

ST. JAMES PARISH ASSESSOR

Convent, Louisiana

Financial Report

Year Ended December 31, 2020

TABLE OF CONTENTS

	Page
Independent Auditor's Report	1-3
 BASIC FINANCIAL STATEMENTS	
 GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)	
Statement of net position	6
Statement of activities	7
 FUND FINANCIAL STATEMENTS (FFS)	
Balance sheet - governmental fund	9
Reconciliation of the governmental fund balance sheet to the statement of net position	10
Statement of revenues, expenditures, and changes in fund balance - governmental fund	11
Reconciliation of the statement of revenues, expenditures, and changes in fund balance of governmental fund to the statement of activities	12
Notes to basic financial statements	13-31
 REQUIRED SUPPLEMENTARY INFORMATION	
Budgetary comparison schedule- General Fund	33
Schedule of changes in net OPEB liability and related ratios	34
Schedule of employer's share of net pension liability	35
Schedule of employer contributions	36
Notes to required supplementary information	37
 OTHER SUPPLEMENTARY INFORMATION	
Comparative statement of net position	39
General Fund:	
Comparative balance sheet	40
Comparative statement of revenues, expenditures, and changes in fund balance	41
Schedule of expenditures compared to budget (GAAP basis) - with comparative actual amounts for the prior year	42
 INTERNAL CONTROL, COMPLIANCE, AND OTHER MATTERS	
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 <i>Government Auditing Standards</i>	44-45
Summary schedule of current and prior year audit findings and corrective action plan	46-47

KOLDER, SLAVEN & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS

C. Burton Kolder, CPA*
Brad E. Kolder, CPA, JD*
Gerald A. Thibodeaux, Jr., CPA*
Robert S. Carter, CPA*
Arthur R. Mixon, CPA*
Stephen J. Anderson, CPA*
Christine C. Doucet, CPA
Wanda F. Arcement, CPA, CVA
Bryan K. Joubert, CPA
Matthew E. Margaglio, CPA
Casey L. Ardoin, CPA, CFE

183 S. Beadle Rd.
Lafayette, LA 70508
Phone (337) 232-4141

11929 Bricksome Ave.
Baton Rouge, LA 70816
Phone (225) 293-8300

1428 Metro Dr.
Alexandria, LA 71301
Phone (318) 442-4421

450 E. Main St.
New Iberia, LA 70560
Phone (337) 367-9204

200 S. Main St.
Abbeville, LA 70510
Phone (337) 893-7944

1201 David Dr.
Morgan City, LA 70380
Phone (985) 384-2020

434 E. Main St.
Ville Platte, LA 70586
Phone (337) 363-2792

332 W. Sixth Ave.
Oberlin, LA 70655
Phone (337) 639-4737

Victor R. Slaven, CPA* - retired 2020

INDEPENDENT AUDITOR'S REPORT

* A Professional Accounting Corporation

WWW.KCSRCPAS.COM

Honorable Glenn Waguespack
St. James Parish Assessor
Convent, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of the St. James Parish Assessor (Assessor) as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the Assessor's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the St. James Parish Assessor, as of December 31, 2020, and the respective changes in financial position thereof 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 budgetary comparison schedule on page 33 and the schedule of changes in net OPEB liability and related ratios, employer's share of net pension liability and employer contributions on pages 34 through 36 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.

The Assessor has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Assessor's basic financial statements. The comparative statement of net position, and individual fund statements and schedule of expenditures included on pages 39 through 42 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The comparative statement of net position and individual fund statements on pages 39 through 41 are the responsibility of management and were 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 financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, these statements are fairly stated in all material respects in relation to the financial statements as a whole.

The individual fund schedule of expenditures on page 42 has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 15, 2021 on our consideration of the Assessor'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 Assessor's internal control over financial reporting and compliance.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
April 15, 2021

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)**

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Statement of Net Position
December 31, 2020

	<u>Governmental Activities</u>
 ASSETS	
Current assets:	
Cash and interest-bearing deposits	\$ 2,087,227
Investments	2,087,159
Revenue receivable, net	<u>1,096,339</u>
Total current assets	5,270,725
Noncurrent assets:	
Capital assets, net	<u>16,783</u>
Total assets	<u>5,287,508</u>
 DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows of resources - OPEB	513,070
Deferred outflows of resources - pension	<u>447,048</u>
Total deferred outflows of resources	<u>960,118</u>
 LIABILITIES	
Current liabilities:	
Accounts payable	<u>15,189</u>
Noncurrent liabilities:	
Compensated absences	8,935
Other postemployment benefits payable	1,520,046
Net pension liability	<u>184,484</u>
Total noncurrent liabilities	<u>1,713,465</u>
Total liabilities	<u>1,728,654</u>
 DEFERRED INFLOWS OF RESOURCES	
Deferred inflows of resources - OPEB	86,723
Deferred inflows of resources - pension	<u>292,471</u>
Total deferred inflows of resources	<u>379,194</u>
 NET POSITION	
Net investment in capital assets	16,783
Unrestricted	<u>4,122,995</u>
Total net position	<u>\$ 4,139,778</u>

The accompanying notes are an integral part of the basic financial statements.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Statement of Activities
For the Year Ended December 31, 2020

Activities	Expenses	<u>Program Revenues</u> Charges for Services	<u>Net (Expense) Revenues and Changes in Net Position</u> Governmental Activities
Governmental activities:			
General government	\$ 1,488,337	\$ -	\$ (1,488,337)
General revenues:			
Property taxes			1,509,913
State revenue sharing			11,367
Payments in lieu of taxes			61,478
Interest and investment earnings			29,919
Non-employer contributions			176,269
Miscellaneous			75,128
Total general revenues			<u>1,864,074</u>
Change in net position			375,737
Net position - January 1, 2020			<u>3,764,042</u>
Net position - December 31, 2020			<u>\$ 4,139,778</u>

The accompanying notes are an integral part of the basic financial statements.

FUND FINANCIAL STATEMENTS (FFS)

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Balance Sheet
Governmental Fund
December 31, 2020

	<u>General Fund</u>
ASSETS	
Cash and interest-bearing deposits	\$ 2,087,227
Investments	2,087,159
Revenue receivable-	
Ad valorem taxes, net of allowance for uncollectible taxes of \$15,262	1,062,380
Payments in lieu of taxes	21,706
Accrued interest	<u>12,253</u>
 Total assets	 <u>\$ 5,270,725</u>
LIABILITIES AND FUND BALANCE	
Liabilities:	
Accounts payable	<u>\$ 15,189</u>
Fund balance:	
Unassigned	<u>5,255,536</u>
 Total liabilities and fund balance	 <u>\$ 5,270,725</u>

The accompanying notes are an integral part of the basic financial statements.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Position
For the Year Ended December 31, 2020

Total fund balance for the governmental fund at December 31, 2020		\$ 5,255,536
Capital assets at December 31, 2020:	\$ 155,690	
Less: Accumulated depreciation	<u>(138,907)</u>	16,783
The deferred outflows of contributions for the assessor employees' retirement system are not available resources and, therefore, are not reported in the funds.		447,048
The deferred outflows of contributions for the postemployment benefit obligation are not available resources and, therefore, are not reported in the funds.		513,070
Noncurrent liabilities at December 31, 2020:		
Compensated absences	(8,935)	
Other postemployment benefits payable	(1,520,046)	
Net pension liability	<u>(184,484)</u>	(1,713,465)
The deferred inflows of contributions for the postemployment benefit are not payable from current expendable resources and, therefore, are not reported in the funds.		(86,723)
The deferred inflows of contributions for the assessor employees' retirement system are not payable from current expendable resources and, therefore, are not reported in the funds.		<u>(292,471)</u>
Net position at December 31, 2020		<u>\$ 4,139,778</u>

The accompanying notes are an integral part of the basic financial statements.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Fund
For the Year Ended December 31, 2020

	<u>General Fund</u>
Revenues:	
Intergovernmental revenues -	
Ad valorem taxes	\$ 1,509,913
State revenue sharing	11,367
Payment in lieu of taxes	61,478
Interest income	29,919
Miscellaneous income	<u>75,128</u>
Total revenues	<u>1,687,805</u>
Expenditures:	
Current -	
General government:	
Personnel services and related benefits	863,208
Operating services	74,418
Materials and supplies	<u>354,109</u>
Total expenditures	<u>1,291,735</u>
Net change in fund balance	396,070
Fund balance, beginning of year	<u>4,859,466</u>
Fund balance, ending of year	<u>\$ 5,255,536</u>

The accompanying notes are an integral part of the basic financial statements.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balance of Governmental Fund
to the Statement of Activities
For the Year Ended December 31, 2020

Total net change in fund balance for the year ended December 31, 2020 per Statement of Revenues, Expenditures and Changes in Fund Balance			\$ 396,070
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. Capital outlay which is considered expenditures on Statement of Revenues, Expenditures and Changes in Fund Balances		\$ -	
Depreciation expense for the year ended December 31, 2020		<u>(10,122)</u>	(10,122)
Differences between the amount reported as expenses in the statement of activities and those reported as expenditures in the fund financial statements:			
Compensated absences		(372)	
OPEB benefits		(94,797)	
Pension expense		<u>(91,311)</u>	(186,480)
Nonemployer's contribution to the assessor employees' pension plan			<u>176,269</u>
Total change in net position for the year ended December 31, 2020 per Statement of Activities			<u>\$ 375,737</u>

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements

(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. The Assessor assesses all real and movable property in the parish, prepares the tax rolls and submits the rolls to the Louisiana Tax Commission as prescribed by law.

The accompanying financial statements of the St. James Parish Assessor (Assessor) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note.

A. Financial Reporting Entity

For financial reporting purposes, the Assessor includes all funds that are controlled by the Assessor as an independently elected parish official.

The Assessor is a “primary government” as defined in GASB pronouncements, since the Assessor has the power to designate management, the ability to significantly influence operations of his office (which includes the hiring or retention of employees, Assessor over budgeting, responsibility for deficits, and the receipt and disbursement of funds), and primary accountability for fiscal matters. The Assessor has no component units.

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The statement of net position and statement of activities display information about the reporting government as a whole. They include the fund of the reporting entity, which is considered to be a governmental activity.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Assessor’s governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients for goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

Fund Financial Statements (FFS)

The accounts of the Assessor are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The fund of the Assessor is classified as a governmental fund. The emphasis on fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity or meets the following criteria:

1. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
2. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The major fund of the Assessor is described below:

Governmental Fund -

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.

C. Measurement Focus/Basis of Accounting

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

Measurement Focus

On the government-wide statement of net position and the statement of activities, governmental activities are presented using the economic resources measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with its activities are reported. Government-wide fund equity is classified as net position. In the fund financial statements, the "current financial resources" measurement focus is used. Only current financial assets and liabilities are generally included on its balance sheet. Their operating statement presents sources and uses of available spendable financial resources during a given period. This fund uses fund balance as its measure of available spendable financial resources at the end of the period.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

Basis of Accounting

In the government-wide statement of net position and statement of activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements 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. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Revenues are classified by source and expenditures are classified by function and character. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

When both restricted and unrestricted resources are available for use, it is the Assessor's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Equity

Cash and interest-bearing deposits

For purposes of the statement of net position, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposits of the Assessor.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. 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 \$1,000 or more for capitalizing capital assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

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

Autos and equipment	5 years
Office furniture	7 years

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

Deferred Outflows of Resources and Deferred Inflows of Resources

In some instances, the GASB requires an entity to delay recognition of decreases in net position as expenditures until a future period. In other instances, entities are required to delay recognition of increases in net position as revenues until a future period. In these circumstances, deferred outflows and deferred inflows of resources result from the delayed recognition of expenditures or revenues, respectively.

Compensated Absences

All full-time employees of the Assessor's office earn 12 vacation days each year starting January 1st. New employees receive one vacation day per month starting from their hire date until the end of their year of hire. Employees are allowed to carry over a maximum of five vacation days to the following year. Upon resignation or retirement, employees are paid any unused vacation leave at the employee's current rate of pay. At December 31, 2020, the Assessor has \$8,935 of non-current accumulated leave benefits required to be reported in accordance with GASB Statement No. 16 "Accounting for Compensated Absences" which is for governmental activities.

Equity Classifications

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

1. 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 borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Unrestricted net position – All other net position that does not meet the definition of "restricted" or "net investment in capital assets."

The Assessor had no restricted net position at December 31, 2020.

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

1. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
2. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
3. Committed – amounts that can be used only for specific purposes determined by a formal decision of the Assessor, which is the highest level of decision-making authority for the Assessor.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

4. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the Assessor's adopted policy, only the Assessor may assign amounts for specific purposes.
5. Unassigned – all other spendable amounts.

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

E. 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 contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

(2) Cash and Interest-Bearing Deposits

Under state law, the Assessor may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The Assessor may invest in United States bonds, treasury notes, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 2020, the Assessor has cash and cash equivalents (book balances) totaling \$2,087,227, which consist of demand deposits and are applicable to governmental activities.

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Assessor's deposits may not be recovered or will not be able to recover collateral securities that are in the possession of an outside party. These deposits are stated at cost, which approximates market. Under state law, these deposits, (or the resulting bank balances) must be secured by federal deposit insurance or similar federal security 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 the amount on deposit with the fiscal agent bank. These securities are held in the name of the Assessor or the pledging fiscal agent bank by a holding or custodial bank that is mutually acceptable to both parties.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

Deposit balances (bank balances) at December 31, 2020 in the amount of \$2,105,441 were secured with \$500,000 of federal deposit insurance and pledged securities of \$1,605,441. Deposits secured by pledged securities were exposed to custodial credit risk. These deposits are uninsured and collateralized with securities held by the pledging institution's trust department or agent, but not in the Assessor's name (Category 3 deposits). Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Assessor that the fiscal agent has failed to pay deposited funds upon demand. The Assessor does not have a policy for custodial credit risk.

(3) Investments

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LA-R.S. 33:2955.

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

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

1. Credit risk: LAMP is rated AAA by Standard & Poor's.
2. Custodial credit risk: LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.
3. Concentration of credit risk: Pooled investments are excluded from the 5 percent disclosure requirement.
4. Interest rate risk: LAMP is designed to be highly liquid to give its participants immediate access to their account balances. LAMP prepares its own interest rate risk disclosure using the weighted average maturity (WAM) method. The WAM of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days or 762 days for U.S. Government floating/variable rate investments. The WAM for LAMP's total investments is 90 days (from LAMP's monthly Portfolio Holdings) as of December 31, 2020.
5. Foreign currency risk: Not applicable.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

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

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company.

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

At December 31, 2020, the Assessor had investments in LAMP in the amount of \$2,087,159.

(4) Capital Assets

Capital asset balances and activity for the year ended December 31, 2020 is as follows:

	Balance 01/01/20	Additions	Deletions	Balance 12/31/20
Furniture, fixtures and equipment	\$ 91,040	\$ -	\$ -	\$ 91,040
Auto	64,650	-	-	64,650
Totals	155,690	-	-	155,690
Less: Accumulated depreciation	128,785	10,122	-	138,907
Net capital assets	\$ 26,905	\$ (10,122)	\$ -	\$ 16,783

Depreciation expense for the year ended December 31, 2020 of \$10,122 was charged to the general government function.

(5) Post-Retirement Health Care and Life Insurance Benefits

Plan Description - The St. James Parish Assessor (the Assessor) provides certain continuing health care and life insurance benefits for its retired employees. The St. James 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 Pension-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 Assessor's 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.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

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.

Employees covered by benefit terms - At December 31, 2020, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	4
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	<u>7</u>
Total	<u>11</u>

Total OPEB Liability

The Assessor's total OPEB liability of \$1,520,046 was measured as of December 31, 2020 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and other inputs: The total OPEB liability in the December 31, 2020 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.0%
Salary increases	3.0%, including inflation
Discount rate	2.74% annually (Beginning of Year to Determine ADC)
	2.12%, annually (As of End of Year Measurement Date)
Healthcare cost trend rates	Flat 5.5% annually until 2030, Then 4.5%.

The discount rate was based on the average of the Bond Buyers' 20 Year General Obligation municipal bond index as of December 31, 2020, the end of the applicable measurement period.

Mortality rates were based on the RP-2014 Table without projection with 50%/50% unisex blend.

The actuarial assumptions used in the December 31, 2020 valuation were based on the results of ongoing evaluations of the assumptions from January 1, 2009 to December 31, 2020.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

Changes in the OPEB Liability

Balance at December 31, 2019	<u>\$ 1,168,699</u>
Changes for the year:	
Service cost	40,530
Interest	32,578
Difference between expected and actual experience	161,586
Changes in assumptions	136,945
Benefit payments and net transfers	<u>(20,292)</u>
Net changes	<u>351,347</u>
Balance at December 31, 2020	<u>\$ 1,520,046</u>

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 (1.12%) or 1-percentage-point higher (3.12%) than the current discount rate:

	1% Decrease 1.12%	Current Discount Rate 2.12%	1% Increase 3.12%
Total OPEB liability	<u>\$ 1,845,648</u>	<u>\$ 1,520,046</u>	<u>\$ 1,268,956</u>

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

	1% Decrease 4.50%	Current Trend 5.50%	1% Increase 6.50%
Total OPEB liability	<u>\$ 1,286,864</u>	<u>\$ 1,520,046</u>	<u>\$ 1,830,978</u>

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

For the year ended December 31, 2020, the Assessor recognized OPEB expense of \$115,089. At December 31, 2020, 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
Difference between expected and actual experience	\$ 199,155	\$ 9,708
Change in assumptions	<u>313,915</u>	<u>77,015</u>
Total	<u>\$ 513,070</u>	<u>\$ 86,723</u>

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

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

<u>Year Ended</u> <u>December 31</u>	
2021	\$ 41,981
2022	41,981
2023	41,981
2024	41,981
2025	41,981
Thereafter	<u>216,442</u>
Total	<u>\$ 426,347</u>

(6) Ad Valorem Taxes

Pursuant to Act 174 of 1990, Louisiana Revised State Statute 47:1925.2 created a special assessment district to provide ad valorem taxes revenue to fund the Assessor's office.

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied in September or October and billed to the taxpayers by the St. James Parish Sheriff in December. Billed taxes are due by December 31, becoming delinquent on January 1 of the following year. The taxes are based on assessed values determined by the St. James Parish Assessor and are collected by the Sheriff.

For the year ended December 31, 2020, taxes were levied at the rate of 2.26 mills on property with net assessed valuations totaling \$717,499,287.

Net taxes levied during 2020, after exclusion of \$95,344 for homestead exemption, were \$1,526,226. Taxes receivable at December 31, 2020 were \$1,062,380 net of allowance for uncollectible taxes of \$15,262.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

(7) Pension Plan

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

Plan Description: Substantially all employees of the Assessor, except part-time and temporary employees, are members of the Louisiana Assessors' Retirement and Relief Fund (System), a cost sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

The following brief description of the Louisiana Assessors' Retirement Fund and Subsidiary (collectively referred to as the "Fund") is provided for general information purposes only. Participants should refer to the Plan Agreement for more complete information.

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.

Employees who became members prior to October 1, 2006 are entitled to annual pension benefits equal to three and one-third percent of their average final compensation based on the 36 consecutive months of highest pay, multiplied by their total years of service, not to exceed 100% of final compensation. Employees who become members on or after October 1, 2006 will have their benefit based on the highest 60 months of consecutive service. Employees may elect to receive their pension benefits in the form of a joint/survivor annuity.

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

1. At death, the beneficiary will receive a lump sum payment based on the present value of the employee's annuity account balance.
2. At death, the beneficiary will receive a life annuity based on their reduced retirement allowance.
3. At death, the beneficiary will receive a life annuity equal to one-half of their reduced retirement allowance.
4. Any other benefit certified by the actuary and approved by the Board of Trustees that will be equivalent in value to their retirement allowance.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

Death Benefits: As set forth 11:1441, benefits for members who die in service are as follows:

1. If a member of the Fund dies in service with less than 12 years of creditable service and leaves a surviving spouse, their accumulated contributions shall be paid to the surviving spouse.
2. If a member dies and has 12 or more years of creditable service and is not eligible for retirement, the surviving spouse shall receive an automatic optional benefit which is equal to the joint and survivorship amounts provided in Option 2 as provided for in R.S. 11:1423, which shall cease upon a subsequent remarriage, or a refund of the member's accumulated contributions, whichever the spouse elects to receive.
3. If a member dies and is eligible for retirement, the surviving spouse shall receive an automatic optional benefit which is equal to the Option 2 benefits provided for in R.S. 11:1423, which shall not terminate upon a subsequent remarriage.
4. Benefits set forth in item number 2 above, shall cease upon remarriage and shall resume upon a subsequent divorce or death of a new spouse. The spouse shall be entitled to receive a monthly benefit equal to the amount being received prior to remarriage.

Disability Benefits: The Board of Trustees shall award disability benefits to eligible members who have been officially certified as disabled by the State Medical Disability Board. The disability benefit shall be the lesser of (1) or (2) as set forth below:

1. A sum equal to the greater of forty-five percent (45%) of final average compensation, or the member's accrued retirement benefit at the time of termination of employment due to disability; or
2. The retirement benefit which would be payable assuming accrued creditable service plus additional accrued service, if any, to the earliest normal retirement age based on final average compensation at the termination of employment due to disability.

Upon approval for disability benefits, the member shall exercise an optional retirement allowance as provided in R.S. 11:1423 and no change in the option selected shall be permitted after it has been filed with the board. The retirement option factors shall be the same as those utilized for regular retirement based on the age of the retiree and that of the spouse, had the retiree continued in active service until the earliest normal retirement date.

Back-deferred Retirement Option Plan (Back-DROP): In lieu of receiving a normal retirement benefit pursuant to R.S. 11:1421 through 1423, an eligible member of the Fund may elect to retire and have their benefits structured, calculated, and paid as provided in this section.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

An active, contributing member of the Fund shall be eligible for Back-DROP only if all of the following apply:

1. The member has accrued more service credit than the minimum required for eligibility for a normal retirement benefit.
2. The member has attained an age that is greater than the minimum required for eligibility for a normal retirement benefit, if applicable.
3. The member has revoked their participation, if any, in the Deferred Retirement Option Plan pursuant to R.S. 11:14568.2.

At the time of retirement, a member who elects to receive a Back-DROP benefit shall select a Back-DROP period to be specified in whole months. The duration of the Back-DROP period shall not exceed the lesser of thirty-six months or the number of months of creditable service accrued after the member first attained eligibility for normal retirement. The Back-DROP period shall be comprised of the most recent calendar days corresponding to the member's employment for which service credit in the Fund accrued.

The Back-DROP benefit shall have two portions: a lump-sum portion and a monthly benefit portion. The member's Back-DROP monthly benefit shall be calculated pursuant to the provisions applicable for service retirement set forth in R.S. 11:1421 through 1423, subject to the following conditions:

1. Creditable service shall not include service credit reciprocally recognized pursuant to R.S. 11:142.
2. Accrued service at retirement shall be reduced by the Back-DROP.
3. Final average compensation shall be calculated by excluding all earnings during the Back-DROP period.
4. Contributions received by the Fund during the Back-DROP period and any interest that has accrued on employer and employee contributions received during the period shall remain with the Fund and shall not be refunded to the employee or to the employer.
5. The member's Back-DROP monthly benefit shall be calculated based upon the member's age and service and the Fund provisions in effect on the last day of creditable service before the Back-DROP period.
6. At retirement, the member's maximum monthly retirement benefit payable as a life annuity shall be equal to the Back-DROP monthly benefit.
7. The member may elect to receive a reduced monthly benefit in accordance with the options provided in R.S. 11:1423 based upon the member's age and the age of the member's beneficiary as of the actual effective date of retirement. No change in the option selected of beneficiary shall be permitted after the option is filed with the Board of Trustees.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

In addition to the monthly benefit received, the member shall be paid a lump-sum benefit equal to the Back-DROP maximum monthly retirement benefit multiplied by the number of months selected as the Back-DROP period. Cost-of-living adjustments shall not be payable on the member's Back-DROP lump sum.

Upon death of a member who selected the maximum option pursuant to R.S. 11:1423, the member's named beneficiary or, if none, the member's estate shall receive the deceased member's contributions, less the Back-DROP benefit amount. Upon the death of a member who selected Option 1 pursuant to R.S. 11:1423, the member's named beneficiary or, if none, the member's estate, shall receive the member's annuity savings fund balance as of the member's date of retirement reduced by the portion of the Back-DROP account balance and previously paid retirement benefits that are attributable to the member's annuity payments as provided by the annuity savings fund.

Excess Benefit Plan: Under the provisions of this excess benefit plan, a member may receive a benefit equal to the amount by which the member's monthly benefit from the Fund has been reduced because of the limitations of Section 415 of the Internal Revenue Code.

Contributions: Contributions for all members are established by statute at 8.0% of earned compensation. 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. According to state statute, contributions for all employers are actuarially determined each year. The actuarially-determined employer contribution rate was 3.01% and 9.38% for the years ended September 30, 2020 and 2019, respectively. The actual employer contribution rate was 8.00% of members' earnings for the years ended September 30, 2020 and 2019.

The Fund also receives one-fourth of one percent of the property taxes assessed in each parish of the state as well as a state revenue sharing appropriation. According to state statute, in the event that contributions for ad valorem taxes and revenue sharing funds are insufficient to provide for the gross employer actuarially required contribution, the employer is required to make direct contributions as determined by the Public Retirement System's Actuarial Committee.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions: At September 30, 2020, the Assessor reported a liability of \$184,484 for its proportionate share of the net pension liability. The net pension liability was measured as of September 30, 2020 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Assessor's proportion of the net pension liability was based on a projection of the Assessor's long-term share of contributions to the pension plan relative to the projected contributions of all participating employer's, actuarially determined. At September 30, 2020, the Assessor's proportion was 1.207544%, which was an increase of .011513% from its proportion measured as of September 30, 2019.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

For the year ended December 31, 2020, the Assessor recognized pension expense of \$136,190. At December 31, 2020, the Assessor reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 5,904	\$ 147,397
Change of assumptions	409,567	-
Change in proportion and differences between the employer's contributions and the employer's proportionate share of contributions	20,357	-
Net differences between projected and actual earnings on plan investments	-	145,074
Contributions subsequent to the measurement date	11,220	-
Total	<u>\$ 447,048</u>	<u>\$ 292,471</u>

Deferred outflows of resources of \$11,220 related to pensions resulting from the Assessor's 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	\$ 19,629
2021	53,656
2022	49,527
2023	(4,188)
2024	35,953
Total	<u>\$ 154,577</u>

Schedule of Pension Amounts by Employer: The schedule of pension amounts by employer displays each employer's allocation of the net pension liability. The schedule of pension amounts by employer was prepared using all the allocations included in the schedule of employer allocations.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

Actuarial Methods and Assumptions: The current year actuarial assumptions utilized for this report are based on the assumptions used in the September 30, 2020 actuarial funding valuation, which (with the exception of mortality) were based on results of an actuarial experience study for the period July 1, 2009 – June 30, 2014, unless otherwise specified in this report. In cases where benefit structures were changed after the study period, assumptions were based on estimates of future experience. All assumptions selected were determined to be reasonable and represent expectations of future experience for the Fund.

	Entry age normal
Investment rate of return (discount rate)	5.75%, net of pension plan investment expense, including inflation
Inflation Rate	2.10%
Salary Increases	5.25%
Annuitant and beneficiary mortality	Pub2010 Public Retirement Plans Mortality Table for General Healthy Retirees multiplied by 120% with full generational projection using the appropriate MP-2019 improvement scale.
Active members mortality	Pub2010 Public Retirement Plans Mortality Table for General Healthy Retirees multiplied by 120% with full generational projection using the appropriate MP-2019 improvement scale.
Disabled Lives Mortality	Pub2010 Public Retirement Plans Mortality Table for General Healthy Retirees multiplied by 120% with full generational projection using the appropriate MP-2019 improvement scale.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and an adjustment for the effect of rebalancing/diversification. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of September 30, 2020, are summarized in the following table.

<u>Asset Class</u>	<u>Long-Term Expected Real Rate of Return</u>
	<u>2020</u>
Domestic equity	7.50%
International equity	8.50%
Domestic bonds	2.50%
International bonds	3.50%
Real estate	4.50%
Alternative assets	5.87%

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

The long-term expected rate of return selected for this report by the Fund was 5.75%. The projection of cash flows used to determine the discount rate assumes that contributions from plan members will be made at the current contribution rates and that contributions from the participating employers and non-employer contributing entities will be made at actuarially determined contribution rates, which are calculated in accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on these assumptions and the other assumptions and methods as specified in this report, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. Thus, the discount rate used to measure the total pension liability was 5.75%.

The effects of certain other changes in the net pension liability are required to be included in pension expense over the current and future periods. The effects on the total pension liability of (1) changes of economic and demographic assumptions or of other inputs and (2) differences between expected and actual experience are required to be included in pension expense in a systematic and rational manner over a closed period equal to the average of the expected remaining service lives of all employees that are provided with benefits through the pension plan (active employees and inactive employees), determined as of the beginning of the measurement period. The effect on net pension liability of differences between the projected earnings on pension plan investments and actual experience with regard to those earnings is required to be included in pension expense in a systematic and rational manner over a closed period of five years, beginning with the current period. The Expected Remaining Service Lives (ERSL) for 2020 is 6 years.

Sensitivity to Changes in Discount Rate: The following presents the net pension liability of the Fund calculated using the discount rate of 5.75%, as well as what the Fund's net 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 discount rate (assuming all other assumptions remain unchanged):

	1% Decrease 4.75%	Current Discount Rate 5.75%	1% Increase 6.75%
Net Pension Liability	\$ 837,441	\$ 184,484	\$ (370,631)

(8) Deferred Compensation Plan

The St. James Parish Assessor offers its employees participation in the State of Louisiana Public Employees Deferred Compensation Plan adopted by the Louisiana Deferred Compensation Commission and established in accordance with Internal Revenue Code Section 457. The plan, available to all Assessor employees, permits the employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or proof of hardship.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

The assets of the plan are held in trust as described in IRC Section 457(g) for the exclusive benefit of the participants and their beneficiaries. The custodian thereof for the exclusive benefit of the participants holds the custodial account for the beneficiaries of this plan, and the assets may not be diverted to any other use. The administrators are agents of the employer for purposes of providing direction to the custodian of the custodial account from time to time for the investment of the funds held in the account, transfer of assets to or from the account, and all other matters.

Complete disclosures relating to the plan are included in the separately issued audit report for the plan, available from the Louisiana Legislative Auditor, Post Office Box 94397, Baton Rouge, Louisiana 70804-9397.

(9) Expenditures of the Assessor Paid by the St. James Parish Council

The St. James Parish Council provided the office space and utilities for the Assessor's office for the year ended December 31, 2020. These expenditures are not reflected in the accompanying financial statements.

(10) Compensation, Benefits and Other Payments to Assessor

A detail of compensation, benefits, and other payments made to Assessor Glenn Waguespack for the year ended December 31, 2020 follows:

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 144,976
Benefits - insurance	14,535
Benefits - retirement	23,196
Deferred compensation	12,996
Cell phone	2,377
Registration fees	150
Conference travel	254
Total	<u>\$ 198,484</u>

(11) Risk Management

The Assessor is exposed to risks of loss in the areas of auto and property liability and surety bonds. All of these risks are handled by purchasing commercial insurance coverage. There have been no significant reductions in the insurance coverage during the year, nor have settlements exceeded coverage for the past three years.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Basic Financial Statements (Continued)

(12) Tax Abatement

Louisiana's State Constitution Chapter VII Section 21 authorizes the State Board of Commerce and Industry to create a ten (10) year ad valorem tax abatement program for new manufacturing establishments in the State. Under the terms of this program, qualified businesses may apply for an exemption of local ad valorem taxes on capital improvements and equipment related to manufacturing for the first ten years of its operation; after which the property will be added to the local tax roll and taxed at the value and millage in force at that time. The future value to this exempt property could be subject to significant fluctuations from today's value; however, the Assessor could receive a substantial increase in ad valorem tax revenues once the exemption on this property expires. Because these taxes are not assessed, no adjustments have been made to the Assessor's financial statements to record the exempt amounts. At December 31, 2020, the Assessor's ad valorem revenues were reduced by \$354,900 as a result of these abatements.

(13) Litigation

As of December 31, 2020, the Assessor was not involved in any litigation.

(14) Subsequent Events

a. Uncertainties Occurring During and After Balance Sheet Date

- a) As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen which may impact the Assessor's ongoing operations; however, the extent and severity of the potential impact is unknown at this time.
- b) On November 5, 2020, Shell dba Equilon Enterprises, LLC announced the closure of the Convent Refinery, which is the parish's largest taxpayer; however, the extent and severity of the potential impact is unknown at this time.

b. Evaluation Date

The Assessor has evaluated subsequent events through April 15, 2021, the date which the financial statements were available to be issued.

**REQUIRED
SUPPLEMENTARY INFORMATION**

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Budgetary Comparison Schedule
General Fund
For the Year Ended December 31, 2020

	Budget		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental revenues -				
Ad valorem taxes	\$ 1,400,000	\$ 1,526,226	\$ 1,509,913	\$ (16,313)
State revenue sharing	12,000	11,262	11,367	105
Payments in lieu of taxes	19,000	37,730	61,478	23,748
Interest income	50,000	23,254	29,919	6,665
Miscellaneous income	<u>40,000</u>	<u>47,502</u>	<u>75,128</u>	<u>27,626</u>
Total revenues	<u>1,521,000</u>	<u>1,645,974</u>	<u>1,687,805</u>	<u>41,831</u>
Expenditures:				
Current -				
Personnel services and and related benefits	845,000	863,722	863,208	514
Operating services	191,800	93,262	74,418	18,844
Materials and supplies	<u>234,700</u>	<u>359,096</u>	<u>354,109</u>	<u>4,987</u>
Total expenditures	<u>1,271,500</u>	<u>1,316,080</u>	<u>1,291,735</u>	<u>24,345</u>
Excess of revenues over expenditures	249,500	329,894	396,070	66,176
Fund balance, beginning of year	<u>4,859,466</u>	<u>4,859,466</u>	<u>4,859,466</u>	<u>-</u>
Fund balance, ending of year	<u>\$ 5,108,966</u>	<u>\$ 5,189,360</u>	<u>\$ 5,255,536</u>	<u>\$ 66,176</u>

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Schedule of Changes in Net OPEB Liability and Related Ratios
For the Year Ended December 31, 2020

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB Liability			
Service Cost	\$ 40,530	\$ 22,007	\$ 27,536
Interest	32,578	35,302	32,010
Changes of benefit terms	-	-	-
Differences between expected and actual experience	161,586	61,993	(11,949)
Changes of assumptions	136,945	219,997	(94,788)
Benefit payments	<u>(20,292)</u>	<u>(20,613)</u>	<u>(19,538)</u>
Net change in total OPEB liability	351,347	318,686	(66,729)
Total OPEB liability-beginning	<u>1,168,699</u>	<u>850,013</u>	<u>916,742</u>
Total OPEB liability-ending	<u>\$ 1,520,046</u>	<u>\$ 1,168,699</u>	<u>\$ 850,013</u>
Covered Payroll	\$ 560,976	\$ 553,600	\$ 537,476
Net OPEB liability as a percentage of covered -employee payroll	270.96%	211.11%	158.15%

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

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Louisiana Assessors' Retirement and Relief Fund
Schedule of Employer's Share of Net Pension Liability
For the Year Ended December 31, 2020

Plan/fiscal Year end	Employer Proportion of the Net Pension Liability (Asset)	Employer Proportionate Share of the Net Pension Liability (Asset)	Employer's Covered Payroll	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
9/30/2015	0.947327%	\$ 495,758	\$ 460,638	107.6%	85.57%
9/30/2016	0.982161%	346,575	486,816	71.2%	90.68%
9/30/2017	1.012482%	177,661	559,110	31.8%	95.61%
9/30/2018	1.129719%	219,622	497,968	44.1%	95.46%
9/30/2019	1.196031%	315,491	532,101	59.3%	94.12%
9/30/2020	1.207544%	184,484	555,101	33.2%	94.79%

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

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Louisiana Assessors' Retirement and Relief Fund
Schedule of Employer Contributions
For the Year Ended December 31, 2020

Year ended December 31,	Contractually Required Contribution	Contributions in Relation to Contractual Required Contributions	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a % of Covered Employee Payroll
2015	\$ 55,269	\$ 55,269	\$ -	\$ 460,638	12.00%
2016	54,752	54,752	-	486,816	11.25%
2017	42,570	42,570	-	559,110	7.61%
2018	41,195	41,195	-	514,934	8.00%
2019	42,998	42,998	-	537,476	8.00%
2020	44,878	44,878	-	560,976	8.00%

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

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Notes to Required Supplementary Information

(1) Budgetary and Budgetary Accounting

The Assessor follows these procedures in establishing the budgetary data reflected in the financial statements:

- a. A proposed budget is prepared and submitted to the Assessor for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.
- b. A summary of the proposed budget is published and the public is notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
- c. A public hearing is held on the proposed budget at least ten days after publication of the call for a hearing.
- d. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
- e. All budgetary appropriations lapse at the end of each fiscal year.
- f. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts included in the accompanying financial statements are as originally adopted or as finally amended by the Assessor. Such amendments were not material in relation to the original appropriations.

(2) Pension Plan – Louisiana Assessors’ Retirement Fund

Changes of Assumptions – Changes of assumptions about future economic demographic factors or of other inputs were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan. These assumptions include the rate of investment return, mortality of plan members, rate of salary increase, rates of retirement, rates of termination, rates of disability, and various other factors that have an impact on the cost of the plan. In 2020, The discount rate and Mortality table each had changes from the prior year.

OTHER SUPPLEMENTARY INFORMATION

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Comparative Statement of Net Position
December 31, 2020 and 2019

	Governmental Activities	
	2020	2019
ASSETS		
Current assets:		
Cash and interest-bearing deposits	\$ 2,087,227	\$ 1,588,978
Investments	2,087,159	1,869,819
Revenue receivable, net	1,096,339	1,430,796
Total current assets	5,270,725	4,889,593
Noncurrent assets:		
Capital assets, net	16,783	26,905
Total assets	5,287,508	4,916,498
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflows of resources - OPEB	513,070	263,191
Deferred outflows of resources - pension	447,048	386,112
Total deferred outflows of resources	960,118	649,303
LIABILITIES		
Current liabilities:		
Accounts payable	15,189	30,127
Noncurrent liabilities:		
Compensated absences	8,935	8,563
Other postemployment benefits payable	1,520,046	1,168,699
Net pension liability	184,484	315,491
Total noncurrent liabilities	1,713,465	1,492,753
Total liabilities	1,728,654	1,522,880
DEFERRED INFLOWS OF RESOURCES		
Deferred inflows of resources - OPEB	86,723	93,394
Deferred inflows of resources - pension	292,471	185,486
Total deferred inflows of resources	379,194	278,880
NET POSITION		
Net investment in capital assets	16,783	26,905
Unrestricted	4,122,995	3,737,137
Total net position	\$ 4,139,778	\$ 3,764,042

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Comparative Balance Sheet
General Fund
December 31, 2020 and 2019

	<u>2020</u>	<u>2019</u>
ASSETS		
Cash and interest-bearing deposits	\$ 2,087,227	\$ 1,588,978
Investments	2,087,159	1,869,819
Revenue receivable-		
Ad valorem taxes, net of allowance for uncollectible taxes (2020 - \$15,262, 2019 - \$14,846)	1,062,380	1,404,594
Payments in lieu of taxes	21,706	20,076
Accrued interest	<u>12,253</u>	<u>6,126</u>
Total assets	<u>\$ 5,270,725</u>	<u>\$ 4,889,593</u>
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts payable	<u>\$ 15,189</u>	<u>\$ 30,127</u>
Fund balance:		
Unassigned	<u>5,255,536</u>	<u>4,859,466</u>
Total liabilities and fund balance	<u>\$ 5,270,725</u>	<u>\$ 4,889,593</u>

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Comparative Statement of Revenues, Expenditures, and Changes in Fund Balance
General Fund
For the Years Ended December 31, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Revenues:		
Intergovernmental revenues -		
Ad valorem taxes	\$ 1,509,913	\$ 1,466,907
State revenue sharing	11,367	11,414
Payments in lieu of taxes	61,478	20,076
Interest income	29,919	53,175
Other income	<u>75,128</u>	<u>29,904</u>
Total revenues	<u>1,687,805</u>	<u>1,581,476</u>
Expenditures:		
Current -		
Personnel services and		
and related benefits	863,208	826,937
Operating services	74,418	172,874
Materials and supplies	<u>354,109</u>	<u>213,335</u>
Total expenditures	<u>1,291,735</u>	<u>1,213,146</u>
Excess of revenues over expenditures	396,070	368,330
Fund balance, beginning of year	<u>4,859,466</u>	<u>4,491,136</u>
Fund balance, ending of year	<u>\$ 5,255,536</u>	<u>\$ 4,859,466</u>

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Schedule of Expenditures Compared to Budget (GAAP Basis)
General Fund
For the Year Ended December 31, 2020
With Comparative Actual Amounts for Year Ended December 31, 2019

	2020				
	Budget			Variance -	2019
	Original	Final	Actual	Favorable (Unfavorable)	Actual
Current:					
Personnel services and related benefits -					
Salaries:					
Assessor	\$ 131,796	\$ 131,796	\$ 131,796	\$ -	\$ 144,976
Salaries and related benefits	517,024	524,326	538,483	(14,157)	476,346
Allowance	13,180	13,180	13,180	-	13,180
Deferred compensation	40,000	43,225	21,996	21,229	43,225
Group insurance	100,000	110,000	112,875	(2,875)	108,015
Pension	43,000	41,195	44,878	(3,683)	41,195
Total personnel services and related benefits	845,000	863,722	863,208	514	826,937
Operating services -					
Professional fees	170,000	73,850	59,724	14,126	154,841
Advertising	300	800	885	(85)	654
Insurance	2,000	4,000	4,515	(515)	4,515
Telephone	7,500	5,355	5,179	176	6,859
Travel and conference	12,000	9,257	4,115	5,142	2,957
Equipments and lease expense	-	-	-	-	3,048
Total operating services	191,800	93,262	74,418	18,844	172,874
Materials and supplies -					
Office supplies and expense	15,048	11,848	13,245	(1,397)	6,140
Computer services and supplies	190,000	268,245	253,776	14,469	171,608
Automobile supplies and maintenance	25,000	75,000	81,989	(6,989)	30,299
Dues and subscriptions	4,652	4,003	4,167	(164)	4,657
Miscellaneous	-	-	932	(932)	631
Total materials and supplies	234,700	359,096	354,109	4,987	213,335
Total expenditures	\$ 1,271,500	\$ 1,316,080	\$ 1,291,735	\$ 24,345	\$ 1,213,146

**INTERNAL CONTROL,
COMPLIANCE, AND
OTHER MATTERS**

KOLDER, SLAVEN & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS

C. Burton Kolder, CPA*
Brad E. Kolder, CPA, JD*
Gerald A. Thibodeaux, Jr., CPA*
Robert S. Carter, CPA*
Arthur R. Mixon, CPA*
Stephen J. Anderson, CPA*
Christine C. Doucet, CPA
Wanda F. Arcement, CPA, CVA
Bryan K. Joubert, CPA
Matthew E. Margaglio, CPA
Casey L. Ardoin, CPA, CFE

Victor R. Slaven, CPA* - retired 2020

* A Professional Accounting Corporation

183 S. Beadle Rd.
Lafayette, LA 70508
Phone (337) 232-4141

11929 Bricksome Ave.
Baton Rouge, LA 70816
Phone (225) 293-8300

1428 Metro Dr.
Alexandria, LA 71301
Phone (318) 442-4421

450 E. Main St.
New Iberia, LA 70560
Phone (337) 367-9204

200 S. Main St.
Abbeville, LA 70510
Phone (337) 893-7944

1201 David Dr.
Morgan City, LA 70380
Phone (985) 384-2020

434 E. Main St.
Ville Platte, LA 70586
Phone (337) 363-2792

332 W. Sixth Ave.
Oberlin, LA 70655
Phone (337) 639-4737

WWW.KCSRCPAS.COM

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 Glenn Waguespack
St. James Parish Assessor
Convent, 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 the major fund of St. James Parish Assessor (the Assessor), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the Assessor's basic financial statements and have issued our report thereon dated April 15, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Assessor's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Assessor's internal control. Accordingly, we do not express an opinion on the effectiveness of the Assessor's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or 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 over financial reporting that might be material weaknesses or, significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. 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. We did identify certain deficiencies in internal control, described in the accompanying summary schedule of current and prior year audit findings and corrective action plan as items 2020-001(IC) which we consider to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Assessor's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, 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 that are required to be reported under *Government Auditing Standards*.

St. James Parish Assessor's Response to Findings

The Assessor's response to the finding identified in our audit is described in the accompanying summary schedule of current and prior year audit findings and corrective action plan. The Assessor's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
April 15, 2021

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Summary Schedule of Current and Prior Year Findings
and Management's Corrective Action Plan

Part I. Current Year Findings and Management's Corrective Action Plan

A. Internal Control Findings -

2020-001 Inadequate Segregation of Accounting Functions

Fiscal year finding initially occurred: Unknown

CONDITION: The Organization did not have adequate segregation of functions within the accounting system.

CRITERIA: The Organization should have a control policy according to which no person should be given responsibility for more than one related function.

CAUSE: Due to the size of the Organization, there are a small number of available employees.

EFFECT: The Organization has employees that are performing more than one related function.

RECOMMENDATION: The Organization should establish and monitor mitigating controls over functions that are not completely segregated.

MANAGEMENT'S CORRECTION ACTION PLAN: Due to the size of the operations and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties.

B. Compliance Findings -

There are no findings to report under this section.

Part II. Prior Year Findings

A. Internal Control Findings -

2019-001 Inadequate Segregation of Accounting Functions

Fiscal year finding initially occurred: Unknown

CONDITION: The Organization did not have adequate segregation of functions within the accounting system.

RECOMMENDATION: The Organization should establish and monitor mitigating controls over functions that are not completely segregated.

CURRENT STATUS: Unresolved. See finding 2020-001.

ST. JAMES PARISH ASSESSOR
Convent, Louisiana

Summary Schedule of Current and Prior Year Findings
and Management's Corrective Action Plan (Continued)

B. Compliance Findings -

There are no findings to report under this section.