

LAFOURCHE PARISH CLERK OF COURT
Thibodaux, Louisiana

Annual Financial Report
For the Year Ended June 30, 2020

LAFOURCHE PARISH CLERK OF COURT
Annual Financial Report
For the Year Ended June 30, 2020

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**LAFOURCHE PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2020**

The following discussion and analysis of the Lafourche Parish Clerk of Court's (the Clerk's) financial performance provides an overview of the financial activities as of and for the fiscal year ended June 30, 2020. Please read it in conjunction with the basic financial statements and the accompanying notes to the financial statements, which follows this report.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$4,738,293 at the end of the current fiscal year. Net position consisted of net investment in capital assets in the amount of \$148,375, (3%) and unrestricted net position in the amount of \$4,589,918 (97%).
- The total net position increased by \$767,567 from the prior fiscal year.
- As of the close of the current fiscal year, the governmental funds showed combined ending fund balances totaling \$9,222,292 an increase of \$861,657 from the prior fiscal year. Of the total ending fund balance, all was considered available for funding future operational needs (unassigned fund balance).
- At the end of the current fiscal year, unassigned fund balance for the General Fund was 306% of total General Fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of a series of financial statements. The Government-Wide Financial Statements (Statement of Net Position and the Statement of Activities) provide information about the governmental activities as a whole and present a longer-term view of the finances. Fund Financial Statements (Balance Sheet, Statement of Revenues, Expenditures and Changes in Fund Balance, and Combining Statement of Fiduciary Net Assets) tell how these services were financed in the short term as well as what remains for future spending. Fund Financial Statements also report the operations in more detail than the Government-Wide Statements by providing information about the most significant funds.

Our auditor has provided assurance in his independent auditor's report that the basic financial statements are fairly stated. The auditor, regarding the Required Supplemental Information is providing varying degrees of assurance. A user of this report should read the Independent Auditor's Report carefully to ascertain the level of assurance being provided for each of the other parts in the Annual Financial Report.

**LAFOURCHE PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2020**

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Clerk's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all assets and deferred outflows and liabilities and deferred inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions that are principally supported by fines and fees charged to the public (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities).

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Clerk, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds are 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. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term effects of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

**LAFOURCHE PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2020**

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The Clerk of Court is the trustee, or fiduciary, for funds reserved by the Court and Advanced Costs collected for court costs. All of these fiduciary activities are reported in a separate Combined Statement of Fiduciary Net Assets. The Clerk of Court is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

GOVERNMENT WIDE FINANCIAL ANALYSIS

Net Position. As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The net position totaled \$4,738,293 at the end of the current fiscal year, which was a 19% increase over the prior fiscal year. Following is a summary of the government-wide Statement of Net Position:

	FY 2020	FY 2019	Increase (Decrease)
Current and Other Assets	\$ 9,325,040	\$ 8,460,065	\$ 864,975
Capital Assets	148,375	169,025	(20,650)
Total Assets	9,473,415	8,629,090	844,325
Deferred outflows of resources	1,333,059	859,336	473,723
Current Liabilities	102,748	99,430	3,318
Non-Current Liabilities	5,323,679	4,970,934	352,745
Total Liabilities	5,426,427	5,070,364	356,063
Deferred inflows of resources	641,754	447,336	194,418
Net Investment in Capital Assets	148,375	169,025	(20,650)
Unrestricted	4,589,918	3,801,701	788,217
Total Net Position	\$ 4,738,293	\$ 3,970,726	\$ 767,567

- The portion of the net position – net investment in capital assets (e.g., building improvements and equipment) are not available for future spending. The Clerk cannot sell the assets to obtain funding.
- The remaining balance of net position is considered unrestricted and may be used to meet the ongoing obligations to citizens and creditors. At the end of the current and prior fiscal years, the reported positive balances in all categories of net assets.

**LAFOURCHE PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2020**

Changes in Net Position. For the year ended June 30, 2020, the net position increased by \$767,567, an indication that its financial position increased during the year. Following is a summary of the government-wide Statement of Activities:

	FY 2020	FY 2019	Increase (Decrease)
Total program expenses	\$(3,102,274)	\$(2,961,517)	\$ 140,757
Total program revenues	<u>3,743,912</u>	<u>4,133,483</u>	<u>(389,571)</u>
Net program income	641,638	1,171,966	(530,328)
General revenues	<u>125,929</u>	<u>104,638</u>	<u>21,291</u>
Change in Net Position	767,567	1,276,604	(509,037)
Net Position:			
Beginning of the year	<u>3,970,726</u>	<u>2,694,122</u>	<u>1,276,604</u>
End of the year	<u><u>\$ 4,738,293</u></u>	<u><u>\$ 3,970,726</u></u>	<u><u>\$ 767,567</u></u>

- Program revenues in the amount of \$3,743,912 accounted for 97% of total revenues. Charges for services provided decreased by \$389,571 (9%) over the prior fiscal year.
- General revenues (interest) in the amount of \$125,929 accounted for 3% of total revenues.
- Total expenses increased by \$140,757 or 5% over the prior fiscal year.

FINANCIAL ANALYSIS OF THE GOVERNMENTAL FUNDS

The Clerk uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds. The focus of the governmental funds is to provide information on near term inflows, outflows and balances of spendable resources. Such information is useful in assessing the financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for funding future operational needs.

**LAFOURCHE PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2020**

Major Governmental Fund

The **General Fund** is the chief operating fund. At the end of the current fiscal year, fund balance totaled \$9,222,292, of which all was unassigned.

The fund balance of the General Fund increased by \$861,657 during the current fiscal year, as compared to the prior fiscal year. This increase as compared to the prior fiscal year is due to increases in revenues and reduction in expenses.

BUDGETARY HIGHLIGHTS

The original budget for the General Fund was not revised during the fiscal year. Total variances were all favorable. Total revenues recorded were 5% more than budgeted. Total expenditures were 18% less than budgeted.

CAPITAL ASSETS

Capital assets include furniture and fixtures, office equipment, leasehold improvements and intangibles recorded at historical cost of \$1,434,444. Accumulated depreciation of \$1,286,069 deducted from the cost of assets resulted in an ending book balance of assets of \$148,375.

This year there were \$46,400 in additions and \$8,450 in deletions recorded to capital assets. Depreciation expense of \$67,051 was recorded for the year. More detailed information about the capital assets is presented in Note 4 to the financial statements.

LONG-TERM OBLIGATIONS

The Clerk has long-term obligations recorded for compensated absences in the amount of \$116,261; net pension liability of \$2,568,359, and other post-employment benefits of \$2,639,059. More detailed information about these long term obligations is presented in Note 5 and Note 6 to the basic financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

A summary of next year's budget follows:

**LAFOURCHE PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2020**

Condensed Summary of Budgeted Finances

	FY 2021
Anticipated revenues	\$ 3,688,101
Expenditures:	
Current	3,494,800
Capital outlay	0
Anticipated expenditures	3,494,800
Excess of revenues	193,301
Fund Balance:	
Beginning of the year	8,360,635
End of the year	\$ 8,553,936

Revenues have remained stable and as a result there is no planned increase in fees or service costs for the next fiscal year.

Through prudent planning and decision making, cross-training employees and the combination of job duties, we have only a minimal increase in employee wages and costs. .

We are pleased that our operating expenses have not increased over the last year and that we are bringing in revenue to meet our expenses. We have added some additional amounts to our budget to continue our technology upgrades which includes completion of our electronic filing projects for civil, criminal and land records.

CONTACTING FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the finances and to show the accountability for the money received. If you have questions about this report or need additional financial information, contact:

Honorable Annette M. Fontana
Lafourche Parish Clerk of Court
P.O. Box 818
Thibodaux, LA 70302
985-447-4841

FINANCIAL SECTION



STAGNI & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

INDEPENDENT AUDITOR'S REPORT

Honorable Annette M. Fontana
Lafourche Parish Clerk of Court
Thibodaux, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Lafourche Parish Clerk of Court as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error.

Honorable Annette M. Fontana
Lafourche Parish Clerk of Court
Thibodaux, Louisiana
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In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund as of June 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Budgetary Comparison Schedule, and Pension Schedules as listed in the table of contents as required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Honorable Annette M. Fontana
Lafourche Parish Clerk of Court
Thibodaux, Louisiana
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Other Information

The Schedule of Compensation, Benefits, and Other Payment to the Agency Head as listed in the table of contents as other supplementary information is presented for the purposes of additional analysis and is not a required part of the basic financial statements. This schedule is the responsibility of management and is derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statement themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated December 5, 2020, on our consideration of the Lafourche Parish Clerk of Court's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Lafourche Parish Clerk of Court's internal control over financial reporting and compliance.

Stagni & Company

Thibodaux, LA
December 4, 2020



LAFOURCHE PARISH CLERK OF COURT

Statement of Net Position

June 30, 2020

<u>ASSETS</u>	<u>Governmental Fund</u>
Cash and cash equivalents	\$ 5,889,292
Investments	2,571,079
Receivables	51,491
Due from Agency Funds	813,178
Capital assets, net of accumulated depreciation	<u>148,375</u>
 Total assets	 <u>9,473,415</u>
 Deferred outflows of resources - OPEB	 638,444
Deferred outflows of resources - contributions	259,344
Deferred outflows of resources - other	435,271
Total Deferred outflows of resources	<u>1,333,059</u>
 <u>LIABILITIES</u>	
Current liabilities	
Accounts payable and accrued expenses	<u>102,748</u>
Total current liabilities	102,748
Non-current liabilities	
Compensated absences	116,261
Net pension liability	2,568,359
Net OPEB	<u>2,639,059</u>
Total noncurrent liabilities	<u>5,323,679</u>
Total liabilities	<u>5,426,427</u>
 Deferred inflows of resources	 641,754
 <u>NET POSITION</u>	
Net Investment in Capital Assets	148,375
Unrestricted	<u>4,589,918</u>
 Total net position	 <u>\$ 4,738,293</u>

See notes to financial statements.

LAFOURCHE PARISH CLERK OF COURT

*Statement of Activities
For the Year Ended June 30, 2020*

<u>EXPENSES</u>	
Salaries and benefits	\$ 2,095,855
Group Insurance	410,280
Other Insurance	29,623
Office supplies and expense	466,730
Telephone	13,138
Convention and Travel	19,598
Depreciation	67,050
Total program expenses	<u>3,102,274</u>
 <u>PROGRAM REVENUES</u>	
Charges for services	<u>3,743,912</u>
Total program revenues	<u>3,743,912</u>
 Net Program (Income) Expense	 641,638
 <u>GENERAL REVENUES</u>	
Interest earned	125,929
Gain on disposal	-
Total general revenues	<u>125,929</u>
 Change in Net Position	 767,567
 <u>NET POSITION</u>	
Beginning of year	<u>3,970,726</u>
End of year	<u>\$ 4,738,293</u>

See notes to financial statements.

LAFOURCHE PARISH CLERK OF COURT
Balance Sheet - Governmental Fund - General Fund
June 30, 2020

ASSETS

Cash and cash equivalents	\$ 5,889,292
Investments	2,571,079
Receivables	
Accounts	51,491
Due from Other Funds	<u>813,178</u>
 Total assets	 <u><u>\$ 9,325,040</u></u>

LIABILITIES AND FUND BALANCES

Accounts payable and accrued expenses	\$ <u>102,748</u>
Total liabilities	102,748
 Fund Balance :	
Unassigned Fund Balance	<u>9,222,292</u>
Total fund balance	<u>9,222,292</u>
 Total liabilities and fund balances	 <u><u>\$ 9,325,040</u></u>

See notes to financial statements.

LAFOURCHE PARISH CLERK OF COURT
*Reconciliation of the Balance Sheet- Governmental Fund
to the Statement of Net Position
June 30, 2020*

Total fund balance - governmental fund (Fund Financial Statement) \$ 9,222,292

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
governmental funds.

Capital Assets at Cost	\$ 1,434,444	
Accumulated Depreciation	(1,286,069)	
		148,375

Certain non-current liabilities are not due and payable in
the current period and therefore are not reported in the
funds:

Net Pension liability	(2,568,359)	
Compensated absences	(116,261)	
Other Post-Employment Benefits Liability	(2,639,059)	
		(5,323,679)

Deferred outflows and inflows of resources related to
pensions & OPEB are applicable to future periods and,
therefore, are not reported in the funds

Deferred outflows of resources - OPEB	638,444	
Deferred outflows of resources - contributions	259,344	
Deferred outflows of resources - other	435,271	
		1,333,059
Deferred inflows of resources - OPEB	(431,857)	
Deferred inflows of resources - pensions	(209,897)	
		(641,754)

Total net position of governmental activities (Government-Wide Financial Statements) \$ 4,738,293

See notes to the financial statements.

LAFOURCHE PARISH CLERK OF COURT
Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Fund - General Fund
For the Year Ended June 30, 2020

Revenues	
Suits and successions transferred from the Advance Deposit Fund	\$ 1,268,317
Recording fees	1,576,771
Fees in criminal cases	146,046
Certified copies	352,438
Interest earned	125,929
Mortgage certificates	14,189
Court attendance	17,620
Cancellations	8,015
Marriage licenses	17,220
Notarial fees	17,165
Other	326,131
Total revenues	3,869,841
Expenditures	
Current - Judiciary:	
Salaries and benefits	2,022,415
Group Insurance	410,280
Other Insurance	29,623
Office supplies and expense	466,730
Telephone	13,138
Convention and Travel	19,598
Total current expenditures	2,961,784
Capital outlay	46,400
Total expenditures	3,008,184
Net change in fund balance	861,657
Fund Balances	
Beginning of year	8,360,635
End of year	\$ 9,222,292

See notes to financial statements.

LAFOURCHE PARISH CLERK OF COURT

*Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance-
Governmental Fund to the Statement of Activities*

For the Year Ended June 30, 2020

Net change in fund balance - governmental fund (Fund Financial Statements) \$ 861,657

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
are allocated over the estimated useful lives and reported as
depreciation expense.

Capital outlay	\$ 46,400	
Depreciation expense	<u>(67,050)</u>	(20,650)

Repayment of Non-current liabilities are reported as an
expenditure in governmental funds, but the payment reduces long-
term obligations in the statement of net position. In the current
year, these amounts consists of:

(Increase) Decrease in Compensated Absences	(27,391)
(Increase) Decrease Other Post-Employment Benefit Cost and deferrals	(13,722)
(Increase) Decrease Pension expense and deferrals	<u>(32,327)</u>

Change in net assets of governmental activities	<u>\$ 767,567</u>
(Government -Wide Financial Statements)	

See notes to financial statements.

LAFOURCHE PARISH CLERK OF COURT
Combining Statement of Fiduciary Net Assets
 June 30, 2020

	Advance Deposit Fund	Registry of the Court Fund	Total
<u>ASSETS</u>			
Cash and cash equivalents	\$ 1,667,045	\$ 28,144	\$ 1,695,189
Investments	1,914,654	2,544,176	4,458,830
Miscellaneous receivable	405	-	405
	<u> </u>	<u> </u>	<u> </u>
Total assets	<u><u>\$ 3,582,104</u></u>	<u><u>\$ 2,572,320</u></u>	<u><u>\$ 6,154,424</u></u>
<u>LIABILITIES</u>			
Due to general fund	\$ 813,178	\$ -	\$ 813,178
Due to others	2,768,926	2,572,320	5,341,246
	<u> </u>	<u> </u>	<u> </u>
Total liabilities	<u><u>\$ 3,582,104</u></u>	<u><u>\$ 2,572,320</u></u>	<u><u>\$ 6,154,424</u></u>

See notes to the financial statements.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

INTRODUCTION

As provided by Article V, Section 28 of the Louisiana Constitution of 1974, the Clerk of Court serves as ex-officio notary public, the recorder of conveyances, mortgages, and other acts; and has other duties and powers provided by law. The Clerk of Court is elected for a four-year term. The current term ended June 30, 2020, however the Clerk was elected to another 4 year term from July 1, 2020 to June 30, 2024.

The financial statements have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant accounting policies established in GAAP used are discussed below.

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

These financial statements present the Lafourche Parish Clerk of Court (Clerk of Court) as the primary government as defined by GASBS No. 14; component units are legally separate entities that are included in the reporting entity because of the significance of their operating or financial relationships. GASB has established several criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Since, the Clerk of Court is an independently elected official, and is legally separate and fiscally independent; they are considered a separate governmental reporting entity.

There are unrecorded financial transactions between the Lafourche Parish Council (the Council) and the Clerk of Court where the Council provides office space and utilities for the Clerk of Court. These transactions between the Clerk of Court and the Parish Council are mandated by state statute and do not reflect fiscal dependency; thereby, they do not reflect financial accountability.

B. Basic Financial Statements

Basic financial statements are presented at both the government-wide and fund financial statement level. Both levels of statements categorize primary activities as governmental. Government-wide financial statements (GWFS) report information about the reporting unit as a whole. For the most part, the effect of interfund activity has been removed from these statements. These statements focus on the sustainability of the entity and the change in aggregate financial position resulting from the activities of the year.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

B. Basic Financial Statements (continued)

These aggregated statements consist of the Statement of Net Position and the Statement of Activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include fees and charges to the public customers who use, or directly benefit from services, or privileges provided by a given function. Other items not reported as program revenues are reported instead as general revenues.

C. Measurement Focus / Basis of Accounting

The GWFS 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.

Governmental fund financial statements (FFS) are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. A one-year availability period is used for revenue recognition. Expenditures are recorded when the related fund liability is incurred.

Fund Financial Statements (FFS)

The financial transactions of the Clerk of Court are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

Governmental Funds

Governmental funds account for all or most of the general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 1 **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued**

C. Measurement Focus / Basis of Accounting (continued)

The difference between a governmental fund's assets and liabilities is reported as fund balance. In general, fund balance represents the accumulated expendable resources that may be used to finance future period programs or operations. The following are the clerk's governmental funds:

General Fund

The General Fund (Salary Fund), as provided by Louisiana Revised Statute 13:781, is the principal fund and accounts for the operations of the office. The various fees and charges due to the office are accounted for in this fund. General operating expenditures are paid from this fund.

Fiduciary Funds

Fiduciary fund reporting focuses on net position and changes in net position. The funds accounted for in this category are agency funds. The agency funds account for assets held as an agent for litigants pending court action. These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Consequently, the agency funds have no measurement focus, but use the modified accrual basis of accounting. The Advance Deposit and Registry of Court - Agency Funds account for assets held as an agent for others.

Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Non-exchange Transactions*.

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual: The governmental-type activities in the GWFS and fiduciary fund financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

C . Measurement Focus / Basis of Accounting (continued)

Modified Accrual: The governmental FFS are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year-end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

D. Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest bearing demand deposits, money market accounts and cash on hand. Cash equivalents include time deposits maturing within 90 days. Under state law, governmental entities may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or certificates of deposit with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

E. Investments

Investments are limited by Louisiana Revised Statute 25 33:2955 and the investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities of investments are 90 days or less, they are classified as cash and cash equivalents. The investments consist of time deposits with maturities between 91 and 270 days.

F. Capital Assets

Capital assets purchased or acquired with a cost of \$1,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

F. Capital Assets (continued)

<u>Description</u>	<u>Estimated Lives</u>
Office Equipment	5 years
Furniture & Fixtures	10 years
Automobiles	5 years
Leased Equipment	5 years

G. Interfund Activities

The Clerk of Court transfers interest earned on the investments of the Advance Deposit Fund to the Salary Fund to be utilized by the Salary Fund in its operations. In those cases where the physical transfer of assets has not taken place as of year-end, or where repayment is expected, these amounts are accounted for through the various due to and due from accounts.

H. Fees Transferred from Advance Deposit Agency Fund

These fees represent revenue earned from everyday operations such as copying and faxing for litigants. These fees are collected by a transfer of litigant's money deposited in the Advance Deposit Fund to the Salary Fund.

I. Budgetary Practices

The Clerk of Court annually adopts a budget for the General Fund. The budgetary practices include public notice of the proposed budget, public inspection of the proposed budget and public hearings on the budget. Any amendments to the budget are published in the official journal. Budgetary integration is employed as a management tool.

Encumbrances represent commitments related to unperformed contracts for goods and services. Encumbrance accounting is not utilized in the funds.

J. Compensated Absences

The Clerk of Court's policy calls for accrual of accumulated unpaid vacation and sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

J. Compensated Absences (continued)

Employees earn a maximum of two weeks' vacation per year based on hire date. Vacation is accumulated at approximately one day per month and is credited to an employee each pay period. Employees are encouraged to take vacation time once ten days have been accumulated. Employees receive 12 days of personal leave for each year of service. The Clerk allows a maximum of 30 unused personal leave days to accumulate. Any personal leave time accumulated over 30 days will be paid to the employee annually through the pay period endings December 15th of each year. Accumulated personal leave is paid upon separation of employment. Based on this policy, all unpaid sick and vacation leave is considered to be a long term liability.

K. Net Position and Fund Equity

Government-wide Financial Statements

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

- Net Investment in capital assets,—Consists of capital assets net of accumulated depreciation and net of capital related debt.
- Restricted net assets—Consists of net assets with constraints placed on the use by law through constitutional provisions or enabling legislation.
- 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 policy to use restricted resources first.

Fund Financial Statements

In the fund financial statements, governmental fund equity is classified as fund balance.

Fund balance is further classified as follows:

- *Non-spendable* fund balance cannot be spent because of its form.
- *Restricted* fund balance has limitations imposed by creditors, grantors, or contributors or by enabling legislation or constitutional provisions.
- *Committed* fund balance is a limitation imposed by the Clerk through approval.
- *Assigned* fund balances is a limitation imposed by a designee of the Clerk.
- *Unassigned* fund balance in the General Fund is the net resources in excess of what can be properly classified in one of the above four categories. Negative unassigned fund balance in other governmental funds represents excess expenditures incurred over the amounts restricted, committed, or assigned to those purposes.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

K. Net Position and Fund Equity (continued)

Louisiana R.S. 13:785 requires that every four years (at the close of the term of office) the clerk of court must pay the parish treasurer the portion of the General Fund fund balance that exceeds one-half of the revenues of the clerk's last year of his term of office, which amount shall be limited to no more than that which was received by the clerk in accordance with R.S. 1784 (A) during said term in office. The Parish Council has not provided any funding to the Clerk under statute R.S. 13:784 (A) for items such as office furniture, equipment, and record books. Therefore at June 30, 2020, which was the close of the four year term, there was no amount due the parish treasurer as no funds were received from the parish during said term .

L. Use of Estimates

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

M. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position includes 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(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Clerk has recognized deferred outflows of resources for pension contributions and other postemployment benefits (OPEB) contributions.

In addition to liabilities, the statement of financial position also reports 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(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Clerk has recognized deferred inflows of resources for pension liability and other postemployment benefits (OPEB) liability based on actuarial valuation that was performed.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 2 DEPOSITS AND INVESTMENTS

Deposits (demand deposits, interest bearing demand deposits and certificates of deposit) are recorded at cost, which approximates fair value.

The carrying amounts of deposits are as follows:

	Balances	
	Book	Bank
Governmental Fund – Cash	\$ 5,889,292	\$ 5,888,942
Governmental Fund – Investments	2,571,079	2,571,079
Fiduciary Fund – Cash	1,695,189	1,694,988
Fiduciary Fund – Investments	4,458,830	4,459,030
Total deposits	\$ 14,614,390	\$ 14,614,039

The difference between the bank balance and the carrying amount represents outstanding checks and deposits in transit.

Under state law, the book deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance (FDIC) must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Custodial Credit Risk—Deposits. Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. As of June 30, 2020, \$12,893,132 of the bank balance was considered exposed to custodial credit risk. Pledged securities secure these deposits from risk. The pledged securities are held at the pledging bank's trust department or other bank, acting as the pledging bank's agent, in the Clerk of Court's name.

Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement 3, R.S. 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Clerk of Court that the fiscal agent has failed to pay deposited funds upon demand.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 3 RECEIVABLES

The accounts receivables of \$51,491 consists of amounts due from attorneys for recording court fees and expenses related to cases in progress, from abstractors for certified copies, and interest.

Note 4 CAPITAL ASSETS

	Beginning Balance	Additions	Disposals	Ending Balance
Furniture & fixtures	\$482,861	\$-	\$(8,450)	\$474,411
Office equipment	21,161	-	-	21,161
Leasehold Improvements	545,976	-	-	545,976
Intangibles	346,496	46,400	-	392,896
TOTAL COST	1,396,494	\$46,400	\$(8,450)	1,434,444
Less accumulated depreciation	\$1,227,469	\$67,051	(8,450)	1,286,069
NET CAPITAL ASSETS	\$169,025			\$148,375

Depreciation charged for governmental functions for the year was \$67,051.

Note 5 OTHER POST-RETIREMENT BENEFITS

Plan Description. The defined benefit postemployment health care plan (the plan) provides OPEB to eligible retired employees and their beneficiaries. The plan provides OPEB for permanent full-time employees of the Clerk. The plan is a single employer defined benefit OPEB plan administered by the Clerk. Benefits are provided through the Louisiana Clerks of Court Insurance Trust ("LCCIT"), a multiple-employer healthcare plan administered by the Louisiana Clerks of Court Association. Louisiana Revised Statute 13:783 grants the authority to establish and amend the benefit terms and financing requirements. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75. The premium rates are established and may be amended by the CLLIT board of trustees, with the Clerk determining the contribution requirements of the retirees.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 5 **POST-RETIREMENT BENEFITS (CONTINUED)**

Benefits Provided. The Clerk provides medical, dental, vision, and life insurance benefits for retirees and their dependents. The benefit terms provide for payment of 50% of retiree and 0% of dependent pre-Medicare health, Medicare Supplement, vision, and dental insurance premiums. The plan also provides for payment of 100% of retiree life insurance premiums.

Employees covered by benefit terms. On January 1, 2020, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	13
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	<u>31</u>
	<u>44</u>

Total OPEB Liability. The total OPEB liability of \$2,639,059 was measured as of June 30, 2020, and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and other inputs. The total OPEB liability in the June 30, 2019 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.40%
Salary increases	3.25%
Discount rate	2.45%
Healthcare cost trend rates	
Medical:	6.5% for 2021, decreasing 0.25% per year to an ultimate rate of 5.0% for 2027 and later years
Medicare Advantage:	5.5% for 2021, decreasing 0.25% per year to an ultimate rate of 3.0%. Includes 2% per year for aging.
Dental:	3.0% annual trend
Vision:	3.0% annual trend

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 5 **POST-RETIREMENT BENEFITS (CONTINUED)**

Retirees' Share of Benefit-Related Costs:

Medical:	50% for retirees and 100% for dependents
Medicare Supplement:	50% for retirees and 100% for dependents
Dental:	50% for retirees and 100% for dependents
Vision:	50% for retirees and 100% for dependents
Basic Life Insurance:	50%

The discount rate was based on the 6/30/2020 Fidelity General Obligation AA 20-Year Yield.

Mortality rates for active employees were based on the PubG.H-2010 Employee Mortality Table, Generational with Projection Scale MP-2019 for males or females, as appropriate.

Mortality rates for retirees were based on the PubG.H-2010 Employee Mortality Table, Generational with Projection Scale MP-2019 for males or females, as appropriate.

The actuarial assumptions used in the valuation were based on those used in the Louisiana Clerks of Court Retirement and Relief Fund valuation and actuarial experience.

Changes in the Total OPEB Liability (Asset)

Balance at 6/30/2019	\$2,449,093
Changes for the year:	
Service Cost	35,105
Interest	75,941
Differences between expected and actual experience	471,545
Changes in Assumptions/Inputs	(276,659)
Benefit payments	(115,966)
	<u>189,966</u>
Change in Net OPEB Obligation	<u>\$2,639,059</u>
Ending Net OPEB Obligation	<u>\$2,639,059</u>

Sensitivity of the total OPEB liability to changes in the discount rate. The following presents the total OPEB liability, as well as what the total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current discount rate:

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 5 **POST-RETIREMENT BENEFITS (CONTINUED)**

	1.0% Decrease (1.45%)	Current Discount Rate (2.45%)	1.0% Increase (3.45%)
Total OPEB liability	\$ 3,163,919	\$ 2,639,059	\$ 2,238,964

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates. The following presents the total OPEB liability, as well as what the total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare trend rates:

	1.0% Decrease	Current Trend	1.0% Increase
Total OPEB liability	\$ 2,390,385	\$2,659,059	\$ 3,051,505

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB. For the year ended June 30, 2020, the Clerk recognized OPEB expense of \$129,688 and reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 452,881	\$(176,480)
Changes of assumptions or other inputs	185,563	(255,377)
Total	\$ 638,444	\$(431,857)

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 5 **POST-RETIREMENT BENEFITS (CONTINUED)**

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

Years ending June 30:	
2021	\$18,642
2022	\$18,642
2023	\$18,642
2024	\$18,642
2025	\$18,642
Thereafter	\$113,376

Note 6 **PENSION PLAN**

The Clerk has adopted GASB Statement No. 68 *Accounting and Financial Reporting for Pensions*. That Statement requires governments providing defined benefit pensions to recognize their long-term obligation for pension benefits as a liability, and to more comprehensively and comparably measure the annual costs of pension benefits.

Plan Description and Provisions

Substantially all employees of the Clerk of Court are members of the Louisiana Clerks of Court Retirement and Relief fund (System), a cost-sharing multiple-employer, defined benefit public employee retirement system (PERS), controlled and administered by a separate board of trustees. Contributions of participating clerks are pooled within the System to fund accrued benefits, with contribution rates approved by the Louisiana Legislature.

All regular employees earning a minimum of \$500 per month and who are under the age of 60 at the time of original employment are eligible to participate in the system. The System also provides death and disability benefits. Benefits are established by state statute.

The following is a brief description of the plan benefits and is provided for general information purposes only. Participants should refer to the appropriate statutes for more complete information.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 6 PENSION PLAN (continued)

Retirement Benefits

A member or former member is eligible for regular retirement benefits upon attaining 12 or more years of credited service, attaining the age of 55 or more and terminating employment. Regular retirement benefits, payable monthly for life, equal 3-1/3% of the member's average final compensation multiplied by the number of years of credited service, not to exceed one hundred percent of the monthly average final compensation. Monthly average final compensation is based on the highest compensated 36 consecutive months, with a limit of increase of 10% in each of the last 3 years of measurement. For those members hired on or after July 1, 2006, compensation is based on the highest compensated 60 consecutive months with a limit of 10% increase in each of the last 6 years of measurement. Act 273 of the 2010 regular session applied 60 consecutive months to all members. This Act has a transition period for those members who retire on or after January 1, 2011 and before December 31, 2012. Additionally, Act 273 of the 2010 regular session increased a member's retirement to age 60 with an accrual rate of 3% for all members hired on or after January 1, 2011, not to exceed 60 months.

Disability Benefits

Disability benefits are awarded to active members who are totally and permanently disabled as a result of injuries sustained in the line of duty or to active members with 10 or more years of credible service who are totally disabled due to any cause. A member who is officially certified as totally or permanently disabled by the State Medical Disability Board will be paid monthly disability retirement benefits equal to the greater of 40% of their monthly average final compensation or 75% of their monthly regular retirement benefit computed as per R.S. 11:1521 (C).

Survivor Benefits

If a member who has less than five years of credited service dies, his accumulated contributions are paid to his designated beneficiary. If the member has five or more years of credited service, automatic Option 2 benefits are payable to the surviving spouse.

Deferred Retirement Option Plan

In lieu of terminating employment and accepting a service retirement allowance, any member of the Fund who is eligible for a service retirement allowance may elect to participate in DROP for up to 36 months and defer the receipt of benefits.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 6 PENSION PLAN (continued)

Cost of Living Adjustments

The Board of Trustees is authorized to provide a cost of living increase to members who have been retired for at least one full calendar year. The increase cannot exceed the lesser of 2.5% of the retiree's benefit or an increase of \$40 per month. The LA statutes allow the board to grant an additional cost of living increase to all retirees and beneficiaries over age 65 equal to 2% of the benefit paid on October 1, 1977 or the member's retirement date if later.

Employer Contributions

Plan members are required by state statute to contribute 8.25% of their annual covered salary and the Clerk of Court is required to contribute at an actuarially determined rate of 19.00% of annual covered payroll for the year ending June 30, 2018 and remained the same for June 30, 2019. The contribution requirements of plan members and the Clerk of Court are established as amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results to fund accrued benefits, with contribution rates approved by the Louisiana Legislature.

Effective July 1, 1999, the Louisiana Senate passed Bill #556 allowing the individual Clerks of Court to elect to pay both the employee and employer contributions into this retirement system. The Clerk has elected to do so for the year ending June 30, 2019.

The Clerk also contributes for its plan members in addition to its actuarially determined contributions bringing the total contribution to 27.25% of annual covered payroll. Contributions to the system also include one-fourth of one percent of the taxes shown to be collectible by the tax rolls of each parish. These additional sources of income are used as employer contributions and are considered support from non-employer contributing entities, but are not considered special funding situations.

Pension liabilities, pension expense and deferred outflows of resources and deferred inflows of resources:

As of June 30, 2020, the Clerk reported a liability of \$2,568,359 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The proportion of the net pension liability was based on a projection of the long-term contributions to the plans relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2019, the proportion of the plan was 1.414301%, a decrease of 0.04844% from the prior valuation.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 6 PENSION PLAN (continued)

For the year ended June 30, 2020 (measured at June 30, 2019), the Clerk recognized pension expense of \$447,353 and the following deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows	Deferred Inflows
Difference between expected and actual experience	\$ 72,115	\$ -
Net difference between projected and actual earnings on investments	198,978	-
Changes in assumptions	164,178	-
Change in proportion	-	(209,897)
Employer contributions subsequent to the measurement date	259,344	-
	<u>\$ 694,615</u>	<u>\$ (209,897)</u>

The deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date 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 ended June 30:	
2021	\$95,338
2022	(25,018)
2023	97,883
2024	57,171

Actuarial Assumptions

The total pension liabilities in the actuarial valuations were determined using the following actuarial assumptions, applied to all periods included in the measurements:

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 6 PENSION PLAN (continued)

Valuation date	June 30, 2019
Actuarial cost method	Entry Age Normal
Investment rate of return	6.75%
Projected salary increases	5.00%
Inflation rate	2.5%
Expected remaining service lives	5 years

Mortality rates were based on the RP-2000 Employee Table (set back 4 years for males and 3 year for females),
RP-2000 Disabled Lives Mortality Tables for disabled annuitants (set back 5 years for males and 3 year for females),
RP-2000 Healthy Annuitant Table (set forward 1 year for males) and projected to 2030 using scale AA for males and females.

The long-term expected real rates of return on pension plan investments was determined using a building block method in which best-estimates ranges 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 ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The long-term expected rate of return was 6.38% as of June 30, 2019.

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

Asset Class	Target Asset Allocation	Long-Term Expected Portfolio Real Rate of Return
Fixed Income-Domestic Bonds	20.0%	2.50%
Fixed Income-International Bonds	20.0%	3.50%
Domestic Equity	33.0%	7.50%
International Equity	27.0%	8.50%
Real Estate	10.0%	4.50%
Hedge Funds	10.0%	6.59%
Totals	100.00%	

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
 For the Year Ended June 30, 2020

Note 6 PENSION PLAN (continued)

Discount Rate

The discount rate used to measure the total pension liability was 6.75%. 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 will be made at the actuarially determined rates approved by PRSAC taking into consideration the recommendation of the Plan's actuary.

Based on these assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Sensitivity to changes in the discount rate

The following presents the net pension liability of the participating employers calculated using the discount rates as shown above, as well as what the net pension liability would be if they were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease 5.75%	Current Discount Rate 6.75%	1% Increase 7.75
Net Pension Liability	\$3,816,155	\$ 2,568,359	\$ 1,509,794

Pension plan fiduciary net position:

Detailed information about the Plans' fiduciary net position is available in the separate issued financial statements of the Plans and can be found at: aclerkofcourt.org/retirement.htm.

Support of Non-employer contributing entities:

Contributions received by a pension plan from non-employer contributing entities that are not in a special funding situation are recorded as revenue by the respective pension plan. The Clerk recognizes revenue in an amount equal to their proportionate share of the total contributions to the pension plan from these non-employer contributing entities. During the year ended June 30, 2019, the Clerk recognized revenue as a result of support received from non-employer contributing entities of \$155,513 for its participation in LCCRF.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 6 PENSION PLAN (continued)

Payables to the pension plans:

At June 30, 2019, amount due to the pension plan for employer and employee required contributions is \$16,147.

Note 7 DEFERRED COMPENSATION PLAN

The Clerk of Court employees participate in the State of Louisiana Deferred Compensation Plan. This Plan was established pursuant to IRC Section 457 and Louisiana R.S. 42:1301-1308. The Plan provides state, parish, and municipal employees with the opportunity to invest money on a before-tax basis, using payroll deduction. Participants defer federal or state income tax on their contributions. In addition, interest or earnings on the participant's account accumulate tax-deferred.

The participants may choose the amount to contribute with the maximums defined by the Internal Revenue Code and the investment option(s). The Clerk of Court agreed to match each participant's contribution up to a maximum of 10% for the current fiscal year. Total contributions made by the Clerk of Court on behalf of the employees were \$89,433.

Note 8 EXPENDITURES OF THE CLERK OF COURT PAID BY THE PARISH COUNCIL

The Clerk of Court's office is located in the parish courthouse. The expenditures for maintenance and operation of the parish courthouse are paid by the Lafourche Parish Council and are not included in the accompanying financial statements. The amount of these expenditures paid by the Parish Council is indeterminate.

Note 9 RISK MANAGEMENT

GENERAL LIABILITY INSURANCE

The Clerk of Court is exposed to various risks of loss related to tort, theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Clerk of Court purchases commercial insurance policies for any and all claims relating to the above types of risks.

LAFOURCHE PARISH CLERK OF COURT
Notes to Financial Statements
For the Year Ended June 30, 2020

Note 9 RISK MANAGEMENT (continued)

The payment of the deductible is the only liability associated with these insurance policies. There has been no significant reduction in insurance coverage in the prior year. The amount of settlements has not exceeded insurance coverage for each of the past three fiscal years.

HEALTH INSURANCE

The Clerk of Court provides health and life insurance to employees through the Louisiana Clerk of Court Association. Under this insurance program, the Clerk pays initial premiums based on the level of the employee's participation and has no further liabilities on any claims.

Note 10 SUBSEQUENT EVENTS

Pandemic – In March 2020, the World Health Organization made the assessment that the outbreak of a novel coronavirus (COVID-19) can be characterized as a pandemic. As a result, uncertainties have arisen that had and may have a significant impact on the operating activities of the Clerk's office. The occurrence and extent of such an impact will depend on future developments, including (i) the duration and spread of the virus, (ii) government quarantine measures, (iii) voluntary and precautionary restrictions on travel or meetings, (iv) the effects on the economy overall, all of which are uncertain.

***REQUIRED SUPPLEMENTAL
INFORMATION***

LAFOURCHE PARISH CLERK OF COURT
Budgetary Comparison Schedule - General Fund
For the Year Ended June 30, 2020

<u>Revenues</u>	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final *</u>		<u>Favorable (Unfavorable)</u>
Suits and successions transferred from the Advance Deposit Fund	\$ 1,525,000	\$ 1,525,000	\$ 1,268,317	\$ (256,683)
Recording fees	1,380,000	1,380,000	1,576,771	196,771
Fees in criminal cases	180,000	180,000	146,046	(33,954)
Certified copies	340,000	340,000	352,438	12,438
Interest earned	11,701	11,701	125,929	114,228
Mortgage certificates	17,000	17,000	14,189	(2,811)
Court attendance	20,000	20,000	17,620	(2,380)
Cancellations	15,000	15,000	8,015	(6,985)
Marriage licenses	17,000	17,000	17,220	220
Notarial fees	18,000	18,000	17,165	(835)
Other	140,500	140,500	326,131	185,631
Total revenues	<u>3,664,201</u>	<u>3,664,201</u>	<u>3,869,841</u>	<u>205,640</u>
Expenditures				
Current-Judiciary:				
Salaries and benefits	1,720,800	1,720,800	2,022,415	(301,615)
Group Insurance	430,000	430,000	410,280	19,720
Other Insurance	40,000	40,000	29,623	10,377
Office operations	1,146,050	1,146,050	424,130	721,920
Telephone	16,000	16,000	13,138	2,862
Convention and Travel	8,000	8,000	19,598	(11,598)
Total current expenditures	<u>3,360,850</u>	<u>3,360,850</u>	<u>2,919,184</u>	<u>441,666</u>
Capital outlay	200,000	200,000	89,000	111,000
Total expenditures	<u>3,560,850</u>	<u>3,560,850</u>	<u>3,008,184</u>	<u>552,666</u>
Excess (deficiency) of revenues over expenditures	103,351	103,351	861,657	758,306
Fund Balances				
Beginning of year	7,080,714	7,080,714	8,360,635	1,279,921
End of year	<u>\$ 7,184,065</u>	<u>\$ 7,184,065</u>	<u>\$ 9,222,292</u>	<u>\$ 2,038,227</u>

* NOTE: The budget was not amended during the year.

**LAFOURCHE PARISH CLERK OF COURT
Louisiana Clerks' of Court Retirement & Relief Fund
Last Ten Fiscal Years***

Fiscal Year End Date Measurement Date	June 30, 2016 June 30, 2015	June 30, 2017 June 30, 2016	June 30, 2018 June 30, 2017	June 30, 2019 June 30, 2018	June 30, 2020 June 30, 2019
SCHEDULE OF THE CLERK'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY					
Proportion of the net pension liability	1.705096%	1.689061%	1.527986%	1.462737%	1.414301%
Proportionate share of the net pension liability	\$ 2,557,698	\$ 3,124,719	\$ 2,311,742	\$ 2,432,971	\$ 2,568,359
Covered employee payroll	\$ 1,542,600	\$ 1,541,679	\$ 1,358,787	\$ 1,375,171	\$ 1,364,969
Proportionate share of the net pension liability as a percentage of its covered employee payroll	165.80%	202.68%	170.13%	176.92%	188.16%
Plan fiduciary net position as a percentage of the total pension liability	78.13%	74.17%	79.69%	79.07%	77.93%
SCHEDULE OF CONTRIBUTIONS					
Contractually required contribution	\$ 293,094	\$ 292,919	\$ 261,908	\$ 258,041	\$ 261,452
Contributions paid	\$ (293,094)	\$ (292,919)	\$ (261,908)	\$ (258,170)	\$ (261,283)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ (129)	\$ 169
Covered employee payroll	\$ 1,541,679	\$ 1,378,448	\$ 1,358,787	\$ 1,375,171	\$ 1,364,969
Contribution as a percentage of covered employee payroll	19.01%	21.25%	19.27%	18.77%	19.14%

*Note: Initial Year of GASB 68 Implementation, Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Notes to Required Supplementary Information

<i>Changes of Benefit Terms include:</i>	no changes	no changes	no changes	no changes	no changes
Changes of Assumptions					
Actuarial Cost Method	Entry Age Normal	Entry Age Normal	Entry Age Normal	Entry Age Normal	Entry Age Normal
Investment Rate of Return	7.25%	7.00%	7.00%	6.75%	6.75%
Projected Salary Increases	5.75%	5.00%	5.00%	5.00%	5.00%
Inflation rate	2.50%	2.50%	2.50%	2.50%	2.50%
Expected service lives	5 years	5 years	5 years	5 years	5 years

LAFOURCHE

Schedule of Changes in the Total OPEB Liability and Related Ratios

Total OPEB Liability	6/30/2018	6/30/2019	6/30/2020
Service cost	\$ 48,180	\$ 46,235	\$ 35,105
Interest	86,331	75,824	75,941
Changes of benefit terms	-	-	-
Differences between expected and actual experience	25,156	(220,600)	471,545
Changes in assumptions or other inputs	-	231,953	(276,659)
Benefit payments	(118,981)	(121,159)	(115,966)
Net change in Total OPEB Liability	40,686	12,253	189,966
Total OPEB Liability - beginning	2,396,154	2,436,840	2,449,093
Total OPEB Liability - ending	<u>\$ 2,436,840</u>	<u>\$ 2,449,093</u>	<u>\$ 2,639,059</u>
Covered employee payroll	\$ 1,424,751	\$ 1,442,805	\$ 1,444,523
OPEB Liability as a percentage of covered employee payroll	171.04%	169.75%	182.69%

*Note: Initial Year of GASB 75 Implementation is 2018. This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Notes to Required Supplementary Information

Changes of Benefit Terms include: none none none

Changes of Assumptions-Changes of assumptions and other inputs reflect the effects of changes in the discount rate each period.

Discount rates	3.62%	3.13%	2.45%
	RPH-2014	PubG.H-2010	PubG.H-2010
	Employee and	employee and	employee and
	Healthy Annuity,	Healthy Annuity,	Healthy Annuity,
	Generational with	Generational with	Generational with
Mortality Rates	MP-2018	MP-2018	MP-2019

Other Supplementary Information

LAFOURCHE PARISH CLERK OF COURT

Schedule of Compensation, Benefits and Other Payments to Agency Head
For the Year Ended June 30, 2020

Agency Head Name: Annette M. Fontana, Clerk of Court

Purpose	Amount
Salary	\$122,671
Salary - Supplemental	\$24,600
Salary - Statutory Allowance	\$14,727
Salary - Election Expense	\$2,400
Benefits - insurance	\$10,535
Benefits - retirement	\$44,144
Benefits - Deferred Compensation	\$9,606
Benefits - Medicare tax	\$2,939
Car Allowance	\$15,000
Vehicle provided by government	\$0
Per Diem	\$0
Reimbursements - auto maintenance	\$0
Travel	\$0
Registration fees (non-CLE)	\$500
Conference travel	\$1,072
Continuing professional education fees	\$0
Housing	\$0
Unvouchered expenses	\$0
Special meals	\$0
Fuel	\$0
Dues	\$2,491
Cell Phone	\$0
Other	\$0

This form is used to satisfy the reporting requirement of R.S. 24:513(A)(3) on Supplemental Reporting

***REPORTS REQUIRED BY
GOVERNMENT AUDITING
STANDARDS***



STAGNI & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

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

Honorable Annette M. Fontana
Lafourche Parish Clerk of Court
Thibodaux, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, and each major fund as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the basic financial statements, and have issued our report thereon dated December 4, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of 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 entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the 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 internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Stagni & Company

Thibodaux, Louisiana
December 4, 2020

