

# **ST. TAMMANY PARISH ASSESSOR**

Annual Financial Statements

December 31, 2019



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## **Independent Auditor's Report**

To the Honorable Louis Fitzmorris  
St. Tammany Parish Assessor

### **Report on Financial Statements**

We have audited the accompanying financial statements of the governmental activities and the major fund of the St. Tammany Parish Assessor (the Assessor) as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Assessor'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.

### **Auditor's Responsibility**

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Assessor as of December 31, 2019, and the respective changes in financial position for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 through 8, the budgetary comparison information on page 39, the supplementary schedules required by Governmental Accounting Standards Board Statement No. 68 on pages 40 and 41, and the schedule of the Assessor's net OPEB liability and related ratios on page 42 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 (GASB), 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 Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Assessor's basic financial statements. The schedule of compensation, benefits, and other payments to agency head, as required by Louisiana Revised Statute 24:513 A (3), is presented for the purpose of additional analysis and is not a required part of the basic financial statements.

The schedule of compensation, benefits, and other payments to agency head is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of compensation, benefits, and other payments to agency head is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated June 25, 2020, on our consideration of the St. Tammany Parish Assessor's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of the Assessor's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Assessor's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "LaForte".

A Professional Accounting Corporation

Covington, LA  
June 25, 2020

**REQUIRED SUPPLEMENTARY INFORMATION (PART I)**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**

## ST. TAMMANY PARISH ASSESSOR

### Management's Discussion and Analysis

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The Management's Discussion and Analysis (MD&A) of the St. Tammany Parish Assessor's (the Assessor) financial statements presents a narrative overview and analysis of the Assessor's financial activities for the year ended December 31, 2019. This document focuses on the current year's activities, resulting changes, and currently known facts. Please read this document in conjunction with the additional information contained in the basic financial statements. The MD&A is an element of the reporting model adopted by the Government Accounting Standards Board (GASB) in its Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, issued June 1999. Certain comparative information between the current year and prior year has been presented in the MD&A.

### FINANCIAL HIGHLIGHTS

The minimum requirements for financial reporting on the St. Tammany Parish Assessor's financial statements that were established by GASB No. 34 are divided into the following sections:

- (a) Management's Discussion and Analysis
- (b) Basic Financial Statements
- (c) Required Supplementary Information (Other than MD&A)
- (d) Other Supplementary Information

### Basic Financial Statements

The basic financial statements present information for the Assessor as a whole, in a format designed to make the statements easier for the reader to understand. The financial statements in this section are divided into the two following types:

- (1) Government-wide financial statements, which include a statement of net position and a statement of activities. These statements present information for all activities of the Assessor from an economic resources measurement focus using the accrual basis of accounting and providing both short-term and long-term information about the Assessor's overall financial status.
- (2) Fund financial statements, which include a balance sheet and a statement of revenues, expenditures, and changes in fund balance for the General Fund (a governmental fund). These financial statements present information on the individual fund of the Assessor allowing for more detail. The current financial resources measurement focus and the accrual basis of accounting used to prepare these statements are dependent on the fund type. The Assessor's only governmental fund is the General Fund.

# ST. TAMMANY PARISH ASSESSOR

## Management's Discussion and Analysis

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### FINANCIAL ANALYSIS OF THE ASSESSOR

#### Condensed Statements of Net Position As of December 31, 2019 and 2018

	2019	2018
Current Assets	\$ 8,004,519	\$ 7,411,567
Capital Assets	146,172	87,061
<b>Total Assets</b>	<b>8,150,691</b>	<b>7,498,628</b>
Deferred Outflows of Resources	1,900,185	1,685,151
<b>Total Deferred Outflows of Resources</b>	<b>1,900,185</b>	<b>1,685,151</b>
Current Liabilities	375,214	164,385
Noncurrent Liabilities	4,068,786	3,563,437
<b>Total Liabilities</b>	<b>4,444,000</b>	<b>3,727,822</b>
Deferred Inflows of Resources	1,196,997	1,349,217
<b>Total Deferred Inflows of Resources</b>	<b>1,196,997</b>	<b>1,349,217</b>
Net Position		
Net Investment in Capital Assets	146,172	87,061
Unrestricted	4,263,707	4,019,679
<b>Total Net Position</b>	<b>\$ 4,409,879</b>	<b>\$ 4,106,740</b>

The Assessor does not have any "restricted" net position. It does have "unrestricted" net position, which is net position that does not have any limitations on what these amounts may be used for.

Net position of the Assessor increased by \$303,139 from the prior year.

At December 31, 2019, the Assessor's governmental fund reported an ending fund balance of \$7,486,352. Compared to the prior year, the fund balance increased by \$385,243, due primarily to an increase in ad valorem tax revenue.

## ST. TAMMANY PARISH ASSESSOR

### Management's Discussion and Analysis

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#### Condensed Statements of Activities For the Years Ended December 31, 2019 and 2018

	2019	2018
Revenues	\$ 7,011,315	\$ 6,715,061
Expenditures	(6,708,176)	(6,124,919)
<b>Change in Net Position</b>	<b>\$ 303,139</b>	<b>\$ 590,142</b>

The Assessor's total revenues increased by \$296,254 or 4%, which was mostly due to an increase in ad valorem taxes. Total expenditures increased by \$583,257, due primarily to an increase in salaries and related benefits that include pension and OPEB cost.

#### CAPITAL ASSETS AND DEBT ADMINISTRATION

##### Capital Assets

At December 31, 2019, the Assessor had \$146,172 invested in capital assets, including office furniture and equipment and vehicles. This amount represents the total original cost of the capital assets, less accumulated depreciation on those assets. The table below lists capital assets and accumulated depreciation:

#### Capital Assets December 31, 2019 and 2018

	2019	2018
Office Furniture and Equipment	\$ 413,794	\$ 369,774
Vehicles	154,821	119,979
	<b>568,615</b>	489,753
Less: Accumulated Depreciation	(422,443)	(402,692)
<b>Total Capital Assets, Net of Accumulated Depreciation</b>	<b>\$ 146,172</b>	<b>\$ 87,061</b>

##### Debt Administration

The Assessor had no debt outstanding at year-end.

## **ST. TAMMANY PARISH ASSESSOR**

### **Management's Discussion and Analysis**

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

The Assessor considered the following factors and indicators when setting up next year's budget: (1) the consistency of revenues to be received from the collection of ad valorem taxes and state revenue sharing; (2) additional salaries and related costs due to increases in health care, retirement contributions, and other salary-related benefits and costs; and (3) operating expenses of the office incurred in the process of providing services to the public. The Assessor expects that next year's revenues, plus existing available net position carried forward from the previous year, will be sufficient to cover its expenses throughout the year.

#### **CONTACTING THE ASSESSOR**

This financial report is designed to provide the citizens, taxpayers, customers, investors, and creditors with a general overview of the Assessor's finances, and to show the Assessor's accountability for the money it receives. If you have any questions about this report or need additional financial information, please contact Mr. Louis Fitzmorris, St. Tammany Parish Assessor, St. Tammany Parish Courthouse, 701 North Columbia Street, Covington, Louisiana 70433, or call the office at 985-809-8180.

**BASIC FINANCIAL STATEMENTS  
GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**ST. TAMMANY PARISH ASSESSOR**  
**Statement of Net Position**  
**December 31, 2019**

	<b>Governmental Activities</b>
<b>Assets</b>	
<b>Current Assets</b>	
Cash and Cash Equivalents	\$ 2,245,954
Investments - Louisiana Asset Management Pool	180,618
Receivables	
Ad Valorem Taxes, Net	5,188,281
State Revenue Sharing	71,802
Other	251,388
Prepaid Expenses	66,476
<b>Total Current Assets</b>	<u>8,004,519</u>
<b>Noncurrent Assets</b>	
Capital Assets, Net of Accumulated Depreciation	146,172
<b>Total Assets</b>	<u>8,150,691</u>
<b>Deferred Outflows of Resources</b>	
Deferred Outflows on Pension Obligation	1,802,886
Deferred Outflows on Other Postemployment Benefits	97,299
<b>Total Deferred Outflows of Resources</b>	<u>1,900,185</u>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	246,221
Accrued Payroll	128,993
<b>Total Current Liabilities</b>	<u>375,214</u>
<b>Long-Term Liabilities</b>	
Net Other Postemployment Benefit (OPEB) Liability	2,287,302
Net Pension Liability	1,570,706
Accrued Annual Leave Payable	210,778
<b>Total Long-Term Liabilities</b>	<u>4,068,786</u>
<b>Total Liabilities</b>	<u>4,444,000</u>
<b>Deferred Inflows of Resources</b>	
Deferred Inflows on Pension Obligation	927,769
Deferred Inflows on Other Postemployment Benefits	269,228
<b>Total Deferred Inflows of Resources</b>	<u>1,196,997</u>
<b>Net Position</b>	
Net Investment in Capital Assets	146,172
Unrestricted	4,263,707
<b>Total Net Position</b>	<u>\$ 4,409,879</u>

The accompanying notes are an integral part of these financial statements.

**ST. TAMMANY PARISH ASSESSOR**  
**Statement of Activities**  
**For the Year Ended December 31, 2019**

	<b>Governmental Activities</b>
<b>Program Expenses</b>	
General Government	
Salaries and Related Expenses	\$ 5,255,782
Professional Services	800,166
Operating Services	436,831
Education	45,905
Depreciation Expense	56,220
Net Other Postemployment Benefit Obligation (OPEB)	<u>113,272</u>
<b>Total Program Expenses</b>	<u><b>6,708,176</b></u>
<b>Program Revenues</b>	
Operating Grants and Contributions	<u>824,555</u>
<b>Net Program Expense</b>	<u><b>5,883,621</b></u>
<b>General Revenues</b>	
Ad Valorem Taxes, Net	5,491,936
Contributions from St. Tammany Parish, Louisiana	399,448
State Revenue Sharing	107,473
Other	89,474
Interest Earnings	<u>98,429</u>
<b>Total General Revenues</b>	<u><b>6,186,760</b></u>
<b>Change in Net Position</b>	303,139
<b>Net Position, Beginning of Year</b>	<u>4,106,740</u>
<b>Net Position, End of Year</b>	<u><u><b>\$ 4,409,879</b></u></u>

The accompanying notes are an integral part of these financial statements.

**BASIC FINANCIAL STATEMENTS  
FUND FINANCIAL STATEMENTS  
GOVERNMENTAL FUND**

**ST. TAMMANY PARISH ASSESSOR**  
**Balance Sheet**  
**Governmental Fund**  
**December 31, 2019**

	<b>General Fund</b>
<b>Assets</b>	
Cash and Cash Equivalents	\$ 2,245,954
Investments - Louisiana Asset Management Pool	180,618
Receivables	
Ad Valorem Taxes, Net	5,188,281
State Revenue Sharing	71,802
Other	251,388
Prepaid Expenses	<u>66,476</u>
<b>Total Assets</b>	<b><u>\$ 8,004,519</u></b>
<b>Liabilities</b>	
Accounts Payable	\$ 246,221
Accrued Payroll	<u>128,993</u>
<b>Total Liabilities</b>	<b><u>375,214</u></b>
<b>Deferred Inflows of Resources</b>	
Unavailable Ad Valorem Taxes	<u>142,953</u>
<b>Total Deferred Inflows of Resources</b>	<b><u>142,953</u></b>
<b>Fund Balance</b>	
Nonspendable Amounts	
Not in Spendable Form	66,476
Unassigned	<u>7,419,876</u>
<b>Total Fund Balance</b>	<b><u>7,486,352</u></b>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balance</b>	<b><u>\$ 8,004,519</u></b>

The accompanying notes are an integral part of these financial statements.

**ST. TAMMANY PARISH ASSESSOR**  
**Reconciliation of the Governmental Fund Balance Sheet**  
**to the Statement of Net Position**  
**December 31, 2019**

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<b>Total Fund Balance - Governmental Fund</b>	<b>\$ 7,486,352</b>
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not current financial resources ,and therefore, are not reported in the governmental fund balance sheet. This amount represents capital assets, net of accumulated depreciation.	146,172
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Deferred inflows of resources - unavailable ad valorem taxes are not reported on government-wide financial statements.	142,953
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The Assessor follows the requirements of GASB Statement No. 68, which provides for the recognition of pension obligations. This includes the recognition of related deferred outflows of resources and deferred inflows of resources.	875,117
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The Assessor follows the requirements of GASB Statement No. 75, which provides for the recognition of OPEB and related deferred outflows and inflows of resources.	(171,929)
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Long-term liabilities are not due and payable in the current period, and therefore, are not reported in the funds. Those liabilities consist of:

Net Other Postemployment Benefit Obligation (OPEB)	(2,287,302)
Net Pension Liability	(1,570,706)
Accrued Annual Leave Payable	(210,778)

<b>Total Net Position of Governmental Activities</b>	<b><u>\$ 4,409,879</u></b>
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The accompanying notes are an integral part of these financial statements.

**ST. TAMMANY PARISH ASSESSOR**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Governmental Fund**  
**For the Year Ended December 31, 2019**

	<b>General Fund</b>
<b>Revenues</b>	
Ad Valorem Taxes, Net	\$ 5,495,056
Contributions from St. Tammany Parish, Louisiana	399,448
State Revenue Sharing	107,473
Other	90,459
Interest Earnings	98,213
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<b>Total Revenues</b>	<b>6,190,649</b>
	<hr/>
<b>Expenditures</b>	
Salaries and Related Expenditures	4,406,404
Professional Services	800,166
Operating Services	552,931
Education	45,905
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<b>Total Expenditures</b>	<b>5,805,406</b>
	<hr/>
<b>Net Change in Fund Balance</b>	<b>385,243</b>
	<hr/>
<b>Fund Balance, Beginning of Year</b>	<b>7,101,109</b>
	<hr/>
<b>Fund Balance, End of Year</b>	<b>\$ 7,486,352</b>
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The accompanying notes are an integral part of these financial statements.

**ST. TAMMANY PARISH ASSESSOR**  
**Reconciliation of the Statement of Revenues, Expenditures,**  
**and Changes in Fund Balance of the Governmental Fund to the**  
**Statement of Activities**  
**For the Year Ended December 31, 2019**

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<b>Net Change in Fund Balance - Total Governmental Fund</b>	<b>\$</b>	<b>385,243</b>
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Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation in the current period.		59,880
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The net effect of various miscellaneous transactions involving capital assets to decrease net position.		(769)
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Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the governmental funds:

Change in Unavailable Ad Valorem Taxes		(3,120)
Contributions Made to the Retirement Plan by Other Governments		824,555

Some expenses reported in the statement of activities do not require the use of current financial resources, and therefore, are not reported as expenditures in the governmental fund:

Change in the Net Pension Liability and Related Deferred Amounts		(849,378)
Change in the Other Postemployment Benefit (OPEB) Liability		<u>(113,272)</u>

<b>Change in Net Position of Governmental Activities</b>	<b>\$</b>	<b><u>303,139</u></b>
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The accompanying notes are an integral part of these financial statements.

**NOTES TO FINANCIAL STATEMENTS**

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 1. Summary of Significant Accounting Policies

##### Introduction

As provided by Article VII, Section 24, of the Louisiana Constitution of 1974, the Assessor is elected by the voters of the parish and serves a four-year term. The Assessor assesses all real and movable property in the parish subject to ad valorem taxation. The Assessor is authorized to appoint as many deputies as may be necessary for efficient operation of the office and to provide assistance to the taxpayers of the parish. The deputies are authorized to perform all functions of the office, but the Assessor is officially and pecuniarily responsible for the actions of the deputies.

The St. Tammany Parish Assessor (the Assessor) has an office in Covington and an office in Slidell within St. Tammany Parish, Louisiana (the Parish). In accordance with Louisiana law, the Assessor bases real and movable property assessments on conditions existing on January 1<sup>st</sup> of the tax year. The Assessor completes an assessment listing for the tax year and submits the list to the Parish governing authority and the Louisiana Tax Commission, as prescribed by state law. Once the assessment listing is approved, the Assessor submits the assessment roll to the Parish tax collector, who is responsible for collecting and distributing taxes to the various taxing bodies located in the Parish.

##### Reporting Entity

For financial reporting purposes, in conformity with Governmental Accounting Standards Board (GASB) Codification Section 2100, the Assessor is an independently elected official who operates his office without oversight responsibility to the Parish. Louisiana Revised Statutes give each Assessor control over all of their operations. This includes the hiring and retention of employees, authority over budgeting, responsibility for funding deficits and operating deficiencies, and fiscal management for controlling the collection and disbursement of funds.

Therefore, the Assessor reports as an independent reporting entity and the financial statements include only the transactions of the St. Tammany Parish Assessor. Furthermore, the Parish does not include the Assessor as a component unit in its comprehensive annual financial report.

##### Basis of Presentation

The accompanying basic financial statements of the Assessor have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, as amended by GASB Statement No. 63. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statute (LRS) 24:513 and to the guidance set forth in the *Louisiana Governmental Audit Guide*, and to the industry audit guide, *Audits of State and Local Governmental Units*.

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### **Basis of Presentation (Continued)**

The Assessor's basic financial statements include both government-wide and fund financial statements. The Assessor currently has only one fund, the General Fund, which is reported as a governmental activity.

##### **Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on the governmental activities using the full accrual, economic resource basis, which recognizes all long-term assets and receivables, as well as long-term debt and obligations.

The statement of activities demonstrates the degree to which the direct expenses of the Assessor's primary function are offset by program revenues. Direct expenses are those that are clearly identifiable to the Assessor program. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by the Assessor program; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of the Assessor program. Taxes and other items not considered program revenues are reported as general revenues.

The Assessor uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by separate transactions related to certain Assessor functions and activities. A fund is a segregating fiscal and accounting entity with a self-balancing set of accounts. The emphasis on fund financial statements is on major funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity or the total assets, liabilities, revenues, or expenditures of the individual governmental fund is at least 10 percent of the corresponding total for all governmental funds.

The General Fund is the primary operating and sole fund of the Assessor. It accounts for all the financial transactions and is classified as a governmental fund type. The focus of the governmental funds' measurement is upon the determination of financial position and changes in financial position rather than upon net income.

##### **Measurement Focus/Basis of Accounting**

The governmental activities in the government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Intergovernmental revenues and grants are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### Measurement Focus/Basis of Accounting (Continued)

The amounts reflected in the governmental fund financial statements are accounted for using the current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to the government-wide financial statements.

The amounts reflected in the governmental fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Assessor considers all revenues available if they are collected within 60 days after the fiscal year-end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on any general long-term debt, which would be recognized when payment is due, and certain compensated absences and claims and judgments, which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Ad valorem taxes are considered to be collected when they are collected by the St. Tammany Parish Sheriff. Ad valorem taxes collected after 60 days are recorded as a deferred inflow on the governmental fund balance sheet. State revenue sharing associated with the current fiscal period is considered susceptible to accrual and so has been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Assessor.

##### Budgets

The original budget for the year ended December 31, 2019 was made available for public inspection at the Assessor's office and advertised on October 31, 2018. The original budget was subsequently adopted on November 15, 2018, after a public hearing on that day.

All budgets were prepared on the modified accrual basis of accounting. The Assessor reserves all authority to make changes to the budget. Formal budget integration within the accounting records is employed as a management control device during the year. Budgeted amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments. All appropriations contained in the budget lapse at year-end.

# ST. TAMMANY PARISH ASSESSOR

## Notes to Financial Statements

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### Note 1. Summary of Significant Accounting Policies (Continued)

#### Cash, Cash Equivalents, and Investments

Cash includes amounts in interest-bearing demand deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Assessor may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Investments are reported at fair value, with some exceptions, in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. GASB 72 requires governments to use valuation techniques in assessing fair value and establishes a hierarchy of three levels used to categorize the inputs that are used to measure fair value.

See Note 3 for more information on the Assessor's investments.

#### Receivables

Receivables are made up of revenues from ad valorem taxes, state revenue sharing, and city tax bills. The allowance for uncollectible amounts was \$110,660, which represents 2% of the total ad valorem tax receivable at December 31, 2019. This estimate is based on the Assessor's history of collections within this revenue stream.

#### Prepaid Expenses

Payments made to vendors for services that will benefit periods beyond the date of this report are recorded as prepaid expenses and are accounted for on the consumption method.

#### Capital Assets

Capital assets, which include vehicles and office furniture and equipment, are reported in the government-wide financial statements. Capital assets are recorded at historical cost, or estimated cost if historical cost is not available. Donated assets are recorded at their estimated fair market value at the date of donation. Depreciation of all exhaustible capital assets is charged as an expense against the Assessor's operations. In the fund financial statements, capital assets are accounted for as capital outlay expenditures upon acquisition.

The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, if applicable. The Assessor capitalizes all vehicles and office furniture and equipment in excess of \$1,000. Estimated useful life is management's estimate of how long the asset is expected to meet service demands.

The following estimated useful lives and methods are used to compute depreciation:

Vehicles	5 Years	Straight-Line
Office Furniture and Equipment	5 Years	Straight-Line

Depreciation expense amounted to \$56,220 for the year ended December 31, 2019.

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### Annual Leave

Effective May 1, 2013, the Assessor implemented a personal time off (PTO) policy which is a combination of vacation and sick time made available to full-time employees. PTO is accrued at a rate based on years of service. All PTO above 105 hours should be used within the fiscal year earned. Anything greater than 105 hours will be forfeited. Upon termination, resignation, or retirement, employees will be paid for all accumulated PTO.

At December 31, 2019, the Assessor had accrued annual leave payable of \$210,778, which has been reported on the statement of net position

##### Equity Classifications

Government-wide net position is divided into three components:

1. *Net Investment in Capital Assets* - Consists of the historical cost of capital assets including any restricted capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. *Restricted* - Consists of assets that have constraints that are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation.
3. *Unrestricted* - All other net position is reported in this category.

In the governmental fund financial statements, fund balances are classified as follows:

1. *Nonspendable* - Amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
2. *Restricted* - Amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
3. *Committed* - Amounts that can be used only for specific purposes determined by a formal action of the Assessor. The Assessor is the highest level of decision-making authority for the Assessor's office. Commitments may be established, modified, or rescinded only through ordinances or resolutions approved by the Assessor.
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. Under the Assessor's adopted policy, only the Assessor may assign amounts for specific purposes.
5. *Unassigned* - All other spendable amounts.

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### **Equity Classifications (Continued)**

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Assessor considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Assessor considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Assessor has provided otherwise in his commitment or assignment actions.

##### **Use of 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 certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

##### **Deferred Outflows/Inflows of Resources**

Deferred outflows of resources represent a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense) until then. Deferred inflows of resources represent an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. The Assessor has the following items that are reported as deferred outflows/inflows of resources: deferred outflows/inflows of resources related to pensions, Other Postemployment Benefits (OPEB), and unavailable revenue. Unavailable revenue arises only under a modified accrual basis of accounting, so it is reported only on the governmental fund balance sheet.

##### **Pensions**

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Louisiana Assessors' Retirement Fund (the Fund) and additions to/deductions from the Fund's fiduciary net position have been determined on the same basis as they are reported by the Fund. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

##### **New Accounting Pronouncements**

The GASB issued Statement No. 83, *Certain Asset Retirement Obligations*. The objective of GASB 83 is to establish criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for asset retirement obligations. In May 2020, the GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, postponing the effective date of Statement No. 83 to reporting periods beginning after June 15, 2019.

# ST. TAMMANY PARISH ASSESSOR

## Notes to Financial Statements

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### Note 1. Summary of Significant Accounting Policies (Continued)

#### New Accounting Pronouncements (Continued)

The GASB issued Statement No. 84, *Fiduciary Activities*. The objective of GASB 84 is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purpose and how those activities should be reported. In May 2020, the GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, postponing the effective date of Statement No. 84 to reporting periods beginning after December 15, 2019.

The GASB issued Statement No. 87, *Leases*. The objective of GASB 87 is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. In May 2020, the GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, postponing the effective date of Statement No. 87 to reporting periods beginning after June 15, 2021.

The GASB issued Statement No. 88, *Certain Disclosures Related to Debt*. This Statement defines debt for purposes of disclosure in notes to the financial statements and establishes additional financial statement note disclosure requirements related to debt obligations of governments. In May 2020, the GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, postponing the effective date of Statement No. 88 to reporting periods beginning after June 15, 2019.

The GASB issued Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*. The objectives of GASB 89 are to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and to simplify accounting for interest cost incurred before the end of a construction period. This Statement establishes accounting requirements for interest cost incurred before the end of a construction period. In May 2020, the GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, postponing the effective date of Statement No. 89 to reporting periods beginning after December 15, 2020.

### Note 2. Cash and Cash Equivalents

At December 31, 2019, the carrying amounts (book balances) of all cash and cash equivalents of the Assessor were as follows:

Demand Deposits	<u>\$ 2,245,954</u>
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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.

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 2. Cash and Cash Equivalents (Continued)

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. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At December 31, 2019, \$1,774,805 of the Assessor's bank balance of \$2,279,083 was exposed to custodial credit risk. However, these deposits were secured from risk by the pledge of securities owned by the fiscal agent bank.

LRS 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Assessor that the fiscal agent has failed to pay deposited funds upon demand.

#### Note 3. Investments

At December 31, 2019, the Assessor had investments of \$180,618 in Louisiana Asset Management Pool, Inc. (LAMP), a local government investment pool. In accordance with GASB Codification, the investment in LAMP is not categorized in the three risk categories provided by GASB Codification because the investment is in a pool of funds and, therefore, not evidenced by securities that exist in physical or book-entry form.

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 LRS 33:2955.

GASB Statement No. 40, *Deposit and Investment Risk Disclosure*, requires disclosure of credit risk, custodial credit risk, concentration of credit risk, interest rate risk, and foreign currency risk for all public entity investments.

LAMP is an investment pool that, to the extent practical, invests in a manner consistent with GASB Statement No. 79. The following facts are relevant for investment pools:

- *Credit Risk:* LAMP is rated AAAM by Standard & Poor's.
- *Custodial Credit Risk:* LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.
- *Concentration of Credit Risk:* Pooled investments are excluded from the five percent disclosure requirement.

# ST. TAMMANY PARISH ASSESSOR

## Notes to Financial Statements

### Note 3. Investments (Continued)

- *Interest Rate Risk:* LAMP is designed to be highly liquid to give its participants immediate access to their account balances. LAMP prepares its own interest rate risk disclosure using the weighted average maturity (WAM) method. The WAM of LAMP assets is restricted to not more than 60 days, and consists of no securities with a maturity in excess of 397 days, or two years (762 days) for U. S. Government floating/variable rate investments. The WAM for LAMP's total investments was 43, as of December 31, 2019.
- *Foreign Currency Risk:* Not applicable.

The investments in LAMP are stated at fair value. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the net asset value of the pool shares.

LAMP 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.

If you have any questions, please feel free to contact the LAMP administrative office at 800-249-5267.

### Note 4. Levied Taxes

The following is a summary of authorized and levied ad valorem taxes:

	Maximum Millage	Levied Millage
Operations	2.73	2.59

The following are the principal taxpayers for the Parish:

Taxpayer	Type of Business	2019 Assessed Valuation	Percentage of Total Assessed Valuation
Cleco	Utility	\$ 47,578,090	1.79%
Florida Marine Transporters	Transportation	13,723,580	0.52%
Associated Wholesale Grocers	Grocery Distributor	13,442,760	0.50%
Atmos Energy Corporation	Utility	12,778,630	0.48%
Tri States NGL Pipeline	Energy	<u>11,645,850</u>	0.44%
<b>Total</b>		<u>\$ 99,168,910</u>	3.73%

The total assessed valuation for all taxpayers at December 31, 2019 was \$2,662,040,619. This figure was used in calculating the percentage of the "assessed valuation of each of the five largest taxpayers" listed above to the "total assessed valuation for all taxpayers."

# ST. TAMMANY PARISH ASSESSOR

## Notes to Financial Statements

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### Note 5. Capital Assets

The following is a summary of the changes in capital assets for the year ended December 31, 2019:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Capital Assets Being Depreciated</b>				
Vehicles	\$ 119,979	\$ 52,749	\$ (17,907)	\$ 154,821
Office Furniture and Equipment	369,774	63,351	(19,331)	413,794
<b>Total Capital Assets Being Depreciated</b>	<b>489,753</b>	<b>116,100</b>	<b>(37,238)</b>	<b>568,615</b>
<b>Less Accumulated Depreciation for:</b>				
Vehicles	(119,979)	(10,550)	17,907	(112,622)
Office Furniture and Equipment	(282,713)	(45,670)	18,562	(309,821)
<b>Total Accumulated Depreciation</b>	<b>(402,692)</b>	<b>(56,220)</b>	<b>36,469</b>	<b>(422,443)</b>
<b>Capital Assets, Net</b>	<b>\$ 87,061</b>	<b>\$ 59,880</b>	<b>\$ (769)</b>	<b>\$ 146,172</b>

### Note 6. Pension Plan

#### Plan Description

Substantially all employees of the St. Tammany Parish Assessor's office are members of the Louisiana Assessors' Retirement System (the System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

All full-time employees who are under the age of sixty at the time of original employment and are not drawing retirement benefits from any other public retirement system in Louisiana are required to participate in the System. Employees who were hired before October 1, 2013, will be eligible for pension benefits once they have either reached the age of fifty-five and have at least twelve years of service or have at least thirty years of service, regardless of age. Employees who were hired on or after October 1, 2013, will be eligible for pension benefits once they have either reached the age of sixty and have at least twelve years of service or have reached the age of fifty-five and have at least thirty years of service. Employees who became members prior to October 1, 2006, are entitled to annual pension benefits equal to three and one-third percent of their average final compensation based on the 36 consecutive months of highest pay, multiplied by their total years of service, not to exceed 100% of final compensation. Employees who became members on or after October 1, 2006 will have their benefit based on the highest 60 months of consecutive service. Employees may elect to receive their pension benefits in the form of a joint and survivor annuity. The System also provides death and disability benefits. Benefits are established by state statute.

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 6. Pension Plan (Continued)

##### Plan Description (Continued)

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Assessors' Retirement System, Post Office Box 1786, Shreveport, Louisiana 71166-1786, or by calling (318) 425-4446.

##### Funding Policy

For the entire year, plan members (employees) were required by state law to contribute 8.0% of their annual covered salary into the System. For the period January 1, 2019 to December 31, 2019, the Assessor (employer) was required to contribute 8.0% of an employee's annual covered payroll into the System. Contributions to the System also include one-fourth of one percent (one percent for Orleans Parish) of the taxes shown to be collectible by the tax rolls of each parish, plus revenue sharing appropriated by the legislature. The contribution requirements of plan members and the Assessor are established and may be amended by state statute. As provided by LRS 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Assessor's portion of contributions to the System for the years ended December 31, 2019, 2018, 2017, 2016, and 2015, was \$211,186, \$212,205, \$245,507, \$309,883, and \$319,304, respectively. These amounts equaled the required contributions for those years.

In addition, the Assessor paid the entire portion of employees' annual contributions to the System for the years ended December 31, 2019, 2018, 2017, 2016, and 2015, and the amounts were \$211,186, \$212,205, \$205,992, \$195,510, and \$189,217, respectively. These amounts equaled the required contribution amounts for those years.

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

At December 31, 2019, the Assessor reported a liability of \$1,570,706 for its proportionate share of the net pension liability. The net pension liability was measured as of September 30, 2019, and was determined by actuarial valuation as of that date. The Assessor's proportion of the net pension liability was based on a projection of the Assessor's long-term share of contributions to the pension plan relative to the projected contributions of all members, actuarially determined. At September 30, 2019, the Assessor's proportion was 5.954560%.

**ST. TAMMANY PARISH ASSESSOR**

**Notes to Financial Statements**

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**Note 6. Pension Plan (Continued)**

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

For the year ended December 31, 2019, the Assessor recognized pension expense of \$446,899, which does not include the proportionate share of non-employer contributions paid by other Governments of \$824,555. At December 31, 2019, the Assessor reported deferred outflows of resources and deferred inflows of resources related to its pension from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between Expected and Actual Experience	\$ 58,231	\$ 741,067
Changes in Assumptions	1,658,757	-
Net Difference between Projected and Actual Earnings on Pension Plan Investments	-	182,379
Changes in Proportion and Differences between Employer Contributions and Proportionate Share of Contributions		
Changes in Proportion	38,179	4,323
Assessor Contributions Subsequent to the Measurement Date	47,719	-
<b>Total</b>	<u>\$ 1,802,886</u>	<u>\$ 927,769</u>

In the year ending December 31, 2020, \$47,719 reported as deferred outflows of resources related to pensions resulting from the Assessor's contributions subsequent to the measurement date will be recognized.

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

<b>Year Ending December 31,</b>	<b>Amount</b>
2020	\$ 59,885
2021	135,209
2022	306,909
2023	289,668
2024	35,727
<b>Total</b>	<u>\$ 827,398</u>

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 6. Pension Plan (Continued)

##### Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining net pension liability as of December 31, 2019, is as follows:

Valuation Date	September 30, 2019
Actuarial Cost Method	Entry Age Normal
Investment Rate of Return	6.00% (Net of Investment Expense, Including Inflation)
Inflation Rate	2.20%
Expected Remaining Service Lives	6 Years
Salary Increases	5.75%
Annuitant and Beneficiary Mortality	RP 2000 Healthy Annuitant Table set forward one year and projected to 2030 for males and projected to 2030 for females with no set forward.
Active Members Mortality	RP-2000 Employee Table set back four years for males and three years for females.
Disabled Lives Mortality	RP-2000 Disabled Lives Mortality Table set back five years for males and three years for females.

The current year actuarial assumptions utilized in this note are based on the assumptions used in the September 30, 2019 actuarial valuation, which (with the exception of mortality) were based on results of an actuarial expense study for the period July 1, 2009 - June 30, 2014, unless otherwise specified in this note. In cases where benefit structures were changed after the study period, assumptions were based on estimates of future experience. All assumptions selected were determined to be reasonable and represent expectations of future experience for the System.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and an adjustment for the effect of rebalancing/diversification.

# ST. TAMMANY PARISH ASSESSOR

## Notes to Financial Statements

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### Note 6. Pension Plan (Continued)

#### Actuarial Assumptions (Continued)

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of September 30, 2019, are summarized in the following table:

<b>Asset Class</b>	<b>Long-Term Expected Real Rate of Return</b>
Domestic Equity	7.50%
International Equity	8.50%
Domestic Bonds	2.50%
International Bonds	3.50%
Real Estate	4.50%
Alternative Investments	6.24%

The long-term expected rate of return selected by the System was 6.00%. The projection of cash flows used to determine the discount rate assumes that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement System's Actuarial Committee. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. Thus, the discount rate used to measure the total pension liability was 6.00%.

The effects of certain other changes in the net pension liability are required to be included in pension expense over the current and future periods. The effects on the total pension liability of (1) changes of economic and demographic assumptions or of other inputs, and (2) the difference between expected and actual experience are required to be included in pension expense in a systematic and rational manner over a closed period equal to the average of the expected remaining service lives of all employees that are provided with benefits through the pension plan (active and inactive employees), determined as of the beginning of the measurement period. The effect on net pension liability of differences between the projected earnings on pension plan investments and actual experience with regard to those earnings is required to be included in pension expense in a systematic and rational manner over a closed period of five years, beginning with the current period. The Expected Remaining Service Lives (ERSL) for 2019 is 6 years.

**ST. TAMMANY PARISH ASSESSOR**

**Notes to Financial Statements**

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**Note 6. Pension Plan (Continued)**

**Sensitivity to Changes in Discount Rate**

The following presents the net pension liability of the Assessor using the discount rate of 6.00% as well as what the liability would be if it were calculated using a discount rate that is one percentage point lower (5.00%) or one percentage point higher (7.00%) than the current rate:

	1% Decrease (5.00%)	Current Discount Rate (6.00%)	1% Increase (7.00%)
Assessor's Proportionate Share of the Net Pension Liability (Asset)	\$ 4,462,941	\$ 1,570,706	\$ (908,246)

**Note 7. Other Postemployment Benefits (OPEB)**

**General Information about the OPEB Plan**

*Plan Description* - The Assessor administers and contributes to a defined benefit health, dental, and life insurance plan for retirees and active employees, as authorized by the Assessor. The plan provides lifetime health, dental, and life insurance for retirees and for full-time employees that retire at age 55 or older with 12 years of service or have 30 years of service at any age. The Assessor has coverage through the Louisiana Assessors' Insurance Fund. No separate financial statements are available for the Assessor's plan.

*Funding Policy* - The Assessor contributes 100% of the costs of the current year's health, dental, and life insurance premiums for eligible retired employees only, but does not pay for spouse or dependent coverage. The Assessor finances its plan on a pay-as-you-go basis; therefore, no funds are reserved for payment of future health insurance premiums.

For the year ended December 31, 2019, the Assessor contributed \$79,721 to the plan on behalf of the retirees.

*Employees Covered by Benefit Terms* - At December 31, 2019, the following employees were covered by the benefit terms:

Actives	41
Retirees	<u>12</u>
Total	<u><u>53</u></u>

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 7. Other Postemployment Benefits (OPEB) (Continued)

##### Total OPEB Liability

The Assessor's total OPEB liability of \$2,287,302 was measured as of December 31, 2019 and was determined by an actuarial valuation as of that date.

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

Discount Rate	2.74% per annum, compounded annually
Actuarial Cost Method	Entry Age Normal
Inflation	2.30%
Withdrawal Rate	12.0% decreasing to an ultimate rate of 1.0%
Retirement Rate	22.0% increasing to an ultimate rate of 28.0%
Disability Rate	.006% increasing to an ultimate rate of .195%
Compensation Increase	3.00% per annum, compounded annually
Salary Increases Including Inflation	3.00%
Mortality Rates	Sex-distinct Pub-2010 General Mortality with separate employee and healthy annuitant rates, projected generationally using Scale MP-2019.
Medical Trend Rate	7.90% decreasing to an ultimate rate of 3.70%

The discount rate was based on the Bond Buyer General Obligation 20-Bond Municipal Index.

The actuarial assumptions used in the December 31, 2019 valuation were based on the results of ongoing evaluations of the assumptions.

**ST. TAMMANY PARISH ASSESSOR**

**Notes to Financial Statements**

**Note 7. Other Postemployment Benefits (OPEB) (Continued)**

**Changes in the Total OPEB Liability**

	<b>Net OPEB Liability</b>
Balance at January 1, 2019	\$ 2,186,543
Changes for the Year	
Service Cost	130,747
Interest on Total OPEB Liability	93,446
Effect of Economic/Demographic Gains/Losses	(158,042)
Assumption Changes	111,608
Benefit Payments	<u>(77,000)</u>
Net Changes for the Year	<u>100,759</u>
<b>Balance as of December 31, 2019</b>	<b><u>\$ 2,287,302</u></b>

*Sensitivity of the Total OPEB Liability to Changes in the Discount Rate* - The following presents the total OPEB liability of the Assessor, as well as what the Assessor's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (1.74%) or one percentage point higher (3.74%) than the current discount rate:

	<b>Discount Rate</b>		
	<b>1.0% Decrease</b>	<b>2.74%</b>	<b>1.0% Increase</b>
Total OPEB Liability	\$ 2,632,037	\$ 2,287,302	\$ 2,009,083

*Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates* - The following presents the total OPEB liability of the Assessor, as well as what the Assessor's total OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower or one percentage point higher than the current healthcare trend rates:

	<b>1.0% Decrease</b>	<b>Current Trend</b>	<b>1.0% Increase</b>
Total OPEB Liability	\$ 2,023,914	\$ 2,287,302	\$ 2,619,865

**ST. TAMMANY PARISH ASSESSOR**

**Notes to Financial Statements**

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**Note 7. Other Postemployment Benefits (OPEB) (Continued)**

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

For the year ended December 31, 2019, the Assessor recognized OPEB expense of \$190,272. At December 31, 2019, the Assessor reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Difference Between Expected and Actual Experience	\$ -	\$ 137,780
Changes in Assumptions	97,299	131,448
<b>Total</b>	<b>\$ 97,299</b>	<b>\$ 269,228</b>

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

<b>Year Ending December 31,</b>	<b>Amount</b>
2020	\$ (33,921)
2021	(33,921)
2022	(33,921)
2023	(33,921)
2024	(25,529)
Thereafter	(10,716)
<b>Total</b>	<b>\$ (171,929)</b>

**Note 8. Leases**

**Operating Leases**

Operating leases are all leases that do not meet the criteria of capital leases. During the year, the Assessor's office had operating leases on four copy machines. Required monthly lease payments made during the year totaled \$8,136.

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 8. Leases (Continued)

##### Operating Leases (Continued)

Future annual lease commitments under these leases are as follows:

Year Ending December 31,	Amount
2020	\$ 8,136
2021	6,220
2022	2,388
2023	1,791
2024	-
<b>Total</b>	<b>\$ 18,535</b>

There were no other operating or capital leases.

#### Note 9. Deferred Compensation Plan

All full-time employees of the Assessor's office participate in the Louisiana Public Employees' Deferred Compensation Plan, adopted under the provisions of Internal Revenue Code Section 457. Complete disclosures relating to the plan are included in the separately issued audit report for the plan, available from the Louisiana Legislative Auditor, Post Office Box 94377, Baton Rouge, Louisiana 70804-9397.

Employees/participants may contribute a portion of their salary with the Assessor's office matching up to a certain amount for each employee. Total contributions may not exceed the amount determined under IRS regulations. All contributions are immediately vested. During the year, employees/participants contributed \$300,299, and the Assessor's office made employer contributions to the plan on behalf of employees/participants totaling \$293,299.

#### Note 10. Expenditures of the Assessor Not Included in the Financial Statements

LRS 33:4713 requires St. Tammany Parish to provide the Assessor with all necessary office space, utilities, furniture, equipment, supplies, and maps. During the year, the Parish provided office space, utilities, and janitorial services on a limited basis. The value of these items is not reflected in the accompanying financial statements. Under this arrangement, the Assessor has one office located in Covington and one in Slidell.

## ST. TAMMANY PARISH ASSESSOR

### Notes to Financial Statements

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#### Note 11. Risk Management

The Assessor 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. During the year ended December 31, 2019, the Assessor carried insurance through various commercial carriers to cover all risks of loss. The Assessor has no settled claims resulting from these risks that exceeded its commercial coverage in any of the past three fiscal years.

#### Note 12. Subsequent Events

On January 30, 2020, the World Health Organization declared the coronavirus outbreak a "Public Health Emergency of International Concern", and on March 10, 2020, declared it to be a pandemic. Actions taken around the world to help mitigate the spread of the coronavirus include restrictions on travel, quarantines in certain areas, and forced closures for certain types of public places and businesses. The coronavirus and actions taken to mitigate it have had, and are expected to continue to have, an adverse impact on the economies and financial markets of many countries, including the geographical area in which the Assessor operates. It is unknown how long these conditions will last and what the complete financial effect will be to the Assessor.

**REQUIRED SUPPLEMENTARY INFORMATION (PART II)**

**ST. TAMMANY PARISH ASSESSOR**  
**Schedule of Revenues, Expenditures, and Changes in**  
**Fund Balance - Budget and Actual - General Fund**  
**For the Year Ended December 31, 2019**

	Budget		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
<b>Revenues</b>				
Ad Valorem Taxes, Net	\$ 5,250,000	\$ 5,250,000	\$ 5,495,056	\$ 245,056
Contributions from St. Tammany Parish, Louisiana	400,000	400,000	399,448	(552)
State Revenue Sharing	100,000	100,000	107,473	7,473
Other	70,000	70,000	90,459	20,459
Interest Earnings	80,000	80,000	98,213	18,213
<b>Total Revenues</b>	<b>5,900,000</b>	<b>5,900,000</b>	<b>6,190,649</b>	<b>290,649</b>
<b>Expenditures</b>				
Salaries and Related Expenditures	4,550,000	4,550,000	4,406,404	143,596
Professional Services	840,000	840,000	800,166	39,834
Operating Services	450,000	450,000	552,931	(102,931)
Education	60,000	60,000	45,905	14,095
<b>Total Expenditures</b>	<b>5,900,000</b>	<b>5,900,000</b>	<b>5,805,406</b>	<b>94,594</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>385,243</b>	<b>\$ 385,243</b>
<b>Fund Balance, Beginning of Year</b>			<b>7,101,109</b>	
<b>Fund Balance, End of Year</b>			<b>\$ 7,486,352</b>	

See independent auditor's report.

**ST. TAMMANY PARISH ASSESSOR**  
**Schedule of Employer's Proportionate Share of the**  
**Net Pension Liability**  
**For the Year Ended December 31, 2019**

	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Employer's Portion of the Net Pension Liability	5.954560%	5.998426%	5.807959%	5.746442%	5.649871%
Employer's Proportionate Share of the Net Pension Liability	\$ 1,570,706	\$ 1,166,116	\$ 1,019,130	\$ 2,027,743	\$ 2,956,706
Employer's Covered Payroll	\$ 2,650,971	\$ 2,644,015	\$ 2,549,728	\$ 2,501,902	\$ 2,374,031
Employer's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	59.25%	44.10%	39.97%	81.05%	124.54%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	94.12%	95.46%	95.61%	90.68%	85.57%

The amounts presented for each fiscal year were determined as of the September 30th year-end that occurred within the fiscal year.

GASB 68 requires this schedule to show information for 10 years. The Assessor has implemented GASB 68 in its 2015 fiscal year. Therefore, additional years will be displayed as they become available.

See independent auditor's report.

**ST. TAMMANY PARISH ASSESSOR**  
**Schedule of Employer's Contributions to**  
**Defined Benefit Pension Plan**  
**For the Year Ended December 31, 2019**

	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Contractually Required Contribution	\$ 211,186	\$ 212,205	\$ 245,507	\$ 309,883	\$ 319,304
Contributions in Relation to the Contractually Required Contribution	<u>(211,186)</u>	<u>(212,205)</u>	<u>(245,507)</u>	<u>(309,883)</u>	<u>(319,304)</u>
Contribution Deficiency (Excess)	<u>\$ -</u>				
Employer's Covered Payroll	\$ 2,639,819	\$ 2,652,567	\$ 2,574,793	\$ 2,443,950	\$ 2,365,215
Contributions as a Percentage of Covered Payroll	8.00%	8.00%	9.54%	12.68%	13.50%

GASB 68 requires this schedule to show information for 10 years. The Assessor has implemented GASB 68 in its 2015 fiscal year. Therefore, additional years will be displayed as they become available.

See independent auditor's report.

**ST. TAMMANY PARISH ASSESSOR**  
**Schedule of Changes in the Assessor's**  
**Net OPEB Liability and Related Ratios**  
**For the Year Ended December 31, 2019**

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<b>Total OPEB Liability</b>	
Service Cost	\$ 130,747
Interest	93,446
Effect of Plan Changes	-
Effect of Economic/Demographic Gains/Losses	(158,042)
Assumption Changes	111,608
Benefit Payments	<u>(77,000)</u>
<b>Net Change in Total OPEB Liability</b>	100,759
<b>Total OPEB Liability - Beginning</b>	<u>2,186,543</u>
<b>Total OPEB Liability - Ending</b>	<u><u>\$ 2,287,302</u></u>
 Covered-Employee Payroll	 \$ 2,609,467
 Net OPEB Liability as a Percentage of Covered-Employee Payroll	  87.65%

**Notes to Schedule**

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

*Changes of Assumptions:* The discount rate as of December 31, 2018 was 4.10% and it changed to 2.74% as of December 31, 2019.

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

See independent auditor's report.

**OTHER SUPPLEMENTARY INFORMATION**

**ST. TAMMANY PARISH ASSESSOR**  
**Schedule of Compensation, Benefits, and Other Payments**  
**to Agency Head**  
**For the Year Ended December 31, 2019**

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**Agency Head**

Louis Fitzmorris, St. Tammany Parish Assessor

<b>Purpose</b>	<b>Amount</b>
Salary	\$158,746
Benefits - Retirement	\$36,899
Benefits - Insurance	\$19,605
Car Allowance	\$0
Vehicle Provided by Government	\$0
Per Diem	\$0
Reimbursements	\$0
Travel	\$0
Registration Fees	\$0
Conference Travel	\$0
Continuing Professional Education Fees	\$1,681
Housing	\$0
Unvouchered Expenses	\$0
Special Meals	\$0

Salary and benefits are set by the following Louisiana Revised Statutes:

- LRS 47:1907 A, B, H, I, J, and K
- LRS 42:1301-1309
- LRS 47:1923

Insurance and retirement benefits are provided to all employees of the Assessor as per Louisiana Revised Statutes referenced above.

See independent auditor's report.

**INDEPENDENT AUDITOR'S 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 Honorable Louis Fitzmorris  
St. Tammany Parish Assessor

We have audited, 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, the financial statements of the governmental activities and the major fund of the St. Tammany Parish Assessor (the Assessor), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Assessor's basic financial statements, and have issued our report thereon dated June 25, 2020.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Assessor's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Assessor's internal control. Accordingly, we do not express an opinion on the effectiveness of the Assessor'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 the Assessor's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Assessor's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Assessor's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

A handwritten signature in cursive script that reads "LaForte".

A Professional Accounting Corporation

Covington, LA  
June 25, 2020

**ST. TAMMANY PARISH ASSESSOR**  
**Schedule of Findings and Responses**  
**For the Year Ended December 31, 2019**

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**Part I - Summary of Auditor's Results**

Financial Statements

- |  |               |
|--|---------------|
| 1. Type of auditor's report issued:  | Unmodified    |
| 2. Internal control over financial reporting and compliance and other matters: |               |
| a. Material weaknesses identified?   | No            |
| b. Significant deficiencies identified?  | None Reported |
| c. Noncompliance material to the financial statements noted?                   | No            |

Federal Awards

Not applicable.

**Part II - Findings Related to the Financial Statements**

None.

**Part III - Federal Award Findings**

Not applicable.