

# *ST. JAMES PARISH*

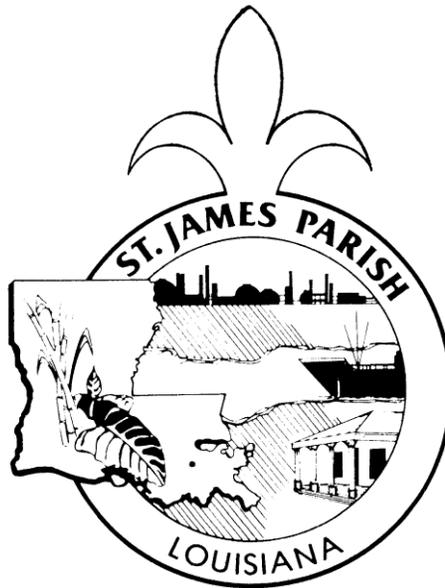
## *State of Louisiana*

December 31, 2013



**ST. JAMES PARISH**  
State of Louisiana

Financial Statements  
As of and for the Year  
Ended December 31, 2013



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

June 30, 2014

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, 2013. The report includes all funds under the control and oversight of the Parish. The following component unit of the parish has been included within the accompanying report:

St. James Parish Hospital

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

Sincerely yours,

Chantal T. Waguespack  
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, 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, 2013, 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.

***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 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, 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 unit, each major fund, and the aggregate remaining fund information of St. James Parish, State of Louisiana, as of December 31, 2013, and the respective changes in financial position, and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund, the Wetlands Mitigation Fund, the Courthouse, Jail, and Public Buildings Maintenance Fund, the CDBG Disaster Recovery Projects Fund, and the Parishwide Road Improvement Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

As discussed in Note 1 to the financial statements, St. James Parish adopted the provision of GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities* for the year ended December 31, 2013.

## **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 78 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 June 30, 2014, 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 & Matthews*

Donaldsonville, Louisiana  
June 30, 2014

## 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, 2013.

### Financial Highlights

- ◆ The Parish's assets exceeded its liabilities at December 31, 2013, by \$118,099,968 (net position). Unrestricted net position is \$12,499,773.
- ◆ The Parish's total net position increased \$7,589,445 over the previous year with \$7,535,072 of the increase resulting from governmental activities. Business-type activities had a \$54,373 increase in net position.
- ◆ At December 31, 2013, the Parish's governmental fund statements reported combined ending fund balances of \$46,279,036, an increase of \$3,114,039 from the previous year. Of this amount, \$4,190,123 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 \$8,632,786, an increase in total fund balance from the last fiscal year of \$1,304,802.
- ◆ Total debt decreased from the prior year by \$1,084,404, due to the acquisition of a capital lease for public safety equipment for \$629,596 and the principal reduction on long-term debt by \$1,714,000. There were no new bonds issued during the year.

### Overview of the Financial Statements

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

### Government-wide financial statements

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

The **Statement of Net Position** presents the Parish's assets 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 51 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 Wetlands Mitigation Fund, the Courthouse, Jail, and Public Buildings Maintenance Fund, the CDBG Disaster Recovery Projects Fund, and the Parishwide Road Improvement 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 20 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 77 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 79 to 109 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 \$95,700,414 at December 31, 2013.

The following table reflects the condensed Statement of Net Position for 2013 and 2012:

St. James Parish  
Condensed Statement of Net Position  
December 31, 2013 and 2012

	Governmental Activities		Business-Type Activities		Total	
	2013	2012	2013	2012	2013	2012
Current and other r assets	\$54,945,145	\$ 51,785,800	\$9,359,119	\$ 7,815,932	\$64,304,264	\$ 59,601,732
Capital assets	56,279,384	51,504,952	14,520,264	16,174,036	70,799,648	67,678,988
Total assets	111,224,529	103,290,752	23,879,383	23,989,968	135,103,912	127,280,720
Long term liabilities outstanding	9,397,585	11,388,534	413,108	638,846	9,810,693	12,027,380
Other liabilities	6,126,530	3,736,876	1,066,721	1,005,941	7,193,251	4,742,817
Total liabilities	15,524,115	15,125,410	1,479,829	1,644,787	17,003,944	16,770,197
Net position:						
Net investment in capital assets	50,197,934	46,411,603	14,520,264	16,174,036	64,718,198	62,585,639
Restricted	40,881,997	39,808,673	-	-	40,881,997	39,808,673
Unrestricted	4,620,483	1,945,066	7,879,290	6,171,145	12,499,773	8,116,211
Total net position	\$ 95,700,414	\$ 88,165,342	\$ 22,399,554	\$ 22,345,181	\$118,099,968	\$ 110,510,523

Approximately 52.5% (\$50,197,934) of the Parish's governmental net position as of December 31, 2013, 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 42.7% (\$40,881,997) of the governmental net position is subject to external restrictions on how these assets may be used, such as property tax approved by the electorate for specific purposes. The remaining governmental net position of \$4,620,483 is referred to as unrestricted.

### Governmental activities

Governmental activities account for 81.0% of the Parish's net position. One of the major components of general revenue collected by governmental activities is property taxes, which represents 44.1% of the Parish's total governmental revenue. In 2013, property taxes were assessed at a millage rate of 37.66 mills. Property tax revenue increased \$890,637 to \$16,742,024, a 5.6% increase from the previous year. Other taxes for governmental activities include Voluntary Payments In Lieu of Taxes (\$90,507), Sales and Use Taxes (\$6,930,580), Alcoholic Beverages (\$21,255), Franchise Fees (\$103,044) and other taxes (\$488,466).

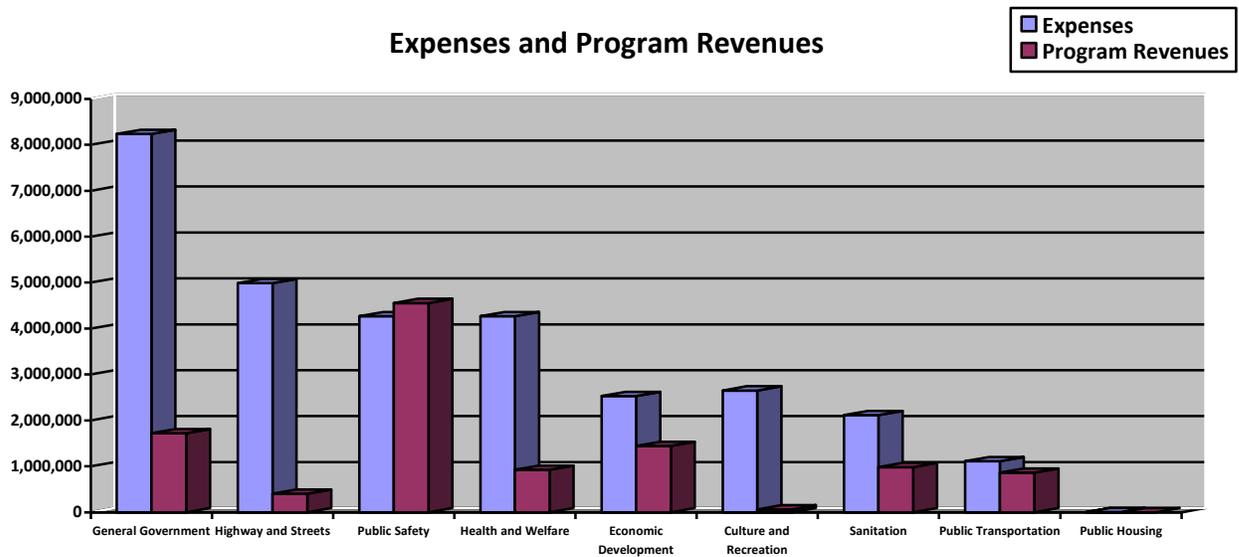
Other variances in governmental activities include:

- ◆ Sales and use tax collections decreased \$547,063, a 7.3% decrease. Total sales and use tax collections are comprised of parish sales and use taxes, which decreased 8.5%, and motor vehicle sales taxes, which increased 13.3%. The sales taxes decreased in 2013 mainly due to decreased collections from the manufacturers and iron/steel sectors.
- ◆ Property tax revenues increased from \$15,851,387 to \$16,742,024, an increase of \$890,637 or 5.6%. This increase is due to an increase in 2013 assessed valuations by 8.0% over 2012 valuations.
- ◆ A decrease in public safety expenses by \$551,438, or 11.4%, from 2012 due to a decrease in contract payments for Blind River Diversion Planning, engineering fees and small tool purchases.
- ◆ General government expenses increased from \$6,702,394 to \$8,236,128, an increase of \$1,533,734 or 22.9%. This increase is due to various expenses, including the following: (1) increased health insurance claims of approximately \$550,000, (2) absorption of the total increase in employees' share of group health insurance premiums of approximately \$161,500 (3) increase in activity of disaster recovery projects of approximately \$350,000, (4) an increase in costs relating to the study of the purchase of wetlands of \$103,000, and (5) the addition of administrative department with costs of approximately \$151,000.

The following is a summary of activity for 2013 and 2012:

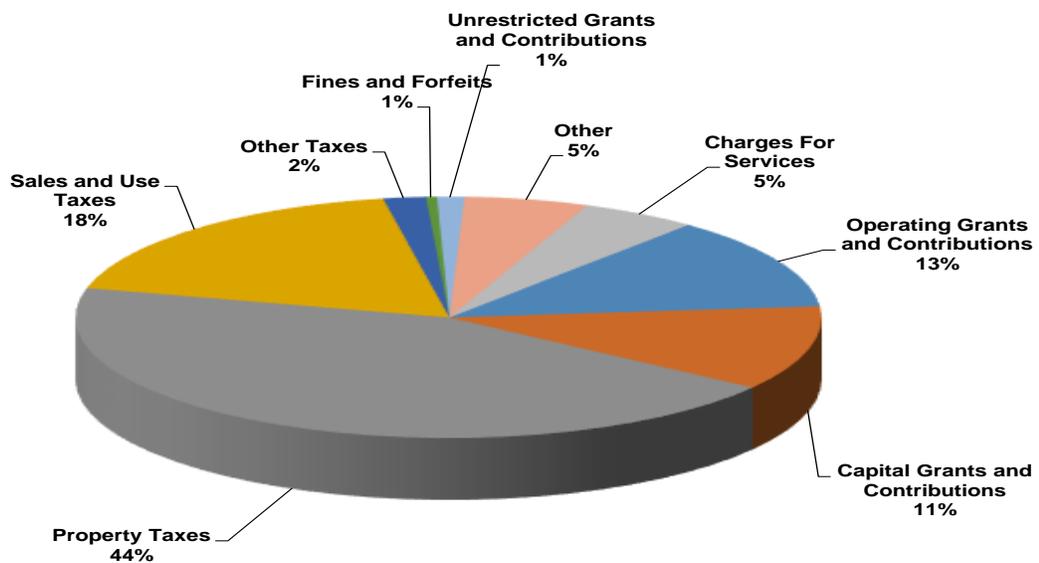
	Governmental		Business-type		Total	
	Activities		Activities			
	2013	2012	2013	2012	2013	2012
Revenues:						
Program revenues:						
Charges for services	\$ 1,924,399	\$ 1,820,488	\$5,959,850	\$ 6,000,724	\$ 7,884,249	\$ 7,821,212
Operating grants and contributions	4,714,198	7,345,974	119,893	212,845	4,834,091	7,558,819
Capital grants and contributions	4,316,068	623,857	9,116	-	4,325,184	623,857
General revenues:						
Property taxes	16,742,024	15,851,387	535,074	489,409	17,277,098	16,340,796
Sales and use taxes	6,930,580	7,477,643	-	-	6,930,580	7,477,643
Other taxes	703,272	592,438	-	-	703,272	592,438
Fines and forfeits	179,042	237,986	550	1,050	179,592	239,036
Unrestricted grants and contributions	449,066	625,262	-	-	449,066	625,262
Other general revenues	2,051,106	2,001,652	993,841	308,675	3,044,947	2,310,327
Total revenues	<u>38,009,755</u>	<u>36,576,687</u>	<u>7,618,324</u>	<u>7,012,703</u>	<u>45,628,079</u>	<u>43,589,390</u>
Expenses:						
General government	8,236,128	6,702,394	-	-	8,236,128	6,702,394
Public safety	4,267,863	4,819,301	-	-	4,267,863	4,819,301
Highways and streets	4,986,297	4,749,877	-	-	4,986,297	4,749,877
Sanitation	2,114,685	2,254,460	-	-	2,114,685	2,254,460
Public housing	1,520	1,440	-	-	1,520	1,440
Public transportation	1,109,617	1,079,542	-	-	1,109,617	1,079,542
Health and welfare	4,267,848	4,380,789	-	-	4,267,848	4,380,789
Culture and recreation	2,651,854	2,539,859	-	-	2,651,854	2,539,859
Economic development and assistance	2,531,181	2,471,457	-	-	2,531,181	2,471,457
Interest on long-term debt	303,918	378,241	-	-	303,918	378,241
Gas and water	-	-	4,651,137	4,305,232	4,651,137	4,305,232
Youth detention	-	-	1,162,960	2,691,169	1,162,960	2,691,169
Total expenses	<u>30,470,911</u>	<u>29,377,360</u>	<u>5,814,097</u>	<u>6,996,401</u>	<u>36,285,008</u>	<u>36,373,761</u>
Increase (decrease) in net position before transfers and extraordinary item	7,538,844	7,199,327	1,804,227	16,302	9,343,071	7,215,629
Transfers	(3,772)	(522,712)	90,007	623,047	86,235	100,335
Extraordinary item	-	-	(1,839,861)	-	(1,839,861)	-
Increase (decrease) in net position	<u>7,535,072</u>	<u>6,676,615</u>	<u>54,373</u>	<u>639,349</u>	<u>7,589,445</u>	<u>7,315,964</u>
Beginning net position, restated	88,165,342	81,488,727	22,345,181	21,705,832	110,510,523	103,194,559
Ending net position	<u>\$ 95,700,414</u>	<u>\$ 88,165,342</u>	<u>\$22,399,554</u>	<u>\$ 22,345,181</u>	<u>\$118,099,968</u>	<u>\$ 110,510,523</u>

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



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

### Revenues by Source - Governmental Activities



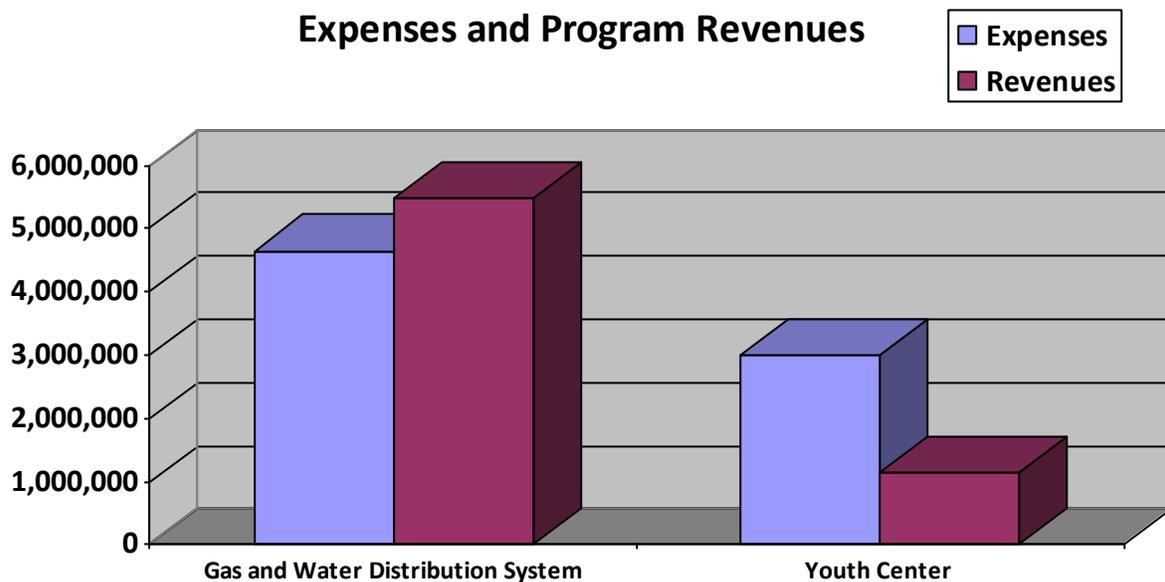
## Business-type activities

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.

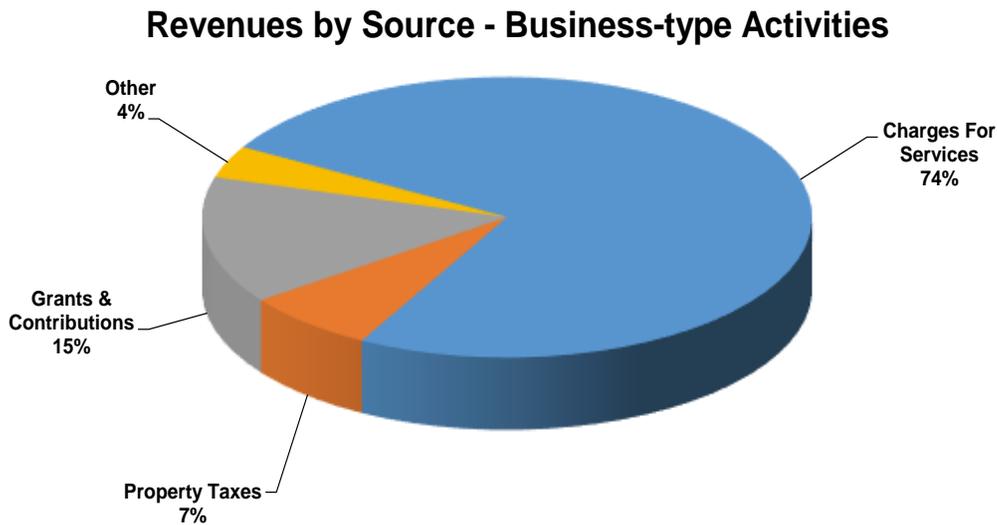
The St. James Parish Gas & Water Distribution System's net position increased \$928,458 in 2013, as compared to a \$720,914 increase in 2012. The increase is attributable to a 11.6% increase in charges for sales and services and an additional \$88,003 in grants from the Louisiana Office of Community Development when compared to the prior year.

The St. James Youth Center's net position decreased \$874,085 in 2013, as compared to a \$81,565 decrease in 2012. Effective June 30, 2013, the St. James Youth Detention center was closed. The Parish determined that it was no longer cost effective to continue operations of the center due to the State of Louisiana placing new rules and licensing requirements to continue the operation of the detention center.

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, 2013, was \$46,279,036. Of this amount, \$4,190,123 was included in unassigned fund balance, \$161,399 in assigned fund balance, \$908,876 was included in committed fund balance, \$40,983,589 was included in restricted fund balance, and the remaining \$35,049 was in nonspendable fund balance. The combined ending fund balance at the end of the year increased \$3,114,039 from \$43,164,997 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 \$8,632,786 with an unassigned fund balance of \$4,227,544. Fund balance increased \$1,304,802 in 2013. The increase in fund balance was a result of increased revenues, specifically ad valorem taxes, which increased by 9.3%.

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

**Wetlands Mitigation Fund:** This fund accounts for the purchase of wetlands mitigation and wastewater assimilation property. Funding is provided by the State Capital Outlay Program and the Parishwide Drainage Maintenance Fund. The Wetlands Mitigation Fund has a assigned fund balance of \$12,732 for 2013.

**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 \$6,412,891 for 2013.

**CDBG Disaster Recovery Projects Fund:** This fund accounts for projects relating to hurricane disaster recovery. Funding is provided from the State of Louisiana, Division of Administration, Office of Community Development. The CDBG Disaster Recovery Projects Fund includes a fund deficit of (\$37,116) for 2013.

**Parishwide Road Improvement Fund:** This fund accounts for the ongoing street improvement projects throughout the Parish and is funded by the Parish Road and Bridge Maintenance Fund. This fund includes a committed fund balance of \$312,147 for 2013.

### **General Fund Budgetary Highlights**

Differences between the original budget and the final amended budget were \$296,900 (increase in revenues over expenditures) and can be briefly summarized as follows:

- ◆ Decrease in budgeted revenues in the amount of \$261,700 was mainly due to a decrease in property taxes of \$256,700.
- ◆ Decrease in budgeted expenditures by \$228,000, of which \$103,300 related to a decrease in financial administration expenditures.
- ◆ Operating transfers out decreased by \$330,600.

### **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, 2013, amounts to \$70,799,648 (net of accumulated depreciation). This investment in capital assets includes land, buildings and system improvements, machinery and equipment, roads, and drainage systems. The total increase in capital assets for the current fiscal year was \$3,120,660 which includes a \$4,774,332 increase for governmental activities (9.3%) and a \$1,653,772 decrease for business-type activities (10.2%). The major additions to the Parish's capital assets were the purchase of land for wetlands mitigation (\$4,200,000) and additions to the construction projects in 2013 – construction of the 911 Radio System Upgrade (\$734,944) and District V Recreation Building (\$644,654).

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	
	2013	2012	2013	2012	2013	2012
Land	\$17,858,242	\$ 13,658,242	\$ 1,040,000	\$ 50,000	\$ 18,898,242	\$ 13,708,242
Buildings	14,480,256	11,328,772	1,415,647	3,444,216	15,895,903	14,772,988
System improvements	-	-	11,888,193	12,523,914	11,888,193	12,523,914
Improvements other than buildings	3,238,805	2,875,087	-	-	3,238,805	2,875,087
Machinery and equipment	6,067,699	5,273,382	152,711	155,906	6,220,410	5,429,288
Library collection	73,884	80,841	-	-	73,884	80,841
Infrastructure	12,685,889	14,155,632	-	-	12,685,889	14,155,632
Construction in progress	1,874,609	4,132,996	23,713	-	1,898,322	4,132,996
<b>Total</b>	<b>\$ 56,279,384</b>	<b>\$ 51,504,952</b>	<b>\$14,520,264</b>	<b>\$ 16,174,036</b>	<b>\$ 70,799,648</b>	<b>\$ 67,678,988</b>

### Long-term debt

At the end of the current fiscal year, the Parish had total debt outstanding of \$11,332,169. Of this amount, \$4,130,000 is general obligation bonds secured by property taxes. The outstanding debt also includes \$1,470,000 of certificates of indebtedness and \$2,217,000 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	
	2013	2012	2013	2012	2013	2012
General obligation bonds	\$ 4,130,000	\$ 5,160,000	\$ -	\$ -	\$ 4,130,000	\$ 5,160,000
Capital lease obligation	629,596	-	-	-	629,596	-
Certificates of indebtedness	1,470,000	1,650,000	-	-	1,470,000	1,650,000
Limited tax certificates	2,217,000	2,721,000	-	-	2,217,000	2,721,000
Net OPEB obligation	1,365,282	1,046,502	339,522	328,454	1,704,804	1,374,956
Compensated absences	1,051,529	811,032	129,240	310,392	1,180,769	1,121,424
<b>Total</b>	<b>\$10,863,407</b>	<b>\$11,388,534</b>	<b>\$ 468,762</b>	<b>\$ 638,846</b>	<b>\$ 11,332,169</b>	<b>\$ 12,027,380</b>

Additional information on the Parish's long-term debt can be found on pages 61 to 64 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 2014 fiscal year:

At the time of the presentation of the fiscal year 2014 budget, sales and use tax collections were projected to remain consistent compared to sales and use tax collections for 2013, which were down 7.3% from the previous year. Collections through April 2014 decreased by 5.0% compared to collections for the same period in 2013.

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 2013.

St. James Parish's August 2013 unemployment rate was 9.8%, as compared to the state's rate of 7.0%. (Source: Louisiana Labor Market Information, December 2013.)

### **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, 2013

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	St. James Parish Hospital
<b>ASSETS</b>				
Cash and cash equivalents	\$ 21,299,609	\$ 7,093,238	\$ 28,392,847	\$ 8,236,245
Investments	10,986,073	-	10,986,073	-
Receivables (net of allowance for uncollectibles)	20,348,518	1,487,343	21,835,861	3,556,709
Notes receivable:				
Due within one year	481,000	-	481,000	-
Due in more than one year	1,590,000	-	1,590,000	-
Internal balances	43,987	(43,987)	-	-
Inventories	35,049	294,560	329,609	334,518
Prepaid items	160,909	36,471	197,380	731,135
Restricted assets				
Cash and cash equivalents	-	491,249	491,249	-
Held by trustee for debt service	-	-	-	1,272,606
Internally designated for capital acquisition	-	-	-	8,553,171
Capital assets (net of accumulated depreciation)	56,279,384	14,520,264	70,799,648	22,549,068
Other assets, net	-	245	245	-
Total assets	<u>111,224,529</u>	<u>23,879,383</u>	<u>135,103,912</u>	<u>45,233,452</u>
<b>LIABILITIES</b>				
Accounts payable and other current liabilities	3,254,897	412,534	3,667,431	570,191
Contractual settlements	-	-	-	870,161
Other liabilities	73,989	-	73,989	-
Other payables	-	-	-	-
Accrued expenses	1,331,822	131,837	1,463,659	2,852,138
Liabilities payable from restricted assets	-	466,696	466,696	-
Long-term liabilities:				
Due within one year	1,465,822	55,654	1,521,476	242,644
Due in more than one year	9,397,585	413,108	9,810,693	15,467,065
Total liabilities	<u>15,524,115</u>	<u>1,479,829</u>	<u>17,003,944</u>	<u>20,002,199</u>
<b>NET POSITION</b>				
Net invested in capital assets	50,197,934	14,520,264	64,718,198	6,839,359
Restricted for				
General government	6,378,749	-	6,378,749	-
Culture and recreation	4,707,191	-	4,707,191	-
Debt service	1,801,474	-	1,801,474	1,272,606
Capital projects	1,107,620	-	1,107,620	-
Health and welfare	5,272,994	-	5,272,994	-
Highways and streets	4,277,291	-	4,277,291	-
Public safety	11,784,280	-	11,784,280	-
Sanitation	3,501,473	-	3,501,473	-
Group health insurance claims	2,050,925	-	2,050,925	-
Unrestricted	4,620,483	7,879,290	12,499,773	17,119,288
Total net position	<u>\$ 95,700,414</u>	<u>\$ 22,399,554</u>	<u>\$ 118,099,968</u>	<u>\$ 25,231,253</u>

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

Statement A

St. James Parish  
 Convent, Louisiana  
 Statement of Activities  
 For the Year Ended December 31, 2013

Functions:	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government:				
Governmental activities:				
General government	\$ 8,236,128	\$ 618,451	\$ 1,100,449	\$ -
Public safety	4,267,863	246,649	11,343	4,298,189
Highways and streets	4,986,297	-	385,456	17,879
Sanitation	2,114,685	943,799	38,281	-
Public housing	1,520	-	-	-
Public transportation	1,109,617	80,648	781,583	-
Health and welfare	4,267,848	-	925,781	-
Culture and recreation	2,651,854	34,852	26,234	-
Economic development and assistance	2,531,181	-	1,445,071	-
Interest on long-term debt	303,918	-	-	-
Total governmental activities	<u>30,470,911</u>	<u>1,924,399</u>	<u>4,714,198</u>	<u>4,316,068</u>
Business-type activities:				
Gas and water	4,651,137	5,371,779	104,990	9,116
Youth detention	1,162,960	588,071	14,903	-
Total business-type activities	<u>5,814,097</u>	<u>5,959,850</u>	<u>119,893</u>	<u>9,116</u>
Total primary government	<u>\$ 36,285,008</u>	<u>\$ 7,884,249</u>	<u>\$ 4,834,091</u>	<u>\$ 4,325,184</u>
Component Units:				
St. James Parish Hospital	20,763,895	21,287,518	-	92,155
Total component units	<u>\$ 20,763,895</u>	<u>\$ 21,287,518</u>	<u>\$ -</u>	<u>\$ 92,155</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	
			Contributions	
			Gain (loss) on sale of fixed assets	
			Transfers	
			Total general revenues and transfers	
			Change in net assets before extraordinary item	
			Extraordinary item - loss on impairment of capital asset	
			Change in net assets	
			Net position - beginning as previously reported	
			Adjustment for sales tax liability	
			Adjustment for implementation of GASB 65	
			Net position, beginning, restated	
			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 Unit
Governmental Activities	Business-type Activities	Total	Business-type Activities
\$ (6,517,228)	\$	\$ (6,517,228)	
288,318		288,318	
(4,582,962)		(4,582,962)	
(1,132,605)		(1,132,605)	
(1,520)		(1,520)	
(247,386)		(247,386)	
(3,342,067)		(3,342,067)	
(2,590,768)		(2,590,768)	
(1,086,110)		(1,086,110)	
(303,918)		(303,918)	
<u>(19,516,246)</u>		<u>(19,516,246)</u>	
-	834,748	834,748	
-	(559,986)	(559,986)	
-	274,762	274,762	
<u>(19,516,246)</u>	<u>274,762</u>	<u>(19,241,484)</u>	
			615,778
			<u>615,778</u>
16,742,024	535,074	17,277,098	2,280,766
90,507	-	90,507	-
6,930,580	-	6,930,580	-
21,255	-	21,255	-
103,044	-	103,044	-
488,466	-	488,466	-
179,042	550	179,592	-
449,066	-	449,066	-
16,005	3,841	19,846	80,985
2,126,963	-	2,126,963	396,639
-	990,000	990,000	-
(91,862)	-	(91,862)	-
(3,772)	90,007	86,235	-
<u>27,051,318</u>	<u>1,619,472</u>	<u>28,670,790</u>	<u>2,758,390</u>
7,535,072	1,894,234	9,429,306	3,374,168
-	(1,839,861)	(1,839,861)	-
<u>7,535,072</u>	<u>54,373</u>	<u>7,589,445</u>	<u>3,374,168</u>
88,699,508	22,345,181	111,044,689	21,857,085
(418,267)	-	(418,267)	-
(115,899)	-	(115,899)	-
<u>88,165,342</u>	<u>22,345,181</u>	<u>110,510,523</u>	<u>21,857,085</u>
<u>\$ 95,700,414</u>	<u>\$ 22,399,554</u>	<u>\$ 118,099,968</u>	<u>\$ 25,231,253</u>

St. James Parish  
 Convent, Louisiana  
 Governmental Funds  
 Balance Sheet  
 December 31, 2013

	General	Wetlands Mitigation	Courthouse, Jail, and Public Buildings Maintenance
<b>Assets</b>			
Cash and cash equivalents	\$ 4,427,207	\$ 16,964	\$ 2,217,465
Investments	132,105	-	1,121,034
Receivables (net of allowances for uncollectibles)	4,627,510	-	2,724,967
Due from other funds	671,240	500	604,976
Inventory	35,049	-	-
Total assets	<u>\$ 9,893,111</u>	<u>\$ 17,464</u>	<u>\$ 6,668,442</u>
<b>Liabilities and fund balance</b>			
Liabilities:			
Accounts payable	\$ 1,103,652	\$ 4,732	\$ 212,243
Payroll deductions and withholdings payable	151,989	-	43,308
Due to other funds	4,684	-	-
Other liabilities	-	-	-
Total liabilities	<u>1,260,325</u>	<u>4,732</u>	<u>255,551</u>
Fund balance:			
Nonspendable-Inventory	35,049	-	-
Restricted for			
Culture and recreation	-	-	-
Debt service	-	-	-
Capital projects	-	-	-
Health and welfare	4,370,193	-	-
Highways and streets	-	-	-
Public safety	-	-	-
Sanitation	-	-	-
Other purposes	-	-	6,412,891
Committed for			
Judicial	-	-	-
Highways and streets	-	-	-
Public transportation	-	-	-
Assigned for			
Judicial	-	-	-
Health and welfare	-	-	-
Other purposes	-	12,732	-
Unassigned	4,227,544	-	-
Total fund balance	<u>8,632,786</u>	<u>12,732</u>	<u>6,412,891</u>
Total liabilities and fund balance	<u>\$ 9,893,111</u>	<u>\$ 17,464</u>	<u>\$ 6,668,442</u>

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

Statement C

<u>CDBG Disaster Recovery Projects</u>	<u>Parishwide Road Improvement</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
\$ 10,222	\$ 1,123,344	\$ 12,364,115	\$ 20,159,317
-	-	8,664,579	9,917,718
490,221	-	12,082,573	19,925,271
-	-	48,763	1,325,479
-	-	-	35,049
<u>\$ 500,443</u>	<u>\$ 1,123,344</u>	<u>\$ 33,160,030</u>	<u>\$ 51,362,834</u>
\$ 31,182	\$ 811,197	\$ 1,085,702	\$ 3,248,708
-	-	298,328	493,625
506,377	-	770,431	1,281,492
-	-	59,973	59,973
<u>537,559</u>	<u>811,197</u>	<u>2,214,434</u>	<u>5,083,798</u>
-	-	-	35,049
-	-	5,902,557	5,902,557
-	-	1,799,099	1,799,099
-	-	1,107,620	1,107,620
-	-	1,318,493	5,688,686
-	-	4,446,611	4,446,611
-	-	12,088,337	12,088,337
-	-	3,537,788	3,537,788
-	-	-	6,412,891
-	-	479,074	479,074
-	312,147	90,270	402,417
-	-	27,385	27,385
-	-	4,819	4,819
-	-	9,026	9,026
-	-	134,822	147,554
(37,116)	-	(305)	4,190,123
<u>(37,116)</u>	<u>312,147</u>	<u>30,945,596</u>	<u>46,279,036</u>
<u>\$ 500,443</u>	<u>\$ 1,123,344</u>	<u>\$ 33,160,030</u>	<u>\$ 51,362,834</u>

St. James Parish  
 Convent, Louisiana  
 Reconciliation of the Balance Sheet of  
 Governmental Funds to the Statement of Net Position  
 December 31, 2013

	Governmental Funds
Total fund balances per financial statements	\$ 46,279,036
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.	56,279,384
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.	2,571,739
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, 2013, are as follows:	
Accrued expenses	(518,618)
Accrued interest payable	(84,629)
Bonds payable	(4,130,000)
Certificates of indebtedness	(1,470,000)
Limited tax certificates	(2,217,000)
Capital leases	(629,596)
OPEB obligation	(1,365,282)
Compensated absences	(1,051,529)
Deferred gains and premiums on debt issuance	(14,016)
Assets and liabilities of the Internal Service Fund related to governmental programs are not reported in the governmental fund financial statements because they are presented on a different accounting basis, but they are presented as assets and liabilities in the statement of net position.	2,050,925
Net position of governmental activities	\$ 95,700,414

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, 2013

	General	Wetlands Mitigation	Courthouse, Jail, and Public Buildings Maintenance
<b>Revenues:</b>			
<b>Taxes:</b>			
Property	\$ 3,799,005	\$ -	\$ 2,659,296
Voluntary payments in lieu of taxes	90,507	-	-
Sales and use	2,363,054	-	-
Alcoholic beverages (beer)	21,255	-	-
Licenses and permits	721,027	-	-
<b>Intergovernmental:</b>			
Federal	208,892	-	20,837
State	895,385	4,200,000	237,526
Local	381,290	-	907
Fines and forfeits	-	-	-
Charges for services	468	-	-
Interest	3,624	2	1,754
In-kind contributions	133,203	-	-
Other	274,192	-	35,745
Total revenues	<u>8,891,902</u>	<u>4,200,002</u>	<u>2,956,065</u>
<b>Expenditures:</b>			
<b>Current:</b>			
General government	4,014,206	104,160	1,605,370
Public safety	688,086	-	-
Highways and streets	-	-	-
Sanitation	-	-	-
Public housing	1,520	-	-
Public transportation	-	-	-
Health and welfare	1,365,214	-	-
Culture and recreation	-	-	-
Economic development and assistance	504,202	-	-
In-kind expenses	133,203	-	-
<b>Debt service:</b>			
Principal	-	-	-
Interest and fiscal charges	-	-	-
Capital outlay	20,650	4,200,000	419,930
Total expenditures	<u>6,727,081</u>	<u>4,304,160</u>	<u>2,025,300</u>
Excess (deficiency) of revenues over (under) expenditures	2,164,821	(104,158)	930,765
<b>Other financing sources (uses):</b>			
Operating transfers in	24,331	110,040	-
Proceeds from capital lease	-	-	-
Operating transfers out	(884,350)	-	(2,600)
Total other financing sources (uses)	<u>(860,019)</u>	<u>110,040</u>	<u>(2,600)</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	1,304,802	5,882	928,165
Fund balance, beginning of year as previously reported	7,432,551	6,850	5,484,726
Adjustment for sales tax rebate liability	(104,567)	-	-
Fund balance, beginning of year, restated	<u>7,327,984</u>	<u>6,850</u>	<u>5,484,726</u>
Fund balance, end of year	<u>\$ 8,632,786</u>	<u>\$ 12,732</u>	<u>\$ 6,412,891</u>

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

Statement E

<u>CDBG Disaster Recovery Projects</u>	<u>Parishwide Road Improvement</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
\$ -	\$ -	\$ 10,277,300	\$ 16,735,601
-	-	-	90,507
-	-	4,567,526	6,930,580
-	-	-	21,255
-	-	-	721,027
691,319	-	3,282,064	4,203,112
-	-	592,383	5,925,294
-	-	125,338	507,535
-	-	179,042	179,042
-	-	1,305,948	1,306,416
-	1	9,829	15,210
-	-	398,172	531,375
-	-	608,871	918,808
<u>691,319</u>	<u>1</u>	<u>21,346,473</u>	<u>38,085,762</u>
480,396	-	751,236	6,955,368
-	-	2,828,935	3,517,021
-	889,712	2,411,433	3,301,145
-	-	2,051,552	2,051,552
-	-	-	1,520
-	-	1,041,326	1,041,326
-	-	2,763,161	4,128,375
-	-	2,371,793	2,371,793
-	-	1,458,377	1,962,579
-	-	398,172	531,375
-	-	1,714,000	1,714,000
-	-	334,329	334,329
248,130	-	3,268,453	8,157,163
<u>728,526</u>	<u>889,712</u>	<u>21,392,767</u>	<u>36,067,546</u>
(37,207)	(889,711)	(46,294)	2,018,216
8,300	1,199,983	2,892,491	4,235,145
-	-	629,596	629,596
-	-	(2,881,968)	(3,768,918)
<u>8,300</u>	<u>1,199,983</u>	<u>640,119</u>	<u>1,095,823</u>
(28,907)	310,272	593,825	3,114,039
(8,209)	1,875	30,665,471	43,583,264
-	-	(313,700)	(418,267)
<u>(8,209)</u>	<u>1,875</u>	<u>30,351,771</u>	<u>43,164,997</u>
<u>\$ (37,116)</u>	<u>\$ 312,147</u>	<u>\$ 30,945,596</u>	<u>\$ 46,279,036</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, 2013

	Governmental Funds
Amounts reported for governmental activities in the statement of activities (pages 18 & 19) are different because:	
Net change in total fund balances per fund financial statements (pages 23 & 24)	\$ 3,114,039
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 \$8,157,163 exceeded depreciation of \$3,286,370.	4,870,793
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.	8,638
The proceeds from the issuance of capital leases 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.	(629,596)
Repayment of principal on long-term debt consume resources of governmental funds but do not impact net position.	1,714,000
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.	(547,876)
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.	(91,862)
Activities of internal service fund is reported as net revenue (expense) in the governmental activities.	(428,565)
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.	(474,499)
Change in net position of governmental activities (pages 18 & 19)	\$ 7,535,072

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.

## **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.

## **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.

## **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.

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, 2013

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
<b>Revenues:</b>				
Taxes:				
Property	\$ 3,475,700	\$ 3,219,000	\$ 3,799,005	\$ 580,005
Voluntary payments in lieu of taxes	440,000	35,600	90,507	54,907
Sales and use	2,551,400	2,450,700	2,363,054	(87,646)
Alcoholic beverages (beer)	22,000	22,000	21,255	(745)
Licenses and permits	664,500	686,700	721,027	34,327
Intergovernmental:				
Federal	170,500	222,500	208,892	(13,608)
State	452,700	861,100	895,385	34,285
Local	352,400	331,700	381,290	49,590
Charges for services	2,500	200	468	268
Interest	7,300	3,500	3,624	124
In-kind contributions	123,500	101,400	133,203	31,803
Other	204,000	270,400	274,192	3,792
Total revenues	<u>8,466,500</u>	<u>8,204,800</u>	<u>8,891,902</u>	<u>687,102</u>
<b>Expenditures:</b>				
Current:				
General government:				
Financial administration	2,286,300	2,183,000	2,124,909	58,091
Legislative	309,100	294,200	270,630	23,570
Judicial	158,300	157,300	159,630	(2,330)
Executive	777,000	940,000	943,970	(3,970)
Elections	94,400	87,400	85,371	2,029
Other-unclassified	511,700	426,000	429,696	(3,696)
Public safety	681,900	739,600	688,086	51,514
Public housing	2,400	1,900	1,520	380
Health and welfare	1,433,700	1,384,700	1,365,214	19,486
Economic development and assistance	510,600	501,600	504,202	(2,602)
In-kind expenses	123,500	101,400	133,203	(31,803)
Capital outlay	176,900	20,700	20,650	50
Total expenditures	<u>7,065,800</u>	<u>6,837,800</u>	<u>6,727,081</u>	<u>110,719</u>
Excess (deficiency) of revenues over (under) expenditures	1,400,700	1,367,000	2,164,821	797,821
Other financing sources (uses):				
Operating transfers in	-	-	24,331	24,331
Operating transfers out	(1,198,500)	(867,900)	(884,350)	(16,450)
Total other financing sources (uses)	<u>(1,198,500)</u>	<u>(867,900)</u>	<u>(860,019)</u>	<u>7,881</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	202,200	499,100	1,304,802	805,702
Fund balance, beginning of year as previously reported	7,432,551	7,432,551	7,432,551	-
Adjustment for sales tax rebate liability	-	-	(104,567)	(104,567)
Fund balance, beginning of year, restated	<u>7,432,551</u>	<u>7,432,551</u>	<u>7,327,984</u>	<u>(104,567)</u>
Fund balance, end of year	<u>\$ 7,634,751</u>	<u>\$ 7,931,651</u>	<u>\$ 8,632,786</u>	<u>\$ 701,135</u>

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

Statement G

St. James Parish  
 Convent, Louisiana  
 Wetlands Mitigation Fund  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the year ended December 31, 2013

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental:				
Federal	-	72,000	-	(72,000)
State	-	4,200,000	4,200,000	-
Interest	-	-	2	2
Total revenues	<u>-</u>	<u>4,272,000</u>	<u>4,200,002</u>	<u>(71,998)</u>
Expenditures:				
Current:				
General government	200,000	116,300	104,160	12,140
Capital outlay	-	4,272,000	4,200,000	72,000
Total expenditures	<u>200,000</u>	<u>4,388,300</u>	<u>4,304,160</u>	<u>84,140</u>
Excess (deficiency) of revenues over (under) expenditures	(200,000)	(116,300)	(104,158)	12,142
Other financing sources (uses):				
Operating transfers in	200,000	110,000	110,040	40
Operating transfers out	-	-	-	-
Total other financing sources (uses)	<u>200,000</u>	<u>110,000</u>	<u>110,040</u>	<u>40</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing sources	-	(6,300)	5,882	12,182
Fund balance, beginning of year	6,850	6,850	6,850	-
Fund balance, end of year	<u>\$ 6,850</u>	<u>\$ 550</u>	<u>\$ 12,732</u>	<u>\$ 12,182</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, 2013

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
Revenues:				
Taxes:				
Property	\$ 2,433,000	\$ 2,253,200	\$ 2,659,296	\$ 406,096
Intergovernmental:				
Federal	20,500	19,500	20,837	1,337
State	240,000	237,500	237,526	26
Local	100	-	907	907
Interest	11,000	300	1,754	1,454
Other	800	36,200	35,745	(455)
Total revenues	<u>2,705,400</u>	<u>2,546,700</u>	<u>2,956,065</u>	<u>409,365</u>
Expenditures:				
Current:				
General government	1,581,300	1,626,300	1,605,370	20,930
Capital outlay	501,000	460,000	419,930	40,070
Total expenditures	<u>2,082,300</u>	<u>2,086,300</u>	<u>2,025,300</u>	<u>61,000</u>
Excess (deficiency) of revenues over (under) expenditures	623,100	460,400	930,765	470,365
Other financing sources (uses):				
Operating transfers out	(104,200)	-	(2,600)	(2,600)
Total other financing sources (uses)	<u>(104,200)</u>	<u>-</u>	<u>(2,600)</u>	<u>(2,600)</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	518,900	460,400	928,165	467,765
Fund balance, beginning of year	5,484,726	5,484,726	5,484,726	-
Fund balance, end of year	<u>\$ 6,003,626</u>	<u>\$ 5,945,126</u>	<u>\$ 6,412,891</u>	<u>\$ 467,765</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, 2013

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental:				
Federal	\$ 10,035,000	\$ 1,687,700	\$ 691,319	\$ (996,381)
Total revenues	<u>10,035,000</u>	<u>1,687,700</u>	<u>691,319</u>	<u>(996,381)</u>
Expenditures:				
Current:				
General government	2,289,300	1,148,600	480,396	668,204
Capital outlay	<u>7,777,700</u>	<u>539,100</u>	<u>248,130</u>	<u>290,970</u>
Total expenditures	<u>10,067,000</u>	<u>1,687,700</u>	<u>728,526</u>	<u>959,174</u>
Excess (deficiency) of revenues over (under) expenditures	(32,000)	-	(37,207)	(37,207)
Other financing sources (uses):				
Operating transfers in	<u>57,000</u>	<u>8,300</u>	<u>8,300</u>	-
Total other financing sources (uses)	<u>57,000</u>	<u>8,300</u>	<u>8,300</u>	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	25,000	8,300	(28,907)	(37,207)
Fund balance, beginning of year	(8,209)	(8,209)	(8,209)	-
Fund balance, end of year	<u>\$ 16,791</u>	<u>\$ 91</u>	<u>\$ (37,116)</u>	<u>\$ (37,207)</u>

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

Statement J

St. James Parish  
 Convent, Louisiana  
 Parishwide Road Improvement Fund  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget and Actual  
 For the year ended December 31, 2013

	Budget		Actual	Variance Positive (Negative)
	Original	Final		
Revenues:				
Interest	\$ -	\$ -	\$ 1	\$ 1
Total revenues	<u>-</u>	<u>-</u>	<u>1</u>	<u>1</u>
Expenditures:				
Current:				
Highways and streets	1,120,000	1,200,000	889,712	310,288
Total expenditures	<u>1,120,000</u>	<u>1,200,000</u>	<u>889,712</u>	<u>310,288</u>
Excess (deficiency) of revenues over (under) expenditures	(1,120,000)	(1,200,000)	(889,711)	310,289
Other financing sources (uses):				
Operating transfers in	<u>1,100,000</u>	<u>1,200,000</u>	<u>1,199,983</u>	<u>(17)</u>
Total other financing sources (uses)	<u>1,100,000</u>	<u>1,200,000</u>	<u>1,199,983</u>	<u>(17)</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	(20,000)	-	310,272	310,272
Fund balance, beginning of year	<u>1,875</u>	<u>1,875</u>	<u>1,875</u>	<u>-</u>
Fund balance, end of year	<u>\$ (18,125)</u>	<u>\$ 1,875</u>	<u>\$ 312,147</u>	<u>\$ 310,272</u>

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

Statement K

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Net Position  
December 31, 2013

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
<b>Assets</b>			
<b>Current assets:</b>			
Cash and cash equivalents	\$ 6,938,910	\$ 154,328	\$ 7,093,238
Investments	-	-	-
Receivables (net of allowances for uncollectibles)	955,384	531,959	1,487,343
Due from funds	-	1,494	1,494
Inventories	290,687	3,873	294,560
Prepaid insurance	35,234	1,237	36,471
<b>Total current assets</b>	<b>8,220,215</b>	<b>692,891</b>	<b>8,913,106</b>
<b>Noncurrent assets:</b>			
<b>Restricted assets:</b>			
Cash and cash equivalents	491,249	-	491,249
Held by trustee for debt service	-	-	-
Internally designated for capital acquisition	-	-	-
<b>Total restricted assets</b>	<b>491,249</b>	<b>-</b>	<b>491,249</b>
Capital assets, net	12,112,058	2,408,206	14,520,264
Other assets, net	245	-	245
<b>Total noncurrent assets</b>	<b>12,603,552</b>	<b>2,408,206</b>	<b>15,011,758</b>
<b>Total assets</b>	<b>20,823,767</b>	<b>3,101,097</b>	<b>23,924,864</b>
<b>Liabilities</b>			
<b>Current liabilities (payable from current assets):</b>			
Accounts payable	333,762	78,772	412,534
Estimated third-party payor settlements	-	-	-
Liability for claims	-	-	-
Due to other funds	45,481	-	45,481
Current maturities of long-term debt	-	-	-
Compensated absences	55,654	-	55,654
Accrued expenses	131,210	627	131,837
<b>Total current liabilities (payable from current assets)</b>	<b>566,107</b>	<b>79,399</b>	<b>645,506</b>
Current liabilities (payable from restricted assets)	466,696	-	466,696
<b>Noncurrent liabilities:</b>			
Bonds payable	-	-	-
Compensated absences	73,586	-	73,586
Other post-employment benefits	109,569	229,953	339,522
<b>Total noncurrent liabilities</b>	<b>183,155</b>	<b>229,953</b>	<b>413,108</b>
<b>Total liabilities</b>	<b>1,215,958</b>	<b>309,352</b>	<b>1,525,310</b>
<b>Net position</b>			
Invested in capital assets, net of related debt	12,112,058	2,408,206	14,520,264
Restricted for			
Debt service	-	-	-
Group health insurance claims	-	-	-
Unrestricted	7,495,751	383,539	7,879,290
<b>Total net position</b>	<b>\$ 19,607,809</b>	<b>\$ 2,791,745</b>	<b>\$ 22,399,554</b>

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

Statement L

Internal Service Fund	Component Unit	
	St. James Parish	Hospital
\$ 1,140,292	\$ 8,236,245	
1,068,355	-	
83,417	3,556,709	
-	-	
-	334,518	
-	731,135	
<u>2,292,064</u>	<u>12,858,607</u>	
-	-	
-	1,272,606	
-	8,553,171	
-	9,825,777	
-	22,549,068	
-	-	
-	32,374,845	
<u>2,292,064</u>	<u>45,233,452</u>	
6,960	570,191	
-	870,161	
232,000	-	
-	-	
-	242,644	
-	383,628	
2,179	2,468,510	
<u>241,139</u>	<u>4,535,134</u>	
-	-	
-	15,467,065	
-	-	
-	-	
-	15,467,065	
<u>241,139</u>	<u>20,002,199</u>	
-	6,839,359	
-	1,272,606	
2,050,925	-	
-	17,119,288	
<u>\$ 2,050,925</u>	<u>\$ 25,231,253</u>	

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Revenues, Expenses, and Changes in Net Position  
For the year ended December 31, 2013

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
Operating revenues:			
Charges for sales and services	\$ 5,097,459	\$ 582,682	\$ 5,680,141
Other	274,320	5,389	279,709
Total operating revenues	<u>5,371,779</u>	<u>588,071</u>	<u>5,959,850</u>
Operating expenses:			
Cost of sales and services	2,139,818	331,659	2,471,477
Payrolls	908,427	543,880	1,452,307
General and administrative	928,707	96,728	1,025,435
Depreciation and amortization	674,185	190,693	864,878
Total operating expenses	<u>4,651,137</u>	<u>1,162,960</u>	<u>5,814,097</u>
Operating income (loss)	720,642	(574,889)	145,753
Nonoperating revenues (expenses):			
Property taxes	-	535,074	535,074
Interest income	3,703	138	3,841
Intergovernmental			
Federal	2,278	13,824	16,102
State	111,828	-	111,828
Local	-	1,079	1,079
Interest expense	-	-	-
Grants	-	-	-
Court fines	-	550	550
Total nonoperating revenues (expenses)	<u>117,809</u>	<u>550,665</u>	<u>668,474</u>
Income (loss) before contributions and transfers and extraordinary items	838,451	(24,224)	814,227
Contribution	-	990,000	990,000
Operating transfers in	90,007	-	90,007
Income (loss) before extraordinary items	928,458	965,776	1,894,234
Extraordinary item			
Loss on impairment of capital assets	-	(1,839,861)	(1,839,861)
Change in net position	928,458	(874,085)	54,373
Net position, beginning	<u>18,679,351</u>	<u>3,665,830</u>	<u>22,345,181</u>
Net position, ending	<u>\$ 19,607,809</u>	<u>\$ 2,791,745</u>	<u>\$ 22,399,554</u>

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

Internal Service Fund	Component Unit	
	St. James Parish Hospital	
\$ 2,934,936	\$ 21,287,518	
-	396,639	
<u>2,934,936</u>	<u>21,684,157</u>	
2,677,626	5,383,293	
57,388	10,052,411	
629,282	2,556,960	
-	1,822,236	
<u>3,364,296</u>	<u>19,814,900</u>	
(429,360)	1,869,257	
-	2,280,766	
795	80,985	
-	-	
-	-	
-	-	
-	(948,995)	
-	92,155	
-	-	
<u>795</u>	<u>1,504,911</u>	
(428,565)	3,374,168	
-	-	
-	-	
<u>(428,565)</u>	<u>3,374,168</u>	
-	-	
<u>(428,565)</u>	<u>3,374,168</u>	
2,479,490	21,857,085	
<u>\$ 2,050,925</u>	<u>\$ 25,231,253</u>	

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Cash Flows  
For the year ended December 31, 2013

	Enterprise Funds		
	St. James Parish Gas & Water Distribution System	St. James Youth Center	Total
Cash flows from operating activities:			
Receipts from customers and users	\$ 5,289,519	\$ 811,056	\$ 6,100,575
Receipts from interfund services provided	451,716	(1,494)	450,222
Payments to suppliers	(2,930,609)	(568,490)	(3,499,099)
Payments to employees	(903,010)	(627,431)	(1,530,441)
Payments for interfund services used	(474,055)	(5,415)	(479,470)
Net cash provided by (used in) operating activities	<u>1,433,561</u>	<u>(391,774)</u>	<u>1,041,787</u>
Cash flows from noncapital financing activities:			
Miscellaneous receipts	-	550	550
Subsidy from grants	49,013	29,969	78,982
Property taxes	-	454,753	454,753
Receipts from other funds	767	-	767
Transfers from St. James Parish	90,007	-	90,007
Net cash provided by (used in) noncapital financing activities	<u>139,787</u>	<u>485,272</u>	<u>625,059</u>
Cash flows from capital and related financing activities:			
Acquisition and construction of capital assets	(65,966)	-	(65,966)
Sale of capital asset	-	4,999	4,999
Principal paid on long-term debt	-	-	-
Interest paid on long-term debt	-	-	-
Net cash provided by (used for) capital and related financing activities	<u>(65,966)</u>	<u>4,999</u>	<u>(60,967)</u>
Cash flows from investing activities:			
Maturation of investments	-	-	-
Sales (purchase) of investments	-	-	-
Interest received	3,703	138	3,841
Net cash provided by (used in) investing activities	<u>3,703</u>	<u>138</u>	<u>3,841</u>
Net increase (decrease) in cash and cash equivalents	1,511,085	98,635	1,609,720
Cash and cash equivalents, beginning of year	5,919,074	55,693	5,974,767
Cash and cash equivalents, end of year	<u>\$ 7,430,159</u>	<u>\$ 154,328</u>	<u>\$ 7,584,487</u>

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

Statement N (continued)

Internal Service Fund	Component Unit
	St. James Parish Hospital
\$ 2,963,852	\$ 20,604,360
-	-
(3,260,489)	(11,309,664)
(57,388)	(7,855,128)
-	-
<u>(354,025)</u>	<u>1,439,568</u>
-	-
-	92,155
-	2,295,731
-	-
-	-
<u>-</u>	<u>2,387,886</u>
-	(1,789,474)
-	-
-	(1,643,109)
-	(950,748)
<u>-</u>	<u>(4,383,331)</u>
-	5,810,005
31	(4,952,924)
795	81,294
<u>826</u>	<u>938,375</u>
(353,199)	382,498
1,493,491	7,853,747
<u>\$ 1,140,292</u>	<u>\$ 8,236,245</u>

St. James Parish  
Convent, Louisiana  
Proprietary Funds  
Statement of Cash Flows  
For the year ended December 31, 2013

	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)	\$ 720,642	\$ (574,889)	\$ 145,753
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation and amortization	674,185	190,693	864,878
Provision for uncollectible accounts	10,497	46,582	57,079
Changes in assets and liabilities:			
Accounts receivable	(96,581)	222,985	126,404
Contractual settlements	-	-	-
Inventory	35,566	1,861	37,427
Prepaid expenses	(916)	5,368	4,452
Accounts payable	76,897	(16,188)	60,709
Liability for claims	-	-	-
Due to other funds	(22,339)	(6,909)	(29,248)
Compensated absences	(16,240)	(164,912)	(181,152)
Accrued expenses	13,020	(82,924)	(69,904)
Other post-employment benefits	24,509	(13,441)	11,068
Customers' deposits	14,321	-	14,321
Net cash provided by (used in) operating activities	<u>\$ 1,433,561</u>	<u>\$ (391,774)</u>	<u>\$ 1,041,787</u>
Cash and cash equivalents for cash flow statement include:			
Cash and cash equivalents	\$ 6,938,910	\$ 154,328	\$ 7,093,238
Restricted assets:			
Cash and cash equivalents	491,249	-	491,249
Total cash and cash equivalents	<u>\$ 7,430,159</u>	<u>\$ 154,328</u>	<u>\$ 7,584,487</u>
Noncash investing, capital, and financing activities:			
Decrease in fair value of investments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Donation of capital asset	<u>\$ -</u>	<u>\$ 990,000</u>	<u>\$ 990,000</u>
Impairment of capital asset	<u>\$ -</u>	<u>\$ (1,839,861)</u>	<u>\$ (1,839,861)</u>

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

Statement N (concluded)

Internal Service Fund	Component Unit
	St. James Parish Hospital
\$ (429,360)	\$ 1,869,257
-	1,822,236
-	3,578,972
28,916	(4,122,624)
-	(266,287)
-	(14,607)
-	47,751
2,240	(253,220)
42,000	-
-	-
-	-
2,179	(1,221,910)
-	-
-	-
<u>\$ (354,025)</u>	<u>\$ 1,439,568</u>
\$ 1,140,292	\$ 8,236,245
-	-
<u>\$ 1,140,292</u>	<u>\$ 8,236,245</u>
<u>\$ -</u>	<u>\$ (49)</u>
<u>\$ -</u>	<u>\$ -</u>
<u>\$ -</u>	<u>\$ -</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. 61 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 unit is part of the reporting entity:

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

Complete financial statements for the St. James Parish Hospital may be obtained at the component unit's administrative offices.

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

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

**C. BASIS OF PRESENTATION**

Government-Wide Financial Statements

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

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

GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, established accounting and reporting standards that reclassified certain items that were previously reported as assets and liabilities to deferred outflows of resources or deferred inflows of resources. The effect of implementing GASB Statement No. 65 on St. James Parish's financial statements was a decrease in net position of \$115,899.

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

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

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

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

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.

Fund Financial Statements

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

The Parish reports the following major governmental funds:

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

The *Wetlands Mitigation Fund* accounts for the purchase of wetlands mitigation and wastewater assimilation property. Funding is provided by the State Capital Outlay Program and the Parishwide Drainage 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.

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 *Parishwide Road Improvement Fund* accounts for the ongoing street improvement projects throughout the Parish and is funded by the Parish Road and Bridge Maintenance Fund.

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.

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

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

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

Additionally, the Parish reports the following governmental fund types:

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

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

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

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

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

Government-Wide Financial Statements (GWFS)

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

Fund Financial Statements (FFS)

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

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

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

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

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

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

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

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

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

**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)**

**3. Receivables and Payables (Continued)**

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.

**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 2013.

**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)**

**5. Capital Assets (Continued)**

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

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

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

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

**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.

**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)**

**7. Long-term Obligations (Continued)**

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 Financial Statements

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

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

Fund Financial Statements

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

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

**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)**

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

**9. Sales and Use Tax**

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

1. One-fourth is to provide care and assistance to the elderly of the Parish and provide 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 requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

**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)**

**11. Restatement of Net Position**

During 2013, the Parish discovered an error in recording of transactions related to the accounting for sales tax rebates in previous years. Additionally, as discussed in Note I, GASB No. 65 was implemented in the current year, which required the Parish to retroactively expense bond issuance costs. A summary of the adjustment's effect on the beginning net position of the total primary government is as follows:

Ending net position of total primary government, 2012	\$	111,044,689
Implementation of GASB 65		(115,899)
Change due to sales tax rebates		<u>(418,267)</u>
Adjusted beginning net position of total primary government, 2013	\$	<u>110,510,523</u>

**II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**A. BUDGETARY INFORMATION**

The proposed budget for the year ended December 31, 2013, was completed and made available for public inspection at the Parish Council Office on November 7, 2012. A public hearing was held on November 21, 2012, for suggestions and comments from taxpayers. The proposed budget was formally adopted by the Parish on December 5, 2012. The 2013 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, 2013, expenditures exceeded appropriations in the following individual funds:

Fund	Budget	Actual	Unfavorable Variance
Special Revenue Funds:			
Enhanced 911 System Maintenance	\$ 889,200	\$ 1,479,527	\$ 590,327

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.

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

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

**C. DEFICIT FUND EQUITY**

The following funds had a deficit fund balance as of December 31, 2013:

Fund	Fund Deficit 12/31/2013
Hazard Mitigation Grant Program	\$ (305)
CDBG Disaster Recovery Projects	(37,116)
	\$ (37,421)

The Hazard Mitigation Grant Program plans to receive funds in 2014 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.

**D. LEVIED TAXES**

The following is a summary of levied property taxes for the year 2013:

	Millage Rate
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	0.40
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	0.80
District V Recreation	1.00

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

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

**D. LEVIED TAXES (Continued)**

The following are the principal taxpayers of the Parish:

<u>Taxpayer</u>	<u>Type of Business</u>	<u>2013 Assessed Valuation</u>	<u>Percentage of Total Assessed Valuation</u>
Motiva Enterprises, LLC	Oil Refinery	\$ 128,329,797	22.34%
Valero Marketing & Supply	Oil Refinery	68,103,874	11.85%
Mosaic Fertilizer, LLC	Chemical Manufacturer	36,914,025	6.43%
Americas Styrenics, LLC	Chemical Manufacturer	30,901,303	5.38%
Shell Trading US	Oil Refinery	14,705,196	2.56%
Statoil Marketing & Trading, Inc.	Oil Refinery	14,449,451	2.52%
LOCAP, Inc.	Electric Utility	13,588,950	2.37%
Occidental Chemical Corp.	Chemical Manufacturer	12,799,137	2.23%
Noranda Alumina, LLC	Chemical Manufacturer	11,859,764	2.06%
Plains Marketing, LP	Oil Refinery	10,816,626	1.88%
Total		<u>\$ 342,468,123</u>	<u>59.62%</u>

**III. DETAILED NOTES ON ALL FUNDS**

**A. DEPOSITS AND INVESTMENTS**

Deposits

At December 31, 2013, the Parish has deposits and certificates of deposit (book balances) as follows:

	<u>Primary Government</u>
Cash	\$ 4,810,064
Louisiana Asset Management Pool	<u>23,582,783</u>
	<u>28,392,847</u>
Restricted Assets:	
Cash	191,223
Louisiana Asset Management Pool	<u>300,026</u>
	<u>491,249</u>
	<u>\$ 28,884,096</u>

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.

**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 (Continued)**

At December 31, 2013, the primary government has \$5,570,186 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.

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.

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

**III. DETAILED NOTES ON ALL FUNDS**

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

Investments

The Parish's investment balance at December 31, 2013, consisted of the following:

<u>Security</u>	<u>Standard &amp; Poors Rating</u>	<u>Percentage of Total Portfolio</u>	<u>Fair Market Value</u>	<u>Months to Maturity</u>				
				<u>0 – 6</u>	<u>7 – 12</u>	<u>13 – 24</u>	<u>25 – 36</u>	<u>37 – 60</u>
Federated U.S. Treasury Money Market Fund	AAAm	18%	\$ 1,997,416	\$ 1,997,416	\$ -	\$ -	\$ -	\$ -
U.S. Chartered Agencies: Federal National Mortgage Association	Aaa	31%	3,429,756	502,386	-	300,752	1,681,908	944,710
Federal Home Loan Mortgage Corporation	Aaa	18%	2,030,730	-	407	621,428	803,909	604,986
Federal Home Loan Bank	Aaa	22%	2,362,247	1,294,080	-	385,097	415,052	268,018
Federal Farm Credit Bank	Aaa	<u>11%</u>	<u>1,165,924</u>	<u>953,791</u>	<u>212,133</u>	<u>-</u>	<u>-</u>	<u>-</u>
		<u>100%</u>	<u>\$ 10,986,073</u>	<u>\$ 4,747,673</u>	<u>\$ 212,540</u>	<u>\$ 1,307,277</u>	<u>\$ 2,900,869</u>	<u>\$ 1,817,714</u>
Percentage of Portfolio Value			<u>100%</u>	<u>43%</u>	<u>2%</u>	<u>12%</u>	<u>26%</u>	<u>17%</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	Wetlands Mitigation	Courthouse, Jail, and Public Buildings Maintenance	CDBG Disaster Recovery Projects	Parishwide Road Improvement	Nonmajor Governmental Funds	St. James Parish Gas & Water Distribution System	St. James Youth Center	Internal Service Fund	Total Primary Government
Taxes										
Property	\$ 3,851,040	\$ -	\$2,632,371	\$ -	\$ -	\$10,172,341	\$ -	\$ 529,657	\$ -	\$ 17,185,409
Sales	410,349	-	-	-	-	814,161	-	-	-	1,224,510
Other governmental agencies										
Federal	25,925	-	6,089	490,221	-	478,880	4,471	2,252	-	1,007,838
State	43,698	-	73,544	-	-	97,679	88,978	-	-	303,899
Account	180,537	-	1,736	-	-	417,179	949,844	64,522	365	1,614,183
Interest	-	-	-	-	-	-	-	-	-	-
Other	115,961	-	11,227	-	-	102,333	43,475	-	83,052	356,048
Gross receivables	4,627,510	-	2,724,967	490,221	-	12,082,573	1,086,768	596,431	83,417	21,691,887
Less: allowance for uncollectibles	-	-	-	-	-	-	(131,384)	(64,472)	-	(195,856)
Net Receivables	<u>\$ 4,627,510</u>	<u>\$ -</u>	<u>\$2,724,967</u>	<u>\$ 490,221</u>	<u>\$ -</u>	<u>\$12,082,573</u>	<u>\$ 955,384</u>	<u>\$ 531,959</u>	<u>\$ 83,417</u>	<u>\$ 21,496,031</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
2014	\$ 481,000	\$ 69,926
2015	510,000	51,840
2016	530,000	32,203
2017	550,000	11,000
	<u>\$ 2,071,000</u>	<u>\$ 164,969</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, 2013, was as follows:

Primary Government

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 13,658,242	\$ 4,200,000	\$ -	\$ 17,858,242
Construction in progress	4,132,996	2,959,935	(5,218,322)	1,874,609
Total capital assets, not being depreciated	<u>17,791,238</u>	<u>7,159,935</u>	<u>(5,218,322)</u>	<u>19,732,851</u>
Capital assets, being depreciated:				
Buildings	17,620,900	3,618,943	(67,989)	21,171,854
Improvements other than buildings	4,010,006	537,366	-	4,547,372
Machinery and equipment	13,718,795	1,980,858	(1,209,497)	14,490,156
Library collection	1,838,713	73,884	(45,751)	1,866,846
Infrastructure	<u>57,551,183</u>	<u>-</u>	<u>-</u>	<u>57,551,183</u>
Total capital assets being depreciated	94,739,597	6,211,051	(1,323,237)	99,627,411
Less accumulated depreciation for:				
Buildings	(6,292,128)	(431,339)	31,869	(6,691,598)
Improvements other than buildings	(1,134,919)	(173,648)	-	(1,308,567)
Machinery and equipment	(8,445,413)	(1,130,799)	1,153,755	(8,422,457)
Library collection	(1,757,872)	(80,841)	45,751	(1,792,962)
Infrastructure	<u>(43,395,551)</u>	<u>(1,469,743)</u>	<u>-</u>	<u>(44,865,294)</u>
Total accumulated depreciation	(61,025,883)	(3,286,370)	1,231,375	(63,080,878)
Total capital assets, being depreciated, net	<u>33,713,714</u>	<u>2,924,681</u>	<u>(91,862)</u>	<u>36,546,533</u>
Governmental activities capital assets, net	<u>\$ 51,504,952</u>	<u>\$ 10,084,616</u>	<u>\$ (5,310,184)</u>	<u>\$ 56,279,384</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	\$ 990,000	\$ -	\$ 1,040,000
Construction in progress	-	23,713	-	23,713
Total capital assets, not being depreciated	50,000	1,013,713	-	1,063,713
Capital assets, being depreciated:				
Buildings	8,587,968	-	(1,839,861)	6,748,107
Gas distribution system	2,098,948	-	-	2,098,948
Water distribution system	21,854,558	-	-	21,854,558
Office furniture, fixtures, and equipment	749,090	-	(5,473)	743,617
Transportation equipment	508,250	42,253	(86,835)	463,668
Total capital assets, being depreciated	33,798,814	42,253	(1,932,169)	31,908,898
Less accumulated depreciation for:				
Buildings	(5,143,752)	(188,708)	-	(5,332,460)
Gas distribution system	(1,547,366)	(22,122)	-	(1,569,488)
Water distribution system	(9,882,226)	(613,599)	-	(10,495,825)
Office furniture, fixtures, and equipment	(729,423)	(7,475)	5,473	(731,425)
Transportation equipment	(372,011)	(32,974)	81,836	(323,149)
Total accumulated depreciation	(17,674,778)	(864,878)	87,309	(18,452,347)
Total capital assets, being depreciated, net	16,124,036	(822,625)	(1,884,860)	13,456,551
Business-type activities capital assets, net	\$ 16,174,036	\$ 191,088	\$(1,844,860)	\$ 14,520,264

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

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**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	\$ 433,580
Public safety	721,147
Highway and streets, including depreciation of general infrastructure asset	1,645,450
Sanitation	58,305
Public transportation	87,987
Health and welfare	69,746
Culture and recreation	246,430
Economic development and assistance	<u>23,725</u>

Total depreciation expense-governmental activities	<u><u>\$ 3,286,370</u></u>
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Business-type activities:

Gas and water	\$ 674,185
Youth detention	<u>190,693</u>

Total depreciation expense-business-type activities	<u><u>\$ 864,878</u></u>
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Asset Impairment – Youth Detention Center

Effective June 30, 2013, the St. James Youth Detention Center was closed. St. James Parish determined that it was no longer cost effective to continue the operations of the detention center due to the State of Louisiana placing new rules and licensing requirements to continue the operation of the detention center. The Parish evaluated its capital assets in accordance with GASB Statement No. 42 and realized a loss from impairment of \$1,839,861 in the accompanying government-wide statement of activities.

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

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

**C. CAPITAL ASSETS (Continued)**

Construction Commitments

The government has active construction contracts at December 31, 2013, totaling \$3,709,269. The remaining commitments on active construction projects at December 31, 2013, are as follows:

<u>Project</u>	<u>Contract Amount</u>	<u>Remaining Commitment</u>
District V Recreation Building	\$ 2,669,400	\$ 2,182,145
4 <sup>th</sup> District Community Center	265,315	225,168
Waterline Under Mississippi River	358,500	89,250
Evacuation Streets	142,800	43,301
Replacement of Undersized Waterlines	86,800	36,091
Warehouse Construction	44,404	24,202
Lutcher Neighborhood	38,010	20,841
Vacherie Health Unit Parking Lot	84,290	8,429
Mississippi River Trail Enhancement	19,750	4,120
	<u>\$ 3,709,269</u>	<u>\$ 2,633,547</u>

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

The composition of interfund balances as of December 31, 2013, is as follows:

<u>Due to/from other funds:</u>	<u>Receivable</u>	<u>Payable</u>
Governmental Funds:		
General Fund	\$ 671,240	\$ 4,684
Wetlands Mitigation	500	-
Courthouse, Jail, and Public Buildings Maintenance	604,976	-
CDBG Disaster Recovery Projects	-	506,377
Parishwide Road Improvement	-	-
Nonmajor governmental funds	48,763	770,431
	<u>1,325,479</u>	<u>1,281,492</u>
Proprietary Funds:		
St. James Parish Gas & Water Distribution System	-	45,481
St. James Youth Center	1,494	-
	<u>1,494</u>	<u>45,481</u>
	<u>\$ 1,326,973</u>	<u>\$ 1,326,973</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 (Continued)**

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	\$ 884,350	\$ 24,331
Wetlands Mitigation	-	110,040
Courthouse, Jail, and Public Buildings Maintenance	2,600	-
CDBG Recovery Projects	-	8,300
Parishwide Road Improvement	-	1,199,983
Nonmajor governmental funds	<u>2,881,968</u>	<u>2,892,491</u>
	<u>3,768,918</u>	<u>4,235,145</u>
Proprietary Funds:		
St. James Parish Gas & Water Distribution System	-	90,007
St. James Youth Center	<u>-</u>	<u>-</u>
	<u>-</u>	<u>90,007</u>
St. James Parish Hospital (different fiscal year)	<u>556,234</u>	<u>-</u>
	<u>\$ 4,325,152</u>	<u>\$ 4,325,152</u>

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

**E. LEASES**

Operating Leases

The Parish has several operating leases as of December 31, 2013. The minimum annual commitments under non-cancelable operating leases and/or agreements are as follows:

<u>Year Ending</u>	<u>Building</u>
2014	\$ 20,400
2015	20,400
Total	<u>\$ 40,800</u>

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

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

**E. LEASES (Continued)**

Capital Leases

During the year ended December 31, 2013, the Parish acquired equipment under a capital lease obligation. The lease payments relating to the equipment have been capitalized and included in equipment on the accompanying government-wide financial statements. The leased equipment has a cost of \$734,944 and accumulated depreciation at December 31, 2013, of \$73,494.

The following is a schedule of future minimum lease payments and the present value of the net minimum lease payments as of December 31, 2013.

Total minimum lease payments at December 31, 2013	\$ 711,651
Less: amount representing interest	<u>(82,055)</u>
Present value of net minimum lease payments	629,596
Less current portion	<u>(81,769)</u>
	<u><u>\$ 547,827</u></u>

Future maturities of capital lease obligations are as follows:

Year Ending	Amount
2014	\$ 81,769
2015	84,353
2016	87,019
2017	89,768
2018	92,605
2019-2020	<u>194,082</u>
	<u><u>\$ 629,596</u></u>

**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, 2013, is \$4,130,000.

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

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

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

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

<u>Year Ending</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2014	\$ 260,000	\$ 170,168
2015	275,000	158,605
2016	295,000	146,638
2017	305,000	133,945
2018	320,000	120,875
2019-2027	2,675,000	439,750
	<u>\$ 4,130,000</u>	<u>\$ 1,169,981</u>

Certificates of Indebtedness

The Parish also issues certificates of indebtedness to provide funds for the purpose of purchasing capital assets. In prior years the original amount of certificates of indebtedness was \$2,303,000. 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, 2013, is \$1,470,000.

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>
2014	\$ 190,000	\$ 41,895
2015	195,000	36,480
2016	200,000	30,923
2017	210,000	25,223
2018	215,000	19,238
2019-2020	460,000	19,807
	<u>\$ 1,470,000</u>	<u>\$ 173,566</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, 2013, is \$2,217,000.

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

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

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

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

<u>Year Ending</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2014	\$ 516,000	\$ 71,692
2015	546,000	53,162
2016	567,000	33,032
2017	588,000	11,285
	<u>\$ 2,217,000</u>	<u>\$ 169,171</u>

Legal Debt Margin-General Obligation Bonds

Governing Authority: Parish of St. James

Property taxes:

Assessed valuation, 2013 tax rolls \$ 574,491,990

Debt limit: 10% of assessed valuation (for any one purpose) \$ 57,449,199

At December 31, 2013, 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, 2013, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
<b>Governmental activities:</b>					
General obligation bonds	\$ 5,160,000	\$ -	\$ (1,030,000)	\$ 4,130,000	\$ 260,000
Certificates of Indebtedness	1,650,000	-	(180,000)	1,470,000	190,000
Limited tax certificates	2,721,000	-	(504,000)	2,217,000	516,000
Capital lease obligation	-	629,596	-	629,596	81,769
Net OPEB obligation	1,046,502	318,780	-	1,365,282	-
Compensated absences	811,032	240,497	-	1,051,529	418,053
Governmental activity long term liabilities	<u>\$11,388,534</u>	<u>\$1,188,873</u>	<u>\$ (1,714,000)</u>	<u>\$10,863,407</u>	<u>\$1,465,822</u>
<b>Business-type activities:</b>					
Net OPEB obligation	\$ 328,454	\$ 24,509	\$ (13,441)	\$ 339,522	\$ -
Compensated absences	310,392	-	(181,152)	129,240	55,654
Business type activity long-term liabilities	<u>\$ 638,846</u>	<u>\$ 24,509</u>	<u>\$ (194,593)</u>	<u>\$ 468,762</u>	<u>\$ 55,654</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, 2013, 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 \$491,249 of the St. James Parish Gas & Water Distribution System fund as of December 31, 2013, consist of \$191,223 in money market accounts and \$300,026 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, 2013, 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 \$2,050,925 at December 31, 2013, and is reported as reserved in the net assets of the Group Hospitalization Claims Clearing Fund. The claims liability of \$232,000 reported in the Fund at December 31, 2013, 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)

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**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 12/31/13	Year Ended 12/31/12
Unpaid claims, beginning of year	\$ 190,000	\$ 302,000
Incurred claims	2,644,965	2,094,362
Claim payments	(2,602,965)	(2,206,362)
Unpaid claims, end of year	\$ 232,000	\$ 190,000

**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, 2013, the Parish contributed \$221,256 and the retired employees contributed \$165,334 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 16.75% 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, 2013, 2012, and 2011 were \$1,347,601, \$1,342,884, and \$1,277,012, 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, 2013, 2012, and 2011 were \$173,741, \$177,523, and \$184,465, 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, 2013 the health benefit program was funded with active employees contributing 15%-19% of the premium and the Parish contributing 81%-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, 2013 totaled \$221,256; or approximately 2.9% of gross payroll as approved by the St. James Parish Council in the 2013 operating budget. There is no retiree contribution to the OPEB plan other than the retiree share of insurance premiums paid monthly which totaled \$170,964 for the year ending December 31, 2013.

**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	\$ 478,922	\$ 7,299	\$ 87,229	\$ 573,450
Interest on net OPEB obligation	41,860	4,868	3,402	50,130
Adjustment to ARC	(60,519)	(7,038)	(4,919)	(72,476)
Annual OPEB cost (expense)	460,263	5,129	85,712	551,104
Contributions made	(141,483)	(18,570)	(61,203)	(221,256)
Increase in net OPEB obligation	318,780	(13,441)	24,509	329,848
Net OPEB obligation-beginning of year	1,046,502	243,394	85,060	1,374,956
Net OPEB obligation-end of year	\$ 1,365,282	\$ 229,953	\$ 109,569	\$ 1,704,804

Trend Information for OPEB Plan

	Fiscal Year Ending	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributions	Net OPEB Obligation
St. James Parish	12/31/13	\$ 460,263	30.74%	\$ 1,365,282
St. James Parish Youth Center	12/31/13	5,129	362.06%	229,953
St. James Parish Gas & Water Distribution System	12/31/13	85,712	71.41%	109,569

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 \$5,603,186 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, 2013

	Fiscal Year	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)
	<u>Beginning</u>						
St. James Parish	01/01/13	\$ -	\$ 4,463,532	\$ 4,463,532	0.0%	\$ 6,237,583	71.56%
St. James Parish Youth Center	01/01/13	-	126,210	126,210	0.0%	534,876	23.60%
St. James Parish Gas & Water Distribution System	01/01/13	-	1,013,444	1,013,444	0.0%	899,082	112.72%
<b>Total</b>		<u>\$ -</u>	<u>\$ 5,603,186</u>	<u>\$ 5,603,186</u>	<u>0.0%</u>	<u>\$ 7,671,541</u>	<u>73.04 %</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, 2013, was twenty-six 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 2011	FY 2012	FY 2013
OPEB Cost	\$ 284,179	\$ 447,486	\$ 460,263
Contribution	-	-	-
Retiree premium	96,912	131,003	141,483
Total contribution and premium	96,912	131,003	141,483
Change in net OPEB obligation	\$ 187,267	\$ 316,483	\$ 318,780
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	34.10%	29.28%	30.74%

**St. James Parish Youth Center**

OPEB Costs and Contributions			
	FY 2011	FY 2012	FY 2013
OPEB Cost	\$ 59,445	\$ 77,359	\$ 5,129
Contribution	-	-	-
Retiree premium	20,133	23,293	18,570
Total contribution and premium	20,133	23,293	18,570
Change in net OPEB obligation	\$ 39,312	\$ 54,066	\$ (13,441)
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	33.87%	30,11%	362.06%

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

OPEB Costs and Contributions			
	FY 2011	FY 2012	FY 2013
OPEB Cost	\$ 60,526	\$ 82,823	\$ 85,712
Contribution	-	-	-
Retiree premium	45,573	56,669	61,203
Total contribution and premium	45,573	56,669	61,203
Change in net OPEB obligation	\$ 14,953	\$ 26,154	\$ 24,509
% of contribution to cost	0.00%	0.00%	0.00%
% of contribution plus premium to cost	75.29%	68.42%	71.41%

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

**IV. OTHER INFORMATION (Continued)**

**G. EVALUATION OF SUBSEQUENT EVENTS**

The Parish has evaluated subsequent events through June 30, 2014, the date which the financial statements were available to be issued.

Effective January 7, 2014, the Parish refunded general obligation bonds, series 2005, with the issuance of \$2,530,000 general obligation bonds, series 2014. The refunding and subsequent issuance of new bonds has no effect on the accompanying government-wide statement of net position as of December 31, 2013.

**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, 2013. 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, 2013, the Hospital had the following investments and maturities, all of which were held in the Hospital's name by a custodial bank that is an agent of the Hospital:

<u>Investment Type</u>	<u>Carrying Amount</u>	Investments Maturities (in Years)			
		<u>Less than 1</u>	<u>1 – 5</u>	<u>6 – 10</u>	<u>More than 10</u>
U.S. Agencies	\$ 2,439,964	\$ -	\$ 1,169,809	\$ 1,270,155	\$ -
Certificate of Deposits	6,107,365	6,107,365	-	-	-
Money Market	<u>5,842</u>	<u>5,842</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 8,553,171</u>	<u>\$ 6,113,207</u>	<u>\$ 1,169,809</u>	<u>\$ 1,270,155</u>	<u>\$ -</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)**

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

*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, 2013, the Hospital's investment in U.S. Agencies were rated AAA by Moody's Investors Service and AAA by Standard & Poor's.

*Concentration of Credit Risk* – The Hospital's investment policy does not limit the amount the Hospital may invest in any one issuer. More than 5 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 45%, 41%, and 14%, respectively at March 31, 2013.

Receivables

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

Taxes	\$ 436,856
Gross receivables	6,523,664
Less: allowance for uncollectible	<u>(3,403,811)</u>
Net total receivables	<u>\$ 3,556,709</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 are set aside under the control of the board of commissioners and may, at its discretion, later use these funds for other purposes.

The restricted assets and internally designated assets, which consist of cash and certificates of deposits and U.S. Agencies, as of March 31, 2013, are as follows:

Held by trustee for debt service	
Sinking fund	\$ 307,011
Reserve fund-rural development	110,199
Reserve fund-taxable	544,510
Contingency fund	278,510
Rural development transfer account	32,376
Internally designated for capital acquisitions	<u>8,553,171</u>
Total restricted assets	<u>\$ 9,825,777</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, 2013, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 1,227,036	\$ -	\$ -	\$ 1,227,036
Construction in progress	<u>3,690,937</u>	<u>1,859,249</u>	<u>(5,546,246)</u>	<u>3,940</u>
Total capital assets, not being depreciated.	<u>4,917,973</u>	<u>1,859,249</u>	<u>(5,546,246)</u>	<u>1,230,976</u>
Capital assets, being depreciated:				
Building and improvements	19,005,419	4,557,573	-	23,562,992
Equipment	<u>7,171,995</u>	<u>918,899</u>	<u>(51,923)</u>	<u>8,038,971</u>
Total capital assets being depreciated	<u>26,177,414</u>	<u>5,476,472</u>	<u>(51,923)</u>	<u>31,601,963</u>
Less accumulated depreciation for:				
Buildings and improvements	(3,555,826)	(1,016,909)	-	(4,572,735)
Equipment	<u>(4,957,731)</u>	<u>(805,327)</u>	<u>51,922</u>	<u>(5,711,136)</u>
Total accumulated depreciation	<u>(8,513,557)</u>	<u>(1,822,236)</u>	<u>51,922</u>	<u>(10,283,871)</u>
Total capital assets, being depreciated, net	<u>17,663,857</u>	<u>3,654,236</u>	<u>(1)</u>	<u>21,318,092</u>
Business-type activities capital assets, net	<u>\$ 22,581,830</u>	<u>\$ 5,513,485</u>	<u>\$(5,546,247)</u>	<u>\$ 22,549,068</u>

Depreciation expense of \$1,822,236 was charged to operating expenses. Equipment acquired through capital leases is \$325,000, and the accumulated depreciation at March 31, 2013, is \$284,434.

**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
	<u>\$ 18,000,000</u>

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, 2013, was as follows:

	<u>Balance</u> <u>March 31, 2012</u>	<u>Additions</u>	<u>Ending</u> <u>Reductions</u>	<u>Balance</u> <u>March 31, 2013</u>
Books and Notes Payable:				
<i>Revenue Bonds</i>				
Series 2008 R-1	\$ 7,303,615	\$ -	\$ (88,906)	\$ 7,214,709
Series 2008 R-2	1,349,872	-	(1,349,872)	-
Series 2008A	6,599,000	-	(91,000)	6,508,000
Series 2008B	747,000	-	(5,000)	742,000
Series 2008C	1,155,000	-	(39,000)	1,116,000
Series 2008D	132,000	-	(3,000)	129,000
Capital lease obligation	66,331	-	(66,331)	-
Compensated absences	351,156	59,066	(26,594)	383,628
	<u>17,703,974</u>	<u>59,066</u>	<u>(1,669,703)</u>	<u>16,093,337</u>
Less current maturities	(659,559)			(626,272)
Total long-term debt	<u>\$ 17,044,415</u>			<u>\$ 15,467,065</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)**

Long-Term Liabilities (Continued)

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

<u>FYE March 31</u>	Revenue Bonds		Compensated
	<u>Principal</u>	<u>Interest</u>	<u>Absences</u>
2014	\$ 242,644	\$ 838,588	\$ 383,628
2015	256,538	824,954	-
2016	269,597	810,563	-
2017	286,826	795,301	-
2018	304,233	779,021	-
2019-2023	1,819,028	3,611,982	-
2024-2028	2,443,553	3,016,502	-
2029-2033	2,732,435	2,267,784	-
2034-2038	3,520,071	1,398,239	-
2039-2043	1,996,550	551,329	-
2044-2048	1,733,038	209,522	-
2049-2053	105,196	784	-
	<u>\$15,709,709</u>	<u>\$15,104,569</u>	<u>\$ 383,628</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. For the year ending March 30, 2013, the Hospital's legal counsel advised the Board that this amount was not to be paid back and was recorded as other operating revenues.

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 2% 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 2013 and employer contributions as determined by the Public Retirement Systems' Actuarial Committee. The Actuarial committee has determined that the employer contribution rate for 2013 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 \$704,023, \$685,277, and \$593,918 for the years ended March 31, 2013, 2012, and 2011, respectively. All amounts expensed have been funded to the plan.

## REQUIRED SUPPLEMENTARY INFORMATION

St. James Parish  
Convent, Louisiana

Schedule of Funding Progress for Other Post-Employment Benefit Plan  
December 31, 2013

**St. James Parish**

Actuarial Valuation Date	(a) Actuarial Value of Assets	(b) Actuarial Accrued Liability (AAL)	(b-a) Unfunded AAL (UAAL)	(a/b) Funded Ratio	(c) Covered Payroll	((b-a)/c) UAAL as a Percentage of Covered Payroll
1/1/2013	-	\$ 5,603,186	\$ 5,603,186	0.0%	\$ 7,671,541	73.04%
1/1/2012	-	\$ 5,953,201	\$ 5,953,201	0.0%	\$ 8,210,599	72.51%
1/1/2011	-	\$ 4,195,108	\$ 4,195,108	0.0%	\$ 7,640,523	54.91%

Schedule of Employer Contributions

Fiscal Year Ending	(a) Annual OPEB Cost	(b) Annual Contributed	(b/a) Percentage of Annual OPEB Costs Contributed	(a-b) Increase (Decrease) to Net OPEB Obligation	(PY + (a - b)) Net OPEB Obligation
12/31/2013	551,104	221,256	40.15%	329,848	1,704,804
12/31/2012	607,668	210,965	34.72%	396,703	1,374,956
12/31/2011	404,150	162,618	40.24%	241,532	978,253

## SUPPLEMENTARY INFORMATION

St. James Parish  
 Convent, Louisiana  
 Combining Balance Sheet  
 Nonmajor Governmental Funds  
 December 31, 2013

	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Nonmajor Governmental Funds
<b>Assets</b>				
Cash and cash equivalents	\$ 11,668,851	\$ 9,391	\$ 685,873	\$ 12,364,115
Investments	6,405,156	1,382,680	876,743	8,664,579
Receivables (net of allowances for uncollectibles)	11,630,495	386,459	65,619	12,082,573
Due from other funds	48,739	-	24	48,763
<b>Total assets</b>	<u><u>\$ 29,753,241</u></u>	<u><u>\$ 1,778,530</u></u>	<u><u>\$ 1,628,259</u></u>	<u><u>\$ 33,160,030</u></u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 1,031,345	\$ 12,396	\$ 41,961	\$ 1,085,702
Payroll deductions and withholdings payable	298,328	-	-	298,328
Due to other funds	672,370	-	98,061	770,431
Other liabilities	59,973	-	-	59,973
<b>Total liabilities</b>	<u><u>2,062,016</u></u>	<u><u>12,396</u></u>	<u><u>140,022</u></u>	<u><u>2,214,434</u></u>
Fund balance:				
Nonspendable	-	-	-	-
Restricted for				
Culture and recreation	5,902,557	-	-	5,902,557
Debt service	32,965	1,766,134	-	1,799,099
Capital projects	-	-	1,107,620	1,107,620
Health and welfare	1,318,493	-	-	1,318,493
Highways and streets	4,446,611	-	-	4,446,611
Public safety	12,088,337	-	-	12,088,337
Sanitation	3,247,136	-	290,652	3,537,788
Committed for				
Judicial	479,074	-	-	479,074
Highways and streets	-	-	90,270	90,270
Public transportation	27,385	-	-	27,385
Assigned for				
Judicial	4,819	-	-	4,819
Health and welfare	9,026	-	-	9,026
Other purposes	134,822	-	-	134,822
Unassigned	-	-	(305)	(305)
<b>Total fund balance</b>	<u><u>27,691,225</u></u>	<u><u>1,766,134</u></u>	<u><u>1,488,237</u></u>	<u><u>30,945,596</u></u>
<b>Total liabilities and fund balance</b>	<u><u>\$ 29,753,241</u></u>	<u><u>\$ 1,778,530</u></u>	<u><u>\$ 1,628,259</u></u>	<u><u>\$ 33,160,030</u></u>

St. James Parish  
Convent, Louisiana  
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
Nonmajor Governmental Funds  
For the year ended December 31, 2013

	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Nonmajor Governmental Funds
<b>Revenues</b>				
Taxes:				
Property	\$ 9,883,420	\$ 393,880	\$ -	\$ 10,277,300
Sales and use	4,567,526	-	-	4,567,526
Intergovernmental:				
Federal	3,212,964	-	69,100	3,282,064
State	592,383	-	-	592,383
Local	125,338	-	-	125,338
Fines and forfeits	179,042	-	-	179,042
Charges for services	1,305,948	-	-	1,305,948
Interest	8,527	85	1,217	9,829
In-kind contributions	398,172	-	-	398,172
Other	608,871	-	-	608,871
Total revenues	<u>20,882,191</u>	<u>393,965</u>	<u>70,317</u>	<u>21,346,473</u>
<b>Expenditures:</b>				
Current:				
General government	731,715	15,209	4,312	751,236
Public safety	2,828,935	-	-	2,828,935
Highways and streets	2,409,724	-	1,709	2,411,433
Sanitation	2,016,464	-	35,088	2,051,552
Public transportation	1,041,326	-	-	1,041,326
Health and welfare	2,763,161	-	-	2,763,161
Culture and recreation	2,371,222	-	571	2,371,793
Economic development and assistance	1,458,377	-	-	1,458,377
In-kind expenses	398,172	-	-	398,172
Debt service:				
Principal	-	1,714,000	-	1,714,000
Interest and fiscal charges	-	334,329	-	334,329
Capital outlay	2,454,122	-	814,331	3,268,453
Total expenditures	<u>18,473,218</u>	<u>2,063,538</u>	<u>856,011</u>	<u>21,392,767</u>
Excess (deficiency) of revenues over (under) expenditures	2,408,973	(1,669,573)	(785,694)	(46,294)
Other financing sources (uses):				
Operating transfers in	1,765,105	819,716	307,670	2,892,491
Proceeds from capital lease	629,596	-	-	629,596
Operating transfers out	(2,581,967)	-	(300,001)	(2,881,968)
Total other financing sources (uses)	<u>(187,266)</u>	<u>819,716</u>	<u>7,669</u>	<u>640,119</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	2,221,707	(849,857)	(778,025)	593,825
Fund balance, beginning of year				
as previously reported	25,783,218	2,615,991	2,266,262	30,665,471
Adjustment for sales tax rebate liability	(313,700)	-	-	(313,700)
Fund balance, beginning of year, restated	<u>25,469,518</u>	<u>2,615,991</u>	<u>2,266,262</u>	<u>30,351,771</u>
Fund balance, end of year	<u>\$ 27,691,225</u>	<u>\$ 1,766,134</u>	<u>\$ 1,488,237</u>	<u>\$ 30,945,596</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.

### **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.

# NONMAJOR SPECIAL REVENUE FUNDS

(Continued)

## **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.

# NONMAJOR SPECIAL REVENUE FUNDS

(Continued)

## **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.

## **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.

## **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.

## **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.

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2013

	Solid Waste Disposal	Fire Protection District No. 2 Maintenance	Enhanced 911 System Maintenance	St. James Parish Library
<b>Assets</b>				
Cash and cash equivalents	\$ 2,448,735	\$ 49,948	\$ 609,114	\$ 660,427
Investments	687,692	211,498	561,013	325,568
Receivables (net of allowances for uncollectibles)	382,753	350,380	843,539	1,597,360
Due from other funds	43,620	-	-	-
Total assets	<u>\$ 3,562,800</u>	<u>\$ 611,826</u>	<u>\$ 2,013,666</u>	<u>\$ 2,583,355</u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 143,191	\$ 12,476	\$ 39,503	\$ 68,735
Payroll deductions and withholdings payable	17,372	12,199	17,478	24,717
Due to other funds	155,101	-	-	-
Other liabilities	-	-	-	-
Total liabilities	<u>315,664</u>	<u>24,675</u>	<u>56,981</u>	<u>93,452</u>
Fund balance:				
Restricted for				
Culture and recreation	-	-	-	2,456,938
Debt service	-	-	-	32,965
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	587,151	1,956,685	-
Sanitation	3,247,136	-	-	-
Committed for				
Judicial	-	-	-	-
Public transportation	-	-	-	-
Assigned for				
Judicial	-	-	-	-
Health and welfare	-	-	-	-
Other purposes	-	-	-	-
Total fund balance	<u>3,247,136</u>	<u>587,151</u>	<u>1,956,685</u>	<u>2,489,903</u>
Total liabilities and fund balance	<u>\$ 3,562,800</u>	<u>\$ 611,826</u>	<u>\$ 2,013,666</u>	<u>\$ 2,583,355</u>

Schedule 4 (Continued)

Parks and Recreation	Gramercy Recreation District	Parishwide Drainage Maintenance	Consolidated Road Lighting District No. 3A	St. James Transit System	Elderly & Emergency Medical Services
\$ 1,933,490	\$ 71,685	\$ 1,998,798	\$ 357,924	\$ 82,125	\$ 1,258,130
952,623	-	1,241,690	664,888	-	-
554,001	205,698	1,603,024	470,250	156,509	275,297
497	-	122	-	2,145	1,790
<u>\$ 3,440,611</u>	<u>\$ 277,383</u>	<u>\$ 4,843,634</u>	<u>\$ 1,493,062</u>	<u>\$ 240,779</u>	<u>\$ 1,535,217</u>
\$ 84,546	\$ 6,660	\$ 138,117	\$ 37,298	\$ 44,820	\$ 26,937
26,068	-	23,344	7,125	28,690	31,345
155,101	-	-	-	139,884	158,442
-	-	-	-	-	-
<u>265,715</u>	<u>6,660</u>	<u>161,461</u>	<u>44,423</u>	<u>213,394</u>	<u>216,724</u>
3,174,896	270,723	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	1,318,493
-	-	-	1,448,639	-	-
-	-	4,682,173	-	-	-
-	-	-	-	-	-
-	-	-	-	27,385	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>3,174,896</u>	<u>270,723</u>	<u>4,682,173</u>	<u>1,448,639</u>	<u>27,385</u>	<u>1,318,493</u>
<u>\$ 3,440,611</u>	<u>\$ 277,383</u>	<u>\$ 4,843,634</u>	<u>\$ 1,493,062</u>	<u>\$ 240,779</u>	<u>\$ 1,535,217</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2013

	Title V	MIPPA	Supplemental Senior Center	Audit
<b>Assets</b>				
Cash and cash equivalents	\$ (11,489)	\$ -	\$ -	\$ -
Investments	-	-	-	-
Receivables (net of allowances for uncollectibles)	11,695	-	-	-
Due from other funds	22	-	-	-
Total assets	<u>\$ 228</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 228	\$ -	\$ -	\$ -
Payroll deductions and withholdings payable	-	-	-	-
Due to other funds	-	-	-	-
Other liabilities	-	-	-	-
Total liabilities	<u>228</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance:				
Restricted for				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	-	-	-
Sanitation	-	-	-	-
Committed for				
Judicial	-	-	-	-
Public transportation	-	-	-	-
Assigned for				
Judicial	-	-	-	-
Health and welfare	-	-	-	-
Other purposes	-	-	-	-
Total fund balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 228</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)
\$ 473	\$ 693	\$ 9,370	\$ -	\$ 959	\$ (3,068)
-	-	-	-	-	-
10,369	5,284	(5,596)	974	(959)	5,581
-	-	-	-	-	-
<u>\$ 10,842</u>	<u>\$ 5,977</u>	<u>\$ 3,774</u>	<u>\$ 974</u>	<u>\$ -</u>	<u>\$ 2,513</u>
\$ 10,842	\$ 5,977	\$ 2,576	\$ 974	\$ -	\$ 2,513
-	-	-	-	-	-
-	-	-	-	-	-
-	-	1,198	-	-	-
<u>10,842</u>	<u>5,977</u>	<u>3,774</u>	<u>974</u>	<u>-</u>	<u>2,513</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 10,842</u>	<u>\$ 5,977</u>	<u>\$ 3,774</u>	<u>\$ 974</u>	<u>\$ -</u>	<u>\$ 2,513</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2013

	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	\$ -	\$ 20,968	\$ 26,350	\$ 3,655
Investments	-	-	-	-
Receivables (net of allowances for uncollectibles)	9,100	137,509	-	-
Due from other funds	-	-	-	-
<b>Total assets</b>	<b>\$ 9,100</b>	<b>\$ 158,477</b>	<b>\$ 26,350</b>	<b>\$ 3,655</b>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 8,105	\$ 23,033	\$ -	\$ -
Payroll deductions and withholdings payable	-	-	-	-
Due to other funds	995	622	-	-
Other liabilities	-	-	26,350	3,655
<b>Total liabilities</b>	<b>9,100</b>	<b>23,655</b>	<b>26,350</b>	<b>3,655</b>
Fund balance:				
Restricted for				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	-	-	-
Sanitation	-	-	-	-
Committed for				
Judicial	-	-	-	-
Public transportation	-	-	-	-
Assigned for				
Judicial	-	-	-	-
Health and welfare	-	-	-	-
Other purposes	-	134,822	-	-
<b>Total fund balance</b>	<b>-</b>	<b>134,822</b>	<b>-</b>	<b>-</b>
<b>Total liabilities and fund balance</b>	<b>\$ 9,100</b>	<b>\$ 158,477</b>	<b>\$ 26,350</b>	<b>\$ 3,655</b>

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>
\$ -	\$ 50,407	\$ 9,026	\$ 2,558	\$ 39,271	\$ -
-	-	-	-	-	-
57	599	-	-	17,263	-
-	-	-	-	-	-
<u>\$ 57</u>	<u>\$ 51,006</u>	<u>\$ 9,026</u>	<u>\$ 2,558</u>	<u>\$ 56,534</u>	<u>\$ -</u>
\$ -	\$ -	\$ -	\$ -	\$ 23,503	\$ -
36	-	-	-	16,249	-
-	50,501	-	-	407	-
21	505	-	2,558	16,375	-
<u>57</u>	<u>51,006</u>	<u>-</u>	<u>2,558</u>	<u>56,534</u>	<u>-</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	9,026	-	-	-
-	-	-	-	-	-
-	-	9,026	-	-	-
<u>\$ 57</u>	<u>\$ 51,006</u>	<u>\$ 9,026</u>	<u>\$ 2,558</u>	<u>\$ 56,534</u>	<u>\$ -</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Special Revenue Funds  
 Combining Balance Sheet  
 December 31, 2013

	Emergency Food and Shelter	Public Safety	Criminal Court	Strategic Prevention Framework
<b>Assets</b>				
Cash and cash equivalents	\$ 31	\$ 1,394,956	\$ 409,113	\$ -
Investments	-	1,454,602	103,334	-
Receivables (net of allowances for uncollectibles)	-	2,115,982	45,231	161
Due from other funds	-	-	-	-
<b>Total assets</b>	<b><u>\$ 31</u></b>	<b><u>\$ 4,965,540</u></b>	<b><u>\$ 557,678</u></b>	<b><u>\$ 161</u></b>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ -	\$ 101,634	\$ 48,839	\$ -
Payroll deductions and withholdings payable	-	1,578	17,505	161
Due to other funds	-	-	7,441	-
Other liabilities	31	-	-	-
<b>Total liabilities</b>	<b><u>31</u></b>	<b><u>103,212</u></b>	<b><u>73,785</u></b>	<b><u>161</u></b>
Fund balance:				
Restricted for				
Culture and recreation	-	-	-	-
Debt service	-	-	-	-
Health and welfare	-	-	-	-
Highways and streets	-	-	-	-
Public safety	-	4,862,328	-	-
Sanitation	-	-	-	-
Committed for				
Judicial	-	-	479,074	-
Public transportation	-	-	-	-
Assigned for				
Judicial	-	-	4,819	-
Health and welfare	-	-	-	-
Other purposes	-	-	-	-
<b>Total fund balance</b>	<b><u>-</u></b>	<b><u>4,862,328</u></b>	<b><u>483,893</u></b>	<b><u>-</u></b>
<b>Total liabilities and fund balance</b>	<b><u>\$ 31</u></b>	<b><u>\$ 4,965,540</u></b>	<b><u>\$ 557,678</u></b>	<b><u>\$ 161</u></b>

Schedule 4 (concluded)

River Parish Youth Build	Road & Bridge Maintenance	Total
\$ 6,169	\$ 239,033	\$ 11,668,851
-	202,248	6,405,156
16,699	2,821,735	11,630,495
-	543	48,739
<u>\$ 22,868</u>	<u>\$ 3,263,559</u>	<u>\$ 29,753,241</u>
\$ 1,743	\$ 199,095	\$ 1,031,345
7,969	66,492	298,328
3,876	-	672,370
9,280	-	59,973
<u>22,868</u>	<u>265,587</u>	<u>2,062,016</u>
-	-	5,902,557
-	-	32,965
-	-	1,318,493
-	2,997,972	4,446,611
-	-	12,088,337
-	-	3,247,136
-	-	-
-	-	479,074
-	-	27,385
-	-	4,819
-	-	9,026
-	-	134,822
-	2,997,972	27,691,225
<u>\$ 22,868</u>	<u>\$ 3,263,559</u>	<u>\$ 29,753,241</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, 2013

	Solid Waste Disposal	Fire Protection District No. 2 Maintenance	Enhanced 911 System Maintenance	St.James Parish Library
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ 352,821	\$ 668,847	\$ 1,605,213
Sales and use	1,522,509	-	-	-
<b>Intergovernmental:</b>				
Federal	5,470	-	-	-
State	-	-	17,879	26,165
Local	-	-	7,310	38
Fines and forfeits	-	-	-	2,303
Charges for services	943,799	-	246,649	13,747
Interest	1,100	85	338	802
In-kind contributions	-	-	-	-
Other revenues	53,343	-	155,976	32,514
<b>Total revenues</b>	<u>2,526,221</u>	<u>352,906</u>	<u>1,096,999</u>	<u>1,680,782</u>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	-	-
Public safety	102,390	290,328	672,181	-
Highways and streets	-	-	-	-
Sanitation	2,016,464	-	-	-
Public transportation	-	-	-	-
Health and welfare	-	-	-	-
Culture and recreation	-	-	-	942,667
Economic development and assistance	-	-	-	-
In-kind expenses	-	-	-	-
Capital outlay	17,775	-	807,346	207,508
<b>Total expenditures</b>	<u>2,136,629</u>	<u>290,328</u>	<u>1,479,527</u>	<u>1,150,175</u>
Excess (deficiency) of revenues over (under) expenditures	389,592	62,578	(382,528)	530,607
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	86,076	-
Proceeds from capital lease	-	-	629,596	-
Operating transfers out	(910)	(20,000)	-	(227,275)
<b>Total other financing sources (uses)</b>	<u>(910)</u>	<u>(20,000)</u>	<u>715,672</u>	<u>(227,275)</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	388,682	42,578	333,144	303,332
Fund balance, beginning of year, as previously reported	2,963,020	544,573	1,623,541	2,186,571
Adjustment for sales tax rebate liability	(104,566)	-	-	-
Fund balance, beginning of year, restated	<u>2,858,454</u>	<u>544,573</u>	<u>1,623,541</u>	<u>2,186,571</u>
Fund balance, end of year	<u>\$ 3,247,136</u>	<u>\$ 587,151</u>	<u>\$ 1,956,685</u>	<u>\$ 2,489,903</u>

Schedule 5 (Continued)

Parks and Recreation	Gramercy Recreation District	Parishwide Drainage Maintenance	Consolidated Road Lighting District No. 3A	St. James Transit System	Elderly & Emergency Medical Services
\$ 218,950	\$ 208,934	\$ 1,594,502	\$ 472,018	\$ -	\$ -
1,522,509	-	-	-	-	1,522,508
31	-	11,343	102	781,583	15,000
-	7,264	18,333	4,061	-	536
3,521	-	61,440	-	-	2,726
-	-	-	-	-	-
15,981	5,124	-	-	80,648	-
919	153	1,490	340	24	660
-	-	-	-	-	-
84,120	8,053	31,733	-	4,200	550
<u>1,846,031</u>	<u>229,528</u>	<u>1,718,841</u>	<u>476,521</u>	<u>866,455</u>	<u>1,541,980</u>
-	-	-	-	-	-
-	-	1,043,187	-	-	-
-	-	-	487,985	-	-
-	-	-	-	1,041,326	-
-	-	-	-	-	1,746,425
1,215,266	213,289	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
221,031	28,237	168,894	56,662	228,877	-
<u>1,436,297</u>	<u>241,526</u>	<u>1,212,081</u>	<u>544,647</u>	<u>1,270,203</u>	<u>1,746,425</u>
409,734	(11,998)	506,760	(68,126)	(403,748)	(204,445)
-	-	-	-	323,370	466,945
-	-	-	-	-	-
-	-	(232,568)	(102)	-	(40,250)
<u>-</u>	<u>-</u>	<u>(232,568)</u>	<u>(102)</u>	<u>323,370</u>	<u>426,695</u>
409,734	(11,998)	274,192	(68,228)	(80,378)	222,250
2,869,729	282,721	4,407,981	1,516,867	107,763	1,200,810
(104,567)	-	-	-	-	(104,567)
<u>2,765,162</u>	<u>282,721</u>	<u>4,407,981</u>	<u>1,516,867</u>	<u>107,763</u>	<u>1,096,243</u>
<u>\$ 3,174,896</u>	<u>\$ 270,723</u>	<u>\$ 4,682,173</u>	<u>\$ 1,448,639</u>	<u>\$ 27,385</u>	<u>\$ 1,318,493</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, 2013

	Title V	MIPPA	Supplemental Senior Center	Audit
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ -	\$ -	\$ -
Sales and use	-	-	-	-
<b>Intergovernmental:</b>				
Federal	129,920	-	-	-
State	14,436	-	3,100	1,582
Local	-	-	-	-
Fines and forfeits	-	-	-	-
Charges for services	-	-	-	-
Interest	-	-	-	-
In-kind contributions	-	-	-	-
Other revenues	20,662	-	50	(791)
<b>Total revenues</b>	<b>165,018</b>	<b>-</b>	<b>3,150</b>	<b>791</b>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	-	-
Public safety	-	-	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	165,018	-	-	791
Culture and recreation	-	-	-	-
Economic development and assistance	-	-	-	-
In-kind expenses	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>165,018</b>	<b>-</b>	<b>-</b>	<b>791</b>
Excess (deficiency) of revenues over (under) expenditures	-	-	3,150	-
<b>Other financing sources (uses):</b>				
Operating transfers in	-	-	-	-
Proceeds from capital lease	-	-	-	-
Operating transfers out	-	-	(3,150)	-
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>-</b>	<b>(3,150)</b>	<b>-</b>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	-	-	-	-
Fund balance, beginning of year, as previously reported	-	-	-	-
Adjustment for sales tax rebate liability	-	-	-	-
Fund balance, beginning of year, restated	-	-	-	-
Fund balance, end of year	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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)
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15,576	21,497	22,512	8,856	2,813	8,585
23,016	6,828	3,507	2,946	-	2,858
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
2,082	7,769	(2,941)	(1)	479	3,674
<u>40,674</u>	<u>36,094</u>	<u>23,078</u>	<u>11,801</u>	<u>3,292</u>	<u>15,117</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
128,022	78,436	36,987	11,801	3,435	25,002
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>128,022</u>	<u>78,436</u>	<u>36,987</u>	<u>11,801</u>	<u>3,435</u>	<u>25,002</u>
(87,348)	(42,342)	(13,909)	-	(143)	(9,885)
87,348	42,342	13,909	-	143	9,885
-	-	-	-	-	-
-	-	-	-	-	-
<u>87,348</u>	<u>42,342</u>	<u>13,909</u>	<u>-</u>	<u>143</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, 2013

	Community Services Block Grant	Coastal Impact Assistance Program	Area Agency on Aging	
			Parish Council on Aging	Nutritional Services Incentive Program
Revenues:				
Taxes:				
Property	\$ -	\$ -	\$ -	\$ -
Sales and use	-	-	-	-
Intergovernmental:				
Federal	80,740	149,988	-	41,775
State	-	-	37,500	-
Local	-	-	-	-
Fines and forfeits	-	-	-	-
Charges for services	-	-	-	-
Interest	-	-	-	-
In-kind contributions	-	-	-	-
Other revenues	1,132	-	(472)	(2,987)
Total revenues	<u>81,872</u>	<u>149,988</u>	<u>37,028</u>	<u>38,788</u>
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	55,772	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	81,872	-	-	-
Culture and recreation	-	-	-	-
Economic development and assistance	-	-	-	-
In-kind expenses	-	-	-	-
Capital outlay	-	99,796	-	-
Total expenditures	<u>81,872</u>	<u>155,568</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures	-	(5,580)	37,028	38,788
Other financing sources (uses):				
Operating transfers in	-	140,183	-	-
Proceeds from capital lease	-	-	-	-
Operating transfers out	-	-	(37,028)	(38,788)
Total other financing sources (uses)	<u>-</u>	<u>140,183</u>	<u>(37,028)</u>	<u>(38,788)</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	-	134,603	-	-
Fund balance, beginning of year, as previously reported	-	219	-	-
Adjustment for sales tax rebate liability	-	-	-	-
Fund balance, beginning of year, restated	<u>-</u>	<u>219</u>	<u>-</u>	<u>-</u>
Fund balance, end of year	<u>\$ -</u>	<u>\$ 134,822</u>	<u>\$ -</u>	<u>\$ -</u>

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>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	105,493	-	-	1,445,071	-
-	28	-	34,412	-	-
-	-	-	-	-	-
-	-	4	-	3	1
-	-	-	-	305,724	-
<u>7,294</u>	<u>(505)</u>	<u>28,716</u>	<u>-</u>	<u>2,839</u>	<u>-</u>
<u>7,294</u>	<u>105,016</u>	<u>28,720</u>	<u>34,412</u>	<u>1,753,637</u>	<u>1</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
7,294	105,016	32,575	-	-	-
-	-	-	-	-	-
-	-	-	-	1,452,376	6,001
-	-	-	-	305,724	-
-	-	-	-	-	-
<u>7,294</u>	<u>105,016</u>	<u>32,575</u>	<u>-</u>	<u>1,758,100</u>	<u>6,001</u>
-	-	(3,855)	34,412	(4,463)	(6,000)
-	-	-	-	4,463	-
-	-	-	-	-	-
-	-	-	(34,412)	-	-
-	-	-	<u>(34,412)</u>	<u>4,463</u>	<u>-</u>
-	-	(3,855)	-	-	(6,000)
-	-	12,881	-	-	6,000
-	-	-	-	-	-
-	-	<u>12,881</u>	<u>-</u>	<u>-</u>	<u>6,000</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,026</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, 2013

	Emergency Food and Shelter	Public Safety	Criminal Court	Strategic Prevention Framework
<b>Revenues:</b>				
<b>Taxes:</b>				
Property	\$ -	\$ 2,108,183	\$ -	\$ -
Sales and use	-	-	-	-
<b>Intergovernmental:</b>				
Federal	10,649	-	-	-
State	-	-	19,434	-
Local	-	-	48,680	-
Fines and forfeits	-	-	176,739	-
Charges for services	-	-	-	-
Interest	-	1,057	122	-
In-kind contributions	-	-	-	-
Other revenues	(1)	27,000	94,238	-
<b>Total revenues</b>	<b>10,648</b>	<b>2,136,240</b>	<b>339,213</b>	<b>-</b>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	-	-	731,715	-
Public safety	-	665,077	-	-
Highways and streets	-	-	-	-
Sanitation	-	-	-	-
Public transportation	-	-	-	-
Health and welfare	10,648	-	-	-
Culture and recreation	-	-	-	-
Economic development and assistance	-	-	-	-
In-kind expenses	-	-	-	-
Capital outlay	-	385,046	-	-
<b>Total expenditures</b>	<b>10,648</b>	<b>1,050,123</b>	<b>731,715</b>	<b>-</b>
Excess (deficiency) of revenues over (under) expenditures	-	1,086,117	(392,502)	-
<b>Other financing sources (uses):</b>				
Operating transfers in	-	20,000	469,500	-
Proceeds from capital lease	-	-	-	-
Operating transfers out	-	(593,158)	(24,331)	-
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>(573,158)</b>	<b>445,169</b>	<b>-</b>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	-	512,959	52,667	-
Fund balance, beginning of year, as previously reported	-	4,349,369	431,226	-
Adjustment for sales tax rebate liability	-	-	-	-
Fund balance, beginning of year, restated	-	4,349,369	431,226	-
Fund balance, end of year	\$ -	\$ 4,862,328	\$ 483,893	\$ -

Schedule 5 (Concluded)

River Parish Youth Build	Road & Bridge Maintenance	Total
\$ -	\$ 2,653,952	\$ 9,883,420
-	-	4,567,526
331,616	24,344	3,212,964
-	368,526	592,383
-	1,595	125,338
-	-	179,042
-	-	1,305,948
-	1,429	8,527
92,448	-	398,172
(2,718)	52,863	608,871
<u>421,346</u>	<u>3,102,709</u>	<u>20,882,191</u>
-	-	731,715
-	-	2,828,935
-	1,921,739	2,409,724
-	-	2,016,464
-	-	1,041,326
329,839	-	2,763,161
-	-	2,371,222
-	-	1,458,377
92,448	-	398,172
-	232,950	2,454,122
<u>422,287</u>	<u>2,154,689</u>	<u>18,473,218</u>
(941)	948,020	2,408,973
941	100,000	1,765,105
-	-	629,596
-	(1,329,995)	(2,581,967)
<u>941</u>	<u>(1,229,995)</u>	<u>(187,266)</u>
-	(281,975)	2,221,707
-	3,279,947	25,783,218
-	-	(313,700)
-	<u>3,279,947</u>	<u>25,469,518</u>
<u>\$ -</u>	<u>\$ 2,997,972</u>	<u>\$ 27,691,225</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, 2013

	Certificates of Indebtedness	Consolidated General Obligation Bonds	Total
<b>Assets</b>			
Cash and cash equivalents	\$ 2,922	\$ 6,469	\$ 9,391
Investments	-	1,382,680	1,382,680
Receivables (net of allowances for collectibles)	-	386,459	386,459
Total assets	<u>\$ 2,922</u>	<u>\$ 1,775,608</u>	<u>\$ 1,778,530</u>
<b>Liabilities and fund balance</b>			
Liabilities:			
Accounts payable	\$ -	\$ 12,396	\$ 12,396
Total liabilities	<u>-</u>	<u>12,396</u>	<u>12,396</u>
Fund balance:			
Restricted for			
Debt service	2,922	1,763,212	1,766,134
Total fund balance	<u>2,922</u>	<u>1,763,212</u>	<u>1,766,134</u>
Total liabilities and fund balance	<u>\$ 2,922</u>	<u>\$ 1,775,608</u>	<u>\$ 1,778,530</u>

St. James Parish  
 Convent, Louisiana  
 Nonmajor Debt Service Funds  
 Combining Schedule of Revenues, Expenditures and Changes in Fund Balances  
 For the year ended December 31, 2013

	Certificates of Indebtedness	Consolidated General Obligation Bonds	Total
Revenues			
Taxes:			
Property	\$ -	\$ 393,880	\$ 393,880
Interest	-	85	85
Total revenues	<u>-</u>	<u>393,965</u>	<u>393,965</u>
Expenditures:			
Current:			
General government:			
Financial Administration	555	14,654	15,209
Debt service:			
Principal	684,000	1,030,000	1,714,000
Interest and fiscal charges	135,716	198,613	334,329
Total expenditures	<u>820,271</u>	<u>1,243,267</u>	<u>2,063,538</u>
Excess (deficiency) of revenues over (under) expenditures	(820,271)	(849,302)	(1,669,573)
Other financing sources (uses):			
Operating transfers in	819,716	-	819,716
Operating transfers out	-	-	-
Total other financing sources (uses)	<u>819,716</u>	<u>-</u>	<u>819,716</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	(555)	(849,302)	(849,857)
Fund balance, beginning of year	3,477	2,612,514	2,615,991
Fund balance, end of year	<u>\$ 2,922</u>	<u>\$ 1,763,212</u>	<u>\$ 1,766,134</u>

## **NONMAJOR CAPITAL PROJECTS FUNDS**

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

### **Parishwide 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, 2013

	<u>Parishwide Sewer Construction</u>	<u>LCDBG Road Improvement</u>	<u>LCDBG Sewer Construction</u>	<u>District V Recreation Construction</u>
<b>Assets</b>				
Cash and cash equivalents	\$ 68,695	\$ 91,910	\$ 24	\$ 356,707
Investments	218,948	-	-	657,795
Receivables	9,030	-	-	-
Due from other funds	24	-	-	-
Total assets	<u>\$ 296,697</u>	<u>\$ 91,910</u>	<u>\$ 24</u>	<u>\$ 1,014,502</u>
<b>Liabilities and fund balance</b>				
Liabilities:				
Accounts payable	\$ 6,045	\$ 1,108	\$ -	\$ 25,645
Due to other funds	-	532	24	-
Total liabilities	<u>6,045</u>	<u>1,640</u>	<u>24</u>	<u>25,645</u>
Fund balance:				
Restricted for				
Capital projects	-	-	-	988,857
Sanitation	290,652	-	-	-
Committed for				
Highways and streets	-	90,270	-	-
Unassigned	-	-	-	-
Total fund balance	<u>290,652</u>	<u>90,270</u>	<u>-</u>	<u>988,857</u>
Total liabilities and fund balance	<u>\$ 296,697</u>	<u>\$ 91,910</u>	<u>\$ 24</u>	<u>\$ 1,014,502</u>

<u>Hazard Mitigation Grant Program</u>	<u>Consolidated Capital Projects</u>	<u>Total</u>
\$ 40,611	\$ 127,926	\$ 685,873
-	-	876,743
56,589	-	65,619
-	-	24
<u>\$ 97,200</u>	<u>\$ 127,926</u>	<u>\$ 1,628,259</u>
\$ -	\$ 9,163	\$ 41,961
97,505	-	98,061
<u>97,505</u>	<u>9,163</u>	<u>140,022</u>
-	118,763	1,107,620
-	-	290,652
-	-	90,270
(305)	-	(305)
<u>(305)</u>	<u>118,763</u>	<u>1,488,237</u>
<u>\$ 97,200</u>	<u>\$ 127,926</u>	<u>\$ 1,628,259</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, 2013

	Parishwide Sewer Construction	LCDBG Road Improvement	LCDBG Sewer Construction	District V Recreation Construction
Revenues:				
Intergovernmental:				
Federal	\$ 32,811	\$ -	\$ -	\$ -
Interest	74	-	-	293
Total revenues	<u>32,885</u>	<u>-</u>	<u>-</u>	<u>293</u>
Expenditures:				
Current:				
General government	-	-	-	-
Culture and recreation	-	-	-	571
Highways and streets	-	1,709	-	-
Sanitation	35,088	-	-	-
Capital outlay	-	-	-	644,654
Total expenditures	<u>35,088</u>	<u>1,709</u>	<u>-</u>	<u>645,225</u>
Excess (deficiency) of revenues over (under) expenditures	(2,203)	(1,709)	-	(644,932)
Other financing sources (uses):				
Operating transfers in	-	85,000	-	200,000
Operating transfers out	(100,001)	-	-	-
Total other financing sources (uses)	<u>(100,001)</u>	<u>85,000</u>	<u>-</u>	<u>200,000</u>
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	(102,204)	83,291	-	(444,932)
Fund balance, beginning of year	392,856	6,979	-	1,433,789
Fund balance, end of year	<u>\$ 290,652</u>	<u>\$ 90,270</u>	<u>\$ -</u>	<u>\$ 988,857</u>

Hazard Mitigation Grant Program	Consolidated Capital Projects	Total
\$ 36,289	\$ -	\$ 69,100
<u>-</u>	<u>850</u>	<u>1,217</u>
<u>36,289</u>	<u>850</u>	<u>70,317</u>
441	3,871	4,312
-	-	571
-	-	1,709
-	-	35,088
51,822	117,855	814,331
<u>52,263</u>	<u>121,726</u>	<u>856,011</u>
(15,974)	(120,876)	(785,694)
22,670	-	307,670
-	(200,000)	(300,001)
<u>22,670</u>	<u>(200,000)</u>	<u>7,669</u>
6,696	(320,876)	(778,025)
(7,001)	439,639	2,266,262
<u>\$ (305)</u>	<u>\$ 118,763</u>	<u>\$ 1,488,237</u>

ST. JAMES PARISH  
Convent, Louisiana  
Schedule of Compensation Paid  
Parish Council Members and Parish President  
For the Year Ended December 31, 2013

PARISH COUNCIL

James M. Brazan, Chairman	\$ 14,400
Jason P. Amato	13,200
Kendricks J. Brass	13,200
Charles D. Ketchens	13,200
Terry G. McCreary	13,200
Ralph A. Patin, Jr.	13,200
Alvin J. St. Pierre Jr.	13,200
Timothy P. Roussel, Parish President	<u>146,800</u>
Total	<u>\$240,400</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, 2013

	Title III-B			C-2 Home Delivered Meals		
	For the 6 months ended		Total	For the 6 months ended		Total
	06/30/13	12/31/13		06/30/13	12/31/13	
Revenues:						
Intergovernmental:						
GOEA:						
Supportive Services	\$ 13,053	\$ 12,966	\$ 26,019	\$ -	\$ -	\$ -
Area Agency Administration	5,958	5,844	11,802	-	-	-
Title III D	1,429	1,384	2,813	-	-	-
Title III E	5,699	5,744	11,443	-	-	-
MIPPA	-	-	-	-	-	-
Audit	791	791	1,582	-	-	-
Supplemental Senior Center	1,550	1,550	3,100	-	-	-
Senior Center	-	-	-	-	-	-
C-1 Congregate Meals	-	-	-	19,582	19,010	38,592
C-2 Home Delivered Meals	-	-	-	-	-	-
Parish Council on Aging	-	-	-	-	-	-
Nutritional Services Incentive Program	-	-	-	-	-	-
Title V	-	-	-	-	-	-
Deferred revenue	-	(2,726)	(2,726)	-	(4,456)	(4,456)
Program service fee:						
Other	3,196	-	3,196	(3,313)	-	(3,313)
Sales of meals	-	-	-	5,134	4,717	9,851
Total revenues	<u>31,676</u>	<u>25,553</u>	<u>57,229</u>	<u>21,403</u>	<u>19,271</u>	<u>40,674</u>
Expenditures:						
Meals	-	-	-	57,017	69,273	126,290
Distributed administrative costs	5,958	5,843	11,801	-	-	-
Program Support	9,911	12,692	22,603	-	-	-
Information and Assistance	4,415	4,570	8,985	-	-	-
Outreach	653	647	1,300	-	-	-
Other Priority Services	4,569	4,538	9,107	-	-	-
Recreation	3,524	4,181	7,705	-	-	-
Med Alert	528	515	1,043	-	-	-
Support Groups	390	-	390	-	-	-
Utilities	-	-	-	-	-	-
Legal assistance	-	785	785	-	-	-
Salaries and Fringe Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Transportation	-	-	-	-	-	-
Training and Technical Assistance	-	-	-	-	-	-
Telephone and Internet	-	-	-	-	-	-
Other costs	9,810	4,487	14,297	720	1,012	1,732
Total expenditures	<u>39,758</u>	<u>38,258</u>	<u>78,016</u>	<u>57,737</u>	<u>70,285</u>	<u>128,022</u>
Excess (deficiency) of revenues over expenditures	(8,082)	(12,705)	(20,787)	(36,334)	(51,014)	(87,348)
Other financing sources (uses):						
Operating transfers in	18,062	5,875	23,937	40,630	46,718	87,348
Operating transfers out	(1,600)	(1,550)	(3,150)	-	-	-
Total other financing sources (uses)	<u>16,462</u>	<u>4,325</u>	<u>20,787</u>	<u>40,630</u>	<u>46,718</u>	<u>87,348</u>
Excess (deficiency) of revenues and other sources over expenditures	8,380	(8,380)	-	4,296	(4,296)	-
Fund balance, beginning of period	-	8,380	-	-	4,296	-
Fund balance, end of period	<u>\$ 8,380</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,296</u>	<u>\$ -</u>	<u>\$ -</u>

Schedule 11 (continued)

C-1 Congregate 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
06/30/13	12/31/13		06/30/13	12/31/13		06/30/13	12/31/13	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	15,253	19,159	34,412	-	-	-
-	-	-	-	-	-	-	-	-
14,111	14,214	28,325	-	-	-	-	-	-
-	-	-	-	-	-	18,750	18,750	37,500
-	-	-	-	-	-	-	-	-
-	(6,152)	(6,152)	-	(3,331)	(3,331)	-	(26,254)	(26,254)
3,098	-	3,098	3,331	-	3,331	25,782	-	25,782
5,404	5,419	10,823	-	-	-	-	-	-
<u>22,613</u>	<u>13,481</u>	<u>36,094</u>	<u>18,584</u>	<u>15,828</u>	<u>34,412</u>	<u>44,532</u>	<u>(7,504)</u>	<u>37,028</u>
37,702	39,050	76,752	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
720	964	1,684	-	-	-	-	-	-
<u>38,422</u>	<u>40,014</u>	<u>78,436</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
(15,809)	(26,533)	(42,342)	18,584	15,828	34,412	44,532	(7,504)	37,028
21,235	21,107	42,342	-	-	-	-	-	-
-	-	-	(15,253)	(19,159)	(34,412)	(24,688)	(12,340)	(37,028)
<u>21,235</u>	<u>21,107</u>	<u>42,342</u>	<u>(15,253)</u>	<u>(19,159)</u>	<u>(34,412)</u>	<u>(24,688)</u>	<u>(12,340)</u>	<u>(37,028)</u>
5,426	(5,426)	-	3,331	(3,331)	-	19,844	(19,844)	-
-	5,426	-	-	3,331	-	-	19,844	-
<u>\$ 5,426</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,331</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 19,844</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, 2013

	Nutritional Services Incentive Program			Title V Senior Community Service Employment Program			Totals
	For the 6 months ended			For the 6 months ended			
	06/30/13	12/31/13	Total	06/30/13	12/31/13	Total	
Revenues:							
Intergovernmental:							
GOEA:							
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,019
Area Agency Administration	-	-	-	-	-	-	11,802
Title III D	-	-	-	-	-	-	2,813
Title III E	-	-	-	-	-	-	11,443
MIPPA	-	-	-	-	-	-	-
Audit	-	-	-	-	-	-	1,582
Supplemental Senior Center	-	-	-	-	-	-	3,100
Senior Center	-	-	-	-	-	-	34,412
C-1 Congregate Meals	-	-	-	-	-	-	38,592
C-2 Home Delivered Meals	-	-	-	-	-	-	28,325
Parish Council on Aging	-	-	-	-	-	-	37,500
Nutritional Services Incentive Program	21,123	20,652	41,775	-	-	-	41,775
Title V	-	-	-	68,882	75,474	144,356	144,356
Deferred revenue	-	5,913	5,913	20,662	-	20,662	(16,344)
Program service fee:							
Other	(8,900)	-	(8,900)	-	-	-	23,194
Sales of meals	-	-	-	-	-	-	20,674
Total revenues	<u>12,223</u>	<u>26,565</u>	<u>38,788</u>	<u>89,544</u>	<u>75,474</u>	<u>165,018</u>	<u>409,243</u>
Expenditures:							
Meals	-	-	-	-	-	-	203,042
Distributed administrative costs	-	-	-	(22,540)	-	(22,540)	(10,739)
Program Support	-	-	-	973	280	1,253	23,856
Information and Assistance	-	-	-	-	-	-	8,985
Outreach	-	-	-	-	-	-	1,300
Other Priority Services	-	-	-	-	-	-	9,107
Recreation	-	-	-	-	-	-	7,705
Med Alert	-	-	-	-	-	-	1,043
Support Groups	-	-	-	-	-	-	390
Utilities	-	-	-	-	-	-	-
Legal assistance	-	-	-	-	-	-	785
Salaries and Fringe Benefits	-	-	-	107,555	74,208	181,763	181,763
Supplies	-	-	-	1,182	300	1,482	1,482
Transportation	-	-	-	294	192	486	486
Training and Technical Assistance	-	-	-	286	71	357	357
Telephone and Internet	-	-	-	1,794	423	2,217	2,217
Other costs	-	-	-	-	-	-	17,713
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>89,544</u>	<u>75,474</u>	<u>165,018</u>	<u>449,492</u>
Excess (deficiency) of revenues over expenditures	12,223	26,565	38,788	-	-	-	(40,249)
Other financing sources (uses):							
Operating transfers in	-	-	-	-	-	-	153,627
Operating transfers out	(20,930)	(17,858)	(38,788)	-	-	-	(113,378)
Total other financing sources (uses)	<u>(20,930)</u>	<u>(17,858)</u>	<u>(38,788)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>40,249</u>
Excess (deficiency) of revenues and other sources over expenditures	(8,707)	8,707	-	-	-	-	-
Fund balance, beginning of period	-	(8,707)	-	-	-	-	-
Fund balance, end of period	<u>\$ (8,707)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</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, 2013

	Budget	Actual	Variance Favorable (Unfavorable)
<b>Title III B - Supportive Services</b>			
Information and assistance	\$ 7,800	\$ 8,485	\$ (685)
Legal assistance	800	785	15
Outreach	1,400	1,300	100
Other priority services	9,200	9,107	93
Recreation	7,000	7,705	(705)
Med Alert	1,100	1,043	57
Wellness	7,600	7,781	(181)
Public education	800	781	19
Total	<u>35,700</u>	<u>36,987</u>	<u>(1,287)</u>
<b>Title III C - Area Agency Administration</b>			
Distributed administrative costs	11,900	11,801	99
Other professional fees	800	791	9
Outreach	2,300	-	2,300
Total	<u>15,000</u>	<u>12,592</u>	<u>2,408</u>
<b>Title III D - Preventive Health</b>			
Medication management	-	-	-
Wellness	4,500	3,435	1,065
Total	<u>4,500</u>	<u>3,435</u>	<u>1,065</u>
<b>Title III E - Caregiver</b>			
Public education	1,000	565	435
Information and assistance	700	500	200
Support groups	600	390	210
Material aid	1,400	945	455
Program support	20,900	22,602	(1,702)
Total	<u>24,600</u>	<u>25,002</u>	<u>(402)</u>
<b>Total Title III B Fund</b>	<u>\$ 79,800</u>	<u>\$ 78,016</u>	<u>\$ 1,784</u>
<b>Title III C-1 Congregate Meals</b>			
Congregate meals	\$ 84,200	\$ 76,752	\$ 7,448
Office expense	-	244	(244)
Nutritional education	1,600	1,440	160
Total	<u>\$ 85,800</u>	<u>\$ 78,436</u>	<u>\$ 7,364</u>
<b>Title III C-2 Home Delivered Meals</b>			
Home delivered meals	\$ 132,800	\$ 126,290	\$ 6,510
Office expense	-	292	(292)
Nutritional education	1,600	1,440	160
Total	<u>\$ 134,400</u>	<u>\$ 128,022</u>	<u>\$ 6,378</u>
<b>Title V - Senior Community Service Employment Program</b>			
Salaries and fringe benefits	\$ 162,800	\$ 159,223	\$ 3,577
Supplies	1,600	1,482	118
Transportation	600	486	114
Training and technical assistance	400	357	43
Program support	1,900	1,253	647
Telephone	2,300	2,217	83
Office Expense	100	-	100
Total	<u>\$ 169,700</u>	<u>\$ 165,018</u>	<u>\$ 4,682</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 unit, each major fund, and the aggregate remaining fund information of St. James Parish, State of Louisiana, as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise St. James Parish's basic financial statements, and have issued our report thereon dated June 30, 2014.

**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 one instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and is described in the accompanying schedule of findings and questioned costs as item 2013-1.

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

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

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of 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.

*Postlethwaite & Netherly*

Donaldsonville, Louisiana  
June 30, 2014

**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, 2013. 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, 2013.

### **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 2013-2. 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 findings identified in our audit is described in the accompanying schedule of findings and questioned costs. St. James Parish, State of Louisiana's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

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

Management of St. James Parish, State of Louisiana, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered St. James Parish, State of Louisiana's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with 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.

*Postelhouse & Nettleton*

Donaldsonville, Louisiana  
June 30, 2014

St. James Parish  
Convent, Louisiana  
Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2013

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	\$ 4,865
National School Lunch Program	10.555	None	7,819
Passed through Louisiana Department of Agriculture and Forestry - Food Distribution			
	10.555	None	1,140
<b>TOTAL CHILD NUTRITION CLUSTER</b>			<u>13,824</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	690,344
<b>TOTAL CDBG STATE-ADMINISTERED CDBG CLUSTER</b>			<u>690,344</u>
<b>HIGHWAY PLANNING AND CONSTRUCTION CLUSTER</b>			
UNITED STATES DEPARTMENT OF TRANSPORTATION			
Passed through Louisiana Department of Transportation and Development - Federal Transit Administration			
Recreation Trails Program-East Mississippi River Trail Enhancement	20.219	SPN H.010552	5,066
<b>TOTAL HIGHWAY PLANNING AND CONSTRUCTION CLUSTER</b>			<u>5,066</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 and Reverse Commute Operating Assistance Program	20.516	SPN JA37-47-13	21,656
Job Access and Reverse Commute Operating Assistance Program	20.516	SPN JA37-47-14	25,674
New Freedom Program	20.521	SPN NF57-47-13	29,680
New Freedom Program	20.521	SPN NF57-47-14	76,741
<b>TOTAL TRANSIT SERVICES PROGRAM CLUSTER</b>			<u>153,751</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	711125	11,334
Title III - Part B Grant for Supportive Services and Senior Centers	93.044	720240	11,178
Title III - Part C for Nutrition Services (Area Agency Administration)	93.045	711125	4,470
Title III - Part C for Nutrition Services (Area Agency Administration)	93.045	720240	4,386
Title III-C-1	93.045	711125	10,937
Title III-C-1	93.045	720240	10,560
Title III-C-2	93.045	711125	7,890
Title III-C-2	93.045	720240	7,686
Nutrition Services Incentive Program	93.053	711875	21,123
Nutrition Services Incentive Program	93.053	720123	20,652
<b>TOTAL AGING CLUSTER</b>			<u>110,216</u>
<b>OTHER PROGRAMS</b>			
CORPORATION FOR NATIONAL COMMUNITY SERVICE			
Subrecipient of Youth Build USA			
Americorps Grant	94.006	10NDHMA0030026	20,593
Total Corporation for National Community Service			<u>20,593</u>

St. James Parish  
Convent, Louisiana  
Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2013

Federal Grantor/Pass-Through Grantor Name/Program Title	CFDA Number	Agency or Pass-Through Entity Identifying Number	Federal Expenditures
<b>UNITED STATES DEPARTMENT OF AGRICULTURE</b>			
Direct program - Rural Development - Rural Housing Preservation	10.433	RD-1940-1	49,044
Passed through Louisiana Department of Education			
Child and Adult Care Food Program	10.558	None	57,797
Child and Adult Care Food Program	10.558	None	49,613
Total United States Department of Agriculture			<u>156,454</u>
<b>UNITED STATES DEPARTMENT OF COMMERCE</b>			
Passed through Louisiana Department of Natural Resources			
Coastal Zone Management	11.419	2516-13-08	13,429
Coastal Zone Management	11.419	2516-14-08	13,429
Total United States Department of Commerce			<u>26,858</u>
<b>UNITED STATES ENVIRONMENTAL PROTECTION AGENCY</b>			
Subrecipient of the University of New Orleans Research and Technology Foundation - Lake Pontchartrain Basin			
Restoration Program - Sewer Collection Lines	66.125	BR-00F63101 Project No. 58555B	32,704
Total United States Environmental Protection Agency			<u>32,704</u>
<b>UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>			
Passed through National Community Reinvestment Coalition			
Housing Counseling Training Scholarship	14.169	None	978
Subrecipient of Louisiana Housing Corporation			
Emergency Solutions Grant	14.231	702353	9,265
Passed through Louisiana Department of Children and Family Services			
Emergency Solutions Grant	14.231	714943	6,971
Total United States Department of Housing and Urban Development			<u>17,214</u>
<b>UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES</b>			
Direct program - Administration for Children, Youth, and Families - Head Start			
Head Start	93.600	06CH0176/32	799,836
Head Start	93.600	06CH0176/33	537,825
Passed through Louisiana Department of Labor			
Community Services Block Grant	93.569	2012P0040	64,046
Community Services Block Grant	93.569	2013P0040	16,752
Passed through Louisiana Governor's Office of Elderly Affairs - Special Programs for the Aging			
Title III-D	93.043	711125	1,429
Title III-D	93.043	720240	1,384
Title III-E	93.052	711125	4,275
Title III-E	93.052	720240	4,310
Disaster H-Isaac Grant	93.048	718072	10,000
Disaster H-Isaac Grant	93.048	719502	5,000
Subrecipient of Louisiana Association of Community Action Partnerships, Inc.			
Low Income Home Energy Assistance Program	93.568	None	103,039
Low Income Home Energy Assistance Program Client Education	93.568	None	2,454
Total United States Department of Health and Human Services			<u>1,550,350</u>

St. James Parish  
Convent, Louisiana  
Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2013

Federal Grantor/Pass-Through Grantor Name/Program Title	CFDA Number	Agency or Pass-Through Entity Identifying Number	Federal Expenditures
<b>UNITED STATES DEPARTMENT OF HOMELAND SECURITY</b>			
Passed through United Way of America			
Emergency Food and Shelter National Board Program	97.024	30-3684-00	10,649
Passed through Louisiana Governor's Office of Homeland Security and Emergency Preparedness			
Subrecipient of South Central Planning & Development Commission			
Homeland Security Grant Program FY 2011	97.067	EMW-2011-SS-00124-S01	7,609
Homeland Security Grant Program FY 2012	97.067	EMW-2012-SS-00075	13,167
Passed through Louisiana Governor's Office of Homeland Security and Emergency Preparedness			
Disaster Assistance Program	97.036	093-99093-00 FEMA-4080-PA-LA-PW769	312
Disaster Assistance Program	97.036	093-99093-00 FEMA-4080-PA-LA-PW771	18,309
Hazard Mitigation Grant Program - Redwood Lane Drainage Ph II	97.039	1603n-093-0011	51,990
Buffer Zone Protection Plan Grant FY 2010	97.078	2010-BF-T0-0033	95,000
Total United States Department of Homeland Security			<u>197,036</u>
<b>UNITED STATES DEPARTMENT OF INTERIOR</b>			
Direct program - U.S. Fish and Wildlife Service			
Coastal Impact Assistance Program-East Bank Wastewater Assimilation	15.668	F12AF00848	74,630
Coastal Impact Assistance Program-West Bank Wetlands Assimilation Plant	15.668	F12AF01228	25,000
Coastal Impact Assistance Program-Culvert Installation Through Existing Berm	15.668	F13AF00981	72,969
Total United States Department of Interior			<u>172,599</u>
<b>UNITED STATES DEPARTMENT OF JUSTICE</b>			
Subrecipient of YouthBuild USA			
Juvenile Mentoring Program	16.726	None	4,234
Total United States Department of Justice			<u>4,234</u>
<b>UNITED STATES DEPARTMENT OF LABOR</b>			
Direct Program - Employment and Training Administration			
YouthBuild Grant	17.274	YB-21731-11-60-A-22	306,789
Passed through Louisiana Governor's Office of Elderly Affairs - Special Programs for the Aging			
Senior Community Service Employment Program Title V	17.235	CFMS 713784	71,024
Senior Community Service Employment Program Title V	17.235	CFMS 722810	67,926
Total United States Department of Labor			<u>445,739</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 RU18-47-13	234,088
Nonurbanized Formula Grants, Section 5311	20.509	SPN RU18-47-14	170,315
American Recovery and Reinvestment Act 2009			
Capital Assistance Grant, Section 5311	20.509	SPN 741-99-0253	86,742
Capital Assistance Grant, Section 5311	20.509	SPN 741-47-0121	136,687
Total United States Department of Transportation			<u>627,832</u>
<b>VARIOUS AGENCIES</b>			
Direct Program - Delta Regional Authority			
State Economic Development Assistance Program	90.200	None	1,836
Total Delta Regional Authority			<u>1,836</u>
<b>TOTAL OTHER PROGRAMS</b>			<u>3,253,449</u>
<b>TOTAL FEDERAL ASSISTANCE EXPENDED</b>			<u>\$ 4,226,650</u>

St. James Parish  
 Convent, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 2013

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	\$ 4,226,650
Less: deferred revenues utilized in governmental funds utilized in current year	(8,349)
Add: revenues received in current year for expenditures in prior years	<u>913</u>
Federal grant revenues	<u>\$ 4,219,214</u>
Federal grant revenues as reported on:	
Statement E - All Governmental Fund Types - Statement of Revenues, Expenditures, and Changes in Fund Balance	\$ 4,203,112
Statement M - Proprietary Funds - Statement of Revenues, Expenses, and Changes in Net Position	<u>16,102</u>
	<u>\$ 4,219,214</u>

ST. JAMES PARISH  
 CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2013

**SECTION I - SUMMARY OF AUDIT RESULTS**

*Financial Statements*

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

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

Noncompliance material to financial statements noted?        Yes   X   No

*Federal Awards*

Internal control over financial reporting:

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

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

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

Identification of major program:

<u>Name of Federal Program or Cluster</u>	<u>Federal CFDA Number</u>
Community Development Block Grants	14.228
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
Head Start	93.600

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2013

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

Dollar threshold used to distinguish between Type A and Type B programs:

\$300,000

Auditee qualified as low-risk auditee?

X  Yes   No

**SECTION II – FINANCIAL STATEMENT FINDINGS**

**COMPLIANCE WITH LAWS AND REGULATIONS**

2013-1            Disposition of Surplus Movable Property

*Condition:*            A fire truck was sold by the Union Convent Volunteer Fire Department and proper procedures for disposing of the surplus property were not followed.

*Criteria:*            According to Louisiana R.S. 49:125, there are four methods for disposal of surplus movable property by a local government. The four methods are 1) public auction open to private persons, 2) internet sale, 3) sale to another public entity through an intergovernmental agreement, and 4) private sale if the movable property has an appraised value of \$5,000 or less provided there is a resolution passed which gives the reasons for the action and the notice of the resolution and proposed sale must be published at least 15 days prior to the date of the sale and the sale must be made to the highest bidder.

*Effect:*            The absence of following proper procedures for the disposition of surplus movable property is a violation of LRS 49:125.

*Cause:*            The Union Convent Volunteer Fire Department sold a fire truck to another public entity; however an intergovernmental agreement was not obtained.

*Recommendation:* St. James Parish should ensure that the disposal of surplus movable property complies with LRS 49:125.

*Management's  
Corrective Action  
Plan:*

A meeting was held with all of the volunteer fire departments during which information and guidance was provided on proper accounting procedures if a disposition of surplus movable property were to occur in the future.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2013

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

2013-2            Procurement and Suspension and Debarment

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT:  
CFDA No. 14.228 – Community Development Block Grant Disaster Recovery Program

*Condition:*            During our single audit testing, it was noted that verification of suspension and debarment through the System for Award Management (SAM) was not performed on two vendors 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 Federal website System for Award Management (sams.gov) maintained by the General Services Administration (GSA), which can be accessed on the internet (<https://www.sam.gov>).

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

*Effect:*                St. James Parish is in violation of the requirements of the OMB Circular A-133 Compliance Supplement, as amended.

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

*Management's  
Corrective Action*

*Plan:*                  The St. James Parish Federal grants administrator will have the responsibility to work closely with all departments to monitor federal grant activity including suspension and debarment. The grant administrator will verify with the System for Award Management website (sam.gov) when the Parish enters into a contract and/or when the \$25,000 vendor threshold is met.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
December 31, 2013

**MANAGEMENT LETTER COMMENTS**

2013-3            Reconciliations – St. James Parish Gas and Water Distribution System

*Finding:*            It was noted that reconciliations between the general ledger and the subsidiary ledgers for the accounts receivable, warehouse inventory, and meter deposits are not being performed by management.

*Recommendation:* Procedures should be implemented requiring reconciliations of the subsidiary ledgers to the general ledger to ensure the proper accounting for accounts receivable, inventory, and meter deposits.

*Management's  
Corrective Action  
Plan:*            Management will review the St. James Parish Gas and Water Distribution System's accounts receivable, warehouse inventory, and meter deposits reconciliations monthly and/or quarterly.

ST. JAMES PARISH  
CONVENT, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
December 31, 2013

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

None

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

2012-1 Procurement and Suspension and Debarment – Department of Homeland Security  
CFDA No. 97.036 – Disaster Assistance Program

*Condition:* St. James Parish did not perform verification of suspension and debarment for one vendor until after payment had been made.

*Current Status:* Similar finding was noted in the current year on a different program – see finding 2013-2.

**III. MANAGEMENT LETTER**

None

Schedule 15 (Concluded)