

Financial Report

St. Bernard Parish Assessor

December 31, 2018

Financial Report

St. Bernard Parish Assessor

December 31, 2018

TABLE OF CONTENTS

St. Bernard Parish Assessor
Chalmette, Louisiana

December 31, 2018

	<u>Page Number</u>
Independent Auditor's Report	1 - 3
Financial Section	
Management's Discussion and Analysis	4 - 9
Exhibits	
Basic Financial Statements:	
Government-wide and Fund Financial Statements:	
A - Statement of Net Position and Governmental Fund Balance Sheet	10
B - Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position	11
C - Statement of Activities and Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balance	12
D - Reconciliation of the Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balance to the Statement of Activities	13
E - Notes to Financial Statements	14 - 41

TABLE OF CONTENTS (Continued)

	<u>Page Number</u>
Schedules	
Required Supplementary Information	
1 - Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	42
2 - Note to Required Supplementary Information - Budgetary Reporting	43
3 - Schedule of the Assessor's Proportionate Share of the Net Pension Liability	44
4 - Schedule of Assessor's Contributions	45
5 - Schedule of Changes in the Assessor's Total OPEB Liability and Related Ratios	46
Other Supplementary Information	
6 - Schedule of Compensation, Benefits, and Other Payments to Agency Head	47
Special Reports of Certified Public Accountants	
Independent Auditor's Report on Internal Control Over Financial s Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <u>Government Auditing Standards</u>	48 - 49
Schedule of Findings and Responses	50 - 51
Reports by Management	
Schedule of Prior Year Findings and Responses	52
Management's Corrective Action Plan	53
Statewide Agreed-Upon Procedures (R.S. 24:513)	
Independent Accountant's Report on Applying Agreed-Upon Procedures	54 - 58

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

To the Honorable Jaylynn Bergeron Turner,
St. Bernard Parish Assessor,
Chalmette, Louisiana.

We have audited the accompanying financial statements of the governmental activities and the General Fund of the St. Bernard Parish Assessor (the "Assessor"), as of and for the year ended December 31, 2018, 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 an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and 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 misstatements 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 controls. 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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and General Fund of St. Bernard Parish Assessor as of December 31, 2018, and the respective changes in net position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Change in Accounting Policy

As discussed in Note 1m, 2, and 10 to the financial statements, the Assessor adopted new guidance in Governmental Accounting Standards Board Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Our opinion is not modified with respect to this matter.

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 4 through 9 and the required supplementary information on pages 42 through 46, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operations, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the statements as a whole. The Schedule of Compensation, Benefits, and Other Payments to Agency Head on page 47 is presented for purposes of additional analysis and is required by Louisiana Revised Statute 24:513(A)(3) and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The 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 financial statements or to the financial statements

themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the 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 May 23, 2019, on our consideration of the St. Bernard Parish Assessor's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 St. Bernard Parish Assessor's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "Bourgeois Bennett, L.L.C.".

Certified Public Accountants.

New Orleans, Louisiana,
May 23, 2019.

MANAGEMENT'S DISCUSSION AND ANALYSIS

St. Bernard Parish Assessor
Chalmette, Louisiana

December 31, 2018

The Management's Discussion and Analysis of the St. Bernard Parish Assessor's (the "Assessor") financial performance presents a narrative overview and analysis of the Assessor's financial activities as of and for the year ended December 31, 2018. This document focuses on the current year's activities, resulting changes, and currently known facts. Please read this document in conjunction with basic financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

The Assessor's liabilities exceeded its assets as of December 31, 2018 by \$584,787 (net position), which represents a 9.06% decrease from December 31, 2017.

During the year ended December 31, 2018, the Assessor implemented GASBS No. 75, *Accounting and Reporting for Postemployment Benefits Other Than Pensions* and accordingly reduced net position as of January 1, 2018 by \$632,018 for its other postemployment benefit obligation as of that date.

The Assessor's revenues increased \$96,901 (15.58%). This was due to the Assessor recognizing revenue of approximately \$64,000 more for ad valorem tax revenue, an increase in cost reimbursements from the St. Bernard Parish Government of approximately \$37,700, as well as a decrease of approximately \$1,700 of interest income during 2018.

The Assessor's expenses increased \$72,924 (10.50%). The variance includes an increase in personnel services of approximately \$38,200, an increase of other services and charges of approximately \$40,500, and a decrease in materials and supplies of approximately \$4,000.

The Assessor did not have any funds with deficit fund balances.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Assessor's basic financial statements. The Assessor's financial report consists of three parts: (1) management's discussion and analysis (this section), (2) basic financial statements, and (3) special reports by certified public accountants and management.

The basic financial statements include two kinds of statements that present different views of the Assessor:

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Assessor's finances, in a manner similar to a private sector business. The Statement of Net Position presents information on all of the Assessor's assets and liabilities, with the difference between the two reported as the net position. Over time, increases or decreases in the net position may serve as a useful indicator of whether the financial position of the Assessor is improving or deteriorating. The Statement of Activities presents information showing how the Assessor's net position changes during each fiscal year.

All changes in net assets are reported as soon as the underlying event giving rise to the change occurs regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods. The governmental activity of the Assessor is to assess all real and movable property that is subject to ad valorem taxes in St. Bernard Parish.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. All of the funds of the Assessor are governmental funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Assessor maintains one individual governmental fund (the "General Fund"). Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the General Fund. The Assessor adopts an annual appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget. The basic governmental fund financial statements can be found on pages 10 and 12 of this report.

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found starting on page 14 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As previously noted, net position may serve over time as a useful indicator of the Assessor's financial position. As of December 31, 2018, liabilities exceeded assets by \$584,787. A portion of the Assessor's net position (\$25,450) reflects its investment in capital assets (e.g., office furniture, fixtures, and equipment). Consequently, these assets are not available for future spending.

Condensed Statement of Net Position

	December 31,		Dollar
	2018	2017	Change
Current and other assets	\$ 815,472	\$ 805,720	\$ 9,752
Capital assets	25,450	41,200	(15,750)
Total assets	840,922	846,920	(5,998)
Deferred outflows of resources	386,963	123,989	262,974
Current liabilities	3,053	10,859	(7,806)
Non-current liabilities	1,372,514	1,401,986 ¹	(29,472)
Total liabilities	1,375,567	1,412,845	(37,278)
Deferred inflows of resources	437,105	94,249	342,856
Net position (deficit):			
Invested in capital assets	25,450	41,200	(15,750)
Unrestricted	(610,237)	(577,384) ¹	(32,853)
Total net position (deficit)	\$ (584,787)	\$ (536,184) ¹	\$ (48,603)

¹ Restated, See Note 2

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Governmental Activities

Governmental activities decreased the Assessor's net position by \$680,621. Key elements of this decrease are as follows:

Condensed Changes in Net Position

	<u>Year Ended December 31,</u>		<u>Dollar</u>	<u>Total</u>
	<u>2018</u>	<u>2017</u>	<u>Change</u>	<u>Percentage</u>
				<u>Change</u>
Revenues:				
Ad valorem taxes	\$ 638,804	\$ 574,828	\$ 63,976	11.13
Intergovernmental	71,959	34,230	37,729	110.22
Interest income	1,257	2,932	(1,675)	(57.13)
Other revenue	6,657	9,786	(3,129)	(31.97)
	<u>718,677</u>	<u>621,776</u>	<u>96,901</u>	15.58
Expenses:				
General and governmental	<u>767,280</u>	<u>694,356</u>	<u>72,924</u>	10.50
Decrease in net position	<u>(48,603)</u>	<u>(72,580)</u>	<u>23,977</u>	33.04
Net position, beginning of year as previously stated	95,834	168,414	(72,580)	(43.10)
Implementation of GASB No. 75	<u>(632,018)</u>	<u>-</u>	<u>(632,018)</u>	-
Net position (deficit), beginning of year as restated	<u>(536,184)</u>	<u>168,414</u>	<u>(704,598)</u>	(418.37)
Net position (deficit), end of year	<u>\$ (584,787)</u>	<u>\$ 95,834</u>	<u>\$ (680,621)</u>	(710.21)

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

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

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS (Continued)

Governmental Funds

The focus of the Assessor's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Assessor's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending as of December 31, 2018. As of December 31, 2018, the Assessor's governmental fund, the General Fund, reported an ending fund balance of \$812,419, an increase of \$17,557 in comparison with the prior year. An unassigned fund balance of \$807,501 is available for spending at the Assessor's discretion. The remainder of fund balance is nonspendable to indicate that it is not available for new spending because it has already been committed for insurance.

General Fund Budgetary Highlights

The budget was amended once during the year. The primary reason for amending the budget was the result of obtaining more accurate information on revenue and expenditures. The major differences between the original General Fund budget and the final amended budget were as follows:

Revenues

- Increasing ad valorem taxes by approximately \$44,000.
- Increasing reimbursement due from St. Bernard Parish Government by approximately \$58,600 to account for cost reimbursement funding due to the Assessor's office.
- Decreasing interest income by approximately \$1,400.
- Decreasing other revenue by approximately \$3,000.

Expenditures

- Increasing maps expense approximately \$67,000 to reflect new consulting service which will generate additional ad valorem tax collections.
- Increasing benefit by approximately \$10,000 to reflect actual balances.
- Decreasing accounting fees by approximately \$4,000 to reflect actual balances.
- Increasing various computer expenses by approximately \$6,100 to reflect actual balances.

During the year, revenues were lower than budgetary estimates by approximately \$8,300 and expenditures were lower than budgetary estimates by approximately \$48,500.

CAPITAL ASSETS

Capital Assets

The Assessor's investment in capital assets for its governmental activities as of December 31, 2018, totaled \$25,450 (net of accumulated depreciation). This investment in capital assets includes office furniture, fixtures, and equipment.

	<u>December 31,</u>	
	<u>2018</u>	<u>2017</u>
Office furniture, fixtures, and equipment	<u>\$ 141,150</u>	<u>\$ 142,369</u>

Additional information on the Assessor's capital assets can be found in Note 7 of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The Assessor typically considers the following factors and indicators when setting the next year's budget, rates, and fees. These factors and indicators are as follows:

- Revenues are budgeted based on the assumption that ad valorem taxes will remain the same and St. Bernard Parish Government reimbursements would decrease.
- Expenses were budgeted based on the assumption that certain expenses would decrease in 2019 on the assumption certain consulting fees would be reduced.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Assessor's finances for all those with an interest in the Assessor's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Jaylynn Bergeron Turner, Assessor, Parish of St. Bernard, 2118 Jackson Blvd., Suite A, Chalmette, Louisiana 70043.

**STATEMENT OF NET POSITION AND
GOVERNMENTAL FUND BALANCE SHEET**

St. Bernard Parish Assessor
Chalmette, Louisiana

December 31, 2018

	<u>General Fund</u>	<u>Adjustments (Exhibit B)</u>	<u>Statement of Net Position</u>
Assets			
Cash	\$ 220,089	\$ -	\$ 220,089
Due from St. Bernard Parish Sheriff	590,465	-	590,465
Prepaid expenses	4,918	-	4,918
Capital assets, net of accumulated depreciation	-	25,450	25,450
	<u>815,472</u>	<u>25,450</u>	<u>840,922</u>
		<u>386,963</u>	<u>386,963</u>
Deferred Outflows of Resources			
Total assets and deferred outflows of resources	<u>\$ 815,472</u>	<u>412,413</u>	<u>1,227,885</u>
Liabilities			
Accounts payable and accrued expenditures	\$ 603	-	603
Other liabilities	2,450	-	2,450
Net pension liability	-	158,659	158,659
Unfunded other post-employment benefit obligations	-	1,213,855	1,213,855
	<u>3,053</u>	<u>1,372,514</u>	<u>1,375,567</u>
		<u>437,105</u>	<u>437,105</u>
Deferred Inflows of Resources			
Total liabilities and deferred inflows of resources	<u>3,053</u>	<u>1,809,619</u>	<u>1,812,672</u>
Fund Balance/Net Position			
Fund balance:			
Nonspendable	4,918	(4,918)	-
Unassigned	807,501	(807,501)	-
	<u>812,419</u>	<u>(812,419)</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 815,472</u>	<u>997,200</u>	<u>1,812,672</u>
Net position (deficit)			
Net invested in capital assets		25,450	25,450
Unrestricted		(610,237)	(610,237)
		<u>25,450</u>	<u>25,450</u>
Total net position (deficit)		<u>\$ (584,787)</u>	<u>\$ (584,787)</u>

See notes to financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUND
BALANCE SHEET TO THE STATEMENT OF NET POSITION**

St. Bernard Parish Assessor
Chalmette, Louisiana

December 31, 2018

Fund Balance - Governmental Fund		\$ 812,419
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund:		
Governmental capital assets	\$ 141,150	
Less accumulated depreciation	<u>(115,700)</u>	25,450
Deferred outflows of resources used in governmental activities are not financial resources and, therefore, are not reported in governmental funds		
		386,963
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the General Fund:		
Net pension liability	(158,659)	
Other post-employment benefit obligations	<u>(1,213,855)</u>	(1,372,514)
Deferred inflow of resources are not due and payable in the current period and, therefore, are not reported in governmental funds		
		<u>(437,105)</u>
Net Position (Deficit) of Governmental Activities		<u>\$ (584,787)</u>

See notes to financial statements.

**STATEMENT OF ACTIVITIES AND STATEMENT OF
GOVERNMENTAL FUND REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE**

St. Bernard Parish Assessor
Chalmette, Louisiana

For the year ended December 31, 2018

	General Fund	Adjustments (Exhibit D)	Statement of Activities
Revenues			
Ad valorem	\$ 638,804		\$ 638,804
Intergovernmental -			
State of Louisiana -			
State revenue sharing	7,174		7,174
St. Bernard Parish Government - cost reimbursement	64,785		64,785
Interest income	1,257		1,257
Other revenue	6,657		6,657
	<u>718,677</u>		<u>718,677</u>
Total revenues			
Expenditures			
Current:			
General government:			
Personal services	515,166	\$ 50,410	565,576
Other services and charges	162,316		162,316
Materials and supplies	22,938		22,938
Depreciation		16,450	16,450
	<u>700,420</u>	<u>66,860</u>	<u>767,280</u>
Total general government			
Capital outlay	700	(700)	-
	<u>701,120</u>	<u>66,160</u>	<u>767,280</u>
Total expenditures			
Excess of Revenues Over Expenditures	17,557	(17,557)	-
Change in Net Position	<u>17,557</u>	<u>(48,603)</u>	<u>(48,603)</u>
	17,557	(66,160)	(48,603)
Fund Balance/Net Position (Deficit)			
Beginning of year	794,862	(1,331,046)	(536,184)
End of year	<u>\$ 812,419</u>	<u>\$ (1,397,206)</u>	<u>\$ (584,787)</u>

See notes to financial statements.

**RECONCILIATION OF THE STATEMENT OF GOVERNMENTAL
FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE TO THE STATEMENT OF ACTIVITIES**

St. Bernard Parish Assessor
Chalmette, Louisiana

For the year ended December 31, 2018

Net Change in Fund Balance - Governmental Fund **\$ 17,557**

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, and the
net book value of any disposed assets is recorded as
a loss on the disposal of assets:

Capital outlay	\$ 700	
Depreciation expense	<u>(16,450)</u>	(15,750)

Net pension expense is reported in governmental funds as
expenditures as they are paid, however, in the Statement
of Activities the net pension expense is reported according
to estimates required by GASB 68:

Pension expenses paid	35,491
-----------------------	--------

Some expenses reported in the Statement of Activities
do not require the use of current fiscal resources and,
therefore, are not reported as expenditures in the
General Fund:

Net change in other post-employment benefit obligations	<u>(85,901)</u>
---	-----------------

Change in Net Position of Governmental Activities **\$ (48,603)**

See notes to financial statements.

NOTES TO FINANCIAL STATEMENTS**St. Bernard Parish Assessor**

Chalmette, Louisiana

December 31, 2018

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As provided by Article VII, Section 24 of the Louisiana Constitution of 1974, the assessors are elected by the voters of each parish (except Orleans Parish), and serve terms of four years. The assessor assesses property, prepares tax rolls, and submits the rolls to the Louisiana Tax Commission as prescribed by law.

The St. Bernard Parish Assessor is a separately elected official and is not included as a component unit in any other financial statements.

The accounting policies of the St. Bernard Parish Assessor (the "Assessor") conform to accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The following is a summary of significant accounting policies:

a. Reporting Entity

The Assessor has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

The Assessor is an independently elected official and is not considered fiscally dependent on the St. Bernard Parish Council (the "Parish Council"). As the governing authority of the Parish, for reporting purposes, the St. Bernard Parish Council is the financial reporting entity for the St. Bernard Parish. The financial reporting entity consists of (a) the primary government, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

a. Reporting Entity (Continued)

The GASB established criteria for determining which component units should be considered part of the St. Bernard Parish Council for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. the ability of the Parish Council to impose its will on that organization and/or,
 - b. the potential for the Assessor to provide specific financial benefits to or impose specific financial burdens on the Parish Council.
2. Organizations for which the Parish Council does not appoint a voting majority but are fiscally dependent on the Parish Council.
3. Organizations for which the reporting entity financial statements would be misleading if data of the Assessor is not included because of the nature or significance of the relationship.

Because the Parish Council does not appoint the Assessor, does not provide funding (other than the use of facilities); or have any control over the Assessor, the Assessor has determined that the office is not a component unit of the St. Bernard Parish Council. The accompanying financial statements present information only on the funds maintained by the Assessor and do not present information on the Parish Council, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity of St. Bernard Parish.

b. Basis of Presentation

The Assessor's basic financial statements consist of the government-wide statements on all activities of the Assessor and the governmental fund financial statements.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Basis of Presentation (Continued)

Government-wide Financial Statements:

The government-wide financial statements include the Statement of Net Assets and the Statement of Activities for all activities of the Assessor. The government-wide presentation focuses primarily on the sustainability of the Assessor as an entity and the change in aggregate financial position resulting from the activities for the fiscal period. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

Fund Financial Statements:

The fund financial statements are very similar to the traditional government fund statements as presented by governments prior to the issuance of GASB Statement No. 34. Emphasis is now on the major funds. The daily accounts and operations of the Assessor continue to be organized on the basis of a fund and accounts group, each of which is considered a separate accounting entity. The operations of the fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Government resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following is the governmental fund of the Assessor:

General Fund

The General Fund, as provided by Louisiana Revised Statute 47:1906 is the operating fund and is the only fund of the Assessor. It is used to account for all financial resources except those that are required to be accounted for in another fund. The General Fund is always a major fund.

c. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe which transactions are recorded within the various financial statements. Basis of accounting refers to when transactions are recorded regardless of the measurement focus applied.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Measurement Focus and Basis of Accounting (Continued)

Government-wide Financial Statements:

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.

Fund Financial Statements:

All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Governmental funds are maintained on the modified accrual basis of accounting.

Governmental fund revenues resulting from exchange transactions are recognized in the fiscal year in which the exchange takes place and meets the government's availability criteria (susceptible to accrual). Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For this purpose, the Assessor considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Miscellaneous revenues are recorded as revenues when received in cash by the Assessor because they are generally not measurable until actually received.

Ad valorem taxes are assessed for the calendar year and become due on December 31st of each year. Ad valorem tax revenue authorized by Act 292 of 1985 is accounted for in this fund. Ad valorem taxes are recognized as revenue in the year for which levied; thus, the property taxes which are being levied to finance the current year budget are recognized as revenue in the current year. State revenue sharing is an arrangement whereby local governments are reimbursed by the State for ad valorem taxes not billed due to the homestead exemption. The Assessor received \$7,174 from state revenue sharing for the year ended December 31, 2018.

Interest income on cash balances is recorded when the income is available.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Measurement Focus and Basis of Accounting (Continued)

Fund Financial Statements: (Continued)

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Allocations of cost such as depreciation are not recognized in the governmental funds.

d. 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.

e. Operating Budgetary Data

As required by the Louisiana Revised Statutes 39:1303, the Assessor adopted a budget for its General Fund. The budgetary practices include public notice of the proposed budget, public inspection of the proposed budget, and public hearings of the budget prior to adoption. Any amendment involving the transfer of monies from one function to another or increases in expenditures must be approved by the Assessor. The Assessor amended its budget once during 2018. All budgeted amounts which are not expended or obligated through contracts, lapse at year end.

The General Fund budget is adopted on a basis materially consistent with accounting principles generally accepted in the United States of America.

f. Receivables

The financial statements of the Assessor contain no allowance for bad debts. Uncollectible receivables are recognized as bad debts at the time information becomes available, which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operation of the fund.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

g. Prepaid Expenses

Payments made to vendors for the general insurance that will benefit periods beyond December 31, 2018 are recorded as prepaid expenses. These amounts are equally offset by a fund balance classification of nonspendable which indicates that they do not constitute available spendable resources even though they are a component of the assets.

h. Capital Assets and Depreciation

The accounting treatment over plant and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-wide Financial Statements:

In the government-wide financial statements, property and equipment are accounted for as capital assets. Capital assets purchased or acquired with an original cost of \$500 or more are valued at historical cost or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance is expensed as incurred.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Office furniture, fixtures, and equipment	3 - 10 years
---	--------------

Fund Financial Statements:

In the fund financial statements, the cost of capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i. Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expenses/expenditures) until then.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until then.

j. 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 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.

All information presented in Note 9 is based on the Fund year ended September 30, 2018.

k. Vacation and Sick Leave

Employees of the Assessor's office earn two to three weeks of vacation leave each year, depending on their years of service. Vacation leave cannot be carried forward to succeeding years. There is no formal policy regarding sick leave.

The cost of leave privileges is recognized as current year expenditure in the General Fund when leave is actually taken. As of December 31, 2018, there are no accumulated and vested benefits relating to compensated absences.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1. Fund Equity

Government-wide Statements:

Equity is classified as net assets and displayed in three components:

1. Invested in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation.
2. Restricted net assets - Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
3. Unrestricted net assets - All other net assets that do not meet the definition of "restricted" or "invested in capital assets".

When both restricted and unrestricted resources are available for use, it is the Assessor's policy to use restricted resources first, then unrestricted resources as they are needed. As of December 31, 2018 and for the year then ended, the Assessor did not have restricted net assets or receive restricted revenues.

Fund Financial Statements:

In the fund financial statements, governmental fund equity is classified as fund balance. Fund balance is further classified as follows:

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.

Restricted - amounts that can be spent only for a specific purpose because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributions, or the laws or regulations of other governments. There was no restricted equity as of December 31, 2018.

Committed - amounts that can be used only for specific purposes determined by a formal decision of the Assessor. There was no committed equity as of December 31, 2018.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

l. Fund Equity (Continued)

Fund Financial Statements: (Continued)

Assigned - amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for a specific purposes. There was no assigned equity as of December 31, 2018.

Unassigned - all other amounts not included in other spendable classifications.

For classification of Governmental Fund balances, the Assessor considers an expenditure to be made from the most restrictive first when more than one classification is available. The Assessor's fund balance as of December 31, 2018 totaled \$812,419 of which \$807,501 was classified as unassigned and \$4,918 was classified as nonspendable as this balance related to prepaid expenses.

m. New Pronouncements

During the year ended December 31, 2018, the Assessor implemented the following GASB statements:

Statement No. 75, "*Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions*" replaces the requirements of GASB Statement No. 45. This Statement requires governments to report a liability on the face of the financial statements for the OPEB that they provide: governments that are responsible only for OPEB liabilities related to their own employees and that provide OPEB through a defined benefit OPEB plan administered through a trust that meets specified criteria will report a net OPEB liability, governments that participate in a cost-sharing OPEB plan that is administered through a trust that meets the specified criteria will report a liability equal to their proportionate share of the collective OPEB liability for all entities participating in the cost-sharing plan and governments that do not provide OPEB through a trust that meets specified criteria will report the total OPEB liability to their employees. The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2017. Implementation of this Statement required the restatement of net position as of December 31, 2017 for the cumulative unfunded actuarial liability as described in Note 2.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

m. New Pronouncements (Continued)

Statement No. 81, "*Irrevocable Split Interest Agreements*" provides recognition and measurement guidance for situation in which a government is a beneficiary of an irrevocable split interest agreement. This Statement requires that a government that receives resources pursuant to an irrevocable split interest agreement recognize assets, liabilities, and deferred inflows of resources at the inception of the agreement. Furthermore, this Statement requires that a government recognize assets representing its beneficial interests in agreements administered by third parties. Governments are required by this Statement to recognize revenue when the resources become applicable to the reporting period. This Statement enhances comparability and decision usefulness of financial statements among governments. This Statement enhances comparability and decision of usefulness of financial statements amount governments. This Statement did not affect the Assessor's financial statements.

Statement No. 85, "*Omnibus 2017*." On March 20, 2017, GASB issued "*Omnibus 2017*" covering four main topics: blending component units; goodwill, fair value measurement, and application; and postemployment benefits. "*Omnibus 2017*" is effective for fiscal years beginning after June 15, 2017. However, due to the nature of topic covered, GASB is allowing the option of early implementation for single topics. This statement did not affect the Assessor's financial statements.

Statement No. 86, "*Certain Debt Extinguishment Issues*" improves consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources - resources other than the proceeds of refunding debt - are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeased in substance. The requirements of this Statement are effective for reporting periods beginning after June 15, 2017. This statement did not affect the Assessor's financial statements.

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

m. New Pronouncements (Continued)

The GASB has issued the following Statements which will become effective in future years as shown below:

Statement No. 83, "*Certain Asset Retirement Obligations*" addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement. This Statement establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for AROs. The requirements of this Statement are effective for reporting periods beginning after June 15, 2018. The Assessor has not yet determined the effect of this Statement on the financial statements.

Statement No. 84, "*Fiduciary Activities*" improves guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements. This Statement also provides for recognition of a liability to the beneficiaries in a fiduciary fund when an event has occurred that compels the government to disburse fiduciary resources. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. The Assessor has not yet determined the effect of this Statement on the financial statements.

Statement No. 87, "*Leases*" increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financing of the right to use an underlying asset. Under the Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

m. New Pronouncements (Continued)

asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. Earlier application is encouraged. The Assessor has not yet determined the effect of this Statement on the financial statements.

Statement No. 88, *"Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements"* improves the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. This Statement clarifies which liabilities governments should include when disclosing information related to debt. This Statement requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. For notes to financial statements related to debt, this Statement also requires that existing and additional information be provided for direct borrowings and direct placements of debt separately from other debt. The requirements of this Statement are effective for reporting periods beginning after June 30, 2018. The Assessor has not yet determined the effect of this Statement on the financial statements.

Statement No. 89, *"Accounting for Interest Cost Incurred before the End of a Construction Period"* establishes accounting requirements for interest cost incurred before the end of a construction period. Such interest cost includes all interest that previously was accounted for in accordance with the requirements of paragraphs 5-22 of Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, which are superseded by this Statement. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund. The requirements of

Note 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

m. New Pronouncements (Continued)

this Statement are effective for reporting periods beginning after December 15, 2019. The Assessor has not yet determined the effect of this Statement on the financial statements.

Statement No. 90, "*Majority Equity Interest*" improves the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and improves the relevance of financial statement information for certain component units. It defines a majority equity interest and specifies that a majority equity interest in a legally separate organization should be reported as an investment. A majority equity interest that meets the definition of an investment should be measured using the equity method, unless it is held by a special-purpose government engaged only in fiduciary activities, a fiduciary fund, or an endowment (including permanent and term endowments) or permanent fund. Those governments and funds should measure the majority equity interest at fair value. For all other holdings of a majority equity interest in a legally separate organization, a government or fund that holds the equity interest should report an asset related to the majority equity interest using the equity method. This Statement establishes that ownership of a majority equity interest in a legally separate organization and therefore, the government should report that organization as a component unit. This Statement also requires that a component unit in which a government has a 100% equity interest account for its assets, deferred outflows of resources, liabilities, and deferred inflows of resources at acquisition value at the date the government acquired a 100% equity interest in the component unit. Transactions presented in flows statements of the component unit in that circumstance should only include transactions that occurred subsequent to the acquisition. The requirements of this Statement are effective for reporting periods beginning after December 31, 2018. The Assessor has not yet determined the effect of this Statement on the financial statements.

n. Subsequent Events

The Assessor evaluates events occurring subsequent to the date of the financial statements in determining the accounting for and disclosure of transactions and events that affect the financial statements. Subsequent events have been evaluated through May 23, 2019, which is the date the financial statements were available to be issued.

Note 2 - RESTATEMENT

Effective for the year ended December 31, 2018, the Assessor implemented GASB Statement No. 75, "*Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions*". Implementation of the new accounting standard required restatement of beginning net position for the net Other Postemployment Benefits (OPEB) liability.

The restatement had the following impact on previously reported balances.

Statement of Activities	Governmental Activities
Net position, December 31, 2017, as previously reported	\$ 95,834
Restatement for implementation of GASB Statement No. 75, see Note 10	<u>(632,018)</u>
Net position, December 31, 2017, as restated	<u>\$ (536,184)</u>

Note 3 - DEPOSITS

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States, or any other federally insured investment, certificates of deposit of any bank domiciled or having a branch office in the State of Louisiana, guaranteed investment contracts and investment grade (A-1/P-2) commercial paper of domestic corporations.

Bank Deposits:

State law requires deposits (cash) of all political subdivisions to be fully collateralized at all times. Acceptable collateralization includes Federal Deposit Insurance Corporation (FDIC) insurance and securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana, and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision, with an unaffiliated bank, or with a trust company for the account of the political subdivision.

Note 3 - DEPOSITS (Continued)

The bank balance as of December 31, 2018 is as follows:

	Bank Balances	Reported Amount
Cash	\$ 224,971	\$ 220,089

Custodial credit risk is the risk that in the event of a bank failure, the Assessor's deposits may not be returned to it. The Assessor has a written policy for custodial credit risk. As of December 31, 2018, none of the Assessor's bank balances of \$224,971 was exposed to custodial credit risk because it was insured and collateralized with securities held by the pledging institution's trust department or agent, but not in the entity's name.

As of December 31, 2018, cash was adequately collateralized in accordance with state law by securities held by unaffiliated banks for the account of the Assessor. GASB considers these securities subject to custodial credit risk. Even though the pledged securities are considered subject to custodial credit risk under the provisions of GASB Statement No. 40, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within ten days of being notified by the depositor that the fiscal agent has failed to pay deposited funds upon demand.

Note 4 - PROPERTY TAXES

Property taxes are typically levied each November 1 on the assessed value listed as of the prior January 1st for all property, merchandise, and movable property located in the Parish. Assessed values are established by the St. Bernard Parish Assessor's Office and State Tax Commission at percentages of actual value as specified by Louisiana law. A reevaluation of all property is required to be completed no less than every four years. The last reevaluation of property was completed during 2016. Taxes are due and payable December 31st, with interest being charged on payments after January 1st. Taxes can be paid through the tax sale date, which is the last Wednesday in June. Properties for which the taxes have not been paid are sold at the amount of the taxes. The tax rate for the year ended December 31, 2018 was \$1.86 per \$1,000 of assessed valuation of property within St. Bernard Parish for the purpose of assessing property, preparing tax rolls, and submitting the rolls to the Louisiana Tax Commission. As indicated in Note 1c, taxes levied November 1, 2017 are for budgeted expenditures in 2018 and is recognized as revenue in 2018.

Note 4 - PROPERTY TAXES (Continued)

The Assessor's office is located in St. Bernard Parish in Chalmette, Louisiana. In accordance with Louisiana law, the Assessor bases real and movable property assessments on conditions existing on January 1st of the tax year. The Assessor completes an assessment listing by May 1st of the tax year and submits the list to the parish governing authority and the Louisiana Tax Commission, as prescribed by law. Once the assessment listing is approved, the Assessor submits the assessment roll to the parish tax collector, who is responsible for the collection and distribution of taxes to the various taxing bodies.

As of December 31, 2018, there are 24,488 real property and movable property assessments totaling \$201,275,172 and \$211,577,039, respectively. This represents a decrease of 17 assessments and an increase in property assessments of \$35,656,910 from the prior year.

The following are the principal taxpayers for the Parish with assessed valuation in excess of \$3.7 million:

<u>Taxpayer</u>	<u>Type of Business</u>	<u>2018 Assessed Valuation</u>	<u>Percentage of Total Assessed Valuation</u>
Chalmette Refining, L.L.C.	Oil	\$ 54,030,691	13.09
Valero Refining	Oil	43,574,561	10.55
Colonial Pipeline Co.	Oil	21,722,660	5.26
American Sugar/Domino	Sugar	19,614,167	4.75
Southern Natural Gas Co.	Utility	12,066,270	2.92
Entergy Louisiana, Inc.	Utility	9,931,960	2.41
Tennessee Gas Pipeline Co.	Oil	5,432,150	1.32
Moem Pipeline, L.L.C.	Oil	5,156,950	1.25
Totals		<u>\$ 171,529,409</u>	<u>41.55</u>

Note 5 - DUE FROM ST. BERNARD PARISH SHERIFF

Amounts due from St. Bernard Parish Sheriff as of December 31, 2018 consisted of ad valorem taxes collected by the St. Bernard Parish Sheriff in December 31, 2018 but not remitted to the Assessor until the beginning of the following year. The balance due as of December 31, 2018 was \$590,465.

Note 6 - STATE REVENUE SHARING

State revenue sharing is an arrangement whereby local governments are reimbursed by the State for ad valorem taxes not billed due to the homestead exemption. State revenue sharing revenue of \$7,174 was recognized for the year ended December 31, 2018. The majority of state revenue sharing revenue was allocated by the state to other St. Bernard Parish governmental entities.

Note 7 - CHANGES IN CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2018 was as follows:

	Balance January 1, 2018	Additions	Dispositions	Balance December 31, 2018
Capital assets				
being depreciated:				
Office furniture, fixtures, and equipment	\$ 142,369	\$ 700	\$ (1,919)	\$ 141,150
Less accumulated depreciation for:				
Office furniture, fixtures, and equipment	<u>(101,169)</u>	<u>(16,450)</u>	<u>1,919</u>	<u>(115,700)</u>
Total capital assets, net	<u>\$ 41,200</u>	<u>\$ (15,750)</u>	<u>\$ -</u>	<u>\$ 25,450</u>

Note 8 - COMMITMENTS

The Assessor entered into an operating lease agreement for equipment in January 2016. The lease is for four years, with monthly lease payments of \$1,080 expiring in December 2019.

Minimum future lease payments as of December 31, 2018 are as follows:

Year Ending December 31,	
2019	<u>\$ 12,960</u>

Lease expense totaled \$12,963 for the year ended December 31, 2018.

Note 9 - RETIREMENT PLANS

Plan Description. The Assessor contributes to the Louisiana Assessor's Retirement Fund ("Fund"), a cost-sharing multiple-employer defined benefit public employee retirement system (PERS), which is controlled and administered by a separate Board of Trustees.

Act 91 of the 1950 Louisiana Legislative Session established the plan. Provisions of the plan are set forth in the Louisiana Revised Statutes 11:1401 through 11:1494. The Fund issues a publicly available financial report that includes financial statements and required supplementary information for the Fund. That report may be obtained by writing to Louisiana Assessor's Retirement Fund, P.O. Box 14699, Baton Rouge, Louisiana, 70898-4699.

Benefits Provided. The Fund provides retirement, deferred retirement, disability, and death benefits. Employees who were hired before October 1, 2013, will be eligible for pension benefits once they have either reached the age of 55 and have at least 12 years of service or have at least 30 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 60 and have at least 12 years of service or have reached the age of 55 and have at least 30 years of service.

Employees who became members prior to October 1, 2006, are entitled to annual pension benefits equal to 3.33% 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 become 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.

In lieu of terminating employment and accepting a service retirement, any member of the plan who is eligible to retire may elect to participate in the Back-Deferred Retirement Option Plan (Back-DROP) in which they are enrolled for three years and defer the receipt of benefits. During the participation in the plan, employer contributions are payable but employee contributions cease. The monthly retirement benefits that would be payable, had the person elected to cease employment and receive a service retirement allowance, are paid into the Back-DROP fund. The election to participate in Back-DROP is irrevocable once participation begins. The Board of Trustees shall award disability benefits to eligible members who have been officially certified as disabled by the State Medical Disability Board. Upon retirement caused by disability, a member of the Plan shall be paid a disability benefit equal to the greater of 45% of final average compensation; the member's accrued retirement benefit at the time of termination of employment due to disability; or the

Note 9 - RETIREMENT PLANS (Continued)

retirement benefit which would be payable assuming accrued creditable service plus additional accrued service, if any, to the earliest normal retirement age based on final average compensation at the time of termination of employment due to disability. Death benefits are payable to eligible surviving dependents based on the deceased member's years of creditable service and compensation and the dependent's relationship to the deceased member. The System provides permanent benefit increases and cost of living adjustments (COLA) as approved by the State Legislature.

Contributions. According to state statute, contributions for all employers are actuarially determined each year. The actuarially determined employer contribution rate was 5.24% of member's compensation. However, the actual rate was 8.0% through September 2018.

Contributions to the Fund from the St. Bernard Parish Assessor were \$28,779.

Pension Liabilities. The St. Bernard Parish Assessor reported a liability of \$158,659 for its proportionate share of the Net Pension Liability. The Net Pension Liability was measured as of September 30, 2018 and the total pension liability used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date. The St. Bernard Parish Assessor's proportion of the Net Pension Liability was based on a projection of the St. Bernard Parish Assessor's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The St. Bernard Parish Assessor's proportion was .816130%, which was a decrease of .06121% from its proportion measure from the prior year.

Pension Expense. The St. Bernard Parish Assessor recognized a GASB 68 pension adjustment of \$6,712 and pension expense of \$35,491.

Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. The St. Bernard Parish Assessor reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Note 9 - RETIREMENT PLANS (Continued)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 11,971	\$ (65,852)
Change of assumptions	193,116	-
Net difference between projected and actual earnings on pension plan investments	-	(80,781)
Changes in proportion and differences between Assessor's contributions and proportionate share of contribution	14,348	(5,465)
Assessor's contributions subsequent to the measurement date	14,421	-
Totals	\$ 233,856	\$ (152,098)

The St. Bernard Parish Assessor reported \$14,421 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the following year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year	Amount
2019	\$ 34,875
2020	(11,497)
2021	1,573
2022	22,781
2023	19,605
Total	\$ 67,337

Note 9 - RETIREMENT PLANS (Continued)

Actuarial Assumptions. A summary of the actuarial methods and assumptions used in determining the total pension liability are as follows:

Valuation Date	September 30, 2018
Actuarial Cost Method	Entry Age Method
Actuarial Assumptions:	
Expected Remaining Service Lives	6 years
Investment Rate of Return	6.25%, net of investment expense
Projected Salary Increases	5.75%
Annuitant and Beneficiary Mortality	RP-2000 Health Annuitant Table set forward one year and projected to 2030 for males and females.
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 Tables set back five years for males and three years for females.
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the Fund and includes previously granted cost of living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees.

The long-term expected rate of return on pension plan investments was determined using a triangulation method in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The long term expected rate of return was 6.25%. The best estimates of arithmetic real rates of return for each major asset class included in the target asset allocation are summarized in the following table:

Note 9 - RETIREMENT PLANS (Continued)

Asset Class	Target Allocation
Total fixed income	35.00%
Large Core	20.00%
All Cap Value	12.50%
All Cap Growth	12.50%
Europacific Growth Fund	6.30%
TS & W Int LC	6.20%
Total alternatives	5.00%
SSGA ACWI ex USA Index Fund	2.50%
Total	100.00%
	<u>Long-Term Expected Real Rate of Return</u>
International equity	8.50%
Domestic equity	7.50%
Alternative assets	6.24%
Real estate	4.50%
International bonds	3.50%
Domestic bonds	2.50%

Discount Rate. The discount rate used to measure the total pension liability was 6.25%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees of the Fund. Based on those assumptions, the Fund'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.

Note 9 - RETIREMENT PLANS (Continued)

Sensitivity of the Assessor's Proportionate Share of the Collective Net Pension Liability to Changes in the Discount Rate. The following presents the net pension liability of the participating employers calculated using the discount rate of 6.25%, as well as what the employers' net pension liability would be if it were calculated using a discount rate that is one-percentage point lower (5.25%) or one-percentage point higher (7.25%) than the current rate:

	<u>1.0% Decrease 5.25%</u>	<u>Current Discount Rate 6.25%</u>	<u>1.0% Increase 7.25%</u>
Assessor's proportionate share share of the net pension liability	<u>\$533,637</u>	<u>\$158,659</u>	<u>(\$162,590)</u>

Pension Plan Fiduciary Net Position. The Fund has issued a stand-alone audit report on its financial statements. Access to the report can be found on the Louisiana Legislative Auditor's website, www.la.la.gov.

Note 10 - OTHER POSTEMPLOYMENT BENEFITS

Plan Description -The Assessor's medical and life insurance benefits are provided through a State of Louisiana sponsored plan and are made available to employees upon retirement. An employee is eligible to elect medical and insurance coverage upon retiring. Eligibility for retiree medical and insurance coverage is available to employees over 55 years of age and who have accumulated over 20 years of service and for an employee of any age if they have 30 years or more of service. Complete plan provisions are included in the official plan documents. It is assumed that 100% of employees who elect coverage while in active employment and who are eligible for retiree medical and insurance benefits will elect continued coverage upon retirement. For those who elect coverage, it is also assumed that they will continue to be covered by the same plan as retirees as when they were active.

For active and retirees, the life insurance coverage amount provided by the Assessor and their annual premium was calculated on an individual basis. Life insurance premiums for retiree coverage are \$.451/month/unit of coverage for 2018. The Assessor covers 100% of the premium amount.

Note 10 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Benefits Provided. The Assessor provides medical, dental, and life insurance benefits for retirees and their dependents. The benefit terms provide for payment of 100% of retiree pre-medical health, Medicare supplement, and dental insurance premiums. Retirees are required to pay 100% of the premium for their dependents. The plan also provides for payment of 100% of retiree life insurance premiums. For the year ended December 31, 2018, total contributions to the retiree health plan amounted to \$89,298 with the retirees contribution \$20,831 and the Assessor contributing \$68,467.

Employees Covered by Benefit Terms. At December 31, 2018, the following employees were covered by the benefit terms:

Inactive employees currently receiving benefits payments	2
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	<u>5</u>
Total	<u><u>7</u></u>

Total OPEB Liability

The Assessor's total OPEB liability of \$1,213,855 was measured as of December 31, 2018, and was determined by an actuarial valuation as of January 1, 2018.

	December 31,	
	2018	2017
Total OPEB liability	\$ 1,213,855	\$ 1,259,853
Covered payroll	\$ 347,309	\$ 357,488
Total OPEB liability as a % of covered payroll	<u>349.50%</u>	<u>352.42%</u>

The total OPEB liability was determined by an actuarial valuation as of the valuation date, calculated based on the discount rate and actuarial assumptions below, and was then projected forward to the measurement date. Any significant changes during this period have been reflected as prescribed by GASB 75.

Note 10 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Actuarial Assumptions

Actuarial assumptions and other inputs. The total OPEB liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified.

Measurement Date	December 31, 2018
Actuarial Valuation Date	January 1, 2018
Actuarial Assumptions:	
Inflation Rate	2.30%
Salary Increases	3.00%
Discount Rate	4.10%
Participation Assumption	100% of members are assumed to elect retiree medical coverage at retirement.
Marriage Assumption	For actives, it is assumed that husbands are three years older than their wives with 40% of active participants electing spouse coverage at retirement.
Compensation Increase	3.00% per annum, compounded annually.
Healthcare Cost Trend Rates	
Medical	Initially 4.00%, decreasing to an ultimate rate of 3.90%.
Medicare Supplement	Initially 4.70%, decreasing to an ultimate rate of 3.90%. (Reflects the ACA excise tax effective 2022)
Dental	3.41%

The Assessor pays 100% of the premium for retirees. The Assessor does not pay any of the premium for covered spouses.

The discount rate was based on the December 31, 2018 Bond Buyer Obligation 20 Year Bond Municipal Index.

Note 10 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Mortality Rate

Healthy Retirement: Sex distinct RP-2014 Total Dataset Mortality with separate employee, healthy annuitant rates, projected generationally using scale MP-2017.

Disability Retirement: Sex distinct RP-2014 total Dataset Mortality with separate employee, disabled annuitant rates, projected generationally using scale MP-2017.

The actuarial assumptions used in the December 31, 2018 valuation were based on those used in the Assessor's valuation and actuarial experience.

Changes in the Total OPEB Liability

Balance as of December 31, 2017, restated		<u>\$ 1,259,853</u>
Changes for the year:		
Service costs		83,370
Interest on total OPEB liability		45,870
Effect of economic/demographic gains(losses)		(335,900)
Effect of assumptions changes or inputs:		
change due to Claims Costs update	\$ 268,315	
change due to Trend update	(179,767)	
change due to Mortality update	104,037	
change due to Discount Rate update	<u>(12,137)</u>	
Total assumption changes		180,448
Benefit payments		<u>(19,786)</u>
Total changes for the year		<u>(45,998)</u>
Balance as of December 31, 2018		<u><u>\$ 1,213,855</u></u>

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the Assessor, calculated using the discount rate of 4.10%, as well as what the Assessor's total OPEB liability would be if it were calculated using a discount rate that is 1% lower (3.10%) or 1% higher (5.10%) than the current rate.

Note 10 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

	1% Decrease 3.10%	Discount Rate 4.10%	1% Increase 5.10%
Total OPEB liability	<u>\$1,456,552</u>	<u>\$1,213,855</u>	<u>\$1,024,054</u>

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability of the Assessor, calculated using the current healthcare cost trend rates as well as what the Assessor's total OPEB liability would be if it were calculated using trend rates that are 1% lower or 1% higher than the current trend rates.

	1% Decrease	Current Trend Rate	1% Increase
Total OPEB liability	<u>\$1,035,022</u>	<u>\$1,213,855</u>	<u>\$1,441,875</u>

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

For the year ended December 31, 2018 the Assessor recognized an OPEB expense of \$85,901. As of December 31, 2018, the Assessor reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Inflows of Resources	Deferred Outflows of Resources
Difference between expected and actual experience	\$ (285,007)	\$ -
Change in assumptions	-	153,107
Total	\$ (285,007)	\$ 153,107

Note 10 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

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

Year Ended <u>June 30,</u>	
2019	\$ (23,553)
2020	(23,553)
2021	(23,553)
2022	(23,553)
2023	(23,553)
Thereafter	(14,134)

Note 11 - STATE OF LOUISIANA TAX ABATEMENT

Assessor property tax revenues were reduced for the year ended December 31, 2018 by \$162,537 under the Louisiana Industrial Ad Valorem Tax Exemption Program and the Restoration Tax Abatement program which were entered into by the State of Louisiana.

Note 12 - RISK MANAGEMENT

The Assessor is exposed to various risks of loss related to workers compensation; torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Assessor carries commercial insurance. No settlements were made during the year that exceeded the Assessor's insurance coverage.

Note 14 - EXPENDITURES NOT INCLUDED IN THE ACCOMPANYING FINANCIAL STATEMENTS

The accompanying financial statements do not include certain expenditures related to the use of facilities of the Assessor's office paid out of the funds of the St. Bernard Parish Government.

SUPPLEMENTARY INFORMATION

**STATEMENT OF GOVERNMENTAL FUND REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND**

St. Bernard Parish Assessor
Chalmette, Louisiana

For the year ended December 31, 2018

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Ad valorem taxes	\$ 580,000	\$ 624,000	\$ 638,804	\$ 14,804
Intergovernmental -				
State of Louisiana -				
State revenue sharing	7,100	7,100	7,174	74
St. Bernard Parish Government -				
cost reimbursement	30,000	88,625	64,785	(23,840)
Interest income	2,650	1,233	1,257	24
Other revenue	9,000	6,000	6,657	657
	<u>628,750</u>	<u>726,958</u>	<u>718,677</u>	<u>(8,281)</u>
Expenditures				
Current:				
General government:				
Personal services	510,080	520,218	515,166	5,052
Other services and charges	123,318	201,063	162,316	38,747
Materials and supplies	27,900	28,000	22,938	5,062
Total general government	661,298	749,281	700,420	48,861
Capital outlay	1,200	345	700	(355)
Total expenditures	662,498	749,626	701,120	48,506
Excess (Deficiency) of Revenues Over Expenditures	(33,748)	(22,668)	17,557	<u>\$ 40,225</u>
Net Position				
Beginning of year	781,955	794,862	794,862	
End of year	<u>\$ 748,207</u>	<u>\$ 772,194</u>	<u>\$ 812,419</u>	

**NOTE TO REQUIRED SUPPLEMENTARY
INFORMATION - BUDGETARY REPORTING**

St. Bernard Parish Assessor
Chalmette, Louisiana

For the year ended December 31, 2018

The Assessor adheres to the following procedures to establish the budgetary data reflected in the financial statements.

Budgetary Information

As required by the L.R.S. 39:1301-1315, the Assessor adopted a budget for its General Fund for the year ended December 31, 2018 and it was made available for public inspection at the Assessor's office on November 24, 2017. The proposed budget was prepared on the modified accrual basis of accounting, and was published in the official journal on November 24, 2017. The budget hearing was held at the Assessor's office on December 5, 2017. The budget is legally adopted and amended, as necessary, by the Assessor. The budget for the year ended December 31, 2018 was amended once and was made available for public inspection at the Assessor's office on November 23, 2018. The budget was published in the official journal on November 23, 2018. The budget hearing was held at the Assessor's office on December 4, 2018. All appropriations lapse at year end.

Formal budget integration (within the accounting records) is employed as a management control device. Budget amounts included in the accompanying financial statements include the original adopted budget.

The General Fund budget is adopted on a basis materially consistent with accounting principles generally accepted in the United States of America.

**SCHEDULE OF THE ASSESSOR'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY**

St. Bernard Parish Assessor
Chalmette, Louisiana

December 31, 2018

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Assessor's proportion of the net pension liability	<u>0.816130%</u>	<u>0.810009%</u>	<u>0.778641%</u>	<u>0.720690%</u>
Assessor's proportionate share of the net pension liability	<u>\$158,659</u>	<u>\$142,133</u>	<u>\$274,759</u>	<u>\$393,653</u>
Assessor's covered-employee payroll	<u>\$359,738</u>	<u>\$355,612</u>	<u>\$338,999</u>	<u>\$302,830</u>
Assessor's proportionate share of the net pension liability as a percentage of its covered-employee payroll	<u>44.1040%</u>	<u>39.9686%</u>	<u>81.0501%</u>	<u>129.9920%</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>95.46%</u>	<u>95.61%</u>	<u>90.68%</u>	<u>85.57%</u>

SCHEDULE OF ASSESSOR'S CONTRIBUTIONS**St. Bernard Parish Assessor**
Chalmette, Louisiana

For the year ended December 31, 2018

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contributions	\$ 28,839	\$ 35,561	\$ 45,765	\$ 40,882
Contributions in relation to the contractually required contribution	<u>(28,839)</u>	<u>(35,561)</u>	<u>(45,765)</u>	<u>(40,882)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Assessor's covered-employee payroll	<u>\$ 362,928</u>	<u>\$ 355,612</u>	<u>\$ 338,999</u>	<u>\$ 302,830</u>
Contributions as a percentage of covered - employee payroll	<u>8.00%</u>	<u>10.00%</u>	<u>13.50%</u>	<u>13.50%</u>

**SCHEDULE OF CHANGES IN THE ASSESSOR'S
TOTAL OPEB LIABILITY AND RELATED RATIOS**

St. Bernard Parish Clerk of Court
Chalmette, Louisiana

For the year ended June 30, 2018

Total OPEB liability:	
Service costs	\$ 83,370
Interest	45,870
Effect of economic/demographic gains (losses)	(335,900)
Changes in assumptions and other inputs	180,448
Benefit payments	<u>(19,786)</u>
Net change in total OPEB liability	(45,998)
Total OPEB liability - beginning	<u>1,259,853</u>
Total OPEB liability - ending	<u><u>\$ 1,213,855</u></u>
Covered payroll	<u><u>\$ 347,309</u></u>
Total OPEB liability as a percentage of covered employee payroll	<u><u>349.50%</u></u>

**SCHEDULE OF COMPENSATION, BENEFITS, AND
OTHER PAYMENTS TO AGENCY HEAD**

St. Bernard Parish Assessor
Chalmette, Louisiana

For the year ended December 31, 2018

Agency Head Name: Ms. Jaylynn Bergeron Turner, Assessor St. Bernard Parish

Purpose

Salary	\$ 144,976
Benefits - insurance	22,969
Benefits - retirement	23,196
Benefits - other	0
Car allowance	0
Vehicle provided by government	18,931
Per diem	0
Reimbursements	0
Travel	0
Registration fees	375
Conference travel	248
Continuing professional education fees	250
Housing	0
Unvouchered expenses	0
Special meals	102
	<u>102</u>
	<u><u>\$ 211,047</u></u>

SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS

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 Jaylynn Bergeron Turner,
St. Bernard Parish Assessor,
Chalmette, Louisiana.

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 General Fund of the St. Bernard Parish Assessor (the "Assessor") as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Assessor's basic financial statements and have issued our report thereon dated May 23, 2019.

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 opinion 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 a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Assessor'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 over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be a material weakness 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 of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the 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.



Certified Public Accountants.

New Orleans, Louisiana,
May 23, 2019.

**Section II - Internal Control Over Financial Reporting and Compliance and Other Matters
Material to the Basic Financial Statements (Continued)**

Compliance and Other Matters

No compliance findings material to the financial statements were reported during the audit for the year ended December 31, 2018.

Section III - Federal Award Findings and Questioned Costs

Not applicable.

REPORTS BY MANAGEMENT

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES

St. Bernard Parish Assessor
Chalmette, Louisiana

For the year ended December 31, 2018

Section I - Internal Control Over Financial Reporting and Compliance and Other Matters Material to the Basic Financial Statements

Internal Control Over Financial Reporting

No material weaknesses were reported during the audit of the financial statements for the year ended December 31, 2017.

No significant deficiencies were reported during the audit of the financial statements for the year ended December 31, 2017.

Compliance and Other Matters

No compliance findings material to the financial statements were reported during the audit for the year ended December 31, 2017.

Section II - Internal Control and Compliance Material to Federal Awards

The St. Bernard Parish Assessor did not expend Federal awards during the year ended December 31, 2017.

Section III - Management Letter

A management letter was not issued in connection with the audit of the financial statements for the year ended December 31, 2017.

MANAGEMENT'S CORRECTIVE ACTION PLAN

St. Bernard Parish Assessor
Chalmette, Louisiana

For the year ended December 31, 2018

Section I - Internal Control Over Financial Reporting and Compliance and Other Matters Material to the Basic Financial Statements

Internal Control Over Financial Reporting

There were no findings noted during the audit for the year ended December 31, 2018 related to internal control over financial reporting.

Compliance and Other Matters

There were no findings noted during the audit for the year ended December 31, 2018 related to compliance and other matters.

Section II - Internal Control and Compliance Material to Federal Awards

The St. Bernard Parish Assessor did not expend Federal awards during the year ended December 31, 2018.

Section III - Management Letter

A management letter was not issued in connection with the audit of the financial statements for the year ended December 31, 2018.

STATEWIDE AGREED-UPON PROCEDURES (R.S.24:513)

INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES

To the Honorable Jaylynn Bergeron Turner,
St. Bernard Parish Assessor,
Chalmette, Louisiana.

We have performed the procedures described below, which were agreed to by the St. Bernard Parish Assessor (the "Bureau") and the Louisiana Legislative Auditor (LLA) on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures (SAUPs) for the year ended December 31, 2018. The Bureau's management is responsible for those C/C areas identified in the SAUPs.

This SAUPs engagement was conducted in accordance with the attestation standards established by the Association of International Certified Professional Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures referred to above, either for the purpose for which this report has been requested, or for any other purpose.

The procedures and associated findings are described below:

Written Policies and Procedures

1. Prior year testing resulted in no exceptions related to written policies and procedures. Therefore, testing is not required in the current year.

Board or Finance Committee

2. Prior year testing resulted in no exceptions related to board or finance committee. Therefore, testing is not required in the current year.

Bank Reconciliations

3. Prior year testing resulted in no exceptions related to bank reconciliations. Therefore, testing is not required in the current year.

Collections

4. Prior year testing resulted in no exceptions related to collections. Therefore, testing is not required in the current year.

Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)

5. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).

Performance: Obtained the listing of locations that process payments, and received management's representation in a separate letter. The Assessor only has one location that processes payments.

Exceptions: There were no exceptions noted.

Management's response: Not applicable.

6. For each location selected under #5 above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:

Performance: Obtained a listing of those employees involved with non-payroll purchasing and payments functions, and received management's representation in a separate letter.

Exceptions: There were no exceptions noted.

Management's response: Not applicable.

- a. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.

Performance: Inspected policy manuals and inquired of management and employees as to requirement listed above.

Exceptions: There were no exceptions noted.

Management's response: Not applicable.

- b. At least two employees are involved in processing and approving payments to vendors.

Performance: Inspected policy manuals and inquired of management and employees as to requirement listed above.

Exceptions: There were no exceptions noted.

Management's response: Not applicable.

Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases) (Continued)

- c. The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
 - Performance: Inspected policy manuals and inquired of management and employees as to requirement listed above.
 - Exceptions: There were no exceptions noted.
 - Management's response: Not applicable.

- d. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.
 - Performance: Inspected policy manuals and inquired of management and employees as to requirement listed above.
 - Exceptions: There were no exceptions noted.
 - Management's response: Not applicable

- 7. For each location selected under #1 above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction and:
 - Performance: Obtained the Assessor's general ledger for the fiscal period, and obtained management's representation in a separate letter.
 - Exceptions: There were no exceptions noted.
 - Management's response: Not applicable.

- a. Observe that the disbursement matched the related original invoice/billing statement.
 - Performance: Obtained the disbursement and observed that the disbursement and the related original invoice/billing statement were in agreement.
 - Exceptions: There were no exceptions noted.
 - Management's response: Not applicable.

- b. Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #6, as applicable.
 - Performance: Obtained the disbursement documentation and observed for proper segregation of duties as listed under #6 above.
 - Exceptions: There were no exceptions noted.
 - Management's response: Not applicable.

Credit Cards/Debit Cards/Fuel Cards/P-Cards

8. Prior year testing resulted in no exceptions related to credit cards/debit cards/fuel cards/p-cards. Therefore, testing is not required in the current year.

Travel and Expense Reimbursement

9. Prior year testing resulted in no exceptions related to travel and expense reimbursement. Therefore, testing is not required in the current year.

Contracts

10. Prior year testing resulted in no exceptions related to contracts. Therefore, testing is not required in the current year.

Payroll and Personnel

11. Prior year testing resulted in no exceptions related to payroll and personnel. Therefore, testing is not required in the current year.

Ethics

12. Prior year testing resulted in no exceptions related to ethics. Therefore, testing is not required in the current year.

Debt Service

13. Obtain a listing of bonds/notes issued during the fiscal period and management's representation that the listing is complete. Select all bonds/notes on the listing, obtain supporting documentation, and observe that the State Bond Commission approval was obtain for each bond/note issued.

Performance: Inquired about bonds/notes issued during the fiscal period. There were no bonds/notes issued.

Exceptions: There were no exceptions noted.

Management's response: Not applicable.

14. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants.

Performance: Inquired about bonds/notes issued during the fiscal period. There were no bonds/notes issued.

Exceptions: There were no exceptions noted.

Management's response: Not applicable.

Other

15. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled.

Performance: Inquired of management of any misappropriations of public funds or assets.

Exceptions: There were no exceptions noted.

Management's response: Not applicable.

16. Observe that the entity has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Performance: Inquired and observed such notice posted in the premises.

Exceptions: There were no exceptions noted.

Management's response: Not applicable.

We are not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditors as a public document.

Bourgeois Bennett, L.L.C.

Certified Public Accountants.

New Orleans, Louisiana,
May 23, 2019.