



**2017**  
**Proposed Budget**

*Natchitoches Parish Consolidated Government*  
*Natchitoches, Louisiana*

*Rick Nowlin*  
*Parish President*

*Debbie Miley*  
*Parish Treasurer*

*Cathy Creamer*  
*Payroll/HR Clerk II*

*Lynda Vance*  
*Executive Administrative Asst./Purchasing Agent*

**PUBLIC NOTICE**  
**2017 PROPOSED BUDGET**  
**PUBLIC HEARING**

The proposed budget for the calendar year January 1, 2017 to December 31, 2017, for the Natchitoches Parish Government, has been prepared in conformation with the Provisions of the Louisiana Local Government Budget Act and is available for public inspection at the Parish of Natchitoches Courthouse, Live Oak Annex Building, 3rd Floor, 203 St. Denis Street, Natchitoches, La. from 8:00 a.m. - 4:30 p.m. Monday - Friday. (except on Holidays). For additional information, please contact the Parish Treasurer, Debbie Miley at 318-352-2714

A public hearing on the 2017 proposed budget has been scheduled for 5:30 p.m. October 17, 2016, at the regularly scheduled Parish Council Meeting at the Natchitoches Parish Courthouse Council Room, 2nd Floor, located at 200 Church Street, Natchitoches, La. 71457

The 2017 proposed budget will be acted upon at the October 17, 2016, regular scheduled Parish Council Meeting

**PARISH OF NATCHITOCHES 2017 BUDGET SUMMARY**

The following is the 2017 Parish of Natchitoches proposed budget summary for the 2017 Calendar Year

FUNDS	GENERAL FUND REVENUES:	SPECIAL FUNDS	TOTAL
CASH BALANCE: December 31, 2016	553,071	3,287,447	3,840,518
TAXES	937,726	7,327,542	8,265,268
LICENSES & PERMITS	288,500	175,628	464,128
INTERGOVERNMENTAL REVENUE	559,956	2,462,350	3,022,306
FEES & CHARGES	10	202,469	202,479
FINES & FORFEITURES	0	156,486	156,486
USE OF MONEY & PROPERTY	86,500	172,785	259,285
OTHER FINANCING SOURCES	<u>461,860</u>	<u>3,828,204</u>	<u>4,290,064</u>
<b>TOTAL REVENUE</b>	<b>2,887,623</b>	<b>17,612,911</b>	<b>20,500,534</b>
	<b>EXPENDITURES</b>		
LEGISLATIVE	74,200	0	74,200
JUDICIAL	255,000	1,080,243	1,335,243
ELECTIONS	152,626	0	152,626
FINANCIAL & ADMINISTRATIVE	788,801	0	788,801
GENERAL GOVERNMENT BUILDING	0	1,193,040	1,193,040
PUBLIC SAFETY	1,263,000	1,203,000	2,466,000
PUBLIC WORKS	0	2,700,221	2,700,221
SOLID WASTE	0	2,128,932	2,128,932
HEALTH & WELFARE	4,500	4,307,410	4,311,910
CULTURE	13,825	2,316,000	2,329,825
ECONOMIC DEVELOPMENT & PARISH PROMOTION	10,000	177,112	187,112
<b>TOTAL EXPENDITURES</b>	<b>2,561,952</b>	<b>15,105,958</b>	<b>17,667,910</b>
<b>ENDING CASH BALANCES DECEMBER 31, 2017</b>	<b>325,671</b>	<b>2,506,953</b>	<b>2,832,624</b>

Debbie Miley  
 Parish Treasurer, Parish of Natchitoches  
 P.O. Box 799  
 Natchitoches, La. 71457  
 (318) 352-2714  
 #555-16 9/29 & 10/6, 13  
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## BUDGET MESSAGE

Chairman Rachal and Honorable Members of the Natchitoches Parish Council, I am pleased to present to you the budget for general operations and internal funds for the year beginning January 1, 2017. This budget and message is being submitted to you under the Natchitoches Parish Government Home Rule Charter.

Natchitoches Parish has a general fund and special revenue funds. The individual funds within each fund type are identified in this budget report. The line-item budget for each individual fund follows this budget message.

Preparation of annual operating budgets for submittal to the Parish Council is the shared responsibility of the Parish President, the Parish Treasurer and the appropriate operating department heads. The year 2017 annual budget was prepared using past operating history, projected quotes on health, life and dental insurance, and input from the department heads. The total budgeted expenditures shall not exceed total revenues available in the fund balance within each fund. After the Council approves the annual operating budget, the budget data is recorded in the accounting records of the Parish. While revenues do not provide funding to meet all requests, the 2017 budgets represent an appropriate level of funding to achieve necessary services and advance a considerable amount of programs and projects here in Natchitoches Parish.

### 2017 Budget Highlights

- The 2017 Budget has been prepared to maintain all individual funds with a positive fund balance estimated for December 31, 2017.
- Property tax revenues are expected to be \$5,959,703.
- Sales tax revenues are budgeted at \$2,309,104, the same as 2016.
- Budget numbers include up to a 16% Health Insurance Increase

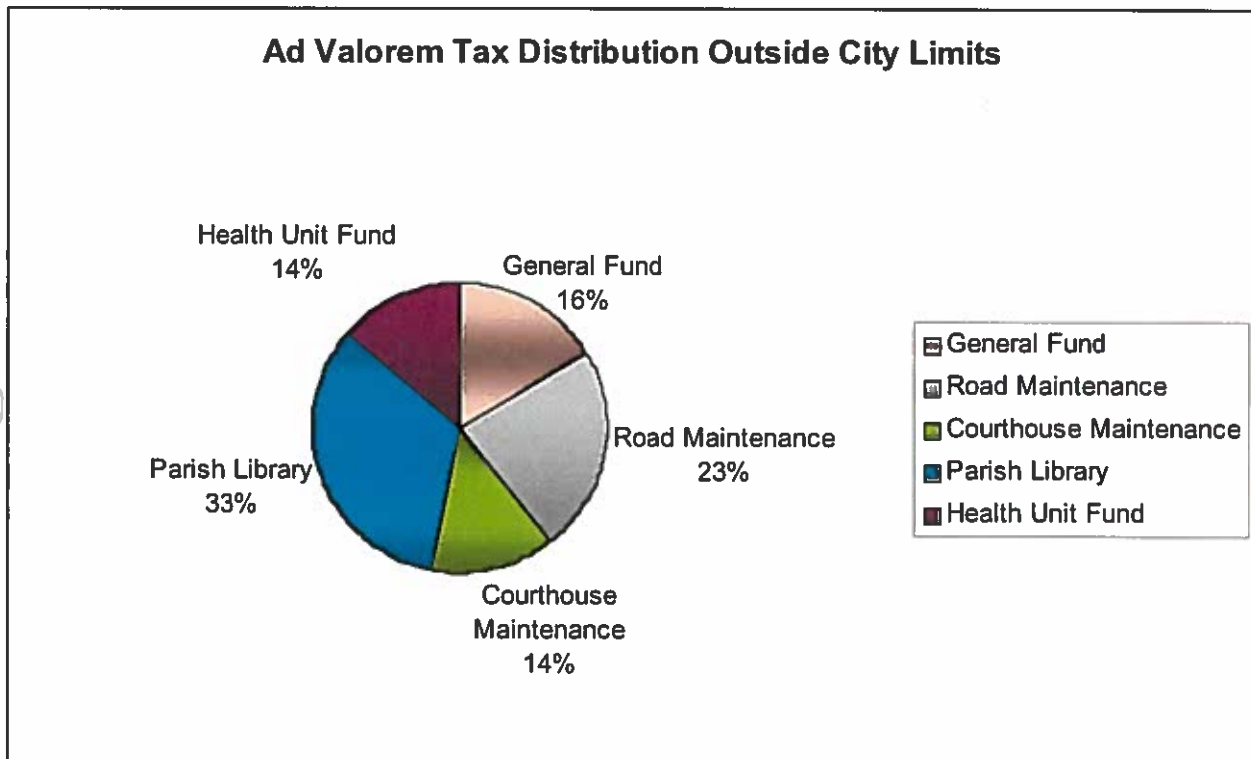
### Taxes by Type Proposed Year 2017 Budgeted Amounts

- Taxes continue to be the Parish's largest revenue source at 53% of total revenue. The following shows the amount and percentage of each type of tax collected on an annual basis:

	Property Tax	Sales Tax	Severance Tax	In Lieu of Taxes
2016 yr to date	\$ 5,469,039.00	\$ 1,335,182.00	\$ 229,138.00	\$ 47,200.00
2015	\$ 6,190,066.00	\$ 2,389,404.00	\$ 360,424.00	\$ 169,303.00
2014	\$ 6,071,458.00	\$ 2,268,292.00	\$ 417,378.00	\$ 47,226.00
2013	\$ 6,099,757.00	\$ 2,242,971.00	\$ 552,979.00	\$ 43,392.00
2012	\$ 6,554,010.00	\$ 2,169,151.00	\$ 542,013.00	\$ 43,106.00

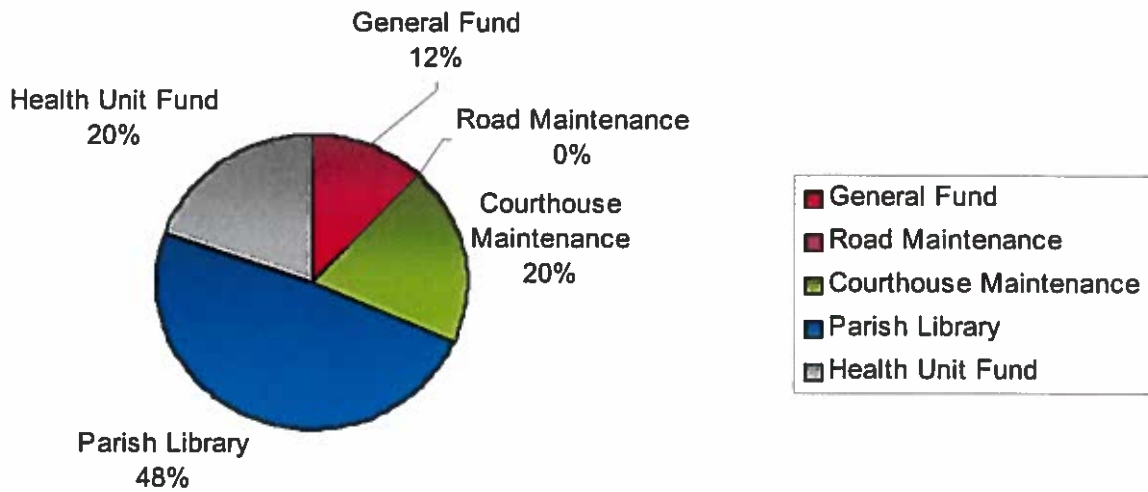
- The following table below shows the millage rates for each fund and the breakdown of taxes received within the City Limits and Outside the City Limits.

<b>Fund</b>	<b>Inside City of Natchitoches</b>	<b>Outside of City of Natchitoches</b>
General Fund	1.73	3.47
Road Maintenance	0	4.87
Courthouse Maintenance	2.88	2.88
Parish Library	7.07	7.07
Health Unit Fund	2.88	2.88



**Graph 1A**

## Ad Valorem Tax Distribution Inside City Limits



- The Property Taxes/Ad Valorem Taxes are levied on real and business personal property. The Property Tax Calendar is stated below:

Assessment Date	January 1
Levy Date	June 30
Tax bills mailed	October 15
Total taxes are due	December 31
Penalties and interest added	January 31
Lien date	January 31
Tax Sale	May 15

The Parish Government is permitted to levy up to 10% of the assessed property valuation for each specified purpose, or, in the aggregate, for all purposes 25% of the assessed valuation for the payment of principal and interest on long-term debt after the approval by the voters of the Parish. Property taxes are recorded as receivables and revenues in the year assessed.

### GENERAL FUND

The General Fund accounts for all revenues and expenditures of Natchitoches Parish which are not accounted for in other funds. This fund generally receives the greatest variety of revenue: taxes, licenses and permits, intergovernmental grants, and miscellaneous sources (i.e. interest earnings, rents, and royalties). Primary sources of revenues in these funds are ad valorem taxes, severance taxes, in lieu of taxes, and intergovernmental grants.

The General Fund, unlike other funds, finances a wider range of activities that cover most of the current operations of the governing body. General Fund is the main fund of the Parish, it accounts for a broad range of administrative and unfunded, mandated expenses.

General Fund supports the Public Safety Fund, which covers all inmate expenses for the Parish of Natchitoches, District Attorney's needs and part of the Judicial Court's requirements.

### **SPECIAL REVENUE FUNDS**

**Head Start Program Fund:** The Head Start Program Fund accounts for the operation and maintenance of Head Start centers in Natchitoches and Desoto Parish. Expenditures are anticipated to be \$2,293,749. Funding is provided by the U.S. Department of Health and Human Services. Major portions of the expenditures are for teachers' salaries and classroom supplies needed to provide instruction to the Head Start children.

**Parish Library Fund:** The Parish Library Fund receives 98% of its revenue from property taxes dedicated for library services. This year's operating revenue is budgeted at \$2,185,000.

**Public Building Maintenance Fund:** This fund manages the general operating and maintenance cost of public buildings owned by the Parish. Revenues are budgeted at \$907,494 and are received from property taxes and State Revenue Sharing funds. Major expenditures include maintenance costs for renovations and repairs.

**Road Maintenance & Bridge Fund:** This fund manages the overall road system for the Parish of Natchitoches. Revenues projected at \$3,355,514.

**Solid Waste Disposal Fund:** Project revenues for this fund is \$2,950,319. The majority of its revenue is from a parish-wide tax. Additionally, fees are collected for solid waste collection.

**Health Unit Fund:** This fund is funded 100% by Ad Valorem Taxes.

**Sales Tax Fund:** The Parish of Natchitoches has a 1% Sales Tax to fund the Solid Waste with the remaining balance used for the Road Maintenance Fund. Revenues are budgeted at \$2,309,104.

**Planning Fund:** This fund manages construction on permits for the Parish of Natchitoches. Revenues are budgeted at \$299,381.

**Public Safety Fund:** The Public Safety Fund is funded by the General Fund to fund inmate costs and other required court costs.

**Criminal Court Fund:** The Criminal Court Fund pays for the administration of the court system for the 10th JDC and expenses for the district's judges.

**Criminal Jury/Law Enforcement Compensation Fund** receives revenues from General Fund and Court Fees.

Office of Community Services Funds: The OCS Grants are funded by LIHEAP (Louisiana Housing), CSBG-Community Block Grant (State of Louisiana) and SCP (Senior Companion Fund).

Coroner Fund: The Coroner Fund is Funded by an intergovernmental agreement with the Natchitoches Parish Hospital and an un-funded mandate to fund with the General Fund.

Civil Defense Fund: Cost reimbursement from the 911 Commission.

Title III Kisatchie S & R Fund: Funded by Kisatchie National Forest Receipts

## **2016 ACCOMPLISHMENTS**

The employees within all departments and the Office of the Parish President continue to excel in their jobs. This is reflected in our accomplishments of the past year. Some of these accomplishments are as follows:

### **Planning Department**

- 2016 Total Permits issued by the Parish of Natchitoches Planning Department  
375 Permits, Estimated Development Cost \$10,923,276.41.
- 5 Permits Issued Commercial Detached Buildings/Farm Structure
- 30 Permits Issued Residential Additions, Camps, Detached Buildings
- 153 Permits Issued Electrical Trade Residential
- 68 Permits Issued Manufactured Home
- 26 Permits Issued Residential New Construction
- 61 Permits Issued Residential Other
- 19 Permits Issued in the Town of Campti, Village of Clarence, Village of Goldonna, Village of Powhattan and the Village of Natchez
- 13 Permits Issued Residential Farm Structure, Mechanical Trade, Remodel, Swimming Pool

### **Library**

- Opened the Northeast Branch in Campti, Louisiana (approximately 800-1000 patrons each month);
- Welcomed two new Library Board of Control members: Dr. Frank Fuller and Tracy Brown;
- Over 570 children, 69 teens, and (offered for the first time) 146 adults registered for the 2016 Summer Reading Program, and over 2,200 patrons attended the 45 specialty programs during the summer;
- Implemented the program, "1,000 Books Before Kindergarten," with 40 children registered and 2 who have completed the program;
- Introduced non-traditional items into circulation: wireless Internet devices, Chromebook laptops, Launch pads (pre-loaded video devices), Halloween costumes, bicycle locks, and projector;
- Registered over 500 parish residents for library cards during Library Card Sign-Up Month (September);
- Nominated for "Business of the Year," through the Natchitoches Chamber of Commerce;

- Increased programming within the library and throughout the community (schools, festivals, parades, events): YTD = 298 programs; 13,416 attendees.

### **Office of Community Service Grants**

- Received 2015-2017 Community Service Block Grant (CSBG)
- Received 2015-2017 Senior Companion Grant (SCP)

### **Head Start Grant**

- Received Authorization letter to submit Year 4 (2017-2017 Budget) of our 5-Year Grant Period.
- Hired a new Head Start Director.
- Promoted a employee to the Health and Safety Coordinator.

### **Public Works**

- 2016 has been the repair of damages to over 150 roads in the Parish system resulting from the March 8 flash flood event and the subsequent Red River backwater flooding.

The required repair work ranged from simply grading to fill in washes on several unpaved roads to the total replacement of aggregate base and surfacing in some floodplain areas to the replacement of washed-out cross-drain pipes and/or embankment at several stream crossings. In addition to internal labor and equipment costs incurred for these repairs, a total of some \$340,000 was expended for maintenance rock and contracted hauling and repair work. FEMA has prepared Project Worksheets to provide reimbursement to the Parish of 75% of the eligible repair costs.

Several sites that received major damage have yet to be repaired, consisting of the following: 1) Construction of a temporary detour road around the site of a damaged timber bridge on Good Hope Road; 2) Replacement of a washed-out cross-drain on Tauzin Island Road; 3) Repair of eroded embankment along Bermuda Road adjacent to Cane River Lake; and 4) Replacement of a washed-out timber bridge on Miller Drive. For all but the last location, FEMA reimbursement of eligible costs is anticipated; for the Miller Drive site, the Parish anticipates using a portion of the State Capital Outlay funds that were provided for Payne Subdivision street resurfacing.

In addition to the storm damage repairs, two projects providing for base failure repairs with asphaltic concrete were completed utilizing funds provided to the Parish. The first was located on the Kisatchie-Mora Road, where the U.S. Forest Service provided \$154,748 through the Secure Rural Schools program; this work was completed by Regional Construction LLC of Natchitoches. The second project was located on portions of Johnson Chute Road and Posey Road, where the Louisiana Local Government Assistance Program provided funding in the amount of \$22,804; this work was completed by Lites Bros. Asphalt of Many, LA.

The efficiency of day-to-day operations of the Parish Highway Department was greatly improved during the second half of 2016 by the lease of two new Kenworth tandem dump



trucks.

Significant accomplishments for the Parish Solid Waste Department during 2016 include the conversion of the previously open garbage bin site at Readhimer to a mini-compact station and enclosure of the previously open bin site located on LA-478, east of Vowels Mill.

## **SUMMARY**

I would like to thank our Sheriff, Victor Jones, Jr., for his successful collection of our taxes and the professionalism of his office in providing this service. I would like to give special recognition and thanks to our Assessor, Mrs. Dollie Mahoney and her office for their efforts in completing our Parish Assessment and her commitment to working with all the elected officials. I would like to thank each of our Department Directors, Assistant Directors, Executive Administrative Assistants and their staff for their dedication and effort in preparing and completing this budget.

Finally, I would like to end this budget message by thanking each and every one of you for your support and cooperation in the operation of Natchitoches Parish and in making all of us proud.

Therefore, Chairman Russell Rachal and distinguished members of the Parish Council, as President of Natchitoches, Parish, I submit to you the 2017 Budget for your consideration and adoption. I welcome your suggestions and input and encourage you to continue to provide new vision and to discuss any ideas or concerns you may have with me, my staff, or any of my directions.

Rick Nowlin  
Parish President