2,875,087	1,350,635
Machinery and equipment	5,273,382	4,004,687	155,906	122,670	5,429,288	4,127,357
Library collection	80,841	78,835	-	-	80,841	78,835
Infrastructure	14,155,632	15,625,375	-	-	14,155,632	15,625,375
Construction in progress	4,132,996	6,606,521	-	-	4,132,996	6,606,521
<b>Total</b>	<b>\$ 51,504,952</b>	<b>\$ 48,249,161</b>	<b>\$ 16,174,036</b>	<b>\$ 16,967,209</b>	<b>\$ 67,678,988</b>	<b>\$ 65,216,370</b>

### Long-term debt

At the end of the current fiscal year, the Parish had total debt outstanding of \$12,027,380. Of this amount, \$5,160,000 is general obligation bonds secured by property taxes. The outstanding debt also includes \$1,650,000 of certificates of indebtedness and \$2,721,000 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	
	2012	2011	2012	2011	2012	2011
General obligation bonds	\$ 5,160,000	\$ 6,145,000	\$ -	\$ -	\$ 5,160,000	\$ 6,145,000
Public improvement bonds	-	-	-	-	-	-
Certificates of indebtedness	1,650,000	1,890,000	-	-	1,650,000	1,890,000
Limited tax certificates	2,721,000	2,996,000	-	-	2,721,000	2,996,000
Net OPEB obligation	1,046,502	730,019	328,454	248,234	1,374,956	978,253
Compensated absences	811,032	709,612	310,392	291,352	1,121,424	1,000,964
<b>Total</b>	<b>\$ 11,388,534</b>	<b>\$ 12,470,631</b>	<b>\$ 638,846</b>	<b>\$ 539,586</b>	<b>\$ 12,027,380</b>	<b>\$ 13,010,217</b>

Additional information on the Parish's long-term debt can be found on pages 59 to 62 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 2013 fiscal year:

At the time of the presentation of the fiscal year 2013 budget, sales and use tax collections were projected to increase 5.0% over normal sales and use tax collections for 2012 which were up 16.6% from the previous year. Collections through April 2013 are 2.8% more than collections for the same period in 2012.

Return on investments for the coming year will continue to be lower as interest rates continue to decline. The Parish monitors interest rates to maximize its return on investments while securing the safety of its principal.

The Parish is heavily dependent upon taxes derived from the chemical industry. It is anticipated that property taxes will be at the same level as 2012.

St. James Parish's September 2012 unemployment rate was 10.6%, as compared to the state's rate of 7.0%. (Source: Louisiana Labor Market Information, November 2012.)

### **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, 2012

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>ASSETS</b>			
Cash and cash equivalents	\$ 17,313,425	\$ 5,497,931	\$ 22,811,356
Investments	12,279,033	-	12,279,033
Receivables (net of allowance for uncollectibles)	19,388,548	1,540,477	20,929,025
Notes receivable:			
Due within one year	470,000	-	470,000
Due in more than one year	2,071,000	-	2,071,000
Internal balances	72,467	(72,467)	-
Due from other governmental units	-	-	-
Inventories	39,552	331,987	371,539
Prepaid items	267,674	40,923	308,597
Accrued interest	-	-	-
Restricted assets			
Cash and cash equivalents	-	476,836	476,836
Held by trustee for debt service	-	-	-
Internally designated for capital acquisition	-	-	-
Capital assets (net of accumulated depreciation)	51,504,952	16,174,036	67,678,988
Other assets, net	-	245	245
Total assets	<u>103,406,651</u>	<u>23,989,968</u>	<u>127,396,619</u>
<b>LIABILITIES</b>			
Accounts payable and other current liabilities	2,616,800	351,825	2,968,625
Contractual settlements	-	-	-
Other liabilities	102,720	-	102,720
Accrued expenses	599,089	201,741	800,830
Liabilities payable from restricted assets	-	452,375	452,375
Long-term liabilities:			
Due within one year	2,083,621	122,538	2,206,159
Due in more than one year	9,304,913	516,308	9,821,221
Total liabilities	<u>14,707,143</u>	<u>1,644,787</u>	<u>16,351,930</u>
<b>NET POSITION</b>			
Invested in capital assets, net of related debt	46,411,603	16,174,036	61,877,789
Restricted for			
General government	5,447,604	-	5,447,604
Culture and recreation	4,138,651	-	4,138,651
Debt service	2,656,037	-	2,656,037
Capital projects	1,873,428	-	1,873,428
Health and welfare	4,580,909	-	4,580,909
Highways and streets	4,663,796	-	4,663,796
Public safety	10,645,952	-	10,645,952
Sanitation	3,322,806	-	3,322,806
Group health insurance claims	2,479,490	-	2,479,490
Unrestricted	2,479,232	6,171,145	9,358,227
Total net position	<u>\$ 88,699,508</u>	<u>\$ 22,345,181</u>	<u>\$ 111,044,689</u>

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

Statement A

Component Units	
St. James Parish Clerk of Court	St. James Parish Hospital
\$ 140,926	\$ 7,853,747
-	-
15,462	3,028,022
-	-
-	-
-	-
-	319,911
-	779,195
493	-
-	-
-	1,154,121
-	9,528,737
34,319	22,581,830
-	-
<u>191,200</u>	<u>45,245,563</u>
5,993	823,411
-	1,136,448
-	-
-	1,190,707
-	-
-	1,129,559
<u>164,549</u>	<u>19,108,353</u>
<u>170,542</u>	<u>23,388,478</u>
34,319	2,695,074
-	-
-	-
-	1,154,121
-	9,522,603
-	-
-	-
-	-
-	-
-	-
(13,661)	8,485,287
<u>\$ 20,658</u>	<u>\$ 21,857,085</u>

St. James Parish  
Convent, Louisiana  
Statement of Activities  
For the Year Ended December 31, 2012

Functions:	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government:				
Governmental activities:				
General government	\$ 6,732,098	\$ 595,902	\$ 1,378,395	\$ 606,800
Public safety	4,819,301	230,415	856,346	17,057
Highways and streets	4,749,877	-	1,495,715	-
Sanitation	2,254,460	888,977	93,476	-
Public housing	1,440	-	-	-
Public transportation	1,079,542	74,243	844,690	-
Health and welfare	4,380,789	-	1,195,656	-
Culture and recreation	2,539,859	30,951	14,050	-
Economic development and assistance	2,471,457	-	1,467,646	-
Interest on long-term debt	378,241	-	-	-
Total governmental activities	<u>29,407,064</u>	<u>1,820,488</u>	<u>7,345,974</u>	<u>623,857</u>
Business-type activities:				
Gas and water	4,305,232	4,569,403	53,106	-
Youth detention	2,691,169	1,431,321	159,739	-
Total business-type activities	<u>6,996,401</u>	<u>6,000,724</u>	<u>212,845</u>	<u>-</u>
Total primary government	<u>\$ 36,403,465</u>	<u>\$ 7,821,212</u>	<u>\$ 7,558,819</u>	<u>\$ 623,857</u>
Component Units:				
St. James Clerk of Court	\$ 855,786	\$ 780,355	\$ -	\$ -
St. James Parish Hospital	19,110,399	19,344,320	-	768,468
Total component units	<u>\$ 19,966,185</u>	<u>\$ 20,124,675</u>	<u>\$ -</u>	<u>\$ 768,468</u>

General Revenues	
Taxes	
Property taxes	
Voluntary payments in lieu of taxes	
Sales and use taxes	
Alcoholic beverages	
Franchise fees	
Other	
Fines and forfeits	
Unrestricted grants and contributions	
Interest on investments	
Other	
Gain on sale of fixed assets	
Transfers	
Total general revenues and transfers	
Change in net assets	
Net position - beginning	
Net position - ending	

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

**Net (Expense) Revenue and Changes in Net Position**

Primary Government			Component Units	
Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities
\$ (4,151,001)	\$	\$ (4,151,001)		
(3,715,483)		(3,715,483)		
(3,254,162)		(3,254,162)		
(1,272,007)		(1,272,007)		
(1,440)		(1,440)		
(160,609)		(160,609)		
(3,185,133)		(3,185,133)		
(2,494,858)		(2,494,858)		
(1,003,811)		(1,003,811)		
(378,241)		(378,241)		
<u>(19,616,745)</u>		<u>(19,616,745)</u>		
-	317,277	317,277		
-	(1,100,109)	(1,100,109)		
-	(782,832)	(782,832)		
<u>(19,616,745)</u>	<u>(782,832)</u>	<u>(20,399,577)</u>		
			\$ (75,431)	\$ -
			-	1,002,389
			<u>(75,431)</u>	<u>1,002,389</u>
15,851,387	489,409	16,340,796	-	1,901,203
442,923	-	442,923	-	-
7,848,215	-	7,848,215	-	-
21,679	-	21,679	-	-
92,003	-	92,003	-	-
35,833	-	35,833	-	-
237,986	1,050	239,036	-	-
625,262	-	625,262	-	-
98,695	6,758	105,453	976	125,151
1,823,533	294,897	2,118,430	-	138,613
79,424	7,020	86,444	-	-
(522,712)	623,047	100,335	-	-
<u>26,634,228</u>	<u>1,422,181</u>	<u>28,056,409</u>	<u>976</u>	<u>2,164,967</u>
7,017,483	639,349	7,656,832	(74,455)	3,167,356
81,682,025	21,705,832	103,387,857	95,113	18,689,729
<u>\$ 88,699,508</u>	<u>\$ 22,345,181</u>	<u>\$ 111,044,689</u>	<u>\$ 20,658</u>	<u>\$ 21,857,085</u>

St. James Parish  
Convent, Louisiana  
Governmental Funds  
Balance Sheet  
December 31, 2012

	General	Road and Bridge Maintenance	Courthouse, Jail, and Public Buildings Maintenance
<b>Assets</b>			
Cash and cash equivalents	\$ 2,911,791	\$ 543,487	\$ 1,939,972
Investments	132,109	202,253	1,121,066
Receivables (net of allowances for uncollectibles)	4,651,954	2,763,228	2,271,000
Due from other funds	304,913	543	359,073
Inventory	39,552	-	-
<b>Total assets</b>	<b><u>\$ 8,040,319</u></b>	<b><u>\$ 3,509,511</u></b>	<b><u>\$ 5,691,111</u></b>
<b>Liabilities and fund balance</b>			
Liabilities:			
Accounts payable	\$ 444,983	\$ 180,863	\$ 171,909
Payroll deductions and withholdings payable	140,156	48,701	34,476
Due to other funds	22,629	-	-
Other liabilities	-	-	-
<b>Total liabilities</b>	<b><u>607,768</u></b>	<b><u>229,564</u></b>	<b><u>206,385</u></b>
Fund balance:			
Nonspendable-Inventory	39,552	-	-
Restricted for			
Culture and recreation	-	-	-
Debt service	-	-	-
Capital projects	-	-	-
Health and welfare	3,709,980	-	-
Highways and streets	-	3,279,947	-
Public safety	-	-	-
Sanitation	-	-	-
Other purposes	-	-	5,484,726
Committed for			
Judicial	-	-	-
Highways and streets	-	-	-
Public transportation	-	-	-
Assigned for			
Judicial	-	-	-
Health and welfare	-	-	-
Other purposes	-	-	-
Unassigned	3,683,019	-	-
<b>Total fund balance</b>	<b><u>7,432,551</u></b>	<b><u>3,279,947</u></b>	<b><u>5,484,726</u></b>
<b>Total liabilities and fund balance</b>	<b><u>\$ 8,040,319</u></b>	<b><u>\$ 3,509,511</u></b>	<b><u>\$ 5,691,111</u></b>

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

Statement C

CDBG Disaster Recovery Projects	Other Governmental Funds	Total Governmental Funds	Component Unit St. James Parish Clerk of Court
\$ 1,124	\$ 10,423,560	\$ 15,819,934	\$ 140,926
-	9,755,219	11,210,647	-
324,993	8,931,633	18,942,808	15,955
-	102,308	766,837	-
-	-	39,552	-
<u>\$ 326,117</u>	<u>\$ 29,212,720</u>	<u>\$ 46,779,778</u>	<u>\$ 156,881</u>
\$ 73,852	\$ 1,126,722	\$ 1,998,329	\$ 5,993
-	200,416	423,749	-
260,474	411,267	694,370	-
-	80,066	80,066	-
<u>334,326</u>	<u>1,818,471</u>	<u>3,196,514</u>	<u>5,993</u>
-	-	39,552	-
-	5,305,881	5,305,881	-
-	2,649,131	2,649,131	-
-	1,873,428	1,873,428	-
-	1,200,810	4,910,790	-
-	1,516,867	4,796,814	-
-	10,925,464	10,925,464	-
-	3,355,876	3,355,876	-
-	-	5,484,726	-
-	428,138	428,138	-
-	8,854	8,854	-
-	107,763	107,763	-
-	3,088	3,088	-
-	18,881	18,881	-
-	7,069	7,069	-
(8,209)	(7,001)	3,667,809	150,888
<u>(8,209)</u>	<u>27,394,249</u>	<u>43,583,264</u>	<u>150,888</u>
<u>\$ 326,117</u>	<u>\$ 29,212,720</u>	<u>\$ 46,779,778</u>	<u>\$ 156,881</u>

St. James Parish  
 Convent, Louisiana  
 Reconciliation of the Balance Sheet of  
 Governmental Funds to the Statement of Net Position  
 December 31, 2012

	Governmental Funds	Component Unit St. James Parish Clerk of Court
Total fund balances per financial statements	\$ 43,583,264	\$ 150,888
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.	51,504,952	34,319
Certain long-term assets are not reported in the fund financial statements because they are not available to pay current-period expenditures, but they are reported as assets in the statement of net position.	3,142,081	-
Long-term liabilities are not reported as fund liabilities because they are not due and payable in the current period, but they are presented as liabilities in the statement of net position. Balances at December 31, 2012, are as follows:		
Accrued expenses	(599,089)	-
Bonds payable	(5,160,000)	-
Certificates of indebtedness	(1,650,000)	-
Limited tax certificates	(2,721,000)	-
OPEB obligation	(1,046,502)	(140,009)
Compensated absences	(811,032)	(24,540)
Deferred gains and premiums on debt issuance	(22,656)	-
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.	<u>2,479,490</u>	<u>-</u>
Net position of governmental activities	<u>\$ 88,699,508</u>	<u>\$ 20,658</u>

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

Statement D

St. James Parish  
Convent, Louisiana  
Governmental Funds  
Statement of Revenues, Expenditures, and Changes in Fund Balances  
December 31, 2012

	General	Road and Bridge Maintenance	Courthouse, Jail, and Public Buildings Maintenance
<b>Revenues:</b>			
Taxes:			
Property	\$ 3,474,774	\$ 2,427,487	\$ 2,432,343
Voluntary payments in lieu of taxes	442,923	-	-
Sales and use	2,628,278	-	-
Alcoholic beverages (beer)	21,679	-	-
Licenses and permits	691,770	-	-
Intergovernmental:			
Federal	327,239	1,168,013	26,204
State	467,266	316,505	21,941
Local	374,305	256	283
Fines and forfeits	-	-	-
Charges for services	3,171	-	1,154
Interest	8,407	6,574	9,768
In-kind contributions	65,351	-	-
Other	286,046	71,054	12,323
Total revenues	<u>8,791,209</u>	<u>3,989,889</u>	<u>2,504,016</u>
<b>Expenditures:</b>			
Current:			
General government	3,827,111	-	1,578,027
Public safety	699,553	-	-
Highways and streets	-	1,756,684	-
Sanitation	-	-	-
Public housing	1,440	-	-
Public transportation	-	-	-
Health and welfare	1,302,996	-	-
Culture and recreation	-	-	-
Economic development and assistance	472,552	-	-
In-kind expenses	65,351	-	-
Debt service:			
Principal	-	-	-
Interest and fiscal charges	-	-	-
Capital outlay	329,249	1,493,123	47,582
Total expenditures	<u>6,698,252</u>	<u>3,249,807</u>	<u>1,625,609</u>
Excess (deficiency) of revenues over (under) expenditures	2,092,957	740,082	878,407
Other financing sources (uses):			
Operating transfers in	154,034	-	-
Bond proceeds	-	-	-
Operating transfers out	(1,120,551)	(949,602)	(32,748)
Bond issuance costs	-	-	-
Total other financing sources (uses)	<u>(966,517)</u>	<u>(949,602)</u>	<u>(32,748)</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	1,126,440	(209,520)	845,659
Fund balance, beginning of year	6,306,111	3,489,467	4,639,067
Fund balance, end of year	<u>\$ 7,432,551</u>	<u>\$ 3,279,947</u>	<u>\$ 5,484,726</u>

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

Statement E

<u>CDBG Disaster Recovery Projects</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>	<u>Component Unit St. James Parish Clerk of Court</u>
\$ -	\$ 7,515,564	\$ 15,850,168	\$ -
-	-	442,923	-
-	5,219,937	7,848,215	-
-	-	21,679	-
-	-	691,770	3,000
330,751	5,057,691	6,909,898	-
-	798,152	1,603,864	-
-	289,298	664,142	-
-	237,986	237,986	-
-	1,224,586	1,228,911	777,355
-	67,193	91,942	976
-	454,362	519,713	-
-	486,893	856,316	-
<u>330,751</u>	<u>21,351,662</u>	<u>36,967,527</u>	<u>781,331</u>
118,620	765,648	6,289,406	795,841
-	3,450,843	4,150,396	-
-	1,377,320	3,134,004	-
-	2,198,518	2,198,518	-
-	-	1,440	-
-	989,523	989,523	-
-	2,977,616	4,280,612	-
-	2,219,137	2,219,137	-
-	1,455,535	1,928,087	-
-	454,362	519,713	-
-	1,680,000	1,680,000	-
-	394,916	394,916	-
195,887	4,331,592	6,397,433	35,100
<u>314,507</u>	<u>22,295,010</u>	<u>34,183,185</u>	<u>830,941</u>
16,244	(943,348)	2,784,342	(49,610)
-	3,151,341	3,305,375	-
-	180,000	180,000	-
-	(1,270,186)	(3,373,087)	-
-	(2,582)	(2,582)	-
<u>-</u>	<u>2,058,573</u>	<u>109,706</u>	<u>-</u>
16,244	1,115,225	2,894,048	(49,610)
(24,453)	26,279,024	40,689,216	200,498
<u>\$ (8,209)</u>	<u>\$ 27,394,249</u>	<u>\$ 43,583,264</u>	<u>\$ 150,888</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  
 December 31, 2012

	Governmental Funds	Component Unit St. James Parish Clerk of Court
Amounts reported for governmental activities in the statement of activities (pages 19 & 20) are different because:		
Net change in total fund balances per fund financial statements (pages 24 & 25)	\$ 2,894,048	\$ (49,610)
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 \$6,397,433 (\$35,100 for the Clerk of Court) exceeded depreciation of \$3,046,769 (\$17,537 for the Clerk of Court).	3,350,664	17,563
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.	(6,971)	-
The proceeds from the issuance of bonds provide current resources and are reported in the fund financial statements, but they are presented as liabilities in the statement of net position. Also governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.	(202,108)	-
Repayment of principal on long-term debt consume resources of governmental funds but do not impact net position.	1,680,000	-
Generally expenditures recognized in the fund financial statements are limited to only those that use current financial resources but expenses, including interest, compensated absences, and OPEB, are recognized in the statement of activities when they are incurred.	(473,102)	(42,408)
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.	(93,834)	-
Activities of internal service fund is reported as net revenue (expense) in the governmental activities.	323,786	-
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.	(455,000)	-
Change in net position of governmental activities (pages 19 & 20)	<u>\$ 7,017,483</u>	<u>\$ (74,455)</u>

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

Statement F

# **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.

## **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.

## **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  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the year ended December 31, 2012

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ 2,909,400	\$ 2,879,700	\$ 3,474,774	\$ 595,074
Voluntary payments in lieu of taxes	418,000	440,000	442,923	2,923
Sales and use	2,471,300	2,454,100	2,628,278	174,178
Alcoholic beverages (beer)	22,000	22,000	21,679	(321)
Licenses and permits	707,200	661,000	691,770	30,770
<b>Intergovernmental:</b>				
Federal	88,700	217,200	327,239	110,039
State	575,900	452,600	467,266	14,666
Local	341,600	368,700	374,305	5,605
Charges for services	-	3,100	3,171	71
Interest	8,400	8,200	8,407	207
In-kind contributions	11,600	35,600	65,351	29,751
Other	198,100	196,000	286,046	90,046
<b>Total revenues</b>	<u>7,752,200</u>	<u>7,738,200</u>	<u>8,791,209</u>	<u>1,053,009</u>
<b>Expenditures:</b>				
<b>Current:</b>				
<b>General government:</b>				
Financial administration	2,270,500	2,074,400	2,139,878	(65,478)
Legislative	295,600	295,200	303,274	(8,074)
Judicial	154,700	160,600	144,820	15,780
Executive	762,700	711,600	704,735	6,865
Elections	87,400	92,200	86,952	5,248
Other-unclassified	575,900	450,700	447,452	3,248
Public safety	809,800	773,700	699,553	74,147
Public housing	2,400	2,400	1,440	960
Health and welfare	1,276,800	1,275,100	1,302,996	(27,896)
Economic development and assistance	504,300	493,000	472,552	20,448
In-kind expenses	11,600	35,600	65,351	(29,751)
Capital outlay	335,000	340,100	329,249	10,851
<b>Total expenditures</b>	<u>7,086,700</u>	<u>6,704,600</u>	<u>6,698,252</u>	<u>6,348</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	665,500	1,033,600	2,092,957	1,059,357
<b>Other financing sources (uses):</b>				
Operating transfers in	-	145,000	154,034	9,034
Operating transfers out	(982,200)	(1,305,600)	(1,120,551)	185,049
<b>Total other financing sources (uses)</b>	<u>(982,200)</u>	<u>(1,160,600)</u>	<u>(966,517)</u>	<u>194,083</u>
<b>Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses</b>	(316,700)	(127,000)	1,126,440	1,253,440
Fund balance, beginning of year	6,306,111	6,306,111	6,306,111	-
<b>Fund balance, end of year</b>	<u>\$ 5,989,411</u>	<u>\$ 6,179,111</u>	<u>\$ 7,432,551</u>	<u>\$ 1,253,440</u>

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

Statement G

St. James Parish  
 Convent, Louisiana  
 Road and Bridge Maintenance Fund  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the year ended December 31, 2012

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
Revenues:				
Taxes:				
Property	\$ 2,036,600	\$ 2,015,700	\$ 2,427,487	\$ 411,787
Intergovernmental:				
Federal	1,100,000	1,040,700	1,168,013	127,313
State	279,100	286,200	316,505	30,305
Local	-	200	256	56
Interest	12,100	9,300	6,574	(2,726)
Other	14,500	66,200	71,054	4,854
Total revenues	<u>3,442,300</u>	<u>3,418,300</u>	<u>3,989,889</u>	<u>571,589</u>
Expenditures:				
Current:				
Highways and streets	1,690,000	1,896,800	1,756,684	140,116
Capital outlay	1,570,000	1,398,000	1,493,123	(95,123)
Total expenditures	<u>3,260,000</u>	<u>3,294,800</u>	<u>3,249,807</u>	<u>44,993</u>
Excess (deficiency) of revenues over (under) expenditures	182,300	123,500	740,082	616,582
Other financing sources (uses):				
Operating transfers out	(1,219,900)	(981,700)	(949,602)	32,098
Total other financing sources (uses)	<u>(1,219,900)</u>	<u>(981,700)</u>	<u>(949,602)</u>	<u>32,098</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing sources	(1,037,600)	(858,200)	(209,520)	648,680
Fund balance, beginning of year	3,489,467	3,489,467	3,489,467	-
Fund balance, end of year	<u>\$ 2,451,867</u>	<u>\$ 2,631,267</u>	<u>\$ 3,279,947</u>	<u>\$ 648,680</u>

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

Statement H

St. James Parish  
 Convent, Louisiana  
 Courthouse, Jail, and Public Buildings Maintenance Fund  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the year ended December 31, 2012

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
<b>Revenues:</b>				
Taxes:				
Property	\$ 2,036,600	\$ 2,015,700	\$ 2,432,343	\$ 416,643
Intergovernmental:				
Federal	7,000	1,400	26,204	24,804
State	84,900	21,800	21,941	141
Local	-	300	283	(17)
Charges for services	-	1,200	1,154	(46)
Interest	12,300	11,000	9,768	(1,232)
Other	21,200	10,400	12,323	1,923
Total revenues	<u>2,162,000</u>	<u>2,061,800</u>	<u>2,504,016</u>	<u>442,216</u>
<b>Expenditures:</b>				
Current:				
General government	1,554,700	1,571,700	1,578,027	(6,327)
Capital outlay	178,000	50,000	47,582	2,418
Total expenditures	<u>1,732,700</u>	<u>1,621,700</u>	<u>1,625,609</u>	<u>(3,909)</u>
Excess (deficiency) of revenues over (under) expenditures	429,300	440,100	878,407	438,307
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	-	-
Operating transfers out	-	-	(32,748)	(32,748)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>(32,748)</u>	<u>(32,748)</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	429,300	440,100	845,659	405,559
Fund balance, beginning of year	4,639,067	4,639,067	4,639,067	-
Fund balance, end of year	<u>\$ 5,068,367</u>	<u>\$ 5,079,167</u>	<u>\$ 5,484,726</u>	<u>\$ 405,559</u>

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

Statement I

St. James Parish  
 Convent, Louisiana  
 CDBG - Disaster Recovery Projects Fund  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the year ended December 31, 2012

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
<b>Revenues:</b>				
Intergovernmental:				
Federal	\$ 10,213,200	\$ 303,300	\$ 330,751	\$ 27,451
Total revenues	<u>10,213,200</u>	<u>303,300</u>	<u>330,751</u>	<u>27,451</u>
<b>Expenditures:</b>				
Current:				
General government	2,279,600	149,600	118,620	30,980
Capital outlay	7,933,600	153,900	195,887	(41,987)
Total expenditures	<u>10,213,200</u>	<u>303,500</u>	<u>314,507</u>	<u>(11,007)</u>
Excess (deficiency) of revenues over (under) expenditures	-	(200)	16,244	16,444
Fund balance, beginning of year	(24,453)	(24,453)	(24,453)	-
Fund balance, end of year	<u>\$ (24,453)</u>	<u>\$ (24,653)</u>	<u>\$ (8,209)</u>	<u>\$ 16,444</u>

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

Statement J

St. James Parish  
 Convent, Louisiana  
 Proprietary Funds  
 Statement of Net Position  
 December 31, 2012

	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	\$ 5,442,238	\$ 55,693	\$ 5,497,931
Investments	-	-	-
Receivables (net of allowances for uncollectibles)	804,206	736,271	1,540,477
Due from funds	-	-	-
Inventories	326,253	5,734	331,987
Prepaid insurance	34,318	6,605	40,923
<b>Total current assets</b>	<b>6,607,015</b>	<b>804,303</b>	<b>7,411,318</b>
<b>Noncurrent assets:</b>			
<b>Restricted assets:</b>			
Cash and cash equivalents	476,836	-	476,836
Held by trustee for debt service	-	-	-
Internally designated for capital acquisition	-	-	-
<b>Total restricted assets</b>	<b>476,836</b>	<b>-</b>	<b>476,836</b>
Capital assets, net	12,720,277	3,453,759	16,174,036
Other assets, net	245	-	245
<b>Total noncurrent assets</b>	<b>13,197,358</b>	<b>3,453,759</b>	<b>16,651,117</b>
<b>Total assets</b>	<b>19,804,373</b>	<b>4,258,062</b>	<b>24,062,435</b>
<b>Liabilities</b>			
<b>Current liabilities (payable from current assets):</b>			
Accounts payable	256,865	94,960	351,825
Estimated third-party payor settlements	-	-	-
Liability for claims	-	-	-
Due to other funds	67,052	5,415	72,467
Current maturities of long-term debt	-	-	-
Compensated absences	57,198	65,340	122,538
Accrued expenses	118,190	83,551	201,741
<b>Total current liabilities (payable from current assets)</b>	<b>499,305</b>	<b>249,266</b>	<b>748,571</b>
<b>Current liabilities (payable from restricted assets)</b>	<b>452,375</b>	<b>-</b>	<b>452,375</b>
<b>Noncurrent liabilities:</b>			
Bonds payable	-	-	-
Tax certificates payable	-	-	-
Compensated absences	88,282	99,572	187,854
Other post-employment benefits	85,060	243,394	328,454
<b>Total noncurrent liabilities</b>	<b>173,342</b>	<b>342,966</b>	<b>516,308</b>
<b>Total liabilities</b>	<b>1,125,022</b>	<b>592,232</b>	<b>1,717,254</b>
<b>Net position</b>			
Invested in capital assets, net of related debt	12,720,277	3,453,759	16,174,036
<b>Restricted for</b>			
Debt service	-	-	-
Capital projects	-	-	-
Group health insurance claims	-	-	-
<b>Unrestricted</b>	<b>5,959,074</b>	<b>212,071</b>	<b>6,171,145</b>
<b>Total net position</b>	<b>\$ 18,679,351</b>	<b>\$ 3,665,830</b>	<b>\$ 22,345,181</b>

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

Statement K

Internal Service Fund	Component Unit	
	St. James Parish Hospital	
\$ 1,493,491	\$ 7,853,747	
1,068,386	-	
112,333	3,028,022	
-	-	
-	319,911	
-	779,195	
<u>2,674,210</u>	<u>11,980,875</u>	
-	-	
-	1,154,121	
-	9,528,737	
-	10,682,858	
-	22,581,830	
-	-	
-	33,264,688	
<u>2,674,210</u>	<u>45,245,563</u>	
4,720	823,411	
-	1,136,448	
190,000	-	
-	-	
-	778,403	
-	351,156	
-	1,190,707	
<u>194,720</u>	<u>4,280,125</u>	
-	-	
-	17,044,415	
-	2,063,938	
-	-	
-	-	
-	19,108,353	
<u>194,720</u>	<u>23,388,478</u>	
-	2,695,074	
-	1,154,121	
-	9,522,603	
2,479,490	-	
-	8,485,287	
<u>\$ 2,479,490</u>	<u>\$ 21,857,085</u>	

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Revenues, Expenses, and Changes in Net Position  
For the year ended December 31, 2012

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
Operating revenues:			
Charges for sales and services	\$ 4,569,403	\$ 1,431,321	\$ 6,000,724
Other	285,957	8,940	294,897
Total operating revenues	<u>4,855,360</u>	<u>1,440,261</u>	<u>6,295,621</u>
Operating expenses:			
Cost of sales and services	1,719,124	657,132	2,376,256
Payrolls	949,710	1,256,163	2,205,873
General and administrative	948,834	585,166	1,534,000
Depreciation and amortization	687,564	192,708	880,272
Total operating expenses	<u>4,305,232</u>	<u>2,691,169</u>	<u>6,996,401</u>
Operating income (loss)	550,128	(1,250,908)	(700,780)
Nonoperating revenues (expenses):			
Property taxes	-	489,409	489,409
Interest income	6,613	145	6,758
Intergovernmental			
Federal	29,281	58,058	87,339
State	23,825	100,557	124,382
Local	-	1,124	1,124
Interest expense	-	-	-
Grants	-	-	-
Court fines	-	1,050	1,050
Total nonoperating revenues (expenses)	<u>59,719</u>	<u>650,343</u>	<u>710,062</u>
Income (loss) before contributions and transfers	609,847	(600,565)	9,282
Proceeds from sale of assets	7,020	-	7,020
Operating transfers in	104,047	519,000	623,047
Operating transfers out	<u>-</u>	<u>-</u>	<u>-</u>
Change in net position	720,914	(81,565)	639,349
Net position, beginning	<u>17,958,437</u>	<u>3,747,395</u>	<u>21,705,832</u>
Net position, ending	<u>\$ 18,679,351</u>	<u>\$ 3,665,830</u>	<u>\$ 22,345,181</u>

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

Internal Service Fund	Component Unit	
	St. James Parish Hospital	
\$ 3,101,338	\$ 19,344,320	
-	138,613	
<u>3,101,338</u>	<u>19,482,933</u>	
2,127,294	4,951,554	
54,999	9,324,386	
602,994	2,154,727	
-	1,635,132	
<u>2,785,287</u>	<u>18,065,799</u>	
316,051	1,417,134	
-	1,901,203	
7,735	125,151	
-	-	
-	-	
-	-	
-	(1,044,600)	
-	768,468	
-	-	
<u>7,735</u>	<u>1,750,222</u>	
323,786	3,167,356	
-	-	
-	-	
-	-	
<u>323,786</u>	<u>3,167,356</u>	
2,155,704	18,689,729	
<u>\$ 2,479,490</u>	<u>\$ 21,857,085</u>	

St. James Parish  
 Convent, Louisiana  
 Proprietary Funds  
 Statement of Cash Flows  
 For the year ended December 31, 2012

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
<b>Cash flows from operating activities:</b>			
Receipts from customers and users	\$ 4,813,304	\$ 1,328,094	\$ 6,141,398
Receipts from interfund services provided	385,007	5,415	390,422
Payments to suppliers	(2,674,877)	(1,173,783)	(3,848,660)
Payments to employees	(940,557)	(1,252,293)	(2,192,850)
Payments for interfund services used	(380,973)	-	(380,973)
Net cash provided by (used in) operating activities	<u>1,201,904</u>	<u>(1,092,567)</u>	<u>109,337</u>
<b>Cash flows from noncapital financing activities:</b>			
Miscellaneous receipts	-	1,050	1,050
Subsidy from grants	-	144,073	144,073
Property taxes	-	441,606	441,606
Receipts from other funds	9,646	-	9,646
Payments to other funds	-	-	-
Transfers to St. James Parish	-	-	-
Transfers from St. James Parish	104,047	519,000	623,047
Net cash provided by (used in) noncapital financing activities	<u>113,693</u>	<u>1,105,729</u>	<u>1,219,422</u>
<b>Cash flows from capital and related financing activities:</b>			
Acquisition and construction of capital assets	(87,099)	-	(87,099)
Miscellaneous payments	-	-	-
Principal paid on long-term debt	-	-	-
Interest paid on long-term debt	-	-	-
Proceeds from sales of assets	7,020	-	7,020
Long-term borrowings	-	-	-
Capital contributions	199,283	-	199,283
Net cash provided by (used for) capital and related financing activities	<u>119,204</u>	<u>-</u>	<u>119,204</u>
<b>Cash flows from investing activities:</b>			
Maturation of investments	-	-	-
Purchase of investments	-	-	-
Interest received	6,613	145	6,758
Net cash provided by (used in) investing activities	<u>6,613</u>	<u>145</u>	<u>6,758</u>
Net increase (decrease) in cash and cash equivalents	1,441,414	13,307	1,454,721
Cash and cash equivalents, beginning of year	4,477,660	42,386	4,520,046
Cash and cash equivalents, end of year	<u>\$ 5,919,074</u>	<u>\$ 55,693</u>	<u>\$ 5,974,767</u>

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

Statement M (continued)

	<u>Component Unit</u>	
	<u>Internal Service Fund</u>	<u>St. James Parish Hospital</u>
\$ 3,107,005	\$ 19,040,531	
-	-	
(2,868,030)	(7,761,761)	
(54,999)	(7,587,087)	
-	-	
<u>183,976</u>	<u>3,691,683</u>	
-	-	
-	768,468	
-	1,919,681	
-	-	
-	-	
-	-	
-	-	
<u>-</u>	<u>2,688,149</u>	
-	(4,040,973)	
-	-	
-	(758,124)	
-	(1,039,000)	
-	-	
-	2,500,000	
-	-	
<u>-</u>	<u>(3,338,097)</u>	
-	10,414,102	
(5,808)	(10,602,720)	
7,735	121,700	
<u>1,927</u>	<u>(66,918)</u>	
185,903	2,974,817	
1,307,588	4,878,930	
<u>\$ 1,493,491</u>	<u>\$ 7,853,747</u>	

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Cash Flows  
For the year ended December 31, 2012

	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)	\$ 550,128	\$ (1,250,908)	\$ (700,780)
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation and amortization	687,564	192,708	880,272
Provision for uncollectible accounts	8,402	17,890	26,292
Loss on disposition of assets	-	-	-
Changes in assets and liabilities:			
Accounts receivable	(63,210)	(112,166)	(175,376)
Contractual settlements	-	-	-
Inventory	(44,543)	1,310	(43,233)
Prepaid expenses	(612)	794	182
Accounts payable	(5,628)	(11,132)	(16,760)
Liability for claims	-	-	-
Due to other funds	-	5,415	5,415
Compensated absences	13,454	5,586	19,040
Accrued expenses	9,040	3,870	12,910
Other post-employment benefits	26,154	54,066	80,220
Customers' deposits	21,155	-	21,155
Net cash provided by (used in) operating activities	<u>\$ 1,201,904</u>	<u>\$ (1,092,567)</u>	<u>\$ 109,337</u>
Cash and cash equivalents for cash flow statement include:			
Cash and cash equivalents	\$ 5,442,238	\$ 55,693	\$ 5,497,931
Restricted assets:			
Cash and cash equivalents	476,836	-	476,836
Total cash and cash equivalents	<u>\$ 5,919,074</u>	<u>\$ 55,693</u>	<u>\$ 5,974,767</u>
Noncash investing, capital, and financing activities:			
Increase in fair value of investments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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

Statement M (concluded)

Internal Service Fund	Component Unit	
	St. James Parish Hospital	
\$ 316,051	\$ 1,417,134	
-	1,635,132	
-	3,045,309	
-	-	
(68,035)	(3,730,711)	
-	382,551	
-	(3,333)	
45,812	106,104	
2,148	565,049	
(112,000)	-	
-	-	
-	25,962	
-	248,486	
-	-	
-	-	
<u>\$ 183,976</u>	<u>\$ 3,691,683</u>	
\$ 1,493,491	\$ 7,853,747	
-	-	
<u>\$ 1,493,491</u>	<u>\$ 7,853,747</u>	
<u>\$ -</u>	<u>\$ 6,134</u>	

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

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## **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 January 4, 2016.

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. 14 established 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.

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

Component Unit	Fiscal Year End	Criteria Used	Type of Presentation
St. James Parish Gas & Water Distribution System	December 31	1,3	Blended
St. James Youth Center	December 31	1,3	Blended
St. James Parish Clerk of Court	June 30	2,3	Discrete
St. James Parish Hospital	March 31	1,3	Discrete

Complete financial statements for each of the individual component units may be obtained at the component unit's administrative offices, except for the St. James Parish Gas & Water Distribution System and the St. James Youth Center, which do not issue separate financial statements.

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
Ascension-St. James Airport & Transportation Authority	June 30	Ascension Parish
District Attorney of the Twenty-third Judicial District	December 31	Ascension Parish
Twenty-third Judicial District Indigent Defender Board	December 31	Ascension Parish

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

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

**B. REPORTING ENTITY (Continued)**

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, 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.

**C. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of 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.

GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, effective for financial statement periods ending after December 15, 2012, provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position and related disclosures. Concepts Statement No. 4, *Elements of Financial Statements*, introduced and defined *Deferred Inflows of Resources* as an acquisition of net assets by the government that is applicable to a future reporting period, respectively. Previous financial reporting standards do not include guidance for reporting those financial statement elements, which are distinct from assets and liabilities. GASB Concepts Statement No. 4 identifies net position as the residual of all other elements presented in a statement of financial position. This Statement amends the net asset reporting requirements in Statement No. 34 and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets. St. James Parish adopted GASB Statement No. 63 in 2012.

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,

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

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

**C. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Continued)**

services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

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

**D. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION**

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the 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.

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.

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 *Road and Bridge Maintenance Fund* is the government's primary fund for the maintenance of existing roads and roadside areas. This fund is supported by property taxes, state revenue sharing, the State of Louisiana Parish Transportation Fund, and the Parish Royalty 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.

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

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

**D. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION (Continued)**

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.

The Parish reports the following major proprietary funds:

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.

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

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the *option* of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The Parish has elected not to follow subsequent private-sector guidance for the primary government; however, the St. James Parish Hospital has elected to apply the provisions of all relevant pronouncements of the Financial Accounting Standards Board, including those issued after November 30, 1989, that do not conflict nor contradict GASB pronouncements.

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.

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.

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

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

**D. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION  
(Continued)**

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 OR EQUITY**

**1. Cash and Cash Equivalents**

For reporting purposes, cash and cash equivalents include interest-bearing demand deposits and short-term investments, including investments in the Louisiana Asset Management Pool, as described below, 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. Further, the Parish may invest in time deposits or certificates of deposit of state banks organized under Louisiana law and national banks having principal offices in Louisiana.

**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 OR EQUITY (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 (weighted moving average) or market. Gas purchased in the system's lines and the water produced by the system is expensed when purchased or purified.

Inventories of the St. James Youth Center consist of clothing and food supplies, which are stated at the lower of cost (first-in, first-out method) or market and are recorded as expenses when consumed.

**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 2012.

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:

<u>Assets</u>	<u>Years</u>
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:

	<u>Years</u>
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)

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

**E. ASSETS, LIABILITIES, AND NET POSITION OR EQUITY (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, as well as issuance costs, 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 deferred charges and amortized over the term of the related debt.

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. Equity Classifications**

Government-Wide Statements

GASB Statement No. 34, *Basic Financial Statements, Management's Discussion and Analysis, for State and Local Governments*, required classification of net assets into three separate components. GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, revised the terminology by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets. GASB Statement No. 63 requires the following components of net position:

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.

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

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

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

**8. Equity Classifications (Continued)**

Government-Wide Statements (Continued)

3. Unrestricted net position – All other net position that does not meet the definition of “restricted” or “net investment in capital assets.”

Fund Financial Statements

In the fund financial statements, governmental fund equity is classified as fund balance. The Parish has adopted GASB Statement No. 54 for the year ended December 31, 2011. As such, fund balance of the governmental fund is classified as follows:

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.

Net Position

The Parish issued general obligation debt to finance the construction of the youth detention center facility. The debt (\$707,850 as of December 31, 2012) is being repaid by St. James Parish’s general fund instead of the St. James Youth Center (enterprise fund). On the Statement of Net Position, the governmental activities report the debt, and the business-type activities report the capital asset. The debt is not considered “capital related” debt for net position relating to governmental activities. However, for the total primary government the debt is considered to be related to capital assets. Consequently, total primary government unrestricted net position and net investment in capital assets, are not the same as the combining of the net position components of the governmental activities and the business-type activities of the primary government.

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

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

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

**8. Equity Classifications (Continued)**

Net Position (Continued)

Net Position	Governmental Activities	Business-Type Activities	Reconciling Debt	Total
Net investment in capital assets	\$ 46,411,603	\$ 16,174,036	\$ (707,850)	\$ 61,877,789
Unrestricted	\$ 2,479,232	\$ 6,171,145	\$ 707,850	\$ 9,358,227

**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 health 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.

**10. Estimates**

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

**11. Reclassification of Net Position**

Certain reclassifications of restricted net position and unrestricted net position have been made to the 2011 ending balances to conform to the current presentation with no effect on net position.

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

**II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**A. BUDGETARY INFORMATION**

The proposed budget for the year ended December 31, 2012, was completed and made available for public inspection at the Parish Council Office on November 2, 2011. A public hearing was held on November 16, 2011, for suggestions and comments from taxpayers. The proposed budget was formally adopted by the Parish on December 7, 2011. The 2012 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 twenty-one (21) 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.

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. EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

For the year ended December 31, 2012, expenditures exceeded appropriations in the following individual funds:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Unfavorable Variance</u>
Special Revenue Funds:			
Solid Waste Disposal	<u>\$ 2,204,200</u>	<u>\$ 2,333,616</u>	<u>\$ 129,416</u>

In the future, the individual fund budgets will be amended whenever actual expenditures plus projected expenditures for the remainder of the year exceed budgeted amounts.

**C. DEFICIT FUND EQUITY**

The following funds had a deficit fund balance as of December 31, 2012:

<u>Fund</u>	<u>Fund Deficit 12/31/2012</u>
Hazard Mitigation Grant Program	\$ (7,001)
CDBG Disaster Recovery Projects	(8,209)
	<u>\$ (15,210)</u>

The Hazard Mitigation Grant Program plans to receive funds in 2013 from the Parishwide Drainage and the Courthouse, Jail, and Public Buildings Maintenance funds to cover the expenditures for the drainage projects of the Parish. The CDBG Disaster Recovery Projects Fund plans to receive funding from the U.S. Department of Housing and Urban Development to cover the expenditures.

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

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

**D. LEVIED TAXES**

The following is a summary of levied property taxes for the year 2012:

	<u>Millage Rate</u>
Parishwide taxes:	
General Fund	3.21
Library	3.00
Department of Human Resources	3.89
Courthouse, Jail, and Public Buildings Maintenance	4.97
Road and Bridge Maintenance	4.96
Parishwide Drainage	2.98
Public Safety	3.94
Enhanced 911 System Maintenance	1.25
Consolidated General Obligation Bonds	1.45
St. James Youth Center	1.00
Special district taxes:	
Consolidated Road Lighting District #3A	0.99
Gramercy Recreation District	4.53
Fire Protection District #2	0.74
Recreation District V	1.10
District V Recreation	1.00

The following are the principal taxpayers of the Parish:

<u>Taxpayer</u>	<u>Type of Business</u>	<u>2012 Assessed Valuation</u>	<u>Percentage of Total Assessed Valuation</u>
Motiva Enterprises, LLC	Oil Refinery	\$ 126,421,854	23.93%
Valero Marketing & Supply	Oil Refinery	46,216,125	8.75%
Mosaic Fertilizer, LLC	Chemical Manufacturer	36,612,189	6.93%
Americas Styrenics, LLC	Chemical Manufacturer	24,174,792	4.58%
Occidental Chemical Corporation	Chemical Manufacturer	12,680,981	2.40%
LOCAP, INC	Electric Utility	12,029,440	2.28%
Noranda Alumina, LLC	Chemical Manufacturer	11,288,964	2.14%
Plains Marketing, L.P.	Oil Refinery	10,237,100	1.94%
Louisiana Sugar Refining, LLC	Sugar Refinery	10,183,211	1.93%
Zen-Noh Grain Corporation	Grain Elevator	9,828,926	1.86%
Total		<u>\$ 299,673,582</u>	<u>56.74%</u>

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

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**III. DETAILED NOTES ON ALL FUNDS**

**A. DEPOSITS AND INVESTMENTS**

Deposits

At December 31, 2012, the Parish has deposits and certificates of deposit (book balances) as follows:

	Primary Government
Cash	\$ 3,484,244
Louisiana Asset Management Pool	19,327,112
	<hr/> 22,811,356
Restricted Assets:	
Cash	276,810
Louisiana Asset Management Pool	200,026
	<hr/> 476,836
	<hr/> <b>\$ 23,288,192</b>

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, 2012, the primary government has \$4,309,038 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.

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LA-R.S. 33:2955.

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

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

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

Deposits (Continued)

The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days and consists of no securities with a maturity in excess of 397 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances. The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP, and the value of the position in the external investment pools is the same as the value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company.

Investments

The Parish's investment balance at December 31, 2012, consisted of the following:

Security	Standard & Poors Rating	Percentage of Total Portfolio	Fair Market Value	Months to Maturity					
				0 – 6	7 – 12	13 – 24	25 – 36	37 – 60	
Federated U.S. Treasury Money Market Fund	AAAm	6%	\$ 723,105	\$ 723,105	\$ -	\$ -	\$ -	\$ -	\$ -
U.S. Chartered Agencies: Federal National Mortgage Association	Aaa	42%	5,205,320	89	200,592	201,259	1,288,258	3,515,122	
Federal Home Loan Mortgage Corporation	Aaa	18%	2,151,352	-	-	300,809	1,038,846	811,697	
Federal Home Loan Bank	Aaa	29%	3,583,088	50,374	408,817	1,270,616	531,118	1,322,163	
Federal Farm Credit Bank	Aaa	5%	616,168	-	-	213,792	-	402,376	
		<u>100%</u>	<u>\$ 12,279,033</u>	<u>\$ 773,568</u>	<u>\$ 609,409</u>	<u>\$ 1,986,476</u>	<u>\$ 2,858,222</u>	<u>\$ 6,051,358</u>	
Percentage of Portfolio Value			<u>100%</u>	<u>7%</u>	<u>5%</u>	<u>16%</u>	<u>23%</u>	<u>49%</u>	

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.

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

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

**B. RECEIVABLES**

Receivables as of year-end for the primary government'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	Road and Bridge Maintenance	Courthouse, Jail, and Public Buildings Maintenance	CDBG Disaster Recovery Projects	Nonmajor Governmental Funds	St. James Parish Gas & Water Distribution System	St. James Youth Center	Internal Service Fund	Total Primary Government
Taxes									
Property	\$ 3,597,524	\$ 2,228,690	\$ 2,233,184	\$ -	\$ 6,906,600	\$ -	\$ 449,336	\$ -	\$ 15,415,334
Sales	548,219	-	-	-	1,160,484	-	-	-	1,708,703
Other governmental agencies									
Federal	126,167	423,530	24,806	324,993	503,727	28,355	17,318	-	1,448,896
State	87,188	58,684	4,983	-	15,843	-	51,189	-	217,887
Account	227,661	52,324	7,930	-	201,696	896,738	235,400	2,450	1,624,199
Interest	-	-	-	-	416	-	-	-	416
Other	65,195	-	97	-	142,867	-	918	109,883	318,960
Gross receivables	4,651,954	2,763,228	2,271,000	324,993	8,931,633	925,093	754,161	112,333	20,734,395
Less: allowance for uncollectibles	-	-	-	-	-	(120,887)	(17,890)	-	(138,777)
Net Receivables	<u>\$ 4,651,954</u>	<u>\$ 2,763,228</u>	<u>\$ 2,271,000</u>	<u>\$ 324,993</u>	<u>\$ 8,931,633</u>	<u>\$ 804,206</u>	<u>\$ 736,271</u>	<u>\$ 112,333</u>	<u>\$ 20,595,618</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
2013	\$ 470,000	\$ 86,235
2014	481,000	69,926
2015	510,000	51,840
2016	530,000	32,203
2017	550,000	11,000
	<u>\$ 2,541,000</u>	<u>\$ 251,204</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, 2012, was as follows:

Primary Government

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 12,926,242	\$ 732,000	\$ -	\$ 13,658,242
Construction in progress	6,606,521	4,406,095	(6,879,620)	4,132,996
Total capital assets, not being depreciated	19,532,763	5,138,095	(6,879,620)	17,791,238
Capital assets, being depreciated:				
Buildings	13,519,707	4,101,193	-	17,620,900
Improvements other than buildings	2,397,452	1,612,554	-	4,010,006
Machinery and equipment	12,423,262	2,418,435	(1,122,902)	13,718,795
Library collection	1,777,796	80,841	(19,924)	1,838,713
Infrastructure	57,551,183	-	-	57,551,183
Total capital assets being depreciated	87,669,400	8,213,023	(1,142,826)	94,739,597
Less accumulated depreciation for:				
Buildings	(5,862,841)	(429,287)	-	(6,292,128)
Improvements other than buildings	(1,046,817)	(88,102)	-	(1,134,919)
Machinery and equipment	(8,418,575)	(980,802)	953,964	(8,445,413)
Library collection	(1,698,961)	(78,835)	19,924	(1,757,872)
Infrastructure	(41,925,808)	(1,469,743)	-	(43,395,551)
Total accumulated depreciation	(58,953,002)	(3,046,769)	973,888	(61,025,883)
Total capital assets, being depreciated, net	28,716,398	5,166,254	(168,938)	33,713,714
Governmental activities capital assets, net	<u>\$ 48,249,161</u>	<u>\$ 10,304,349</u>	<u>\$ (7,048,558)</u>	<u>\$ 51,504,952</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	\$ 50,000	\$ -	\$ -	\$ 50,000
Total capital assets, not being depreciated	50,000	-	-	50,000
Capital assets, being depreciated:				
Buildings	8,587,968	-	-	8,587,968
Gas distribution system	2,098,948	-	-	2,098,948
Water distribution system	21,854,558	-	-	21,854,558
Office furniture, fixtures, and equipment	802,295	-	(53,205)	749,090
Transportation equipment	512,860	87,099	(91,709)	508,250
Total capital assets, being depreciated	33,856,629	87,099	(144,914)	33,798,814
Less accumulated depreciation for:				
Buildings	(4,955,044)	(188,708)	-	(5,143,752)
Gas distribution system	(1,524,938)	(22,428)	-	(1,547,366)
Water distribution system	(9,266,953)	(615,273)	-	(9,882,226)
Office furniture, fixtures, and equipment	(769,286)	(13,342)	53,205	(729,423)
Transportation equipment	(423,199)	(40,521)	91,709	(372,011)
Total accumulated depreciation	(16,939,420)	(880,272)	144,914	(17,674,778)
Total capital assets, being depreciated, net	16,917,209	(793,173)	-	16,124,036
Business-type activities capital assets, net	\$ 16,967,209	\$ (793,173)	\$ -	\$ 16,174,036

**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	\$ 407,668
Public safety	522,526
Highway and streets, including depreciation of general infrastructure asset	1,646,390
Sanitation	55,415
Public transportation	76,155
Health and welfare	80,573
Culture and recreation	233,892
Economic development and assistance	<u>24,150</u>

Total depreciation expense-governmental activities	<u>\$ 3,046,769</u>
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Business-type activities:

Gas and water	\$ 687,564
Youth detention	<u>192,708</u>

Total depreciation expense-business-type activities	<u>\$ 880,272</u>
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Construction Commitments

The government has active construction contracts at December 31, 2012, totaling \$3,340,481. The remaining commitments on active construction projects at December 31, 2012, are as follows:

Project	Contract Amount	Remaining Commitment
Lutcher Library	\$ 2,235,517	\$ 37,170
District V Recreation Building	150,000	27,000
Waterline Under Mississippi River	358,500	149,445
Replacement of Undersized Waterlines	86,800	82,220
Courthouse Renovation	482,124	38,303
Courthouse Parking Lot	27,540	5,508
	<u>\$ 3,340,481</u>	<u>\$ 339,646</u>

**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, 2012, is as follows:

<u>Due to/from other funds:</u>	<u>Receivable</u>	<u>Payable</u>
Governmental Funds:		
General Fund	\$ 304,913	\$ 22,629
Courthouse, Jail, and Public Buildings Maintenance	359,073	-
Road and Bridge Maintenance	543	-
CDBG Disaster Recovery Projects	-	260,474
Nonmajor governmental funds	102,308	411,267
	<u>766,837</u>	<u>694,370</u>
Proprietary Funds:		
St. James Parish Gas & Water Distribution System	-	67,052
St. James Youth Center	-	5,415
	<u>-</u>	<u>72,467</u>
	<u>\$ 766,837</u>	<u>\$ 766,837</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	\$ 1,120,551	\$ 154,034
Road and Bridge Maintenance	949,602	-
Courthouse, Jail, and Public Buildings Maintenance	32,748	-
Nonmajor governmental funds	1,270,186	3,151,341
	<u>3,373,087</u>	<u>3,305,375</u>
Proprietary Funds:		
St. James Parish Gas & Water Distribution System	-	104,047
St. James Youth Center	-	519,000
	<u>-</u>	<u>623,047</u>
St. James Parish Hospital (different fiscal year)	555,335	-
	<u>\$ 3,928,422</u>	<u>\$ 3,928,422</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, 2012. The minimum annual commitments under non-cancelable operating leases and/or agreements are as follows:

Year Ending	Land
2013	\$ 982
2014	500
2015	500
Total	\$ 1,982

Capital Leases

The Parish has entered into certain lease agreements for fire-fighting equipment. These lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

	Governmental Activities
Asset:	
Machinery and Equipment	\$ 351,911
Less: Accumulated Depreciation	(340,181)
Total	\$ 11,730

The final payment on the capital lease was paid during 2008.

**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 \$12,150,000. The interest rate of the general obligation bonds ranges from 3.00 – 7.00%. 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, 2012, is \$5,160,000.

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

Year Ending	Governmental Activities	
	Principal	Interest
2013	\$ 1,030,000	\$ 196,778
2014	260,000	170,168
2015	275,000	158,605
2016	295,000	146,638
2017	305,000	133,945
2018-2027	2,995,000	560,625
	\$ 5,160,000	\$ 1,366,759

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

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

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

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 \$2,303,000. The interest rate of the certificates of indebtedness ranges from 0.10 – 5.0%. The outstanding balance on the issues of certificates of indebtedness at December 31, 2012, is \$1,650,000.

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>
2013	\$ 180,000	\$ 47,025
2014	190,000	41,895
2015	195,000	36,480
2016	200,000	30,923
2017	210,000	25,223
2018-2020	675,000	39,045
	<u>\$ 1,650,000</u>	<u>\$ 220,591</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 \$3,300,000. During the year, limited tax certificates totaling \$180,000 were issued for the purpose of purchasing fire equipment. The interest rate of the limited tax certificates ranges from 0.50 – 4.00%. The outstanding balance on the issues of limited tax certificates at December 31, 2012, is \$2,721,000.

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

<u>Year Ending</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2013	\$ 504,000	\$ 88,424
2014	516,000	71,692
2015	546,000	53,162
2016	567,000	33,032
2017	588,000	11,285
	<u>\$ 2,721,000</u>	<u>\$ 257,595</u>

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

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

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

Legal Debt Margin-General Obligation Bonds

Governing Authority: Parish of St. James

Property taxes:

Assessed valuation, 2012 tax rolls \$ 528,213,839

Debt limit: 10% of assessed valuation (for any one purpose) \$ 52,821,384

At December 31, 2012, 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, 2012, was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<b>Governmental activities:</b>					
General obligation bonds	\$ 6,145,000	\$ -	\$ (985,000)	\$5,160,000	\$1,030,000
Certificates of Indebtedness	1,890,000	-	(240,000)	1,650,000	180,000
Limited tax certificates	2,996,000	180,000	(455,000)	2,721,000	504,000
Net OPEB obligation	730,019	316,483	-	1,046,502	-
Compensated absences	709,612	101,420	-	811,032	369,621
Governmental activity long term liabilities	<u>\$12,470,631</u>	<u>\$ 597,903</u>	<u>\$(1,680,000)</u>	<u>\$11,388,534</u>	<u>\$2,083,621</u>
<b>Business-type activities:</b>					
Net OPEB obligation	\$ 248,234	\$ 80,220	\$ -	\$ 328,454	\$ -
Compensated absences	291,352	19,040	-	310,392	122,538
Business type activity long-term liabilities	<u>\$ 539,586</u>	<u>\$ 99,260</u>	<u>\$ -</u>	<u>\$ 638,846</u>	<u>\$ 122,538</u>

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)

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

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

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, 2012, 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 \$476,836 of the St. James Parish Gas & Water Distribution System fund as of December 31, 2012, consist of \$276,810 in money market accounts and \$200,026 in LAMP.

**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, 2012, the Group Hospitalization Claims Clearing Fund provides coverage for up to a maximum of \$95,000 for each employee's health claims. 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 \$2,479,490 at December 31, 2012, and is reported as reserved in the net assets of the Group Hospitalization Claims Clearing Fund. The claims liability of \$190,000 reported in the Fund at December 31, 2012, is based on the requirements of Governmental Accounting Standards Board Statement No. 10, 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.

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

**IV. OTHER INFORMATION (Continued)**

**A. RISK MANAGEMENT (Continued)**

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 12/31/12	Year Ended 12/31/11
Unpaid claims, beginning of year	\$ 302,000	\$ 170,000
Incurred claims	2,094,362	2,140,813
Claim payments	(2,206,362)	(2,008,813)
Unpaid claims, end of year	\$ 190,000	\$ 302,000

**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. POSTEMPLOYMENT LIABILITIES**

The Parish does not provide health care benefits to employees who retired prior to July 1, 1982. Employees who retired after July 1, 1982, but prior to July 1, 1991, and their dependents are eligible for health care benefits. Employees who retire on or after July 1, 1991, and their dependents shall be eligible for health care benefits provided the following conditions are met:

1. a. The employee and his eligible dependents must have been continuously covered under the Parish's health plan for at least twelve (12) months prior to retirement, and  
 b. The employee has ten (10) years of creditable service and is eligible and receiving benefits under the Parochial Employees Retirement System of Louisiana (see note IV D).
2. Elected officials and their eligible dependents are eligible for benefits, provided the elected official has twelve (12) years continuous service and is at least age fifty (50).

The Parish requires the retired employees to fund 43– 52% percent of the cost of the premiums. Premium payments are required to be paid monthly by the retirees. For the year December 31, 2012, the Parish contributed \$210,965 and the retired employees contributed \$173,858 toward the premium. The Parish reserves the right to amend or reduce coverage. There are 33 retired employees currently eligible to receive health care benefits.

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

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**IV. OTHER INFORMATION (Continued)**

**D. EMPLOYEE RETIREMENT SYSTEMS AND PLANS**

Parochial Employees' Retirement System of Louisiana

Substantially all employees of the Parish are members of the Parochial Employees' Retirement System of Louisiana (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. 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. All full-time, permanent employees working at least 28 hours per week who are paid wholly or in part from Parish funds and all elected Parish officials are eligible to participate in the System. Per Louisiana Revised Statute 11:164, Parish councilmen elected on or after January 1, 1997, are not eligible to participate in the System. Under Plan A, an employee hired prior to January 1, 2007, who retires at or after age 65 with at least 7 years of creditable service, at or after 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service is entitled to a retirement benefit, payable monthly for life, equal to three percent (3%) of his final average compensation for each year of creditable service. An employee hired on or after January 1, 2007, who retires at or after age 67 with at least 7 years of creditable service, at or after 62 with at least 10 years of creditable service, or at or after age 55 with at least 30 years of creditable service is entitled to a retirement benefit, payable for life, equal to three percent (3%) of his final average compensation for each year of creditable service. For an employee who was a member of the supplemental plan only prior to January 1, 1980, the benefit is equal to one percent of final average salary plus \$24 for each year of supplemental-plan-only service earned prior to January 1, 1980.

For an employee hired prior to January 1, 2007, the final average compensation is the average of the highest consecutive 36 months' salary of the employee. The final average compensation for an employee hired January 1, 2007, and later is the average of the highest consecutive 60 months' salary of the employee. Employees who terminate with at least the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefit accrued to their date of termination. 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 for the System. That report may be obtained by writing to the Parochial Employees' Retirement System, Post Office Box 14619, Baton Rouge, Louisiana 70898-4619, or by calling (225) 928-1361.

Funding Policy

Under Plan A, members are required by state statute to contribute 9.5% of their annual covered salary, and the Parish is required to contribute at an actuarially determined rate. The current employer contribution rate is 15.75% of annual covered payroll. Contributions to the System also include one-fourth of one percent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each Parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the Parish are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Parish's contributions to the System under Plan A for the years ending December 31, 2012, 2011, and 2010 were \$1,342,884, \$1,277,012, and \$1,230,444, respectively, equal to the required contributions for each year.

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

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**IV. OTHER INFORMATION (Continued)**

**E. 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, 2012, 2011, and 2010 were \$177,523, \$184,465, and \$187,530, respectively.

**F. 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, 2012 the health benefit program was funded with active employees contributing 15%-18% of the premium and the Parish contributing 82%-85% of the premium, dependent upon the number of family members covered. The health benefit program was funded with retirees contributing 43%-52% of the premium and the Parish contributing 48%-57% of the premium, dependent upon the number of family members covered. The employer contribution to the OPEB plan for the year ending December 31, 2012 totaled \$210,965; or approximately 2.0% of gross payroll as approved by the St. James Parish Council in the 2012 operating budget. There is no retiree contribution to the OPEB plan other than the retiree share of insurance premiums paid monthly which totaled \$173,858 for the year ending December 31, 2012.

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

**IV. OTHER INFORMATION (Continued)**

**F. 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	\$ 460,502	\$ 80,735	\$ 83,874	\$ 625,111
Interest on net OPEB obligation	29,201	7,573	2,356	39,130
Adjustment to ARC	(42,217)	(10,949)	(3,407)	(56,573)
Annual OPEB cost (expense)	447,486	77,359	82,823	607,668
Contributions made	(131,003)	(23,293)	(56,669)	(210,965)
Increase in net OPEB obligation	316,483	54,066	26,154	396,703
Net OPEB obligation-beginning of year	730,019	189,328	58,906	978,253
Net OPEB obligation-end of year	\$ 1,046,502	\$ 243,394	\$ 85,060	\$ 1,374,956

Trend Information for OPEB Plan

	Fiscal Year Ending	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributions	Net OPEB Obligation
St. James Parish	12/31/12	\$ 447,486	29.28%	\$ 1,046,502
St. James Parish Youth Center	12/31/12	77,359	30.11%	243,394
St. James Parish Gas & Water Distribution System	12/31/12	82,823	68.42%	85,060

Funding Status and Funding Progress

As of January 1, 2012, the most recent actuarial valuation date, the plan was zero percent funded. The actuarial accrued liability for benefits was \$5,953,201 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.

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

**IV. OTHER INFORMATION (Continued)**

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

Funding Status and Funding Progress (Continued)

Schedule of Funding Progress for the OPEB Plan  
 for the Year Ended December 31, 2012

	Actuarial Valuation Date	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	01/01/12	\$ -	\$ 4,291,858	\$ 4,291,858	0.0%	\$ 6,106,258	70.29%
St. James Parish Youth Center	01/01/12	-	686,878	686,878	0.0%	1,163,659	59.03%
St. James Parish Gas & Water Distribution System	01/01/12	-	974,465	974,465	0.0%	940,682	103.59%
<b>Total</b>		<u>\$ -</u>	<u>\$ 5,953,201</u>	<u>\$ 5,953,201</u>	<u>0.0%</u>	<u>\$ 8,210,599</u>	<u>72.51%</u>

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, 2012, 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.

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%.

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

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**IV. OTHER INFORMATION (Continued)**

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

Actuarial Methods and Assumptions (Continued)

*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 was based on projections performed by the Office of the Actuary at the Centers for Medicare & Medicaid Services. A rate of 8.0 percent initially, reduced to an ultimate rate of 5.0 percent for 2016 and later, was used.

*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 employees as required by GASB 45 for valuation purposes.

*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, 2012, was twenty-seven years.

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

**IV. OTHER INFORMATION (Continued)**

**F. 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 2010	FY 2011	FY 2012
OPEB Cost	\$ 275,923	\$ 284,179	\$ 447,486
Contribution	-	-	-
Retiree premium	105,063	96,912	131,003
Total contribution and premium	<u>105,063</u>	<u>96,912</u>	<u>131,003</u>
Change in net OPEB obligation	\$ <u>170,860</u>	\$ <u>187,267</u>	\$ <u>316,483</u>
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	38.08%	34.10%	29.28%

**St. James Parish Youth Center**

OPEB Costs and Contributions			
	FY 2010	FY 2011	FY 2012
OPEB Cost	\$ 57,576	\$ 59,445	\$ 77,359
Contribution	-	-	-
Retiree premium	28,382	20,133	23,293
Total contribution and premium	<u>28,382</u>	<u>20,133</u>	<u>23,293</u>
Change in net OPEB obligation	\$ <u>29,194</u>	\$ <u>39,312</u>	\$ <u>54,066</u>
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	49.29%	33.87%	30.11%

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

OPEB Costs and Contributions			
	FY 2010	FY 2011	FY 2012
OPEB Cost	\$ 58,481	\$ 60,526	\$ 82,823
Contribution	-	-	-
Retiree premium	40,929	45,573	56,669
Total contribution and premium	<u>40,929</u>	<u>45,573</u>	<u>56,669</u>
Change in net OPEB obligation	\$ <u>17,552</u>	\$ <u>14,953</u>	\$ <u>26,154</u>
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	69.99%	75.29%	68.42%

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

**IV. OTHER INFORMATION (Continued)**

**G. EVALUATION OF SUBSEQUENT EVENTS**

St. James Parish will be closing the St. James Parish Youth Center effective June 30, 2013. The reason for the closure is due to the State of Louisiana placing new rules and licensing requirements to continue the operation of the detention center. St. James Parish determined that it was not cost effective to continue the operations of the detention center. With the closing of the detention center the Parish will layoff approximately sixteen employees.

The Parish has evaluated subsequent events through July 8, 2013, 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 or be insured or collateralized by U.S. Government securities held by the pledging financial institutions trust department in the name of the Hospital.

Custodial credit risk is the risk, that in the event of a bank failure, the Hospital's deposits may not be returned to it. The Hospital does not have a deposit policy for custodial credit risk at March 31, 2012. None of the Hospital's bank balances were exposed to custodial credit risk.

Investments

The Hospital's investments generally are reported at fair value. At March 31, 2012, 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</u> <u>Type</u>	<u>Carrying</u> <u>Amount</u>	Investments Maturities (in Years)			
		March 31, 2012			
		<u>Less than 1</u>	<u>1 – 5</u>	<u>6 – 10</u>	<u>More than</u> <u>10</u>
U.S. Agencies	\$ 2,421,372	\$ 5,222	\$ 2,030,796	\$ 385,354	\$ -
Certificate of Deposits	<u>7,107,365</u>	<u>3,000,000</u>	<u>4,107,365</u>	-	-
Total	<u>\$ 9,528,737</u>	<u>\$ 3,005,222</u>	<u>\$ 6,138,161</u>	<u>\$ 385,354</u>	<u>\$ -</u>

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

*Credit Risk* – Under Louisiana R.S. 33:2955, as amended, the Hospital may invest in obligations of the U.S. Treasury, U.S. Agencies and instrumentalities, repurchase agreements, certificates of deposits, and other investments as provided in the statute. The Hospital's investment policy does not further limit its investment choices. As of March 31, 2012, the Hospital's investment in U.S. Agencies were rated AAA by Moody's Investors Service and AAA by Standard & Poor's.

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

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**IV. OTHER INFORMATION (Continued)**

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

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

Investments (Continued)

*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 percent of the Hospital’s investments are in Federal Home Loan Mortgage Corporation, Federal Home Loan Bank, and Federal National Mortgage Association. These investments are 15%, 16%, and 69%, respectively at March 31, 2012.

Receivables

Receivables for the St. James Parish Hospital at year-end are as follows:

Taxes	\$ 451,821
Gross receivables	5,385,641
Less: allowance for uncollectible	<u>(2,809,440)</u>
Net total receivables	<u>\$ 3,028,022</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

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 and pending litigation 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, which consist of cash and certificates of deposits, as of March 31, 2012, are as follows:

Held by trustee for debt service	
Sinking fund	\$ 300,497
Reserve fund-rural development	87,044
Reserve fund-taxable	510,298
Contingency fund	217,606
Rural development transfer account	38,676
Government security CD’s internally designated for pending litigation	<u>9,528,737</u>
Total restricted assets	<u>\$ 10,682,858</u>

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

**IV. OTHER INFORMATION (Continued)**

**H. 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, 2012, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 1,227,036	\$ -	\$ -	\$ 1,227,036
Construction in progress	132,577	3,558,359	-	3,690,936
Total capital assets, not being depreciated.	<u>1,359,613</u>	<u>3,558,359</u>	<u>-</u>	<u>4,917,972</u>
Capital assets, being depreciated:				
Building and improvements	19,005,419	-	-	19,005,419
Equipment	6,747,782	482,614	(58,400)	7,171,996
Total capital assets being depreciated	<u>25,753,201</u>	<u>482,614</u>	<u>(58,400)</u>	<u>26,177,415</u>
Less accumulated depreciation for:				
Buildings and improvements	(2,655,839)	(899,987)	-	(3,555,826)
Equipment	(4,280,986)	(735,145)	58,400	(4,957,731)
Total accumulated depreciation	<u>(6,936,825)</u>	<u>(1,635,132)</u>	<u>58,400</u>	<u>(8,513,557)</u>
Total capital assets, being depreciated, net	<u>18,816,376</u>	<u>(1,152,518)</u>	<u>-</u>	<u>17,663,858</u>
Business-type activities capital assets, net	<u>\$ 20,175,989</u>	<u>\$ 2,405,841</u>	<u>\$ -</u>	<u>\$ 22,581,830</u>

Depreciation expense of \$1,635,132 was charged to operating expenses. Equipment acquired through capital leases is \$325,000, and the accumulated depreciation at March 31, 2012, is \$219,434.

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

**IV. OTHER INFORMATION (Continued)**

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

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

Long-Term Liabilities

On July 2, 2008, \$18,000,000 of Hospital Revenue Bonds was issued upon completion of a replacement (Critical Access) hospital, to provide permanent financing for the project. The following summarizes the issue:

Series 2008 R-1, bearing interest at 4.125%, payable monthly through 06/01/48	\$ 7,600,000
Series 2008 R-2, bearing interest at 4.5%, payable monthly through 06/01/48	1,400,000
Series 2008A, bearing interest at 6.1%, payable monthly through 06/01/38	6,840,000
Series 2008B, bearing interest at 9.76%, payable monthly through 06/01/38	760,000
Series 2008C, bearing interest at 5.9%, payable monthly through 06/01/28	1,260,000
Series 2008D, bearing interest at 9.44%, payable monthly through 06/01/28	140,000
	<b>\$ 18,000,000</b>

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 cash and investments in the statements of net assets. The revenue note indenture also requires that the Hospital satisfy certain measures of financial performance as long as the notes are outstanding. These funds are maintained at the Trustee and require monthly funding by the Hospital Service District.

Long-term liability activity for St. James Parish Hospital for the year ended March 31, 2012, was as follows:

	Balance March 31, 2011	Additions	Ending Reductions	Balance March 31, 2012
<b>Books and Notes Payable:</b>				
<i>Revenue Bonds</i>				
Series 2008 R-1	\$ 7,388,934	\$ -	\$ (85,319)	\$ 7,303,615
Series 2008 R-2	1,364,372	-	(14,500)	1,349,872
Series 2008A	6,685,000	-	(86,000)	6,599,000
Series 2008B	752,000	-	(5,000)	747,000
Series 2008C	1,192,000	-	(37,000)	1,155,000
Series 2008D	135,000	-	(3,000)	132,000
<i>Tax Certificate 2009</i>	492,748	-	(160,046)	332,702
<i>Tax Certificate 2011</i>	-	2,500,000	(298,764)	2,201,236
Capital lease obligation	134,826	-	(68,495)	66,331
Compensated absences	325,194	58,200	(32,238)	351,156
	18,470,074	2,558,200	(790,362)	20,237,912
Less current maturities	(784,507)			(1,129,559)
<b>Total long-term debt</b>	<b>\$ 17,685,567</b>			<b>\$ 19,108,353</b>

The terms and due dates of the Hospital's capital lease obligation consist of the following:

Installment obligation incurred to purchase CT equipment payable in monthly payments of \$6,191, including interest at 5.59%, through March 2013.

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

**IV. OTHER INFORMATION (Continued)**

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

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

Long-Term Liabilities (Continued)

The following table reflects the maturity schedule of these obligations and the anticipated interest payments.

FYE March 31	Revenue Bonds		Tax Certificate		Capital Lease Obligation		Compensated
	Principal	Interest	Principal	Interest	Principal	Interest	Absences
2013	\$ 242,072	\$ 911,780	\$ 470,000	\$ 93,895	\$ 66,331	\$ 1,871	\$ 351,156
2014	258,507	898,325	477,702	78,575	-	-	-
2015	273,130	883,962	510,000	61,275	-	-	-
2016	286,951	868,810	530,000	42,405	-	-	-
2017	304,977	825,750	546,236	22,000	-	-	-
2018-2022	1,820,110	3,984,367	-	-	-	-	-
2023-2027	2,432,126	3,398,738	-	-	-	-	-
2028-2032	2,858,792	2,637,916	-	-	-	-	-
2033-2037	3,516,865	1,768,218	-	-	-	-	-
2038-2042	2,739,149	787,241	-	-	-	-	-
2043-2047	1,982,962	337,598	-	-	-	-	-
2048-2052	570,846	16,237	-	-	-	-	-
	<u>\$17,286,487</u>	<u>\$17,318,942</u>	<u>\$2,533,938</u>	<u>\$298,150</u>	<u>\$ 66,331</u>	<u>\$ 1,871</u>	<u>\$ 351,156</u>

Leases

The St. James Parish Hospital entered into a cooperative endeavor agreement with Louisiana Health Care Group to provide home health services as St. James Home Care through December 31, 2005. All amounts recorded, received and owed have been reflected in other operating revenues over the life of the agreement. The Hospital received monies in excess of the agreement and has reflected these overpayments as accounts payable. At March 31, 2012, the agreement amount was \$293,394.

Risk Management

The St. James Parish 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 risks 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)

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**IV. OTHER INFORMATION (Continued)**

**H. 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 – Plan B. All full time employees participate in this plan. All full-time, permanent employees working at least 28 hours per week who are paid wholly or in part from Parish funds and all elected Parish officials are eligible to participate in the System. Under Plan B, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3% of their final-average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only prior to January 1, 1980, the benefit is equal to one percent of final average salary plus \$24 for each year of supplemental-plan-only service earned prior to January 1, 1980. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefit accrued to their date of termination. 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, or calling (225) 928-1361.

Funding policy

The Plan B fund is financed by employee contributions of 3% for 2012 and employer contributions as determined by the Public Retirement Systems' Actuarial Committee. The Actuarial committee has determined that the employer contribution rate for 2012 to be 10%. The actuarial cost method used for Plan B is the aggregate actuarial cost method with allocation based on earnings. The normal cost is interest adjusted for midyear payment. The ratio of assets to the pension benefit obligation in Plan B was 95% at December 31, 2012.

Total pension expense was \$685,277, \$593,918, and \$379,035 for the years ended March 31, 2012, 2011, and 2010, respectively. All amounts expensed have been funded to the plan.

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

**IV. OTHER INFORMATION (Continued)**

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

**2. St. James Parish Clerk of Court**

Deposits

Under state law, the Clerk of Court 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. The Clerk of Court may also invest in United States bonds, treasury notes, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2012, the Clerk of Court has cash and interest-bearing deposits (book balances) totaling \$1,904,993 as follows:

	Governmental Activities	Fiduciary Funds	Total
Demand Deposits	\$ 140,926	\$ 103,748	\$ 244,674
Time and money-market deposits	-	1,660,319	1,660,319
<b>Total</b>	<b>\$ 140,926</b>	<b>\$ 1,764,067</b>	<b>\$ 1,904,993</b>

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Clerk of Court's deposits may not be recovered or will not be able to recover collateral securities that are in the possession of an outside party. 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 similar federal security 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 Clerk of Court or the pledging fiscal agent bank by a holding or custodial bank that is mutually acceptable to both parties. Deposit balances (bank balances) at June 30, 2012, are secured as follows:

Bank Balances	<u>\$ 2,012,471</u>
Federal insurance	\$ 605,354
Pledged securities	<u>1,407,117</u>
<b>Total federal insurance and pledged securities</b>	<b><u>\$ 2,012,471</u></b>

Pledged securities in the amount of \$1,407,117 were exposed to custodial credit risk. These securities include uninsured or unregistered investments for which the securities are held by the bank, or by its trust department or agent, but not in the Clerk of Court's name. Even though the pledged securities are considered uncollateralized (Category 3), Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Clerk of Court that the fiscal agent has failed to pay deposited funds upon demand. The Clerk of Court does not have a policy for custodial credit risk.

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

**V. OTHER INFORMATION (Continued)**

**H. SELECTED DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS (continued)**

**2. St. James Parish Clerk of Court (Continued)**

Receivables

Receivables for the St. James Clerk of Court at year-end are as follows:

Accounts	\$	15,462
Interest		493
Gross receivables		<u>15,955</u>
Less: allowance for uncollectibles		-
Net total receivables	\$	<u>15,955</u>

Capital Assets

Activity for St. James Parish Clerk of Court for the year ended June 30, 2012, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital asset being depreciated				
Equipment, furniture and fixtures	\$ 187,766	\$ -	\$ -	\$ 187,766
Automobile	<u>14,750</u>	<u>35,100</u>	<u>(14,750)</u>	<u>35,100</u>
Total capital assets being depreciated	202,516	35,100	(14,750)	222,866
Less: accumulated depreciated	<u>(185,760)</u>	<u>(17,537)</u>	<u>14,750</u>	<u>(188,547)</u>
Total capital assets being depreciated, net	<u>\$ 16,756</u>	<u>\$ 17,563</u>	<u>\$ -</u>	<u>\$ 34,319</u>

Depreciation expense of \$17,537 was charged to the general government function.

Long-Term Liabilities

Long-term debt for the Clerk of Court consists of compensated absences payable (fully vested accumulated vacation and sick leave) and net OPEB obligation payable. The following is a summary of the long-term debt transactions during the year:

	Compensated Absences	Net OPEB Obligation
Long-term debt payable at June 30, 2011	\$ 25,792	\$ 96,349
Additions	-	43,660
Reductions	1,252	-
Long-term debt payable at June 30, 2012	<u>\$ 24,540</u>	<u>\$ 140,009</u>

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

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**IV. OTHER INFORMATION (Continued)**

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

**2. St. James Parish Clerk of Court (Continued)**

Compensated Absences

The St. James Parish Clerk of Court's employees earn vacation and sick leave each year as follows:

Vacation

Employees with 1-12 years earn 9 days per year.  
Employees with 13-22 years earn 13 days per year.  
Employees with more than 22 years earn 17 days per year.

Sick leave

Employees with 1-12 years earn 9 days per year.  
Employees with 13-22 years earn 13 days per year.  
Employees with more than 22 years earn 17 days per year.

Vacation and sick leave are accrued annually for the current year only. Unused leave at the end of each calendar year will be forfeited. At June 30, 2012, the Clerk of Court has \$24,540 of accumulated sick leave benefits required to be reported in accordance with GASB Statement No. 16, *Accounting for Compensated Absences*.

Risk Management

The St. James Parish Clerk of Court is exposed to risks of loss in the area of auto liability, professional liability and workers' compensation. All of these risks are handled by purchasing commercial insurance coverage. There have been no significant reductions in the insurance coverage during the year.

Pension Plan

Plan Description

Substantially all employees of the St. James Parish Clerk of Court are members of the Louisiana Clerks of Court Retirement and Relief Fund (System), a cost sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

All regular employees who are under the age of 60 at the time of original employment are required to participate in the System. Employees who retire at or after age 55 with at least 12 years of credited service are entitled to a retirement benefit, payable monthly for life, equal to 3% of their final-average salary for each year of credited service, not to exceed 100% of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established and amended by state statute.

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

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**IV. OTHER INFORMATION (Continued)**

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

**2. St. James Parish Clerk of Court (Continued)**

Pension Plan (Continued)

Plan Description (Continued)

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Clerks of Court Retirement and Relief Fund, 11745 Bricksome Avenue, Suite B1, Baton Rouge, Louisiana 70816, or by calling (225) 293-1162.

Funding Policy

Plan members are required by state statute to contribute 8.25% of their annual covered salary, and the St. James Parish Clerk of Court is required to contribute at an actuarially determined rate. The current rate is 17.25% of annual covered payroll. Contributions to the System also include one-fourth of one percent of the taxes shown to be collectible by the tax rolls of each parish. The contribution requirements of plan members and the St. James Parish Clerk of Court are established and may be amended by state statute.

As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The St. James Parish Clerk of Court's contributions to the Retirement System for the years ended June 30, 2012, 2011, and 2010 were \$111,148, \$111,232, and \$100,785, respectively, equal to the required contributions for each year.

Deferred Compensation Plan

The St. James Parish Clerk of Court offers its employees participation in the Louisiana Public Employees Deferred Compensation Plan adopted by the provisions of the Internal Revenue Code Section 457. The plan, available to all the Clerk of Court's employees, permits the employees to defer a portion of their salary until future years. The Clerk of Court matches 100% of employee contributions. The Clerk of Court's contribution to the plan amounted to \$34,200 for the years ended June 30, 2012.

Complete disclosures relating to the Deferred Compensation Plan are included in the plan's separately issued audit report, available from the Louisiana Legislative Auditor, Post Office Box 94397, Baton Rouge, Louisiana 70804-9397.

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

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**IV. OTHER INFORMATION (Continued)**

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

**2. St. James Parish Clerk of Court (Continued)**

Other Post Employment Benefits (OPEB)

Actuarial Methods and Assumptions

From an accrual accounting perspective, the cost of postemployment healthcare benefits should be associated with the periods in which the cost occurs, rather than in the future year when it will be paid. In adopting the requirements of GASB Statement No. 45 during the year ended June 30, 2010, the Clerk of Court began to recognize the cost of postemployment healthcare in the year when employee services are received, to report the accumulated liability from prior years, and to provide information useful in assessing potential demands on the Clerk of Court's future cash flows. Because the Clerk of Court is adopting the requirements of GASB Statement No. 45 prospectively, recognition of the liability accumulated from prior years will be phased in over 30 years, commencing with the 2010 liability.

Plan Description

The Clerk of Court's defined benefit postemployment health care plan ("the Retiree Health Plan") provides medical, dental and life insurance benefits to eligible retired employees and their beneficiaries. The Retiree Health Plan is affiliated with the Louisiana Clerks of Court Insurance Trust ("LCCIT") an agent multiple-employer postemployment healthcare plan administered by the Louisiana Clerk of Court Association. The LCCIT board of trustees has the authority to establish and amend the benefit provisions of the Retiree Health Plan. The plan does not issue a publicly available financial report.

Funding Policy

The contribution requirements of plan members and the Clerk of Court are established and may be amended by the LCCIT board of trustees. The Clerk of Court contributes 100 percent of the cost of the current-year premiums for eligible retiree plan members and 100 percent of the cost for retired plan members' spouses and dependent children. For the fiscal year ended June 30, 2012 the Clerk of Court contributed \$11,128 to the plan, and the retirees contributed \$0. The Clerk of Court recognizes the cost of providing these benefits as an expenditure when the monthly premiums are due. The benefits are financed on a pay-as-you-go basis.

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

**IV. OTHER INFORMATION (Continued)**

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

**2. St. James Parish Clerk of Court (Continued)**

Other Post Employment Benefits (OPEB) (Continued)

Annual OPEB Cost and Net OPEB Obligation

The Clerk of Court's annual other postemployment benefit (OPEB) cost is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 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 over a period not to exceed thirty years. The Clerk of Court utilizes the level-dollar amortization method to amortize the unfunded actuarial accrued liability.

The following table shows the components of the Clerk of Court's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Clerk of Court's net OPEB obligation:

Annual required contribution	\$ 54,376
Interest on net OPEB obligation	3,854
Adjustment to annual required contribution	<u>(3,442)</u>
Annual OPEB cost (expense)	54,788
Contributions made	<u>(11,128)</u>
Increase in net OPEB obligation	43,660
Net OPEB obligation – beginning of year	<u>96,349</u>
Net OPEB obligation – end of year	<u>\$ 140,009</u>

The Clerk of Court's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the fiscal years ended 2012, 2011, and 2010 are as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2010	\$54,376	17.8%	\$ 44,678
6/30/2011	\$54,567	5.3%	\$ 96,349
6/30/2012	\$54,788	20.3%	\$ 140,009

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

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**IV. OTHER INFORMATION (Continued)**

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

**2. St. James Parish Clerk of Court (Continued)**

Other Post Employment Benefits (OPEB) (Continued)

Annual OPEB Cost and Net OPEB Obligation (Continued)

Funded Status and Funding Progress: The funded status of the plan as of June 30, 2012, was as follows:

Actuarial accrued liability (AAL)	\$ 898,008
Actuarial valuation of plan assets	-
Unfunded actuarial accrued liability (UAAL)	<u>\$ 898,008</u>
Funded ratio (actuarial value of plan assets/AAL)	0%
Covered Payroll	<u>\$ 439,800</u>
UAAL as percentage of Covered Payroll	<u>204.20%</u>

The schedule of funding progress included in required supplementary information following the notes to the financial statements presents multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits. Because GASB Statement No. 45 allows triennial valuations for plans with less than 200 participants, no actuarial valuation has been performed since July 1, 2009.

Actuarial valuations for an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Actuarially, determined amounts are subject to continuous revision as actual results are compared to past expectations and new estimates about the future are formulated. Although the valuation results are based on values which the Clerk of Court's actuarial consultant believes are reasonable assumptions, the valuation results reflect a long-term perspective and, as such, are merely an estimate of what future costs may actually be. Deviations in any of several factors, such as future interest rates, medical cost inflation, Medicare coverage, and changes in marital status, could result in actual costs being less or greater than estimated.

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

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**IV. OTHER INFORMATION (Continued)**

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

**2. St. James Parish Clerk of Court (Continued)**

Other Post Employment Benefits (OPEB) (Continued)

Actuarial Methods and Assumptions

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

In the July 1, 2009 actuarial valuation, the entry age actuarial cost method was used. The significant actuarial assumptions used in the valuation of the plan are as follows:

1. Discount Rate – 4.0% per annum, compounded annually.
2. Retirement Rates – (Rates are the same for both male and female.)

<u>Attained Age</u>	<u>Retirement Rate</u>
55	17.0%
56-63	5.5%
64+	12.5%

3. Withdrawal Rates – (Rates are the same for both male and female.)

<u>Years of Service</u>	<u>Withdrawal Date</u>
0	18.0%
1	14.0%
2	11.0%
3	9.0%
4	8.0%
5-6	6.0%
7	5.0%
8-17	3.0%
18+	1.5%

4. Life Claims – Based on the 1994 Uninsured Pensioner Mortality Table (one-year setback for both male and female).
5. Retiree and retiree's dependents contributions -0%.
6. Pre-retirement and post-retirement mortality – 1994 Uninsured Pensioner Mortality Table (male and female) with a one-year setback for both males and females.

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

**IV. OTHER INFORMATION (Continued)**

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

**2. St. James Parish Clerk of Court (Continued)**

Other Post Employment Benefits (OPEB) (Continued)

Actuarial Methods and Assumptions (Continued)

7. Participation by current retirees – current retirees are assumed to continue with their current benefits.
8. Participation by future retirees – 90% of future eligible retirees are assumed to continue their medical and dental benefits and 100% of future eligible retirees are assumed to continue with their life insurance benefits.
9. Dependent status, current retirees – current status is assumed to continue, except dependent children are excluded from the analysis due to their limited impact on the results.
10. Dependent status, future retirees – 25% of retirees are assumed to have a covered spouse. Dependent children are excluded.
11. Medical Claim Costs – Age-neutral premiums were used for claims costs. They were derived from the average of the 2009 and 2010 premiums, trended to the valuation date and adjusted for the risk characteristics of the group. The Louisiana Clerk of Court's Association offers two benefit options of which the Clerk of Court can choose to offer one or both. Retirees age 65 and older that are not eligible for Medicare can continue with Option 1 or Option 2. Claim costs per member per month are as follows:

Year	Option 1 - HDHP		Option 2 - PPO	
	Male	Female	Male	Female
20	\$ 111	\$ 264	\$ 141	\$ 335
25	111	264	141	335
30	136	289	173	367
35	178	314	226	398
40	220	337	278	427
45	287	373	363	472
50	370	440	469	557
55	487	515	617	652
60	634	593	804	751
65	737	651	934	825
70	807	693	1,022	878
75	871	732	1,103	927
80	913	754	1,156	955
85	924	762	1,170	966
90	924	762	1,170	966

## REQUIRED SUPPLEMENTARY INFORMATION

St. James Parish  
Convent, Louisiana

Schedule of Funding Progress for Other Post-Employment Benefit Plan  
December 31, 2012

**St. James Parish**

<u>Actuarial Valuation Date</u>	<u>(a) Actuarial Value of Assets</u>	<u>(b) Actuarial Accrued Liability (AAL)</u>	<u>(b-a) Unfunded AAL (UAAL)</u>	<u>(a/b) Funded Ratio</u>	<u>(c) Covered Payroll</u>	<u>((b-a)/c) UAAL as a Percentage of Covered Payroll</u>
01/01/12	-	\$ 5,953,201	\$ 5,953,201	0.0%	\$ 8,210,599	72.51%
01/01/10	-	\$ 3,878,613	\$ 3,878,613	0.0%	\$ 7,701,488	50.40%
01/01/08	-	\$ 4,219,699	\$ 4,219,699	0.0%	\$ 9,106,411	46.30%

**St. James Parish Clerk of Court**

<u>Actuarial Valuation Date</u>	<u>(a) Actuarial Value of Assets</u>	<u>(b) Actuarial Accrued Liability (AAL)</u>	<u>(b-a) Unfunded AAL (UAAL)</u>	<u>(a/b) Funded Ratio</u>	<u>(c) Covered Payroll</u>	<u>((b-a)/c) UAAL as a Percentage of Covered Payroll</u>
07/01/09	-	\$ 898,008	\$ 898,008	0.0%	\$ 439,800	204.20%

## SUPPLEMENTARY INFORMATION

St. James Parish  
 Convent, Louisiana  
 Combining Balance Sheet  
 Nonmajor Governmental Funds  
 December 31, 2012

	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Nonmajor Governmental Funds
<b>Assets</b>				
Cash and cash equivalents	\$ 9,645,425	\$ 88,142	\$ 689,993	\$ 10,423,560
Investments	6,203,086	1,732,689	1,819,444	9,755,219
Receivables (net of allowances for uncollectibles)	8,086,873	824,044	20,716	8,931,633
Due from other funds	102,285	-	23	102,308
<b>Total assets</b>	<u>\$ 24,037,669</u>	<u>\$ 2,644,875</u>	<u>\$ 2,530,176</u>	<u>\$ 29,212,720</u>
<b>Liabilities and fund balance</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 933,871	\$ 28,884	\$ 163,967	\$ 1,126,722
Payroll deductions and withholdings payable	200,416	-	-	200,416
Due to other funds	313,195	-	98,072	411,267
Other liabilities	80,066	-	-	80,066
<b>Total liabilities</b>	<u>1,527,548</u>	<u>28,884</u>	<u>262,039</u>	<u>1,818,471</u>
<b>Fund balance:</b>				
Nonspendable	-	-	-	-
Restricted for				
Culture and recreation	5,305,881	-	-	5,305,881
Debt service	33,140	2,615,991	-	2,649,131
Capital projects	-	-	1,873,428	1,873,428
Health and welfare	1,200,810	-	-	1,200,810
Highways and streets	1,516,867	-	-	1,516,867
Public safety	10,925,464	-	-	10,925,464
Sanitation	2,963,020	-	392,856	3,355,876
Other purposes	-	-	-	-
Committed for				
Judicial	428,138	-	-	428,138
Highways and streets	-	-	8,854	8,854
Public transportation	107,763	-	-	107,763
Assigned for				
Judicial	3,088	-	-	3,088
Health and welfare	18,881	-	-	18,881
Other purposes	7,069	-	-	7,069
Unassigned	-	-	(7,001)	(7,001)
<b>Total fund balance</b>	<u>22,510,121</u>	<u>2,615,991</u>	<u>2,268,137</u>	<u>27,394,249</u>
<b>Total liabilities and fund balance</b>	<u>\$ 24,037,669</u>	<u>\$ 2,644,875</u>	<u>\$ 2,530,176</u>	<u>\$ 29,212,720</u>

Schedule 2

St. James Parish  
Convent, Louisiana  
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
Nonmajor Governmental Funds  
For the year ended December 31, 2012

	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Nonmajor Governmental Funds
<b>Revenues</b>				
Taxes:				
Property	\$ 6,611,253	\$ 904,311	\$ -	\$ 7,515,564
Sales and use	5,219,937	-	-	5,219,937
Intergovernmental:				
Federal	5,057,691	-	-	5,057,691
State	798,152	-	-	798,152
Local	289,298	-	-	289,298
Fines and forfeits	237,986	-	-	237,986
Charges for services	1,224,586	-	-	1,224,586
Interest	48,244	10,068	8,881	67,193
In-kind contributions	454,362	-	-	454,362
Other	487,193	-	(300)	486,893
Total revenues	<u>20,428,702</u>	<u>914,379</u>	<u>8,581</u>	<u>21,351,662</u>
<b>Expenditures:</b>				
Current:				
General government	710,763	31,548	23,337	765,648
Public safety	3,450,843	-	-	3,450,843
Highways and streets	395,406	-	981,914	1,377,320
Sanitation	2,197,706	-	812	2,198,518
Public transportation	989,523	-	-	989,523
Health and welfare	2,977,616	-	-	2,977,616
Culture and recreation	2,219,007	-	130	2,219,137
Economic development and assistance	1,455,535	-	-	1,455,535
In-kind expenses	454,362	-	-	454,362
Debt service:				
Principal	-	1,680,000	-	1,680,000
Interest and fiscal charges	-	394,916	-	394,916
Capital outlay	3,842,861	-	488,731	4,331,592
Total expenditures	<u>18,693,622</u>	<u>2,106,464</u>	<u>1,494,924</u>	<u>22,295,010</u>
Excess (deficiency) of revenues over (under) expenditures	1,735,080	(1,192,085)	(1,486,343)	(943,348)
<b>Other financing sources (uses):</b>				
Operating transfers in	1,350,053	851,704	949,584	3,151,341
Bond proceeds	-	180,000	-	180,000
Operating transfers out	(1,090,186)	(180,000)	-	(1,270,186)
Bond issuance costs	-	(2,582)	-	(2,582)
Total other financing sources (uses)	<u>259,867</u>	<u>849,122</u>	<u>949,584</u>	<u>2,058,573</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	1,994,947	(342,963)	(536,759)	1,115,225
Fund balance, beginning of year	20,515,174	2,958,954	2,804,896	26,279,024
Fund balance, end of year	<u>\$ 22,510,121</u>	<u>\$ 2,615,991</u>	<u>\$ 2,268,137</u>	<u>\$ 27,394,249</u>

Schedule 3

## **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 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 and property taxes.

### **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.

### **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.

## **NONMAJOR SPECIAL REVENUE FUNDS**

(Continued)

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

The Consolidated Road Lighting District No. 3A Fund accounts for the operations and maintenance of street lights. Financing is provided by property taxes, voluntary payments in lieu of taxes, and state revenue sharing funds.

### **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 and 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 health 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.

### **Title V**

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.

### **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.

### **Audit Fund**

The Audit Fund accounts for funds provided by the Governor's Office of Elderly Affairs that are restricted to use as a supplement to pay for the cost of having an annual audit of the Parish's financial statements. Audit expenditures are charged to this fund up to the amount of the GOEA subsidy.

### **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.

## **NONMAJOR SPECIAL REVENUE FUNDS**

(Continued)

### **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 administrating 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.

### **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 Fund (Caregiver)**

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, Minerals Management 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.

## **NONMAJOR SPECIAL REVENUE FUNDS**

(Continued)

### **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 to the Parish by 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.

### **Weatherization and Energy Assistance Fund**

The Weatherization and Energy Assistance programs are funded by the United States Department of Energy and passed through the Louisiana Department of Urban and Community Affairs. These funds account for the labor and materials to weatherize homes.

### **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.

### **Head Start Program Fund**

The Head Start Program Fund accounts for the operations and maintenance of five educational centers. Funding is provided by the United States Department of Health and Human Services.

### **Head Start Activity Fund**

The Head Start Activity Fund accounts for monies raised by the families of the Head Start children for the purpose of providing additional activities for the children such as field trips and graduation parties.

### **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.

### **Public Safety Fund**

The Public Safety Fund accounts for the payment of expenditures and capital outlays for the six volunteer fire departments and the cost of providing health services to the residents of the parish. Financing is provided by property taxes.

# NONMAJOR SPECIAL REVENUE FUNDS

(Continued)

## **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.

## **St. James Youth Roc Program Fund**

The Youth Roc Program Fund helps disadvantaged youth ages 16-24 engage in developmental program activities. Funds are provided by the United States Department of Labor's national Emergency Grant and the Louisiana Department of Labor, Office of Workforce Development.

## **Strategic Prevention Framework Fund**

The Strategic Prevention Framework Fund is funded by a grant from the U.S. Department of Health and Human Services through the State of Louisiana's Strategic Prevention Framework State Incentive Grant (SPF-SIG). The goals of the SPF-SIG grant are to:

- Prevent the onset and reduce the progression of substance abuse, including childhood and underage drinking
- Reduce substance abuse related problems in communities, and
- Build prevention capacity and infrastructure at the State and community levels

## **River Parish Youth Build Fund**

The River Parish Youth Build 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.

## **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.

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2012

	Solid Waste Disposal	Fire Protection District No. 2 Maintenance	Enhanced 911 System Maintenance	St. James Parish Library
<b>Assets</b>				
Cash and cash equivalents	\$ 1,816,792	\$ 61,703	\$ 396,799	\$ 781,474
Investments	687,712	211,504	561,029	325,577
Receivables (net of allowances for uncollectibles)	542,557	293,542	710,062	1,361,038
Due from other funds	65,967	-	-	-
Inventory	-	-	-	-
<b>Total assets</b>	<b><u>\$ 3,113,028</u></b>	<b><u>\$ 566,749</u></b>	<b><u>\$ 1,667,890</u></b>	<b><u>\$ 2,468,089</u></b>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 135,267	\$ 11,272	\$ 27,548	\$ 259,577
Payroll deductions and withholdings payable	14,741	10,904	16,731	21,941
Due to other funds	-	-	70	-
Other liabilities	-	-	-	-
<b>Total liabilities</b>	<b><u>150,008</u></b>	<b><u>22,176</u></b>	<b><u>44,349</u></b>	<b><u>281,518</u></b>
Fund balance:				
Nonspendable	-	-	-	-
Restricted for				
Culture and recreation	-	-	-	2,153,431
Debt service	-	-	-	33,140
Capital projects	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	544,573	1,623,541	-
Sanitation	2,963,020	-	-	-
Other purposes	-	-	-	-
Committed for				
Judicial	-	-	-	-
Public transportation	-	-	-	-
Assigned for				
Judicial	-	-	-	-
Health and welfare	-	-	-	-
Other purposes	-	-	-	-
Unassigned	-	-	-	-
<b>Total fund balance</b>	<b><u>2,963,020</u></b>	<b><u>544,573</u></b>	<b><u>1,623,541</u></b>	<b><u>2,186,571</u></b>
<b>Total liabilities and fund balance</b>	<b><u>\$ 3,113,028</u></b>	<b><u>\$ 566,749</u></b>	<b><u>\$ 1,667,890</u></b>	<b><u>\$ 2,468,089</u></b>

Schedule 4 (Continued)

<u>Parks and Recreation</u>	<u>Gramercy Recreation District</u>	<u>Parishwide Drainage Maintenance</u>	<u>Consolidated Road Lighting District No. 3A</u>	<u>St. James Transit System</u>	<u>Elderly &amp; Emergency Medical Services</u>
\$ 1,419,270	\$ 64,225	\$ 1,884,230	\$ 473,755	\$ 129,080	\$ 858,549
952,651	-	1,241,726	664,907	-	-
595,659	225,749	1,425,476	400,530	244,684	389,292
497	-	-	-	5,731	12,700
-	-	-	-	-	-
<u>\$2,968,077</u>	<u>\$ 289,974</u>	<u>\$4,551,432</u>	<u>\$ 1,539,192</u>	<u>\$ 379,495</u>	<u>\$1,260,541</u>
\$ 78,057	\$ 7,253	\$ 122,535	\$ 16,393	\$ 48,857	\$ 29,956
20,291	-	20,916	5,932	22,652	29,278
-	-	-	-	200,223	497
-	-	-	-	-	-
<u>98,348</u>	<u>7,253</u>	<u>143,451</u>	<u>22,325</u>	<u>271,732</u>	<u>59,731</u>
-	-	-	-	-	-
2,869,729	282,721	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	1,200,810
-	-	-	1,516,867	-	-
-	-	4,407,981	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	107,763	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>2,869,729</u>	<u>282,721</u>	<u>4,407,981</u>	<u>1,516,867</u>	<u>107,763</u>	<u>1,200,810</u>
<u>\$2,968,077</u>	<u>\$ 289,974</u>	<u>\$4,551,432</u>	<u>\$ 1,539,192</u>	<u>\$ 379,495</u>	<u>\$1,260,541</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2012

	Title V	MIPPA	Supplemental Senior Center	Audit
<b>Assets</b>				
Cash and cash equivalents	\$ 20,801	\$ -	\$ -	\$ -
Investments	-	-	-	-
Receivables (net of allowances for uncollectibles)	-	-	-	-
Due from other funds	-	-	-	-
Inventory	-	-	-	-
<b>Total assets</b>	<u>\$ 20,801</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Liabilities and fund balance</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 139	\$ -	\$ -	\$ -
Payroll deductions and withholdings payable	-	-	-	-
Due to other funds	-	-	-	-
Other liabilities	20,662	-	-	-
<b>Total liabilities</b>	<u>20,801</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund balance:</b>				
Nonspendable	-	-	-	-
<b>Restricted for</b>				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Capital projects	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	-	-	-
Sanitation	-	-	-	-
Other purposes	-	-	-	-
<b>Committed for</b>				
Judicial	-	-	-	-
Public transportation	-	-	-	-
<b>Assigned for</b>				
Judicial	-	-	-	-
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>\$ 20,801</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Schedule 4 (Continued)

Title III					
C-2 Home Delivered Meals	C-1 Congregate Meals	B Supportive Services	C-1 Area Agency Administration	D Preventive Health	E NFCSP (Caregiver)
\$ 642	\$ 598	\$ 4,875	\$ -	\$ 1,428	\$ (1,012)
-	-	-	-	-	-
18,139	8,339	(2,759)	-	(1,428)	4,187
-	-	-	-	-	-
<u>\$ 18,781</u>	<u>\$ 8,937</u>	<u>\$ 2,116</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,175</u>
\$ 9,081	\$ 5,937	\$ 449	\$ -	\$ -	\$ 3,175
-	-	-	-	-	-
9,700	3,000	-	-	-	-
-	-	1,667	-	-	-
<u>18,781</u>	<u>8,937</u>	<u>2,116</u>	<u>-</u>	<u>-</u>	<u>3,175</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 18,781</u>	<u>\$ 8,937</u>	<u>\$ 2,116</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,175</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2012

	Community Services Block Grant	Coastal Impact Assistance Program	Area Agency on Aging	
			Parish Council on Aging	Nutritional Services Incentive Program
<b>Assets</b>				
Cash and cash equivalents	\$ 104	\$ 845	\$ 25,878	\$ 668
Investments	-	-	-	-
Receivables (net of allowances for uncollectibles)	7,509	-	-	-
Due from other funds	-	-	-	-
Inventory	-	-	-	-
<b>Total assets</b>	<u>\$ 7,613</u>	<u>\$ 845</u>	<u>\$ 25,878</u>	<u>\$ 668</u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 4,978	\$ 126	\$ -	\$ -
Payroll deductions and withholdings payable	-	-	-	-
Due to other funds	2,635	500	-	-
Other liabilities	-	-	25,878	668
<b>Total liabilities</b>	<u>7,613</u>	<u>626</u>	<u>25,878</u>	<u>668</u>
Fund balance:				
Nonspendable	-	-	-	-
Restricted for				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Capital projects	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	-	-	-
Sanitation	-	-	-	-
Other purposes	-	-	-	-
Committed for				
Judicial	-	-	-	-
Public transportation	-	-	-	-
Assigned for				
Judicial	-	-	-	-
Health and welfare	-	-	-	-
Other purposes	-	219	-	-
Unassigned	-	-	-	-
<b>Total fund balance</b>	<u>-</u>	<u>219</u>	<u>-</u>	<u>-</u>
<b>Total liabilities and fund balance</b>	<u>\$ 7,613</u>	<u>\$ 845</u>	<u>\$ 25,878</u>	<u>\$ 668</u>

Schedule 4 (Continued)

<u>Weatherization</u>	<u>Energy Assistance</u>	<u>Senior Citizens Activities</u>	<u>Senior Center Fund</u>	<u>Head Start Program</u>	<u>Head Start Activity</u>
\$ 7,294	\$ 93,249	\$ 12,881	\$ 2,558	\$ 1,398	\$ 6,000
-	-	-	-	-	-
57	-	-	-	33,917	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 7,351</u>	<u>\$ 93,249</u>	<u>\$ 12,881</u>	<u>\$ 2,558</u>	<u>\$ 35,315</u>	<u>\$ 6,000</u>
\$ -	\$ -	\$ -	\$ -	\$ 7,904	\$ -
36	-	-	-	13,304	-
-	93,249	-	-	-	-
7,315	-	-	2,558	14,107	-
<u>7,351</u>	<u>93,249</u>	<u>-</u>	<u>2,558</u>	<u>35,315</u>	<u>-</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	12,881	-	-	6,000
-	-	-	-	-	-
-	-	-	-	-	-
<u>-</u>	<u>-</u>	<u>12,881</u>	<u>-</u>	<u>-</u>	<u>6,000</u>
<u>\$ 7,351</u>	<u>\$ 93,249</u>	<u>\$ 12,881</u>	<u>\$ 2,558</u>	<u>\$ 35,315</u>	<u>\$ 6,000</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2012

	Emergency Food and Shelter	Public Safety	Criminal Court	St. James Youth Roc Program
<b>Assets</b>				
Cash and cash equivalents	\$ 141	\$ 1,199,055	\$ 351,451	\$ -
Investments	-	1,454,643	103,337	-
Receivables (net of allowances for uncollectibles)	621	1,770,973	38,900	-
Due from other funds	-	-	16,890	-
Inventory	-	-	-	-
<b>Total assets</b>	<u>\$ 762</u>	<u>\$ 4,424,671</u>	<u>\$ 510,578</u>	<u>\$ -</u>
<b>Liabilities and fund balance</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 113	\$ 75,302	\$ 63,741	\$ -
Payroll deductions and withholdings payable	-	-	15,611	-
Due to other funds	-	-	-	-
Other liabilities	649	-	-	-
<b>Total liabilities</b>	<u>762</u>	<u>75,302</u>	<u>79,352</u>	<u>-</u>
<b>Fund balance:</b>				
Nonspendable	-	-	-	-
Restricted for				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Capital projects	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	4,349,369	-	-
Sanitation	-	-	-	-
Other purposes	-	-	-	-
Committed for				
Judicial	-	-	428,138	-
Public transportation	-	-	-	-
Assigned for				
Judicial	-	-	3,088	-
Health and welfare	-	-	-	-
Other purposes	-	-	-	-
Unassigned	-	-	-	-
<b>Total fund balance</b>	<u>-</u>	<u>4,349,369</u>	<u>431,226</u>	<u>-</u>
<b>Total liabilities and fund balance</b>	<u>\$ 762</u>	<u>\$ 4,424,671</u>	<u>\$ 510,578</u>	<u>\$ -</u>

Schedule 4 (concluded)

Strategic Prevention Framework	River Parish Youth Build	Wetlands Mitigation	Total
\$ -	\$ 24,219	\$ 6,475	\$ 9,645,425
-	-	-	6,203,086
161	19,668	-	8,086,873
-	-	500	102,285
-	-	-	-
<u>\$ 161</u>	<u>\$ 43,887</u>	<u>\$ 6,975</u>	<u>\$24,037,669</u>
\$ -	\$ 26,086	\$ 125	\$ 933,871
161	7,918	-	200,416
-	3,321	-	313,195
-	6,562	-	80,066
<u>161</u>	<u>43,887</u>	<u>125</u>	<u>1,527,548</u>
-	-	-	-
-	-	-	5,305,881
-	-	-	33,140
-	-	-	-
-	-	-	1,200,810
-	-	-	1,516,867
-	-	-	10,925,464
-	-	-	2,963,020
-	-	-	-
-	-	-	-
-	-	-	428,138
-	-	-	107,763
-	-	-	3,088
-	-	-	18,881
-	-	6,850	7,069
-	-	-	-
-	-	6,850	22,510,121
<u>\$ 161</u>	<u>\$ 43,887</u>	<u>\$ 6,975</u>	<u>\$24,037,669</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, 2012

	Solid Waste Disposal	Fire Protection District No. 2 Maintenance	Enhanced 911 System Maintenance	St. James Parish Library
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ 316,528	\$ 611,765	\$ 1,468,218
Sales and use	1,739,979	-	-	-
<b>Intergovernmental:</b>				
Federal	93,476	2,280	768,484	3,241
State	-	-	17,057	27,042
Local	-	-	45,281	-
Fines and forfeits	-	-	-	3,714
Charges for services	888,977	-	230,415	13,023
Interest	6,023	1,318	3,470	4,367
In-kind contributions	-	-	-	-
Other revenues	32,166	-	111,058	21,341
<b>Total revenues</b>	<u>2,760,621</u>	<u>320,126</u>	<u>1,787,530</u>	<u>1,540,946</u>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	-	-
Public safety	-	238,535	800,111	-
Highways and streets	-	-	-	-
Sanitation	2,197,706	-	-	-
Public transportation	-	-	-	-
Health and welfare	-	-	-	-
Culture and recreation	-	-	-	814,374
Economic development and assistance	-	-	-	-
In-kind expenses	-	-	-	-
Capital outlay	135,910	-	819,148	1,473,741
<b>Total expenditures</b>	<u>2,333,616</u>	<u>238,535</u>	<u>1,619,259</u>	<u>2,288,115</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>427,005</b>	<b>81,591</b>	<b>168,271</b>	<b>(747,169)</b>
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	124,440	-
Operating transfers out	-	(20,000)	-	(227,262)
<b>Total other financing sources (uses)</b>	<u>-</u>	<u>(20,000)</u>	<u>124,440</u>	<u>(227,262)</u>
<b>Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses</b>	<b>427,005</b>	<b>61,591</b>	<b>292,711</b>	<b>(974,431)</b>
Fund balance, beginning of year	2,536,015	482,982	1,330,830	3,161,002
<b>Fund balance, end of year</b>	<u>\$ 2,963,020</u>	<u>\$ 544,573</u>	<u>\$ 1,623,541</u>	<u>\$ 2,186,571</u>

Schedule 5 (Continued)

<u>Parks and Recreation</u>	<u>Gramercy Recreation District</u>	<u>Parishwide Drainage Maintenance</u>	<u>Consolidated Road Lighting District No. 3A</u>	<u>St. James Transit System</u>	<u>Elderly &amp; Emergency Medical Services</u>
\$ 176,655	\$ 227,917	\$ 1,458,419	\$ 423,501	\$ -	\$ -
1,739,979	-	-	-	-	1,739,979
6,909	-	84,982	18,815	844,690	2,464
-	7,439	18,571	4,147	-	607
9,343	-	141,559	-	-	3,600
-	-	-	-	-	-
14,002	3,926	-	-	74,243	-
6,778	120	10,127	4,443	38	1,043
-	-	-	-	-	-
31,737	47,615	8,050	-	15,081	160
<u>1,985,403</u>	<u>287,017</u>	<u>1,721,708</u>	<u>450,906</u>	<u>934,052</u>	<u>1,747,853</u>
-	-	-	-	-	-
-	-	1,081,595	-	-	-
-	-	-	395,406	-	-
-	-	-	-	-	-
-	-	-	-	989,523	-
-	-	-	-	-	1,655,105
1,157,296	247,337	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
292,410	-	295,854	-	117,381	78,074
<u>1,449,706</u>	<u>247,337</u>	<u>1,377,449</u>	<u>395,406</u>	<u>1,106,904</u>	<u>1,733,179</u>
535,697	39,680	344,259	55,500	(172,852)	14,674
40,326	-	-	-	93,192	390,737
-	-	(2,334)	(5,226)	(145,000)	-
<u>40,326</u>	<u>-</u>	<u>(2,334)</u>	<u>(5,226)</u>	<u>(51,808)</u>	<u>390,737</u>
576,023	39,680	341,925	50,274	(224,660)	405,411
2,293,706	243,041	4,066,056	1,466,593	332,423	795,399
<u>\$ 2,869,729</u>	<u>\$ 282,721</u>	<u>\$ 4,407,981</u>	<u>\$ 1,516,867</u>	<u>\$ 107,763</u>	<u>\$ 1,200,810</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, 2012

	Title V	MIPPA	Supplemental Senior Center	Audit
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ -	\$ -	\$ -
Sales and use	-	-	-	-
<b>Intergovernmental:</b>				
Federal	269,675	3,600	-	-
State	-	-	2,600	791
Local	-	-	-	-
Fines and forfeits	-	-	-	-
Charges for services	-	-	-	-
Interest	-	-	-	-
In-kind contributions	-	-	-	-
Other revenues	(20,662)	(3,600)	(50)	(791)
<b>Total revenues</b>	<u>249,013</u>	<u>-</u>	<u>2,550</u>	<u>-</u>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	-	-
Public safety	-	-	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	241,765	-	-	-
Culture and recreation	-	-	-	-
Economic development and assistance	-	-	-	-
In-kind expenses	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<u>241,765</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>7,248</b>	<b>-</b>	<b>2,550</b>	<b>-</b>
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	-	-
Operating transfers out	-	-	(2,550)	-
<b>Total other financing sources (uses)</b>	<u>-</u>	<u>-</u>	<u>(2,550)</u>	<u>-</u>
<b>Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses</b>	<b>7,248</b>	<b>-</b>	<b>-</b>	<b>-</b>
Fund balance, beginning of year	(7,248)	-	-	-
<b>Fund balance, end of year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Schedule 5 (Continued)

Title III					
C-2 Home Delivered Meals	C-1 Congregate Meals	B Supportive Services	C-1 Area Agency Administration	D Preventive Health	E NFCSP (Caregiver)
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16,498	22,869	23,702	9,346	2,985	9,669
24,449	6,636	3,590	3,113	500	3,223
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
14,317	12,213	2,357	3,848	(2,725)	6,880
<u>55,264</u>	<u>41,718</u>	<u>29,649</u>	<u>16,307</u>	<u>760</u>	<u>19,772</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
117,865	79,065	34,255	16,307	3,760	29,657
-	-	-	-	-	-
-	-	-	-	-	-
<u>117,865</u>	<u>79,065</u>	<u>34,255</u>	<u>16,307</u>	<u>3,760</u>	<u>29,657</u>
(62,601)	(37,347)	(4,606)	-	(3,000)	(9,885)
62,601	37,347	4,606	-	3,000	9,885
<u>62,601</u>	<u>37,347</u>	<u>4,606</u>	<u>-</u>	<u>3,000</u>	<u>9,885</u>
-	-	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</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, 2012

	Community Services Block Grant	Coastal Impact Assistance Program	Area Agency on Aging	
			Parish Council on Aging	Nutritional Services Incentive Program
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ -	\$ -	\$ -
Sales and use	-	-	-	-
<b>Intergovernmental:</b>				
Federal	61,008	682,476	-	38,555
State	-	-	37,500	-
Local	-	-	-	-
Fines and forfeits	-	-	-	-
Charges for services	-	-	-	-
Interest	-	-	-	-
In-kind contributions	-	-	-	-
Other revenues	503	-	(5,795)	15,467
<b>Total revenues</b>	<b>61,511</b>	<b>682,476</b>	<b>31,705</b>	<b>54,022</b>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	126	-	-
Public safety	-	682,814	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	61,511	-	-	-
Culture and recreation	-	-	-	-
Economic development and assistance	-	-	-	-
In-kind expenses	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>61,511</b>	<b>682,940</b>	<b>-</b>	<b>-</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>-</b>	<b>(464)</b>	<b>31,705</b>	<b>54,022</b>
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	-	-
Operating transfers out	-	-	(31,705)	(54,022)
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>-</b>	<b>(31,705)</b>	<b>(54,022)</b>
<b>Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses</b>	<b>-</b>	<b>(464)</b>	<b>-</b>	<b>-</b>
Fund balance, beginning of year	-	683	-	-
Fund balance, end of year	\$ -	\$ 219	\$ -	\$ -

Schedule 5 (Continued)

<u>Weatherization</u>	<u>Energy Assistance</u>	<u>Senior Citizens Activities</u>	<u>Senior Center Fund</u>	<u>Head Start Program</u>	<u>Head Start Activity</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
926	161,413	-	-	1,467,646	-
-	-	-	29,162	-	-
-	-	-	-	-	-
-	-	8	-	5	3
4,341	66,298	44,684	-	357,828	-
<u>5,267</u>	<u>227,711</u>	<u>44,692</u>	<u>29,162</u>	<u>1,804,757</u>	<u>3</u>
-	-	-	-	-	-
-	-	-	-	-	-
5,267	227,711	41,249	-	-	-
-	-	-	-	1,455,535	-
-	-	-	-	357,828	-
<u>5,267</u>	<u>227,711</u>	<u>41,249</u>	<u>-</u>	<u>1,813,363</u>	<u>-</u>
-	-	3,443	29,162	(8,606)	3
-	-	-	-	8,606	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>(29,162)</u>	<u>-</u>	<u>-</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>(29,162)</u>	<u>8,606</u>	<u>-</u>
-	-	3,443	-	-	3
-	-	9,438	-	-	5,997
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,881</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,000</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, 2012

	Emergency Food and Shelter	Public Safety	Criminal Court	St. James Youth Roc Program
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ 1,928,250	\$ -	\$ -
Sales and use	-	-	-	-
<b>Intergovernmental:</b>				
Federal	149	600	-	-
State	-	-	11,725	-
Local	-	31,887	57,628	-
Fines and forfeits	-	-	234,272	-
Charges for services	-	-	-	-
Interest	-	9,625	873	-
In-kind contributions	-	-	-	-
Other revenues	(649)	-	108,554	529
<b>Total revenues</b>	<b>(500)</b>	<b>1,970,362</b>	<b>413,052</b>	<b>529</b>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	710,512	-
Public safety	-	647,788	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	-	-	-	-
Culture and recreation	-	-	-	-
Economic development and assistance	-	-	-	-
In-kind expenses	-	-	-	-
Capital outlay	-	30,343	-	-
<b>Total expenditures</b>	<b>-</b>	<b>678,131</b>	<b>710,512</b>	<b>-</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>(500)</b>	<b>1,292,231</b>	<b>(297,460)</b>	<b>529</b>
<b>Other financing sources (uses):</b>				
Operating transfers in	500	200,000	358,430	-
Operating transfers out	-	(563,891)	-	(529)
<b>Total other financing sources (uses)</b>	<b>500</b>	<b>(363,891)</b>	<b>358,430</b>	<b>(529)</b>
<b>Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses</b>	<b>-</b>	<b>928,340</b>	<b>60,970</b>	<b>-</b>
Fund balance, beginning of year	-	3,421,029	370,256	-
<b>Fund balance, end of year</b>	<b>\$ -</b>	<b>\$ 4,349,369</b>	<b>\$ 431,226</b>	<b>\$ -</b>

Schedule 5 (Concluded)

Strategic Prevention Framework	River Parish Youth Build	Wetlands Mitigation Fund	Total
\$ -	\$ -	\$ -	\$ 6,611,253
-	-	-	5,219,937
-	461,233	-	5,057,691
-	-	600,000	798,152
-	-	-	289,298
-	-	-	237,986
-	-	-	1,224,586
-	-	3	48,244
-	96,534	-	454,362
8,505	(13,517)	-	487,193
<u>8,505</u>	<u>544,250</u>	<u>600,003</u>	<u>20,428,702</u>
-	-	125	710,763
-	-	-	3,450,843
-	-	-	395,406
-	-	-	2,197,706
-	-	-	989,523
-	464,099	-	2,977,616
-	-	-	2,219,007
-	-	-	1,455,535
-	96,534	-	454,362
-	-	600,000	3,842,861
-	<u>560,633</u>	<u>600,125</u>	<u>18,693,622</u>
8,505	(16,383)	(122)	1,735,080
-	16,383	-	1,350,053
(8,505)	-	-	(1,090,186)
<u>(8,505)</u>	<u>16,383</u>	<u>-</u>	<u>259,867</u>
-	-	(122)	1,994,947
-	-	6,972	20,515,174
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,850</u>	<u>\$ 22,510,121</u>

## **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 \$123,000 Certificates of Indebtedness, Series 2007, and of \$180,000 Certificates of Indebtedness, Series 2007A, both of which were issued for the purchase of fire fighting equipment for two volunteer fire departments. \$800,000 in Limited Tax Certificates, Series 2009, was issued to fund the construction, and improvement of the public hospital equipment. 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 Refunding Bonds, Series 2004 issue, the General Obligation Bonds, Series 2005 issue, and the General Obligation Bonds, Series 2007 issue.

St. James Parish  
 Convent, Louisiana  
 Nonmajor Debt Service Funds  
 Combining Balance Sheet  
 December 31, 2012

	Certificates of Indebtedness	Consolidated General Obligation Bonds	Total
<b>Assets</b>			
Cash and cash equivalents	\$ 3,601	\$ 84,541	\$ 88,142
Investments	-	1,732,689	1,732,689
Receivables (net of allowances for collectibles)	-	824,044	824,044
Due from other funds	-	-	-
<b>Total assets</b>	<u>\$ 3,601</u>	<u>\$2,641,274</u>	<u>\$2,644,875</u>
<b>Liabilities and fund balance</b>			
Liabilities:			
Accounts payable	\$ 124	\$ 28,760	\$ 28,884
Due to other funds	-	-	-
Other liabilities	-	-	-
<b>Total liabilities</b>	<u>124</u>	<u>28,760</u>	<u>28,884</u>
Fund balance:			
Nonspendable	-	-	-
Restricted for			
Debt service	3,477	2,612,514	2,615,991
Committed	-	-	-
Assigned	-	-	-
Unassigned	-	-	-
<b>Total fund balance</b>	<u>3,477</u>	<u>2,612,514</u>	<u>2,615,991</u>
<b>Total liabilities and fund balance</b>	<u>\$ 3,601</u>	<u>\$2,641,274</u>	<u>\$2,644,875</u>

Schedule 6

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, 2012

	Certificates of Indebtedness	Consolidated General Obligation Bonds	Total
<b>Revenues</b>			
Taxes:			
Property	\$ -	\$ 904,311	\$ 904,311
Interest	-	10,068	10,068
Total revenues	<u>-</u>	<u>914,379</u>	<u>914,379</u>
<b>Expenditures:</b>			
Current:			
General government:			
Financial Administration	124	31,424	31,548
Debt service:			
Principal	695,000	985,000	1,680,000
Interest and fiscal charges	156,439	238,477	394,916
Total expenditures	<u>851,563</u>	<u>1,254,901</u>	<u>2,106,464</u>
Excess (deficiency) of revenues over (under) expenditures	(851,563)	(340,522)	(1,192,085)
Other financing sources (uses):			
Operating transfers in	851,704	-	851,704
Bond proceeds	180,000	-	180,000
Operating transfers out	(180,000)	-	(180,000)
Cost of issuance	(2,582)	-	(2,582)
Total other financing sources (uses)	<u>849,122</u>	<u>-</u>	<u>849,122</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	(2,441)	(340,522)	(342,963)
Fund balance, beginning of year	5,918	2,953,036	2,958,954
Fund balance, end of year	<u>\$ 3,477</u>	<u>\$ 2,612,514</u>	<u>\$ 2,615,991</u>

Schedule 7

## **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 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.

### **Consolidated Capital Projects Fund**

The Consolidated Capital Projects Fund is used to account for major construction projects financed mainly by the sale of general obligation bonds.

St. James Parish  
 Convent, Louisiana  
 Nonmajor Capital Projects Funds  
 Combining Balance Sheet  
 December 31, 2012

	<u>Parishwide Road Improvement</u>	<u>Parishwide Sewer Construction</u>	<u>LCDBG Road Improvement</u>	<u>LCDBG Sewer Construction</u>
<b>Assets</b>				
Cash and cash equivalents	\$ 2,001	\$ 134,021	\$ 7,773	\$ 24
Investments	-	258,937	-	-
Receivables	-	-	-	-
Due from other funds	-	23	-	-
<b>Total assets</b>	<u><u>\$ 2,001</u></u>	<u><u>\$ 392,981</u></u>	<u><u>\$ 7,773</u></u>	<u><u>\$ 24</u></u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 126	\$ 125	\$ 251	\$ -
Due to other funds	-	-	543	24
Other liabilities	-	-	-	-
<b>Total liabilities</b>	<u>126</u>	<u>125</u>	<u>794</u>	<u>24</u>
Fund balance:				
Nonspendable	-	-	-	-
Restricted for				
Culture and recreation	-	-	-	-
Capital projects	-	-	-	-
Sanitation	-	392,856	-	-
Other purposes	-	-	-	-
Committed for				
Highways and streets	1,875	-	6,979	-
Assigned	-	-	-	-
Unassigned	-	-	-	-
<b>Total fund balance</b>	<u>1,875</u>	<u>392,856</u>	<u>6,979</u>	<u>-</u>
<b>Total liabilities and fund balance</b>	<u><u>\$ 2,001</u></u>	<u><u>\$ 392,981</u></u>	<u><u>\$ 7,773</u></u>	<u><u>\$ 24</u></u>

Schedule 8

District V Recreation Construction	Hazard Mitigation Grant Program	Consolidated Capital Projects	Total
\$ 376,245	\$ 70,319	\$ 99,610	\$ 689,993
1,057,669	-	502,838	1,819,444
-	20,300	416	20,716
-	-	-	23
<u>\$ 1,433,914</u>	<u>\$ 90,619</u>	<u>\$ 602,864</u>	<u>\$ 2,530,176</u>
\$ 125	\$ 115	\$ 163,225	\$ 163,967
-	97,505	-	98,072
-	-	-	-
<u>125</u>	<u>97,620</u>	<u>163,225</u>	<u>262,039</u>
-	-	-	-
-	-	-	-
1,433,789	-	439,639	1,873,428
-	-	-	392,856
-	-	-	-
-	-	-	8,854
-	-	-	-
-	(7,001)	-	(7,001)
<u>1,433,789</u>	<u>(7,001)</u>	<u>439,639</u>	<u>2,268,137</u>
<u>\$ 1,433,914</u>	<u>\$ 90,619</u>	<u>\$ 602,864</u>	<u>\$ 2,530,176</u>

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, 2012

	Parishwide Road Improvement	Parishwide Sewer Construction	LCDBG Road Improvement	LCDBG Sewer Construction
<b>Revenues:</b>				
Intergovernmental:				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	-	-	-	-
Interest	11	1,571	-	-
Other	-	(300)	-	-
Total revenues	<u>11</u>	<u>1,271</u>	<u>-</u>	<u>-</u>
<b>Expenditures:</b>				
Current:				
General government	-	-	-	-
Culture and recreation	-	-	-	-
Highways and streets	981,663	-	251	-
Sanitation	-	812	-	-
Capital outlay	-	-	-	-
Total expenditures	<u>981,663</u>	<u>812</u>	<u>251</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures	(981,652)	459	(251)	-
Other financing sources (uses):				
Operating transfers in	948,421	-	-	-
Operating transfers out	-	-	-	-
Total other financing sources (uses)	<u>948,421</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	(33,231)	459	(251)	-
Fund balance, beginning of year	35,106	392,397	7,230	-
Fund balance, end of year	<u>\$ 1,875</u>	<u>\$ 392,856</u>	<u>\$ 6,979</u>	<u>\$ -</u>

Schedule 9

District V Recreation Construction	Hazard Mitigation Grant Program	Consolidated Capital Projects	Total
\$ -	\$ -	\$ -	\$ -
-	-	-	-
-	-	-	-
6,269	-	1,030	8,881
-	-	-	(300)
<u>6,269</u>	<u>-</u>	<u>1,030</u>	<u>8,581</u>
-	2,010	21,327	23,337
130	-	-	130
-	-	-	981,914
-	-	-	812
-	-	488,731	488,731
<u>130</u>	<u>2,010</u>	<u>510,058</u>	<u>1,494,924</u>
6,139	(2,010)	(509,028)	(1,486,343)
-	1,163	-	949,584
-	-	-	-
<u>-</u>	<u>1,163</u>	<u>-</u>	<u>949,584</u>
6,139	(847)	(509,028)	(536,759)
1,427,650	(6,154)	948,667	2,804,896
<u>\$ 1,433,789</u>	<u>\$ (7,001)</u>	<u>\$ 439,639</u>	<u>\$ 2,268,137</u>

ST. JAMES PARISH  
Convent, Louisiana  
Schedule of Compensation Paid  
Parish Council Members and Parish President  
For the Year Ended December 31, 2012

PARISH COUNCIL

James M. Brazan, Chairman	\$ 14,300
Wilson F. Malbrough, Jr.	800
Jason P. Amato	13,200
Elwyn R. Bocz	800
Kendricks J. Brass	13,200
Charles D. Ketchens	13,200
Terry G. McCreary	12,400
Ralph A. Patin, Jr.	13,300
Alvin J. St. Pierre Jr.	12,400
Dale J. Hymel, Jr., Parish President	8,600
Timothy P. Roussel, Parish President	<u>134,800</u>
Total	<u>\$237,000</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, 2012

	Title III-B			C-1 Congregate Meals		
	For the 6 months ended		Total	For the 6 months ended		Total
	06/30/12	12/31/12		06/30/12	12/31/12	
<b>Revenues:</b>						
Intergovernmental:						
GOEA:						
Supportive Services	\$ 14,240	\$ 13,052	\$ 27,292	\$ -	\$ -	\$ -
Area Agency Administration	6,501	5,958	12,459	-	-	-
Title III D	2,057	1,428	3,485	-	-	-
Title III E	6,199	6,693	12,892	-	-	-
MIPPA	3,600	-	3,600	-	-	-
Audit	791	-	791	-	-	-
Miscellaneous	1,094	1,550	2,644	-	-	-
Senior Center	-	-	-	-	-	-
C-1 Congregate Meals	-	-	-	15,393	14,112	29,505
C-2 Home Delivered Meals	-	-	-	-	-	-
Parish Council on Aging	-	-	-	-	-	-
Nutritional Services Incentive Program	-	-	-	-	-	-
Title V	-	-	-	-	-	-
Deferred revenue	-	(3,195)	(3,195)	-	(3,098)	(3,098)
Program service fee:						
Other	9,070	-	9,070	4,363	-	4,363
Sales of meals	-	-	-	5,730	5,218	10,948
Total revenues	<u>43,552</u>	<u>25,486</u>	<u>69,038</u>	<u>25,486</u>	<u>16,232</u>	<u>41,718</u>
<b>Expenditures:</b>						
Meals	-	-	-	33,103	45,046	78,149
Distributed administrative costs	5,958	5,958	11,916	-	-	-
Program Support	14,729	12,050	26,779	-	-	-
Information and Assistance	4,316	4,696	9,012	-	-	-
Outreach	3,653	1,253	4,906	-	-	-
Other Priority Services	4,568	4,568	9,136	-	-	-
Recreation	3,524	4,204	7,728	-	-	-
Med Alert	484	616	1,100	-	-	-
Support Groups	297	297	594	-	-	-
Legal assistance	1,044	1,956	3,000	-	-	-
Salaries and Fringe Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Transportation	-	-	-	-	-	-
Training and Technical Assistance	-	-	-	-	-	-
Telephone and Internet	-	-	-	-	-	-
Other costs	5,936	3,872	9,808	98	818	916
Total expenditures	<u>44,509</u>	<u>39,470</u>	<u>83,979</u>	<u>33,201</u>	<u>45,864</u>	<u>79,065</u>
Excess (deficiency) of revenues over expenditures	(957)	(13,984)	(14,941)	(7,715)	(29,632)	(37,347)
Other financing sources (uses):						
Operating transfers in	11,518	5,973	17,491	20,345	17,002	37,347
Operating transfers out	(1,050)	(1,500)	(2,550)	-	-	-
Total other financing sources (uses)	<u>10,468</u>	<u>4,473</u>	<u>14,941</u>	<u>20,345</u>	<u>17,002</u>	<u>37,347</u>
Excess (deficiency) of revenues and other sources over expenditures	9,511	(9,511)	-	12,630	(12,630)	-
Fund balance, beginning of period	-	9,511	-	-	12,630	-
Fund balance, end of period	<u>\$ 9,511</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,630</u>	<u>\$ -</u>	<u>\$ -</u>

Schedule 11 (continued)

C-2 Home Delivered Meals			Senior Center			Parish Council on Aging		
For the 6 months ended		Total	For the 6 months ended		Total	For the 6 months ended		Total
06/30/12	12/31/12		06/30/12	12/31/12		06/30/12	12/31/12	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	13,909	15,253	29,162	-	-	-
-	-	-	-	-	-	-	-	-
21,363	19,584	40,947	-	-	-	-	-	-
-	-	-	-	-	-	18,750	18,750	37,500
-	-	-	-	-	-	-	-	-
-	3,313	3,313	-	(3,331)	(3,331)	-	(25,782)	(25,782)
(356)	-	(356)	3,331	-	3,331	19,987	-	19,987
5,934	5,426	11,360	-	-	-	-	-	-
<u>26,941</u>	<u>28,323</u>	<u>55,264</u>	<u>17,240</u>	<u>11,922</u>	<u>29,162</u>	<u>38,737</u>	<u>(7,032)</u>	<u>31,705</u>
50,993	66,054	117,047	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
98	720	818	-	-	-	-	-	-
<u>51,091</u>	<u>66,774</u>	<u>117,865</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
(24,150)	(38,451)	(62,601)	17,240	11,922	29,162	38,737	(7,032)	31,705
34,542	28,059	62,601	-	-	-	-	-	-
-	-	-	(13,909)	(15,253)	(29,162)	(18,750)	(12,955)	(31,705)
<u>34,542</u>	<u>28,059</u>	<u>62,601</u>	<u>(13,909)</u>	<u>(15,253)</u>	<u>(29,162)</u>	<u>(18,750)</u>	<u>(12,955)</u>	<u>(31,705)</u>
10,392	(10,392)	-	3,331	(3,331)	-	19,987	(19,987)	-
-	10,392	-	-	3,331	-	-	19,987	-
<u>\$ 10,392</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,331</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 19,987</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, 2012

	Nutritional Services Incentive Program			Title V Senior Community Service Employment Program			Totals
	For the 6 months ended		Total	For the 6 months ended		Total	
	06/30/12	12/31/12		06/30/12	12/31/12		
<b>Revenues:</b>							
Intergovernmental:							
GOEA:							
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,292
Area Agency Administration	-	-	-	-	-	-	12,459
Title III D	-	-	-	-	-	-	3,485
Title III E	-	-	-	-	-	-	12,892
MIPPA	-	-	-	-	-	-	3,600
Audit	-	-	-	-	-	-	791
Miscellaneous	-	-	-	-	-	-	2,644
Senior Center	-	-	-	-	-	-	29,162
C-1 Congregate Meals	-	-	-	-	-	-	29,505
C-2 Home Delivered Meals	-	-	-	-	-	-	40,947
Parish Council on Aging	-	-	-	-	-	-	37,500
Nutritional Services Incentive Program	16,661	21,894	38,555	-	-	-	38,555
Title V	-	-	-	101,380	168,295	269,675	269,675
Deferred revenue	-	8,900	8,900	-	(20,662)	(20,662)	(43,855)
Program service fee:							
Other	6,567	-	6,567	-	-	-	42,962
Sales of meals	-	-	-	-	-	-	22,308
Total revenues	<u>23,228</u>	<u>30,794</u>	<u>54,022</u>	<u>101,380</u>	<u>147,633</u>	<u>249,013</u>	<u>529,922</u>
<b>Expenditures:</b>							
Meals	-	-	-	-	-	-	195,196
Distributed administrative costs	-	-	-	-	-	-	11,916
Program Support	-	-	-	-	21	21	26,800
Information and Assistance	-	-	-	-	-	-	9,012
Outreach	-	-	-	-	-	-	4,906
Other Priority Services	-	-	-	-	-	-	9,136
Recreation	-	-	-	-	-	-	7,728
Med Alert	-	-	-	-	-	-	1,100
Support Groups	-	-	-	-	-	-	594
Legal assistance	-	-	-	-	-	-	3,000
Salaries and Fringe Benefits	-	-	-	127,607	107,059	234,666	234,666
Supplies	-	-	-	425	127	552	552
Transportation	-	-	-	1,255	640	1,895	1,895
Training and Technical Assistance	-	-	-	278	193	471	471
Telephone and Internet	-	-	-	684	577	1,261	1,261
Other costs	-	-	-	2,899	-	2,899	14,441
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>133,148</u>	<u>108,617</u>	<u>241,765</u>	<u>522,674</u>
Excess (deficiency) of revenues over expenditures	23,228	30,794	54,022	(31,768)	39,016	7,248	7,248
Other financing sources (uses):							
Operating transfers in	-	-	-	-	-	-	117,439
Operating transfers out	(32,696)	(21,326)	(54,022)	-	-	-	(117,439)
Total other financing sources (uses)	<u>(32,696)</u>	<u>(21,326)</u>	<u>(54,022)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues and other sources over expenditures	(9,468)	9,468	-	(31,768)	39,016	7,248	7,248
Fund balance, beginning of period	-	(9,468)	-	(7,248)	(39,016)	(7,248)	(7,248)
Fund balance, end of period	<u>\$ (9,468)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (39,016)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Schedule 11 (concluded)

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, 2012

	Budget	Actual	Variance Favorable (Unfavorable)
<b>Title III B - Supportive Services</b>			
Information and assistance	\$ 8,100	\$ 8,512	\$ (412)
Legal assistance	2,300	3,000	(700)
Outreach	1,400	1,306	94
Other priority services	9,200	9,136	64
Recreation	7,400	7,728	(328)
Med Alert	1,200	1,100	100
Wellness	3,400	2,689	711
Public education	800	784	16
Total	<u>33,800</u>	<u>34,255</u>	<u>(455)</u>
<b>Title III C - Area Agency Administration</b>			
Distributed administrative costs	12,000	11,916	84
Other professional fees	800	791	9
Outreach	3,600	3,600	-
Total	<u>16,400</u>	<u>16,307</u>	<u>93</u>
<b>Title III D - Preventive Health</b>			
Medication management	1,500	-	1,500
Wellness	4,000	3,760	240
Total	<u>5,500</u>	<u>3,760</u>	<u>1,740</u>
<b>Title III E - Caregiver</b>			
Public education	900	741	159
Information and assistance	800	500	300
Support groups	700	594	106
Material aid	1,500	1,043	457
Program support	25,700	26,779	(1,079)
Total	<u>29,600</u>	<u>29,657</u>	<u>(57)</u>
<b>Total Title III B Fund</b>	<u>\$ 85,300</u>	<u>\$ 83,979</u>	<u>\$ 1,321</u>
<b>Title III C-1 Congregate Meals</b>			
Congregate meals	\$ 75,400	\$ 78,149	\$ (2,749)
Office expense	100	196	(96)
Nutritional education	800	720	80
Total	<u>\$ 76,300</u>	<u>\$ 79,065</u>	<u>\$ (2,765)</u>
<b>Title III C-2 Home Delivered Meals</b>			
Home delivered meals	\$ 114,900	\$ 117,047	\$ (2,147)
Office expense	100	98	2
Nutritional education	800	720	80
Total	<u>\$ 115,800</u>	<u>\$ 117,865</u>	<u>\$ (2,065)</u>
<b>Title V - Senior Community Service Employment Program</b>			
Salaries and fringe benefits	\$ 241,800	\$ 234,666	\$ 7,134
Supplies	1,100	552	548
Transportation	2,300	1,895	405
Training and technical assistance	500	471	29
Program support	2,200	21	2,179
Telephone	1,500	1,261	239
Other	2,900	2,899	1
Total	<u>\$ 252,300</u>	<u>\$ 241,765</u>	<u>\$ 10,535</u>

## SINGLE AUDIT SECTION

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 discretely presented component units, 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, 2012, 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 July 8, 2013. Other auditors audited the financial statements of the discretely presented component unit, St. James Parish Clerk of Court, as described in note I.B to the financial statements. The financial statements of St. James Parish Clerk of Court reflect total assets of \$156,881 as of June 30, 2012 and total revenues of \$781,331 for the year ended June 30, 2012. This report does not include the results of other auditors' testing of internal control over financial reporting and on 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 of 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 charged with governance.

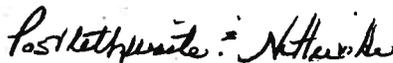
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not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

#### Compliance and Other Matters

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

#### **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 the audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



Donaldsonville, Louisiana  
July 8, 2013

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND  
ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

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 Circular A-133 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, 2012. 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 the requirements of laws, regulations, contracts and grants 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 OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 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 Each 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 each of its major federal programs for the year ended December 31, 2012.

### **Other Matters**

The results of our auditing procedures disclosed one instance of noncompliance, which is required to be reported in accordance with OMB Circular A-133 and which is described in the accompanying schedule of findings and questioned costs as item 2012-1. Our opinion on each major federal program is not modified with respect to this matter.

St. James Parish, State of Louisiana's response to the noncompliance finding 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 OMB Circular A-133, 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 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, as defined above. 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 OMB Circular A-133. Accordingly, this report is not suitable for any other purpose. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

*Past letterhead: Metairie*

Donaldsonville, Louisiana

July 8, 2013

St. James Parish  
 Convent, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 2012

Federal Grantor/Pass-Through Grantor Name/Program Title	CFDA Number	Agency or Pass- Through Entity Identifying Number	Federal Expenditures
<b>CHILD NUTRITION CLUSTER</b>			
UNITED STATES DEPARTMENT OF AGRICULTURE			
Passed through Louisiana Department of Education			
School Breakfast Program	10.553	None	\$ 19,951
National School Lunch Program	10.555	None	28,878
Passed through Louisiana Department of Agriculture and Forestry - Food Distribution			
	10.555	None	2,852
<b>TOTAL CHILD NUTRITION CLUSTER</b>			<u>51,681</u>
<b>CDBG STATE-ADMINISTERED CDBG CLUSTER</b>			
UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			
Passed through Louisiana Division of Administration Office of Community Development - Disaster Recovery Unit			
Community Development Block Grant Disaster Recovery Program	14.228	687163	313,733
<b>TOTAL CDBG STATE-ADMINISTERED CDBG CLUSTER</b>			<u>313,733</u>
<b>HIGHWAY PLANNING AND CONSTRUCTION CLUSTER</b>			
UNITED STATES DEPARTMENT OF TRANSPORTATION			
Passed through Louisiana Department of Transportation and Development - Federal Transit Administration			
Highway Planning and Construction - Plantation Trace Travel Enhancement	20.205	SPN H.007555	1,038,684
<b>TOTAL HIGHWAY PLANNING AND CONSTRUCTION CLUSTER</b>			<u>1,038,684</u>
<b>TRANSIT SERVICES PROGRAM CLUSTER</b>			
UNITED STATES DEPARTMENT OF TRANSPORTATION			
Passed through Louisiana Department of Transportation and Development - Federal Transit Administration			
Job Access - Reverse Commute Program	20.516	SPN JA37-47-12	71,029
Job Access - Reverse Commute Program	20.516	SPN JA37-47-13	21,668
New Freedom Program	20.521	SPN NF57-47-12	40,168
New Freedom Program	20.521	SPN NF57-47-13	29,830
<b>TOTAL TRANSIT SERVICES PROGRAM CLUSTER</b>			<u>162,695</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	703051	12,368
Title III - Part B Grant for Supportive Services and Senior Centers	93.044	711125	11,334
Title III - Part C Grant for Nutrition Services (Area Agency Administration)	93.045	703051	4,469
Title III - Part C Grant for Nutrition Services (Area Agency Administration)	93.045	711125	4,469
Title III - C-1	93.045	703051	11,931
Title III - C-1	93.045	711125	10,938
Title III - C-2	93.045	703051	8,608
Title III - C-2	93.045	711125	7,890
Nutrition Services Incentive Program	93.053	703051	16,661
Nutrition Services Incentive Program	93.053	711875	21,894
<b>TOTAL AGING CLUSTER</b>			<u>110,562</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 2012

Federal Grantor/Pass-Through Grantor Name/Program Title	CFDA Number	Agency or Pass- Through Entity Identifying Number	Federal Expenditures
<b>CSBG CLUSTER</b>			
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Passed through Louisiana Department of Labor			
Community Services Block Grant	93.569	2011P0040	44,435
Community Services Block Grant	93.569	2012P0040	16,573
<b>TOTAL CSBG CLUSTER</b>			<u>61,008</u>
<b>HEAD START CLUSTER</b>			
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Direct program - Administration for Children, Youth, and Families			
Head Start	93.600	06CH0176/31	771,248
Head Start	93.600	06CH0176/32	569,623
<b>TOTAL HEAD START CLUSTER</b>			<u>1,340,871</u>
<b>HOMELAND SECURITY CLUSTER</b>			
UNITED STATES DEPARTMENT OF HOMELAND SECURITY			
Passed through Louisiana Governor's Office of Homeland Security and Emergency Preparedness			
Subrecipient of South Central Planning and Development			
Commission Homeland Security Grant Program			
Homeland Security Grant Program FY 2009	97.067	2009-SS-T9-0059	20,218
Homeland Security Grant Program FY 2010	97.067	2010-SS-T0-0043	30,503
Homeland Security Grant Program FY 2011	97.067	2011-SS-00124-S01	17,921
<b>TOTAL HOMELAND SECURITY CLUSTER</b>			<u>68,642</u>
<b>OTHER PROGRAMS</b>			
CORPORATION FOR NATIONAL COMMUNITY SERVICE			
Subrecipient of Youth Build USA			
Americorps Grant	94.006	10NDHMA0030026	23,263
Americorps Grant	94.006	10NDHMA0030026	8,407
Total Corporation for National Community Service			<u>31,670</u>
UNITED STATES DEPARTMENT OF AGRICULTURE			
Passed through Louisiana Department of Education			
Child and Adult Care Food Program	10.558	None	52,340
Child and Adult Care Food Program	10.558	None	49,676
Total United States Department of Agriculture			<u>102,016</u>
UNITED STATES DEPARTMENT OF COMMERCE			
Passed through Louisiana Department of Natural Resources			
Coastal Zone Management	11.419	2515-10-08	26,858
Total United States Department of Commerce			<u>26,858</u>
UNITED STATES DEPARTMENT OF ENERGY			
Subrecipient of St. John the Baptist Parish			
American Recovery and Reinvestment Act 2009 - Weatherization Assistance for Low-Income Persons	81.042	None	926
Total United States Department of Energy			<u>926</u>

Schedule 13 (continued)

St. James Parish  
 Convent, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 2012

Federal Grantor/Pass-Through Grantor Name/Program Title	CFDA Number	Agency or Pass- Through Entity Identifying Number	Federal Expenditures
<b>UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>			
Passed through Louisiana State Department of Children and Family Services			
Emergency Shelter Grant	14.231	702353	29,924
Total United States Department of Housing and Urban Development			<u>29,924</u>
<b>UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES</b>			
Passed through Louisiana Governor's Office of Elderly Affairs - Special Programs for the Aging			
Title III - D	93.043	703051	1,557
Title III - D	93.043	711125	1,428
Title III - E	93.052	703051	5,366
Title III - E	93.052	711125	4,303
MIPPA - AAA	93.518	699216	3,600
Subrecipient of Louisiana Association of Community Action Partnerships, Inc.			
Low Income Home Energy Assistance	93.568	None	161,413
Total United States Department of Health and Human Services			<u>177,667</u>
<b>UNITED STATES DEPARTMENT OF HOMELAND SECURITY</b>			
Passed through Louisiana Governor's Office of Homeland Security and Emergency Preparedness			
Disaster Assistance Program	97.036	093-99093-00 FEMA-4080-DR-LA-PW256	174,331
Disaster Assistance Program	97.036	093-99093-00 FEMA-4080-DR-LA-PW436	226,575
Disaster Assistance Program	97.036	093-99093-00 FEMA-4080-PA-LA-PW504	11,325
Disaster Assistance Program	97.036	093-99093-00 FEMA-4080-PA-LA-PW769	16,292
Disaster Assistance Program	97.036	093-99093-00 FEMA-4080-PA-LA-PW770	6,405
Disaster Assistance Program	97.036	093-99093-00 FEMA-4080-PA-LA-PW771	2,269
Emergency Management Performance Grant FY 2012	97.042	2012-EP-00042	35,263
Buffer Zone Protection Plan Grant FY 2008	97.078	2008-BF-T8-0040	10,391
Subrecipient of Lower Mississippi River Port-Wide Strategic Security Council			
FY 2008 Port Security Grant Program	97.056	None	757,977
Total United States Department of Homeland Security			<u>1,240,828</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 2012

Federal Grantor/Pass-Through Grantor Name/Program Title	CFDA Number	Agency or Pass- Through Entity Identifying Number	Federal Expenditures
<b>UNITED STATES DEPARTMENT OF INTERIOR</b>			
Direct program - U.S. Fish and Wildlife Service			
Coastal Impact Assistance Program	15.668	F12AF70390	682,476
Total United States Department of Interior			<u>682,476</u>
<b>UNITED STATES DEPARTMENT OF JUSTICE</b>			
Subrecipient of YouthBuild USA			
Juvenile Mentoring Program	16.726	None	18,409
Total United States Department of Justice			<u>18,409</u>
<b>UNITED STATES DEPARTMENT OF LABOR</b>			
Direct Program - Employment and Training Administration			
Youth Build	17.274	YB-18991-09-60-A-22	60,151
Youth Build	17.274	YB-21731-11-60-A-22	346,534
Passed through Louisiana Governor's Office of Elderly Affairs - Special Programs for the Aging			
Senior Community Service Employment Program Title V	17.235	703051	145,975
Senior Community Service Employment Program Title V	17.235	713784	95,652
Total United States Department of Labor			<u>648,312</u>
<b>UNITED STATES DEPARTMENT OF TRANSPORTATION</b>			
Passed through Louisiana Department of Transportation and Development - Federal Transit Administration			
Nonurbanized Formula Grants, Section 5311	20.509	SPN RU18-47-12	290,948
Nonurbanized Formula Grants, Section 5311	20.509	SPN RU18-47-13	357,016
American Recovery and Reinvestment Act 2009 - Transit Capital Assistance Grant, Section 5311	20.509	SPN 741-47-0122	28,445
Total United States Department of Transportation			<u>676,409</u>
<b>TOTAL OTHER PROGRAMS</b>			<u>3,635,495</u>
<b>TOTAL FEDERAL ASSISTANCE EXPENDED</b>			<u>\$ 6,783,371</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 2012

NOTES TO THE SCHEDULE

(1) Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the St. James Parish Council and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

(2) Reconciliation of Federal Expenditures

Federal assistance expended as reported on Schedule of Expenditures of Federal Awards	\$	6,783,371
Add: deferred revenues not utilized in governmental funds		43,381
Less: current year federal expenditures but no federal revenues have been received in current year		(335)
Add: revenues received in current year for expenditures in prior years		<u>170,820</u>
Federal grant revenues	\$	<u><u>6,997,237</u></u>
Federal grant revenues as reported on:		
Statement E - All Governmental Fund Types - Statement of Revenues, Expenditures, and Changes in Fund Balance	\$	6,909,898
Statement L - Proprietary Funds - Statement of Revenues, Expenses, and Changes in Net Position		<u>87,339</u>
	\$	<u><u>6,997,237</u></u>

(3) Food Distribution

Nonmonetary assistance is reported in the schedule at the fair market value of the commodities received and disbursed.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2012

**SECTION I - SUMMARY OF AUDIT RESULTS**

*Financial Statements*

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

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

Noncompliance material to financial statements noted?  Yes  No

*Federal Awards*

Internal control over financial reporting:

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

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

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of OMB Circular A-133?  Yes  No

Identification of major program:

<u>Name of Federal Program or Cluster</u>	<u>Federal CFDA Number</u>
Coastal Impact Assistance Program	15.668
Senior Community Service Employment Program Title V	17.235
Youth Build – American Recovery and Reinvestment Act 2009	17.274
Youth Build	17.274
Highway Planning and Construction	20.205
Federal Transit Cluster:	
Formula Grants for Other than Urbanized Areas (Non-urbanized Area Formula Grants)	20.509
Capital Assistance Grants for Other than Urbanized Areas – American Recovery and Reinvestment Act 2009	20.509

Schedule 14 (continued)

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2012

**SECTION I - SUMMARY OF AUDIT RESULTS (Continued)**

<u>Name of Federal Program or Cluster (continued)</u>	<u>Federal CFDA Number</u>
Disaster Grants – Public Assistance (Presidentially Declared Disasters)	97.036
Port Security Grant Program	97.056
Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$300,000</u>
Auditee qualified as low-risk auditee?	<u> X </u> Yes <u> </u> No

**SECTION II – FINANCIAL STATEMENT FINDINGS**

None

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2012

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

2012-1            Procurement and Suspension & Debarment

DEPARTMENT OF HOMELAND SECURITY:

CFDA No. 97.036 – Disaster Assistance Program

*Condition:*            During our single audit testing, it was noted that verification of suspension and debarment through the Excluded Parties List System (EPLS) was not performed on one vendor until after payment had been made to the vendor.

*Criteria:*             Under the compliance provisions of OMB Circular A-133 Compliance Supplement, as amended, 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 EPLS maintained by the General Services Administration (GSA), which can be accessed on the Internet (<http://epls.arnet.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 Circular A-133 Compliance Supplement, as amended.

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

*Management's  
Corrective Action  
Plan:*

The Parish used a licensed contractor to complete emergency work after Hurricane Isaac to repair a roof on a public building. Due to the accelerated schedule to make the necessary repairs, verification of suspension and debarment through the EPLS was not performed. In the future, the Parish will check the eligibility of a contractor through the EPLS before issuing a purchase order for the work.

Schedule 14 (concluded)

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
December 31, 2012

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

2011-1 Segregation of Duties – St. James Parish Clerk of Court

*Condition:* The Clerk did not have adequate segregation of functions within the accounting system.

*Current Status:* SJP's financial statements as of 12/31/12 do not include the results of other auditors' testing of internal controls over reporting or compliance and other matters. These findings are reported separately by other auditors.

2011-2 Internal Control over Financial Reporting – St. James Parish Clerk of Court

*Condition:* The Clerk does not have a staff person who has the qualifications and training to apply generally accepted accounting principles (GAAP) in preparing its financial statements, including the related notes.

*Current Status:* SJP's financial statements as of 12/31/12 do not include the results of other auditors' testing of internal controls over reporting or compliance and other matters. These findings are reported separately by other auditors.

2011-3 Internal Control over Inventory – Gas & Water Distribution System

*Condition:* Inventory reconciliations between the general ledger and warehouse inventory were not performed by management in a timely manner for the St. James Parish Gas & Water Distribution System.

*Current Status:* No similar finding was noted in the current year.

2011-4 Internal Controls over Public Bid Law – Gramercy Recreation District

*Condition:* Two pieces of playground equipment for the Gramercy Recreation District were purchased in 2011. The first purchase of playground equipment cost \$32,364 and the second playground equipment cost \$11,092. These purchases of equipment did not follow the Louisiana's Public Bid Law.

*Current Status:* No similar finding was noted in the current year.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
December 31, 2012

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

2011-5 Allowable Costs/Cost Allocation – Department of Transportation  
CFDA No. 20.509 – Grants for Other than Urbanized Areas (Non-urbanized Area Formula Grants)

*Condition:* St. James Parish incorrectly charged expenses to the program for expenditures relating to repairs and maintenance in the amount of \$4,958. These expenses were reimbursed by the program in May of 2011. The same expenses had been requested for reimbursement in the previous months of March and April. In addition, in August 2011, fares received in the amount of \$16,667 were not included in the reimbursement request to offset the amount of the expenditures to be reimbursed.

*Current Status:* No similar finding was noted in the current year.

2011-6 Allowable Costs/Cost Allocation – Department of Transportation  
CFDA No. 20.521 – New Freedom Program

*Condition:* During our single audit testing, the monthly reimbursement requests for the New Freedom Program incorrectly reported the expenditures for the months of February 2011 and November 2011.

*Current Status:* No similar finding was noted in the current year.

2011-7 Allowable Costs/Cost Allocation – Department of Labor  
CFDA No. 17.274 – Youth Build Program

*Condition:* During our single audit testing, it was noted that several Youth Build participants were working more than the twenty hours per week that is allowed by the program.

*Current Status:* No similar finding was noted in the current year.

2011-8 Federal Reporting – Department of Transportation  
CFDA No. 20.521 – New Freedom Program

*Condition:* During our single audit testing, it was noted that the monthly Federal reimbursement requests were originally submitted on a timely basis. However, several of the monthly reimbursement requests were subsequently revised and resubmitted. After the revised reimbursement requests were submitted, it was noted that St. James Parish did not receive any additional funding or deduction in reimbursement in the following months after the revisions were submitted.

*Current Status:* No similar finding was noted in the current year.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
December 31, 2012

**III. MANAGEMENT LETTER**

None

Schedule 15 (Concluded)