

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Annual Financial Statements
With Independent Auditor's Report
As of and for the Year Ended
December 31, 2019

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Annual Financial Statements
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With Supplemental Information Schedules

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Practice Limited to
Governmental Accounting,
Auditing and
Financial Reporting

Independent Auditor's Report

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Report on the Financial Statements

I have audited the accompanying financial statements of the governmental activities and the major fund of the West Carroll Parish Assessor, a component unit of the West Carroll Parish Police Jury, as of December 31, 2019, and for the year then ended, 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

My responsibility is to express opinions on these financial statements based on my audit. I conducted my 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 I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the West Carroll Parish Assessor'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 West Carroll Parish Assessor's internal control. Accordingly, I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Opinions

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the government activities and the major fund information of the West Carroll Parish Assessor as of December 31, 2019, and the respective changes in financial position for the year then ended in conformity 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, the Budgetary Comparison Schedules and notes to required supplementary information, the Schedule of Changes in Net OPEB Liability and Related Ratios, the Schedule of Employer's share of the Net Pension Liability, and the Schedule of Employer Contributions, as listed in the table of contents, 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. I 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 managements' responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Other Information

My audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the West Carroll Parish Assessor's office basic financial statements. The accompanying schedule of compensation, benefits and other payments to agency head on page 42 is presented for the purpose of additional analysis and is not a required part of the financial statements.

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, I have also issued a report dated April 20, 2020, on my consideration of the West Carroll Parish Assessor's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of 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 West Carroll Parish Assessor's internal control over financial reporting and compliance.

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
Independent Auditor's Report,
December 31, 2019

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of the Louisiana Legislative Auditor, I have issued a report, dated April 20, 2020, on the results of my statewide agreed-upon procedures performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards*. The purpose of that report is solely to describe the scope of testing performed on those control and compliance areas identified in the Louisiana Legislative Auditor's statewide agreed-upon procedures, and the results of that testing, and not to provide an opinion on control or compliance.



West Monroe, Louisiana
April 20, 2020

REQUIRED SUPPLEMENTARY INFORMATION
PART I

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Management's Discussion and Analysis
December 31, 2019

As management of the West Carroll Parish Assessor, I offer readers of the West Carroll Parish Assessor's financial statements this narrative overview and analysis of the financial activities of the West Carroll Parish Assessor for the fiscal year ended December 31, 2019. Please read it in conjunction with the basic financial statements and the accompanying notes to the financial statements.

Overview of the Financial Statements

This Management Discussion and Analysis document introduces the Assessor's basic financial statements. The annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (Government-wide Financial Statements) provide information about the financial activities as a whole and illustrate a longer-term view of the Assessor's finances. The Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Fund (Fund Financial Statements) 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 Financial Statements by providing information about the most significant funds. This report also contains other supplementary information in addition to the basic financial statements themselves.

Our auditor has provided assurance in her independent auditor's report that the Basic Financial Statements are fairly stated. The auditor, regarding the Required Supplemental Information and the 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 Financial Section.

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

The *statement of net position* presents information on all of the West Carroll Parish Assessor's assets and liabilities, 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 of the West Carroll Parish Assessor 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 timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (for example, earned, but unused, sick leave).

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 West Carroll Parish Assessor, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the West Carroll Parish 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. 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 impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The West Carroll Parish Assessor adopts an annual appropriated budget for the general fund. A budgetary comparison statement is provided for the major fund to demonstrate compliance with this budget.

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.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the West Carroll Parish Assessor's performance.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, assets of the West Carroll Parish Assessor exceeded liabilities by \$153,207. Approximately 41% of the West Carroll Parish Assessor's net position reflects its investment in capital assets (e.g., equipment), less any related debt used to acquire those assets that is still outstanding. These assets are not available for future spending.

The balance in unrestricted net position is affected by two factors: 1) resources expended, over time, by the West Carroll Parish Assessor to acquire capital assets from sources other than internally generated funds (i.e., debt), and 2) required depreciation on assets.

STATEMENT OF NET POSITION

	2019	2018
ASSETS		
Cash and cash equivalents	\$75,457	\$111,309
Receivables	317,221	290,614
Capital assets (net of accumulated depreciation)	62,603	51,861
TOTAL ASSETS	\$455,281	\$453,784
DEFERRED OUTFLOWS OF RESOURCES		
Pension and OPEB related	177,383	126,275
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$632,664	\$580,059
LIABILITIES		
Accounts payable	\$835	\$734
Withholdings payable	8,175	7,897
Due to Assessor	100,228	100,228
Net pension liability	113,751	83,787
Net OPEB obligations	169,064	109,824
Total Liabilities	392,053	302,470
DEFERRED INFLOWS OF RESOURCES		
Pension and OPEB related	87,404	105,855
NET POSITION		
Invested in capital assets, net of related debt	62,603	51,861
Unrestricted	90,604	119,873
TOTAL NET POSITION	\$153,207	\$171,734
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION	\$632,664	\$580,059

STATEMENT OF ACTIVITIES

	2019	2018
Taxation:		
Personal services	\$372,845	\$335,791
Operating services	39,210	37,241
Materials and supplies	3,305	3,414
Travel and other charges	20,487	21,223
Depreciation expense	19,157	13,177
Total Program Expenses	455,004	410,846
Program revenues - Fees, charges, and commissions for services	936	2,515
Net Program Expenses	(454,068)	(408,331)
General revenues:		
Taxes - ad valorem	354,698	314,308
Local funds	2,250	25,000
Intergovernmental - state funds - state revenue sharing	16,556	16,575
Interest earned	995	1,861
Other revenues	61,043	58,212
Total General Revenues	435,542	415,956
Change in Net Position	(18,526)	7,625
Net Position - Beginning of year	171,733	164,109
Net Position - End of year	\$153,207	\$171,734

Financial Analysis of the Government's Funds

As noted earlier, the West Carroll Parish Assessor uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the governmental funds is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of December 31, 2019, the general fund's governmental fund balances of \$283,440 showed a decrease of \$9,624 over December 31, 2018.

General Fund Budgetary Highlights

The major difference between expenditures in the original budget and the final budget were due to an increase in operating services and decreases in personal services and related benefits, materials and supplies and travel and other charges. The difference between revenues in the original budget and the final budget was due to an increase in ad valorem taxes, fees, charges and commissions and miscellaneous revenues and decreases in local funds, state revenue sharing and use of money and property - interest earnings.

Capital Asset and Debt Administration

Capital assets. The West Carroll Parish Assessor's investment in capital assets for its governmental activities as of December 31, 2019, amounts to \$62,603 (net of accumulated depreciation). This investment includes furniture and equipment. There were increases of \$29,899 and no decreases in capital assets for the year ended December 31, 2019.

Long-term debt. The West Carroll Parish Assessor contributes to a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare insurance for eligible retirees and their spouses through the assessor's group health insurance plan. Net OPEB obligation associated with the Retiree Health Plan at December 31, 2019 is \$169,064. Net pension liability is \$113,751 at December 31, 2019.

Requests for Information

This financial report is designed to provide a general overview of the West Carroll Parish Assessor's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the West Carroll Parish Assessor, P.O. Box 610, Oak Grove, LA 71263.

April 20, 2020

BASIC FINANCIAL STATEMENTS

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

STATEMENT OF NET POSITION
December 31, 2019

ASSETS	
Cash and cash equivalents	\$75,457
Receivables	317,221
Capital assets (net of accumulated depreciation)	<u>62,603</u>
TOTAL ASSETS	<u>455,281</u>
DEFERRED OUTFLOW OF RESOURCES	
Pension and OPEB related	<u>177,383</u>
TOTAL ASSETS AND DEFERRED OUTFLOW OF RESOURCES	<u><u>\$632,664</u></u>
LIABILITIES	
Accounts payable	\$835
Withholdings payable	8,175
Due to assessor	100,228
Net pension liability	113,751
Net OPEB obligation	<u>169,064</u>
TOTAL LIABILITIES	392,053
DEFERRED INFLOWS OF RESOURCES	
Pension and OPEB related	87,404
NET POSITION	
Invested in capital assets, net of related debt	62,603
Unrestricted	<u>90,604</u>
TOTAL NET POSITION	<u>153,207</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION	<u><u>\$632,664</u></u>

The accompanying notes are an integral part of this statement.

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

STATEMENT OF ACTIVITIES
December 31, 2019

Taxation:	
Personal services	\$372,845
Operating services	39,210
Materials and supplies	3,305
Travel	20,487
Depreciation expense	19,157
Total Program Expenses	<u>455,004</u>
Program revenues - Fees, charges, and commissions for services	<u>936</u>
Net Program Expenses	(454,068)
General revenues:	
Taxes - ad valorem	354,698
Local funds	2,250
Intergovernmental - state funds - state revenue sharing	16,556
Interest earned	995
Other revenues	61,043
Total General Revenues	<u>435,542</u>
Change in Net Position	(18,526)
Net Position - Beginning of year as restated	<u>171,733</u>
Net Position - End of year	<u>\$153,207</u>

The accompanying notes are an integral part of this statement.

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
GOVERNMENTAL FUNDS

Balance Sheet, December 31, 2019

ASSETS

Cash and cash equivalents	\$75,457
Receivables	<u>317,221</u>
TOTAL ASSETS	<u>\$392,678</u>

LIABILITIES AND FUND EQUITY

Liabilities:

Accounts payable	\$835
Withholdings payable	8,175
Due to Assessor	<u>100,228</u>
TOTAL LIABILITIES	<u>109,238</u>

Fund Equity - fund balances - unassigned

283,440**TOTAL LIABILITIES AND FUND EQUITY****\$392,678**

The accompanying notes are an integral part of this statement.

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Reconciliation of Governmental Funds
Balance Sheet to the Statement of Net Position

For the Year Ended December 31, 2019

Total Fund Balances at December 31, 2019 - Governmental Funds (Statement		<u>\$283,440</u>
Deferred outflows of resources		177,383
Cost of capital assets at December 31, 2019	\$119,208	
Less: Accumulated depreciation as of December 31, 2019	<u>(56,605)</u>	62,603
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.		
Net pension liability		(113,751)
Net OPEB obligation		(169,064)
Deferred inflows of resources		<u>(87,404)</u>
Net Position at December 31, 2019 (Statement A)		<u><u>\$153,207</u></u>

The accompanying notes are an integral part of this statement.

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
GOVERNMENTAL FUNDS

Statement of Revenues, Expenditures,
and Changes in Fund Balances

For the Year Ended December 31, 2019

REVENUES

Taxes - ad valorem	\$354,698
Local funds	2,250
Intergovernmental revenues - state grants - State revenue sharing	16,556
Fees, charges, and commissions for services	936
Use of money - interest earnings	995
Miscellaneous revenues	1,328
Total revenues	<u>376,763</u>

EXPENDITURES

Current:

General government - taxation:

Personal services	293,486
Operating services	39,210
Materials and supplies	3,305
Travel and other charges	20,487
Capital outlay	29,899
Total expenditures	<u>386,387</u>

EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES

(9,624)

FUND BALANCES AT BEGINNING OF YEAR293,064**FUND BALANCES AT END OF YEAR**\$283,440

The accompanying notes are an integral part of this statement.

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Reconciliation of Governmental Funds
Statement of Revenue, Expenditures, and Changes
in Fund Balances to the Statement of Activities

For the Year Ended December 31, 2019

Total net change in fund balances - governmental funds (Statement D)	(\$9,624)
Amounts reported for governmental activities in the Statement of Activities are different because:	
Capital outlays are reported in governmental funds as expenditures. However, in the statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceed depreciation for the period.	10,742
Payments of long-term debt, including contributions to OPEB obligation, are reported as expenditures in governmental funds. However, those amounts are a reduction of long-term liabilities in the Statement of Net Position and are not reflected in the Statement of Activities.	(15,241)
Non-employer contributions to cost-sharing pension plan	59,715
Pension expense	<u>(64,118)</u>
Change in net position of governmental activities (Statement B)	<u>(\$18,526)</u>

The accompanying notes are an integral part of this statement.

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Notes to the Financial Statements
As of and For the Year Ended December 31, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As provided by Article VII, Section 24 of the Louisiana Constitution of 1974, the assessor is elected by the voters of the parish and serves a term of four years, beginning January 1 following the year in which elected. The assessor assesses all real and movable property in the parish, subject to ad valorem taxation, prepares tax rolls, and submits the rolls to the Louisiana Tax Commission and other governmental bodies as prescribed by law. The assessor is authorized to appoint as many deputies as necessary for the efficient operation of his office and to provide assistance to the taxpayers of the parish. The deputies are authorized to perform all functions of the office, but the assessor is officially and pecuniarily responsible for the actions of the deputies.

At December 31, 2019, there are 7,881 real, movable, and public service assessment listings totaling \$83,778,910. This represents an increase of 31 assessment listings. The total taxable valuation increased by \$3,408,513.

The accompanying financial statements of the West Carroll Parish Assessor have been prepared in conformity with U.S. generally accepted accounting principles (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.

A. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the West Carroll Parish Police Jury is the financial reporting entity for West Carroll Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the West Carroll Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial responsibility. 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 police jury to impose its will on that organization and/or

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
Notes to the Financial Statements (Continued)

- b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury maintains and operates the parish courthouse in which the assessor's office is located and provides partial funding for equipment, furniture and supplies of the assessor's office, the assessor was determined to be a component unit of the West Carroll Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the assessor and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the West Carroll Parish financial reporting entity.

B. BASIC FINANCIAL STATEMENTS - GOVERNMENT-WIDE STATEMENTS

The assessor's basic financial statements include both government-wide (reporting the assessor as a whole) and fund financial statements (reporting the assessor's major fund). Both government-wide and fund financial statements categorize primary activities as either governmental or business type. All activities of the assessor are classified as governmental.

The Statement of Net Position (Statement A) and the Statement of Activities (Statement B) display information about the reporting government as a whole. These statements include all the financial activities of the assessor.

In the Statement of Net Position, governmental activities are presented on a consolidated basis and are presented on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term obligations. Net position are reported in three parts; invested in capital assets, net of any related debt; restricted net position; and unrestricted net position. The assessor first uses restricted resources to finance qualifying activities.

The government-wide financial statements are prepared using 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 nonexchange transactions are recognized in accordance with the

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
Notes to the Financial Statements (Continued)

requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

Program Revenues - Program revenues included in the Statement of Activities (Statement B) are derived directly from parties outside the assessor's taxpayers or citizenry. Program revenues reduce the cost of the function to be financed from the assessor's general revenues.

Allocation of Indirect Expenses - The assessor reports all direct expenses by function in the Statement of Activities (Statement B). Direct expenses are those that are clearly identifiable with a function. Indirect expenses of other functions are not allocated to those functions but are reported separately in the Statement of Activities. Depreciation expense, which can be specifically identified by function, is included in the direct expenses of each function.

C. BASIC FINANCIAL STATEMENTS - FUND FINANCIAL STATEMENTS

The financial transactions of the assessor are reported in individual funds in the fund financial statements. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Fund financial statements report detailed information about the assessor. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column.

A fund is a separate accounting entity with a self-balancing set of accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Funds are classified into three categories; governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. The assessor's current operations require the use of only governmental funds. The governmental fund type used by the assessor is described as follows:

Governmental Fund Type

General Fund - The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the assessor and is used to account for the operations of the assessor's office. The various fees and charges due to the assessor's office are accounted for in this fund. General operating expenditures are paid from this fund.

D. BASIS OF ACCOUNTING

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 measurement made regardless of the measurement focus applied.

1. Accrual:

The governmental type activities in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

2. Modified Accrual:

The governmental fund financial statements are presented on the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

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

Revenues

Ad valorem taxes are recorded in the year the taxes are assessed. Ad valorem taxes are assessed on a calendar year basis, become due when the tax roll is filed with the recorder of mortgages and become delinquent on December 31. Ad valorem taxes are generally

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
Notes to the Financial Statements (Continued)

collected in November and December of the current year and January and February of the ensuing year.

Compensation from taxing bodies is recorded in the year the ad valorem taxes are assessed. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The compensation is generally collected in December of the current year and January of the ensuing year.

Fees for preparing tax rolls are recorded in the year prepared.

Interest income on demand deposits is recorded monthly when the interest is earned and credited to the account.

Based on the above criteria, ad valorem taxes, compensation from taxing bodies, and fees for preparing tax rolls have been treated as susceptible to accrual.

Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

E. CASH AND CASH EQUIVALENTS

Under state law, the assessor of court may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 2019, the assessor has cash and equivalents (book balances) totaling \$75,457 as follows:

Demand deposits	\$29,974
Time deposits	<u>45,483</u>
Total	<u><u>\$75,457</u></u>

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the government will not be able to recover its deposits. Under state law, the deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal or exceed the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged

WEST CARROLL PARISH ASSESSOR
 Oak Grove, Louisiana
 Notes to the Financial Statements (Continued)

securities within 10 days of being notified by the Assessor that the fiscal agent bank has failed to pay deposited funds upon demand. Further, Louisiana Revised Statute 39:1224 states that securities held by a third party shall be deemed to be held in the Assessor’s name. The Assessor does not have a policy concerning custodial risk.

Cash (bank balance) at December 31, 2019 of \$84,254 is fully secured by federal deposit insurance.

F. CAPITAL ASSETS

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The assessor maintains a threshold level of \$500 or more for capitalizing capital assets.

Capital assets are reported in the government-wide financial statements but not in the fund financial statements. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes by the assessor, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

	<u>Description</u>	<u>Estimated Lives</u>
	Furniture and fixtures	5 - 10 years
	Vehicles	5 - 15 years
	Equipment	5 - 20 years

G. ANNUAL AND SICK LEAVE

All employees are granted from 14 to 21 days of noncumulative vacation leave and 12 to 18 days of noncumulative sick leave each year, depending on length of service. At December 31, 2019, there are no accumulated and vested benefits relating to vacation that require accrual or disclosure.

H. RISK MANAGEMENT

The assessor is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and injuries to employees. To handle such risk of loss, the assessor maintains commercial insurance policies covering her automobile, professional liability and surety bond coverage. No claims were paid on any of the policies during the past three years which exceeded the policies’ coverage amounts. There were no significant reductions in insurance coverage during the year ended December 31, 2019.

I. PENSION PLANS

The West Carroll Parish Tax Assessors's Office is a participating employer in a cost-sharing, multiple-employer defined benefit pension plan as described in Note 5. 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 each of the plans, and additions to/deductions for the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments have been reported at fair value within the plan.

J. OPEB PLAN

The Assessor's defined benefit post employment health care plan provides OPEB to eligible retired employees. The plan provides OPEB for permanent full-time employees of the Assessor. The Assessor's OPEB plan is a single employer defined benefit OPEB plan administered by the Assessor. Benefits are provided through the Louisiana Assessors' Retirement Fund. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75. The authority to establish and/or amend the obligation of the employer, employees and retirees rests with the Assessor.

K. EQUITY CLASSIFICATIONS

In the government-wide statements, equity is classified as net position and displayed in three components:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowing that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups, such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net position that does not meet the definition of "restricted" or "net investment in capital assets."

WEST CARROLL PARISH ASSESSOR

Oak Grove, Louisiana

Notes to the Financial Statements (Continued)

When an expense is incurred for the purposes for which both restricted and unrestricted net position is available, management applies unrestricted resources first, unless a determination is made to use restricted resources. The policy concerning which to apply first varies with the intended use and legal requirements. This decision is typically made by management at the incurrence of the expense.

In the fund financial statements, governmental fund equity is classified as fund balance and displayed in five components. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

Nonspendable - represents amounts that are not expected to be converted to cash because they are either not in spendable form or legally or contractually required to be maintained intact.

Restricted - represents balances where constraints have been established by parties outside the Assessor's office or imposed by law through constitutional provisions or enabling legislation.

Committed - represents balances that can only be used for specific purposes pursuant to constraints imposed by formal action of the Assessor's highest level of decision-making authority.

Assigned - represents balances that are constrained by the government's intent to be used for specific purposes, but are not restricted nor committed.

Unassigned - represents balances that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the general fund.

The General Fund has an unassigned fund balance of \$283,440. If applicable, the Assessor would typically use restricted fund balances first, followed by committed resources and assigned resources as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first and to defer the use of these other classified funds.

L. ESTIMATES

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

WEST CARROLL PARISH ASSESSOR
 Oak Grove, Louisiana
 Notes to the Financial Statements (Continued)

2. RECEIVABLES

The following is a summary of receivables at December 31, 2019:

<u>Class of receivables:</u>	
Taxes - ad valorem	\$300,665
State revenue sharing	<u>16,556</u>
Total	<u><u>\$317,221</u></u>

3. PRINCIPAL TAXPAYERS

The following are the principal taxpayers for the parish and their 2019 assessed valuation (amounts expressed in thousands):

	<u>2019 Assessed Valuation</u>	<u>Per cent of Total Assessed Valuation</u>
Trunkline Gas Company	\$16,015	19.12%
Energy Transfer Crude Oil Company, LLC	9,525	11.37%
Southern Natural Gas Company	1,786	2.13%
Agspring Mississippi Region LLC	1,701	2.03%
Entergy Louisiana Holdings, Inc	1,644	1.96%
Mueller Inc	1,596	1.91%
Energy Transfer Crude Oil Company, LLC	1,524	1.82%
ANR Pipeline Company	1,424	1.70%
Northeast Louisiana Power Coop	954	1.14%
Mid-Valley Pipeline Co.	834	1.00%
Total	<u><u>\$37,003</u></u>	<u><u>44.17%</u></u>

4. CHANGES IN CAPITAL ASSETS

A summary of changes in office furnishings and equipment follows:

Balance, January 1, 2019	\$89,309
Additions	29,899
Deletions	<u>NONE</u>
Balance, December 31, 2019	119,208
Less accumulated depreciation	<u>(56,605)</u>
Net Capital Assets	<u><u>\$62,603</u></u>

**5. NOTE DISCLOSURES AND REQUIRED SUPPLEMENTARY
INFORMATION FOR A COST-SHARING EMPLOYER**

The Louisiana Assessor's Retirement System (fund) was created by Act 91 Section 1 of the 1950 regular Legislature Session. The Fund is a cost-sharing multiple-employer qualified governmental defined benefit pension plan covering assessors and their deputies employed by any parish in the state of Louisiana, under the provisions of Louisiana Revised Statute 11:1401 through 1494. The plan is a qualified plan as defined by the Internal Revenue code Section 401(a), effective January 1, 1998. Membership in the Louisiana Assessors' Retirement Fund is a condition of employment for Assessors and their full time employees.

Summary of Significant Accounting Policies.

The Fund prepares its employer schedules in accordance with Governmental Accounting Statement No. 68 - *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27*. GASB Statement No. 68 established standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources and expenses/expenditures. It provides methods and assumptions that should be used to project benefit payments, discount projected benefit payments to their actuarial present value and attribute that present value to periods of employee service. It also provides methods to calculate participating employer's proportionate share of net pension liability, deferred inflows, deferred outflows, pension expense and amortization periods for deferred inflows and deferred outflows.

The Fund's employer schedules were prepared using the accrual basis of accounting. Employer contributions, on which the employer allocations are based, are recognized in the period in which the employee is compensated for services performed.

The preparation of schedules of employer allocations and pension amounts by employer in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions that affect the reported amounts of assets and liabilities. Accordingly, actual results may differ from estimated amounts.

Plan Fiduciary Net Position

Plan fiduciary net position is a significant component of the Fund's collective net pension liability. The Fund's plan fiduciary net position was determined using the accrual basis of accounting. The Fund's assets, liabilities, revenues, and expenses were recorded with the use of estimates and assumptions in conformity with accounting principles generally accepted in the United States of America. Such estimates and assumptions primarily relate to actuarial evaluations or unsettled transactions and events as of the date of the financial statements and estimates in the determination of the fair market value of the Fund's investments. Accordingly, actual results may differ from estimated amounts.

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
Notes to the Financial Statements (Continued)

Plan Description.

The Louisiana Assessors' Retirement and Relief Fund was established for the purpose of providing retirement allowances and other benefits as stated under the provisions of R.S. Title 11:1401 for eligible employees of the assessors' office. The projection of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the Fund in accordance with the benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date.

The Fund has issued a stand-alone audit report on their financial statements. Access to the report can be found on the Louisiana Legislative Auditor's website, www.lia.la.gov, or by contacting the Louisiana Assessors' Retirement fund, Post Office Box 14699, Baton Rouge, Louisiana 70898.

Plan Benefits

Pension benefits

Employees who were hired before October 1, 2013, will be eligible for pension benefits once they have either reached the age of fifty-five and have at least twelve years of service or have at least thirty years of service, regardless of age. Employees who were hired on or after October 1, 2013, will be eligible for pension benefits once they have either reached the age of sixty and have at least twelve years of service or have reached the age of fifty-five and have at least thirty years of service.

Members whose first employment making them eligible for membership began prior to October 1, 2006, are entitled to annual pension benefits equal to three and one-third percent of their highest monthly average final compensation received during any 36 consecutive months, multiplied by their total years of service, not to exceed 100% of final compensation. Members whose first employment making them eligible for membership began on or after October 1, 2006, but before October 1, 2013, are entitled to annual pension benefits equal to three and one-third percent of their highest monthly average final compensation received during any 60 consecutive months, multiplied by their total years of service, not to exceed 100% of monthly average final compensation. Members whose first employment making them eligible for membership began on or after October 1, 2013 but who have less than thirty years of service, are entitled to annual pension benefits equal to three percent of their highest monthly average final compensation received during any 60 consecutive months, multiplied by their total years of service, not to exceed 100% of monthly average final compensation. Members whose first employment making them eligible for membership began on or after October 1, 2013 and have thirty or more years of service, are entitled to annual pension benefits equal to three and one-third percent of their highest monthly average final compensation received during any 60 consecutive months, multiplied by their total years of service, not to exceed 100% of monthly average final compensation. Employees may elect to receive their pension benefits in the form of a joint and survivor annuity.

If members terminate before rendering 12 years of service, they forfeit the right to receive the portion of their accumulated plan benefits attributable to the employer's contributions. Benefits are payable over

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
Notes to the Financial Statements (Continued)

the employees' lives in the form of a monthly annuity. Employees may elect a reduced benefit or any of four options at retirement.

The Fund also provides death and disability benefits. Benefits are established or amended by state statute.

For the year ended December 31, 2019, the West Carroll Parish Assessor's total payroll for all employees was \$233,147. Total covered payroll was \$192,476. Covered payroll refers to all compensation paid by the West Carroll Parish Assessor to active employees covered by the plan.

Contributions

According to state statute, contribution requirements for all employers are actuarially determined each year. For the year ended December 31, 2019, the actual employer contribution rate was 8%, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year. Members are required by state statute to contribute 8% of their annual covered salary. The contributions are deducted from the member's salary and remitted by the participating agency. Administrative costs of the Fund are financed through employer contributions. The fund also received one-fourth of one percent of the property taxes assessed in each parish of the state as well as a state revenue sharing appropriation. 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. The West Carroll Parish Assessor's contributions to the Fund for the year ending December 31, 2019 were \$15,398.

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

At December 31, 2019, the Assessor reported a liability of \$113,751 for its proportionate share of the net pension liability. The net pension liability was measured as of September 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 Assessors' proportion of the net pension liability was based on a projection of the Assessors' long-term share of contributions to the pension plan relative to the projected contributions of all participating assessors', actuarially determined. At September 30, 2019, the Assessors' proportion was 0.4312 percent, which was a decrease of 0.00024 percent from its proportion measured as of September 30, 2018.

For the year ended December 31, 2019, the Assessor recognized pension expense of \$80,429 plus difference in proportionate share and differences between employer contributions and proportionate share of contributions, which was \$(16,311). Total pension expense for the Assessor for the year ended December 31, 2018 was \$64,118.

At December 31, 2018, the Assessor reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

WEST CARROLL PARISH ASSESSOR
 Oak Grove, Louisiana
 Notes to the Financial Statements (Continued)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$4,217	\$53,669
Changes in assumptions	120,126	
Net Difference between projected and actual earnings on pension plan		13,207
Changes in employer's proportion of beginning NPL	6,475	2,301
Differences between employer and proportionate share of contributions		248
Subsequent measurement contributions	3,850	
Total	\$134,668	\$69,425

\$3,850 reported as deferred outflows of resources related to pensions resulting from the Assessors' contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2020. 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 December 31:	
2020	\$3,259
2021	11,066
2022	23,385
2023	21,021
2024	2,662

Actuarial assumptions. The total pension liability in the September 30, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Valuation Date	September 30, 2019
Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Investment rate of return	6.00%, net of investment expense
Inflation rate	2.20%
Salary increases	5.75%
Annuitant and beneficiary mortality	RP-2000 Healthy 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

WEST CARROLL PARISH ASSESSOR
 Oak Grove, Louisiana
 Notes to the Financial Statements (Continued)

Disabled lives mortality	RP-2000 Disabled Lives Mortality Table set back five years for males and three years for females
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The long-term expected rate of return on pension plan investments was determined using a building block method.

Sensitivity of the Assessors' proportionate share of the net pension liability to changes in the discount rate.

The following presents the net pension liability of the fund calculated using the discount rate of 6.00%, as well as what the funds pension liability would be if it were calculated using a discount rate that is one percentage point lower, or one percentage point higher than the current rate.

	1% Decrease (5.00%)	Current Discount Rate (6.00%)	1% Increase (7.00%)
Assessors' proportionate share of the net pension liability	\$323,208	\$113,751	(\$65,776)

6. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description. The West Carroll Parish Assessor (the Assessor) provides certain continuing health care and life insurance benefits for its retired employees. The West Carroll Parish Assessor's OPEB Plan (the OPEB Plan) is a single-employer defined benefit OPEB plan administered by the Assessor. The authority to establish and/or amend the obligation of the employer, employees and retirees rests with the Assessor. No assets are accumulated in a trust that meets the criteria in Governmental Accounting Standards Board (GASB) Codification Section P52 *Postemployment Benefits Other Than Pensions-Reporting For Benefits Not Provided Through Trusts That Meet Specified Criteria-Defined Benefit.*

Benefits Provided - Medical, dental, and life benefits are provided through comprehensive plans and are made available to employees upon actual retirement. Employees are covered by the Louisiana Assessors' Retirement Fund, whose retirement eligibility (D.R.O.P. entry) provisions are as follows: Attainment of age 55 and 12 years of service; or, any age and 30 years of service; employees hired on and after October 1, 2013 are not able to retire or enter DROP until age 60 with 12 years of service; or, age 55 with 30 years of service. The retiree must also have 20 years of service for the retiree to receive employer contributions.

Life insurance coverage is provided to retirees and 100% of the blended rate (active and retired) is paid by the employer. The amount of insurance coverage while active is continued after retirement, but insurance coverage amounts are reduced to 50% of the original amount at age 70 or at retirement.

WEST CARROLL PARISH ASSESSOR
 Oak Grove, Louisiana
 Notes to the Financial Statements (Continued)

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

Inactive employees or beneficiaries currently receiving benefit payments	0
Inactive employees entitled to but not yet receiving benefit payments	0
Active employees	<u>2</u>
Total employees	<u><u>2</u></u>

Total OPEB Liability

The Assessor's total OPEB liability of \$169,064 was measured as of December 31, 2019 and was determined by an actuarial valuation as of that date.

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

Inflation	2.5%
Salary increases	4.0%, including inflation
Discount rate	4.10%, annually (Beginning of Year to Determine ADC) 2.74% annually (As of End of Year Measurement Date)
Healthcare cost trend rates	Flat 5.5% annually

The discount rate was based on the average of the Bond Buyers' 20 Year General Obligation municipal bond index as of December 31, 2019, the end of the applicable measurement period.

Mortality rates were based on the RP-2000 Table without projection with 50%/50% unisex blend.

The actuarial assumptions used in the December 31, 2019 valuation were based on the results of ongoing evaluations of the assumptions from January 1, 2009 to December 31, 2019.

Changes in the Total OPEB Liability

Balance at December 31, 2018	\$109,824
Changes for the year:	
Service cost	8,791
Interest	4,683
Differences between expected and actual	10,539
Changes in assumptions	35,227
Benefit payments and net transfers	NONE
Net Changes	<u>59,240</u>
Balance at December 31, 2019	<u><u>\$169,064</u></u>

WEST CARROLL PARISH ASSESSOR
 Oak Grove, Louisiana
 Notes to the Financial Statements (Continued)

Sensitivity of the total OPEB liability to changes in the discount rate - The following presents the total OPEB liability of the Assessor, as well as what the Assessor's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.74%) or 1-percentage-point higher (3.74%) than the current discount rate:

	1.0% Decrease (1.74%)	Current Discount Rate (2.74%)	1.0% Increase (3.74%)
Total OPEB liability	\$207,437	\$169,064	\$138,457

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates - The following presents the total OPEB liability of the Assessor, as well as what the Assessor's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (4.5%) or 1-percentage-point higher (6.5%) than the current discount rate:

	1.0% Decrease (4.5%)	Current Discount Rate (5.5%)	1.0% Increase (6.5%)
Total OPEB liability	\$146,338	\$169,064	\$198,104

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

For the year ended December 31, 2019, the Assessor recognized OPEB expense of \$15,241. At December 31, 2019, the Assessor 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 expenditures	\$9,836	(\$4,920)
Changes in assumptions	32,879	(13,059)
Total	<u>\$42,715</u>	<u>(\$17,979)</u>

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

Year ended December 31:	
2020	\$1,767
2021	1,767
2022	1,767
2023	1,767
2024	1,767
Thereafter	\$15,901

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana
Notes to the Financial Statements (Continued)

7. LITIGATION AND CLAIMS

The West Carroll Parish Assessor is not involved in any litigation at December 31, 2019, nor is she aware of any unasserted claims.

REQUIRED SUPPLEMENTARY INFORMATION

PART II

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
For the Year Ended December 31, 2019

	ORIGINAL BUDGET	FINAL AMENDED BUDGET	ACTUAL (BUDGETARY BASIS)	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
Taxes - ad valorem	\$315,000	\$342,000	\$354,698	\$12,698
Local funds	2,250	100	2,250	2,150
Intergovernmental-state funds- state revenue sharing	17,000	16,600	16,556	(44)
Fees, charges, and commissions for services	300	4,200	936	(3,264)
Use of money and property - interest earnings	650	150	995	845
Miscellaneous revenues		1,300	1,328	28
Total revenues	<u>335,200</u>	<u>364,350</u>	<u>376,763</u>	<u>12,413</u>
EXPENDITURES				
Current:				
General government - taxation:				
Personal services and related benefits	297,200	293,250	293,486	(236)
Operating services	38,450	39,775	39,210	565
Materials and supplies	5,250	4,150	3,305	845
Travel and other charges	23,200	21,600	20,487	1,113
Capital outlay	30,000	30,000	29,899	101
Total expenditures	<u>394,100</u>	<u>388,775</u>	<u>386,387</u>	<u>2,388</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	(58,900)	(24,425)	(9,624)	14,801
FUND BALANCE AT BEGINNING OF YEAR	<u>301,750</u>	<u>274,402</u>	<u>293,064</u>	<u>18,662</u>
FUND BALANCE AT END OF YEAR	<u>\$242,850</u>	<u>\$249,977</u>	<u>\$283,440</u>	<u>\$33,463</u>

See accompanying note to budgetary comparison schedule.

West Carroll Parish Assessor
Oak Grove, Louisiana

NOTE TO BUDGETARY COMPARISON SCHEDULE

The proposed budget for the General Fund, prepared on the modified accrual basis of accounting, is made available for public inspection at least fifteen days prior to the beginning of each fiscal year. The budget is then legally adopted by the assessor and amended during the year, as necessary. The budget is established and controlled by the assessor at the object level of expenditure. Appropriations lapse at year-end and must be reappropriated for the following year to be expended. All changes in the budget must be approved by the assessor.

Formal budgetary integration is employed as a management control device during the year. Budgeted amounts included in the accompanying financial statement include the original adopted budget amounts and subsequent amendments.

West Carroll Parish Assessor
 Schedule of Changes in Net OPEB Liability and Related Ratios
 FYE December 31, 2019

Schedule of Funding Progress

Total OPEB Liability	<u>2018</u>	<u>2019</u>
Service cost	\$10,268	\$8,791
Interest	4,165	4,683
Changes of benefits terms	NONE	NONE
Differences between expected and actual experience	(5,623)	10,539
Changes of assumptions	(14,925)	35,227
Benefit payments	<u>NONE</u>	<u>NONE</u>
Net change in total OPEB liability	(6,115)	59,240
Total OPEB liability - beginning	<u>115,939</u>	<u>109,824</u>
Total OPEB liability - ending	<u><u>\$109,824</u></u>	<u><u>\$169,064</u></u>
Covered employee payroll	\$190,200	\$195,906
Net OPEB liability as a percentage of covered-employee payroll	57.74%	86.30%
<i>Benefit Changes</i>	None	None
<i>Changes in Assumptions</i>	None	None
<i>Discount Rate</i>	4.10%	2.74%

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

Schedule 3

**West Carroll Parish Assessor
Schedule of Employer's Share of Net Pension Liability
December 31, 2019**

Fiscal Year *	Employer Proportion of the Net Pension Liability (Asset)	Employer Proportionate Share of the Net Pension Liability (Asset)	Employer's Covered Employee Payroll	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Employee Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2014	0.409215%	\$143,060	\$166,060	86.15%	89.98%
2015	0.370995%	\$194,150	\$155,889	124.54%	85.57%
2016	0.380634%	\$134,314	\$165,721	81.05%	90.68%
2017	0.417043%	\$73,179	\$183,090	39.97%	95.61%
2018	0.430995%	\$83,787	\$189,976	44.10%	95.46%
2019	0.431231%	\$113,751	\$191,851	59.29%	94.12%

* Amounts presented were determined as of the measurement date.

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

**West Carroll Parish Assessor
Schedule of Employer Contributions
December 31, 2019**

Fiscal Year *	Contractually Required Contribution	Contributions in Relations to Contractual Required Contributions	Contribution Deficiency (Excess)	Employer's Covered Employee Payroll	Contributions as a Percentage of Covered Payroll
2014	\$22,418	\$22,418	\$0	\$166,060	13.50%
2015	\$21,045	\$21,045	\$0	\$155,889	13.50%
2016	\$22,372	\$22,372	\$0	\$165,721	13.50%
2017	\$18,309	\$18,309	\$0	\$183,090	10.00%
2018	\$15,198	\$15,198	\$0	\$189,976	8.00%
2019	\$15,349	\$15,349	\$0	\$191,851	8.00%

* Amounts presented were determined as of the measurement date.

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

OTHER SUPPLEMENTARY INFORMATION

PART III

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Schedule of Compensation, Benefits and Other Payments to Agency Head
For the Year Ended December 31, 2019

DEANNA SMITH, ASSESSOR

PURPOSE	AMOUNT
Salary (RS 47:1907)	\$131,796
Expense allowance (RS 47:1907)	13,180
Benefits-insurance (RS 47:1923)	25,167
Benefits-retirement (RS 11:1481)	11,598
Benefits-deferred compensation	1,200
Per diem - meals (ACT 706 of 2015 Legislature)	1,020
Travel - mileage reimbursement(ACT 706 of 2015 Legislature)	1,636
Housing and lodging (ACT 706 of 2015 Legislative)	1,991
Registration fees (ACT 706 of 2015 Legislature)	1,020
Airline ticket (ACT 706 of 2015 Legislature)	345
Car rental (ACT 706 of 2015 Legislature)	596
Other - paid on behalf of agency head (ACT 706 of 2015 Legislature)	380
Association dues (ACT 706 of 2015 Legislature)	2,626

**REPORTS REQUIRED BY
GOVERNMENT AUDITING STANDARDS
PART III**

**Independent Auditor's Report Required
by *Government Auditing Standards***

The following independent auditor's report on compliance and internal control over financial reporting is presented in compliance with the requirements of *Government Auditing Standards* issued by the Comptroller General of the United States and the *Louisiana Governmental Audit Guide*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

Member:
American Institute of
Certified Public Accountants
Society of Louisiana Certified
Public Accountants

MARY JO FINLEY, CPA, INC.
A PROFESSIONAL ACCOUNTING CORPORATION
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Practice Limited to
Governmental Accounting,
Auditing and
Financial Reporting

**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***

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

I 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 the major fund of the West Carroll Parish Assessor, a component unit of the West Carroll Parish Police Jury, as of and for the year ended December 31, 2019 and the related notes to the financial statements, which collectively comprise the West Carroll Parish Assessor's basic financial statements, and have issued my report thereon dated April 20, 2020.

Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I 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 my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Assessor's internal control. Accordingly, I do not express an opinion on the effectiveness of the Assessor's internal control.

A deficiency in internal control exist when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies, and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified. I did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2019-001, that I consider to be a significant deficiency.

WEST CARROLL PARISH CLERK OF COURT
Oak Grove, Louisiana
Independent Auditor's Report on Compliance
And Internal Control Over Financial Reporting, etc.
December 31, 2019

Compliance and Other Matters

As part of obtaining reasonable assurance about whether West Carroll Parish Assessor's financial statements are free from material misstatement, I 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 my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that is required to be reported under *Government Auditing Standards*.

West Carroll Parish Assessor's Response to Findings

West Carroll Parish Assessor's response to the findings identified in my audit is described in the accompanying schedule of findings and responses. West Carroll Parish Assessor's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, I express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the West Carroll Parish 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 West Carroll Parish Assessor's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



West Monroe, Louisiana
April 20, 2020

WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana

Schedule of Findings and Responses
For the Year Ended December 31, 2019

A. SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unmodified opinion on the general purpose financial statements of the West Carroll Parish Assessor.
2. No instances of noncompliance material to the financial statements of the West Carroll Parish Assessor were disclosed during the audit.
3. One significant deficiency relating to the audit of the financial statements is reported in the Independent Auditor's Report on Internal Control.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

2019-001 Inadequate Segregation of Duties

Condition: The segregation of duties is inadequate to provide effective internal control.

Criteria: Adequate segregation of duties is essential to a proper internal control.

Cause of Condition: The condition is due to economic limitations.

Effect of Condition: Not determined.

Recommendation: No action is recommended.

Response: Management has segregated duties as much as the size of the office will allow.

**WEST CARROLL PARISH ASSESSOR
Oak Grove, Louisiana**

**Summary Schedule of Prior Audit Findings
For the Year Ended December 31, 2019**

2018-001 Inadequate Segregation of Duties

Condition: The segregation of duties is inadequate to provide effective internal control.

Status: This finding has not been resolved and is repeated for the current year.



DEANNA SMITH, CLA

WEST CARROLL PARISH ASSESSOR

P. O. Box 610
Oak Grove, LA 71263-0610

Phone: (318) 428-2371

Fax: (318) 428-4699

To: Louisiana Legislative Auditor

From: DeAnna Smith
Assessor, West Carroll Parish

Re: Finding – Financial Statement – Year Ended 2019

In response to 2019-001 Inadequate Segregation of Duties

As Assessor, I am ultimately responsible for the finances of the office. We have segregated the duties as much as the size of our office will allow. My determination to provide effective internal control has been verified in that we have adequately maintained accuracy of all finances.

Respectfully yours,

DeAnna Smith, Assessor
West Carroll Parish