AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Financial Report
For the Year Ended December 31, 2019

AVOYELLES PARISH ASSESSOR

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Ducote & Company
Certified Public Accountants

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INDEPENDENT AUDITORS' REPORT

The Honorable Heath Pastor
Avoyelles Parish Assessor
Marksville, Louisiana

We have audited the accompanying financial statements of the governmental activities and the aggregate remaining fund information of the Avoyelles Parish Assessor, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Assessor's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

An audit involves performing procedures to obtain 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 the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the aggregate remaining fund information of the Avoyelles 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.

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Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Budgetary Comparison Schedule, the Schedules of Changes in total OPEB Liability & Related Ratios, the Schedule of Employer's Share of Net Pension Liability, and the Schedule of Employer's Pension Contributions on pages 34 through 37 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 the 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 inquires 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 the 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 Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 28, 2020 on our consideration of the Assessor's internal control over financial reporting and on our tests of its compliance with certain provision 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Avoyelles Parish Assessor's internal control over financial reporting.

This report is intended for the information of the Avoyelles Parish Assessor and the Legislative Auditor of the State of Louisiana and is not intended to be, and should not be, used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

DUCOTE & COMPANY
Marksville, Louisiana
September 28, 2020

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Statement of Net Position
December 31, 2019

ASSETS	
Cash and interest-brearing deposits	$1,763,841
Investments	100,027
Receivables	
Ad valorem tax, net	677,201
State revenue sharing	37,566
Other	2,848
Prepaid Items	60,000
Capital assets, net	78,955
Total Assets	2,720,437
DEFERRED OUTFLOWS OF RESOURCES	
Pension related	245,501
OPEB related	1,090,605
Total deferred outflows of resources	1,336,106
LIABILITIES	
Accounts and other payables	3,527
Long-term liabilities -	
Net OPEB obligation Payable	3,281,773
Net pension liability	212,480
Total liabilities	3,497,780
DEFERRED INFLOWS OF RESOURCES	
Pension related	134,144
Total deferred inflows of resources	134,144
NET POSITION	
Net investment in capital assets	78,955
Unrestricted	345,664
Total net position	$424,619

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

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Statement of Activities
For the Year Ended December 31, 2019

Activities	Expenses	Program Revenues Charges for Services	Net (Expense) Revenues and Changes in Net Position
Governmental activities:			
General government	1,169,894	7,027	($1,162,867)
	General revenues		
	Ad valorem tax		828,875
	State revenue sharing		56,369
	Federal revenues sharing		3,937
	Non-employer pension contribution		111,543
	Miscellaneous		-
	Interest and investment earnings		28,217
	Total general revenues		1,028,940
	Change in net position		(133,927)
	Net position, beginning		558,546
	Net position, ending		$424,619

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

FUND FINANCIAL STATEMENTS

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Balance Sheet
Governmental Fund - General Fund
December 31, 2019

ASSETS	
Cash and interest-brearing deposits	$1,763,841
Investments	100,027
Receivables	
Ad valorem tax, net	677,201
State revenue sharing	37,566
Other	2,848
Prepaid Items	60,000
Total Assets	2,641,482
LIABILITIES AND FUND BALANCE	
Liabilities	
Accounts Payable	3,527
Fund balance:	
Nonspendable-prepaid items	60,000
Unassigned	2,577,955
Total fund balance	2,637,955
Total liabilities and fund balance	$2,641,482

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

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Position
December 31, 2019

Total fund balance for the governmental fund		$2,637,955
Capital assets, net		78,955
Pension:		
Net position liability	(212,480)	
Deferred outflows of resources	245,501	
Deferred inflows of resources	(134,144)	(101,123)
Other Post Employment Benefits (OPEB):		
Net OPEB obligation payable	(3,281,773)	
Deferred outflows of resources	1,090,605	(2,191,168)
Net position at December 31, 2019		$424,619

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Statement of Revenues, Expenditures, and Change in Fund Balance -
Governmental Fund - General Fund
For the Year Ended December 31, 2019

Revenues:	
Ad valorem tax	$828,875
Intergovernmental Revenues	
State revenue sharing	56,369
Federal revenue sharing	3,937
Tax roll Fees	6,521
Miscellaneous Income	506
Interest on deposits	28,217
Total revenues	924,424
Expenditures:	
Current -	
Peronnel services and related benefits	580,363
Operating services	139,437
Materials and supplies	13,047
Travel and other charges	20,577
Capital outlay	1,161
Total expenditures	754,585
Change in fund balance	169,839
Fund balance, beginning	2,468,116
Fund balance, ending	$2,637,955

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

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and Change in Fund Balance of Governmental Fund to the Statement of Activities
For the Year Ended December 31, 2019

Total net change in fund balance per the statement of revenues, expenditures and change in fund balance		$169,839
Capital assets, net		
Capital outlay	1,161	
Depreciation Expense	(23,837)	(22,676)
Effect of change in net pension liability, and total OPEB liability and the related deferred outflows/inflows of resources:		
Change in net OPEB expense	(271,410)	
Change in pension expense	(121,223)	
Nonemployer pension contribution revenues recognized	111,543	(281,090)
Total changes in net position per statement of activities		($133,927)

INTRODUCTION

As provided by Article VII, Section 24 of the Louisiana Constitution of 1974, the Assessor is elected by the voters of the parish and serves a term of four years. The Assessor assesses property, prepares tax rolls and submits the rolls to the Louisiana Tax Commission as prescribed by law.

The accompanying financial statements of the Avoyelles 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.

NOTE 1. SUMMARY OF SIGNFICANT ACCOUNTING POLICIES

A. BASIC FINANCIAL STATEMENTS – GOVERNMENT-WIDE STATEMENTS

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. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

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. Indirect expenses of other functions are not allocated to those functions but are reported separately in the statement of activities. Program revenues include (a) fees, fines 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.

B. BASIC FINANCIAL STATEMENTS – FUND FINANCIAL STATEMENTS

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:

a. Total assets and deferred outflows, liabilities and deferred inflows, 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

b. Total assets and deferred outflows, liabilities and deferred inflows, 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 –

Governmental funds are those through which most governmental functions are financed. The acquisition, use, and balances of the Assessor's expendable financial resources and the related liabilities (except those account for in proprietary funds) are accounted for through governmental funds.

General Fund –

The General Fund 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. REPORTING ENTITY

This report includes all funds which are controlled by the Assessor as an independently elected parish official. Control by or dependence on the Assessor was determined on the basis of general oversight responsibility. The Assessor's office is located in the Courthouse and the upkeep and maintenance of the courthouse is paid by the Police Jury and certain operating expenditures of the Assessor's office are paid by the Police Jury.

As an independently elected official, the Assessor is solely responsible for the operations of his office, which includes the hiring or retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds.

D. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENTS PRESENTATION

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.

a. 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.

b. 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.

c. Program revenues

Program revenues included in the statement of activities are derived directly from the program itself or from parties outside the Assessor's taxpayers or citizenry, as a whole; program revenues reduce the cost of the function to be financed from the Assessor's general revenues.

d. Revenues

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied in June and billed to the taxpayers by the Avoyelles Parish Sheriff in November. 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 Avoyelles Parish Assessor and are collected by the Sheriff.

e. Use of Restricted Resources

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.

E. ASSETS, DEFERRED OUTFLOWS, LIABILITIES, DEFERRED INFLOWS & EQUITY

a. 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.

b. Investments

The Assessor may invest in United States bonds, treasury notes and bills, government backed securities, or certificates and time deposits of state banks organized under Louisiana law as well as national banks having principal offices in Louisiana.

In accordance with GASB Statement No 31, *Accounting And Financial Reporting For Certain Investments and For External Investment Pools,* investments are reported at fair value which is the amount an investment can be exchanged in a current transaction between willing parties, other than in a forced or liquidated sale.

U.S. Treasury Notes are valued based on quoted market prices. Corporate bonds are valued based on yields currently available on comparable securities of issuers with similar credit ratings.

c. Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Major receivable balances for the governmental activities include ad valorem taxes and state revenue sharing. Ad valorem taxes are reported net of an allowance for uncollectible taxes. At December 31, 2019, an allowance for ad valorem taxes was considered unnecessary due to immateriality.

d. Prepaid Items

Payments made to vendors for services that will benefit periods beyond December 31, 2019, are recorded as prepaids. At December 31, 2019, the Assessors prepaid assets of $60,000 consisted of rent paid in advance on a ten-year rental agreement with the Avoyelles Parish Police Jury for additional office space in their building. The agreement ends in December 2026.

e. 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 $500 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:

Furniture, fixtures, and equipment	5-20 years
Vehicles	5 years

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

f. Compensated Absences

Employees of the Assessor's office earn from 5 to 10 days of vacation leave each year (depending on length of service) and 12 days of sick leave each year. Vacation leave does not accumulate and is not payable upon termination or retirement. Sick leave may be accumulated, however, at termination or retirement, unused sick leave is forfeited. At December 31, 2019, there are no accumulated or vested benefits relating to vacation or sick leave that are required to be accrued or reported.

g. Deferred Outflows of Resources and Deferred Inflows of Resources

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

h. Equity Classifications

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

1. Net investment in capital assets consists of net capital assets net of accumulated depreciation and reduced by outstanding balances of any related debt obligations and deferred inflows of resources attributable to the acquisition, construction, or improvement of those assets and increased by balances of deferred outflows of resources related to those assets.

2. Restricted net position consists of net position with constraints placed on the use either by external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or law through constitutional provisions or enabling legislation. Restricted net position is reduced by liabilities and deferred inflows of resources related to the restricted assets.

3. Unrestricted net position consists of all other assets, deferred outflows of resources, liabilities, and deferred inflows of resources that does not meet the definition of "restricted" or "net investment in capital assets."

In the fund financial statements, governmental fund equity is classified as fund balance. Fund balances of the governmental funds are reported in classifications that comprise a hierarchy based primarily upon the extent to which the Assessor is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The categories and their purposes are:

1. Non-spendable includes fund balance amounts that cannot be spent either because they are in not in spendable form or because of legal or contractual constraints requiring they remain intact.

2. Restricted includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as grantors, donors, creditors, or amounts constrained due to constitutional provisions or enabling legislation.

3. Committed includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal decision of the Assessor, which is the highest level of decision-making authority for the Avoyelles Parish Assessor.

4. Assigned includes fund balance amounts that are constrained by the Assessor's intent to be used for specific purposes, that are neither restricted nor committed. Under the Assessor's adopted policy, only the Assessor may assign amounts for specified purposes.

5. Unassigned includes fund balance amounts which have not been classified within the above-mentioned categories.

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 his commitment or assignment actions.

F. USE OF ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the Unites States of America 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.

G. PENSIONS

The net pension liability, deferred outflows of resources, and deferred inflows of resources related to pensions, and pension expense, (described in more detail in Note 6), has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. Non-employer contributions are recognized as revenues in the government-wide and proprietary fund financial statements. In the governmental fund financial statements contributions are recognized as expenditures when due.

H. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)

The total OPEB liability, deferred outflows of resources, and deferred inflows of resources related to OPEB, and OPEB expense, (described in more detail in Note 8), has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. In the governmental fund financial statements contributions are recognized as expenditures when due.

NOTE 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 certificates and time deposits of the state banks organized under Louisiana law and national banks having principal offices in Louisiana.

These deposits are stated at cost, which approximates market. 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. The Assessor does not have a policy for custodial credit risk; however, under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the pledging financial institution. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the financial institution. These securities are held in the name of the pledging financial institution in a holding or custodial bank that is mutually acceptable to both parties. Deposit balances (bank balances) are as follows:

Bank Balances	1,763,841
Insured	$1,763,841
Uninsured and collateral held by pledging the pledging bank not in the Assessor's Name	0
	$1,763,841

NOTE 3. LOUISIANA ASSET MANAGEMENT POOL

The Assessor participates in the Louisiana Asset Management Pool (LAMP). 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 facts are relevant for investment pools:

- Credit risk: LAMP is rated AAAm by Standard & Poor's.

- Custodial credit risk: LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.

- Concentration of credit risk: Pooled investments are excluded from the 5 percent disclosure requirement.

- 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 (NUMBER- days) (from LAMP's monthly Portfolio Holdings) as of (DATE – month-end).

- Foreign currency risk: Not applicable.

The investments in LAMP are stated at fair value. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the net asset value of the pool shares. At December 31, 2019, the Assessor had $801,159 invested in LAMP. These monies are presented in the financial statements as cash and interest-bearing deposits.

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.

NOTE 4. INVESTMENTS

Under state law, the Assessor may invest in direct United States Treasury obligations fully guaranteed by the government of the United States, bonds, debentures, notes, or other evidence of indebtedness issued or guaranteed by federal agencies, provided such obligations are backed by the full faith and credit of the United States of America or issued or guaranteed by the United States government instrumentalities which are federally sponsored. The Assessor categorizes fair value measurements within the fair value hierarchy established by generally accepted account principles. The hierarchy is based on the valuation inputs used to measure the value of the asset. Level I inputs are quoted prices in active markets for identical assets; level 2 inputs are significant other observable inputs; level 3 inputs are significant unobservable inputs. The Assessor valued all investment types using Level 2 inputs.

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its value to changes in market interest rates. The Assessor does not have a formal investment policy that limits investments as a means of managing exposure to fair value losses due to rising interest rates. Information about the exposure of the Assessor's debt type investments to the risk, using the segmented time distribution model is as follows:

		Investment Maturities (In Years)			
Investment Type	Fair Value	Less than 1	1 - 5	6 - 10	More than 10
Corporate Bonds					
Apple Inc Fixed Rate					
Interest Rate 2.00%	$25,064	$25,064	$0	$0	$0
Chevron Corp New Fixed Rate					
Interest Rate 1.96%	24,996	24,996	-	-	-
U.S. Government Bonds					
Federal Home Loan Mortgage Corp					
Interest Rate 1.50%	14,986	14,986	-	-	-
Federal National Mortgage Assn					
Interest Rate 1.60%	24,985	24,985	-	-	-
Federal Home Loan Banks					
Interest Rate 1.50%	9,997	9,997	-	-	-
Total Investments	$100,027	$100,027	$0	$0	$0

Credit risk is managed by restricting investments to those authorized by R.S. 33:2955.

The Assessor's policy is to maintain a diversified portfolio to minimize the risks of loss resulting from over concentration of assets in a specific maturity. Investments totaling five percent or more of a portfolio are as follows:

Description	Rating	Percentage
Apple Inc Fixed Rate	AA+	25.06%
Chevron Corp New Fixed Rate	AA+	24.99%
Federal Home Loan Mortgage Corp	AA+	14.98%
Federal National Mortgage Assn	AA+	24.98%
Federal Home Loans Banks	AA+	9.99%
		100.00%

The custodial credit risk for investments is the risk that, in the event of failure of the counterparty (e.g., broker-dealer) to a transaction, the Assessor will not be able to recover the value of the investment or the collateral securities that are in the possession of another party. The Assessor does not have custodial credit risk policies for investments.

In accordance with GASB Statement No. 31, the Assessor has recognized the net decrease in fair value of investments for the year ended December 31, 2019. This decrease includes changes in fair value including purchases and sales that took place during the year. Total unrealized losses on investments held at December 31, 2019 were $679.

NOTE 5. CAPITAL ASSETS

Capital asset balances and activity were as follows:

	Balance 12/31/2018	Additions	Deletions	Balance 12/31/2019
Furniture, Fixtures and Equipment	270,198	1,161	0	271,359
Vehicles	37,578	0	0	37,578
Total Capital Assets	307,776	1,161	0	308,937
Less Accum Depr	(206,145)	($23,837)	$0	(229,982)
Net Capital Assets	$101,631			$78,955

Depreciation expense of $23,837 was charged to the general government function.

NOTE 6. 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. The system's financial statements are prepared using the accrual basis of accounting. 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 Plan provides pension, death, and disability benefits.

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 I, 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 I, 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 I, 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 I, 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:

- If the member dies before he has received in annuity payments the present value of the member's annuity, as it was at the time of retirement, the balance is paid to his beneficiary.
- Upon retirement, the member receives a reduced benefit. Upon the member's death, the surviving spouse will continue to receive the same reduced benefit.
- Upon retirement, the member receives a reduced benefit. Upon member's death, the surviving spouse will receive one-half of the member's reduced benefit.
- Upon retirement, the member may elect to receive a board-approved benefit that is actuarially equivalent to the maximum benefit.

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

- 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.

- 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.

- 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.

- 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 (I) or (2) as set forth below:

- 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

- 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 time of 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 inactive 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.

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

- The member has accrued more service credit than the minimum required for eligibility for a normal retirement benefit.
- The member has attained an age that is greater than the minimum requires for eligibility for a normal retirement benefit, if applicable.
- The member has revoked their participation, if any, in the Deferred Retirement Option Plan pursuant to R.S. II: 1456.2.

At the time of retirement, a member who elects to receive a Back-DROP benefit shall select 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 compromised 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:

- Creditable service shall not include service credit reciprocally recognized pursuant to R.S. 11:142.
- Accrued service at retirement shall be reduced by the Back-DROP.
- Final average compensation shall be calculated by excluding all earnings during the Back-DROP period.
- Contributions received by the Fund during the Back-DROP period and any interest that has accrued on employer and employee contributions receive during the period shall remain with the Fund and shall not be refunded to the employee or to theemployer.
- 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.
- At retirement, the member's maximum monthly retirement benefit payable as a life annuity shall be equal to the Back-DROP monthly benefit.
- 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.

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 remaining contributions, less the Back-DROP benefit amount. Upon the death of a member who selected Option I 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 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 statue, contributions for all employers are actuarially determined each year. The actuarially determined employer rate was 9.38% for the year ended September 30, 2019. The actual employer contribution rate was 8.00% of members' earnings for the year ended September 30, 2019. Contributions to the pension plan from the Assessor was $28,818 for the year ended December 31, 2019.

The Fund also receives one-fourth of one percent of the property taxes assessed in each parish of the state, except for Orleans Parish, which is one percent, 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. Contributions from non-employer contributing entities was $111,543.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions: At September 30, 2019, the Assessor reported a liability of $212,480 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 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, 2019, the Assessor's proportion was .805512%, which was a decrease of .25138% from its proportion measured as of September 30, 2018.

Changes in the net pension liability may either be reported in pension expense in the year the change occurred or recognized as a deferred outflow of resources or a deferred inflow of resources in the year the change occurred and amortized into pension expense over a number of years. For the year ended December 31, 2019, the Assessor recognized $149,026 in pension expense.

At December 31, 2019, the Assessor reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2019

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ 7,876	$ 100,249
Change of assumptions	224,390	-
Change in proportion and differences between the employer's contributions and the employer's proportionate share of contributions	6,618	8,513
Net differences between projected and actual earnings on plan investments	-	24,671
Contributions subsequent to the measurement date	6,617	711
Total	245,501	134,144

Deferred outflows of resources of $6,617 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, 2019.

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	$5,567
2021	16,901
2022	39,146
2023	38,825
	$100,439

Detailed information about the pension plan's assets, deferred outflows, deferred inflows, and fiduciary net position that were used in the measurement of the Assessor's net pension liability is available in the separately issued plan financial reports at http://www.louisianaassessors.org.

Actuarial Methods and Assumptions: The current year actuarial assumptions utilized for this report are based on the assumptions used in the September 30, 2019 actuarial funding valuation, which (with the exception of mortality) were based on results of an actuarial experience study for the period October 1, 2009 – September 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.

Actuarial Cost Method	Entry age normal
Investment rate of return (discount rate)	6.00%, net of pension plan investment expense, including inflation
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 member mortality	RP 2000 Employee Table set back four years for males and three years for females
Disabled Lives Mortality	RP 2000 Disabled Lives Mortality Tables set back five years for males and three years for females

Discount Rate:

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, 2019, are summarized in the following table.

Asset Class	Long-Term Expected Real Rate of Return
Domestic equity	7.50%
International equity	8.50%
Domestic bonds	2.50%
International bonds	3.50%
Real estate	4.50%
Alternative assets	6.24%

The long-term expected rate of return selected for this report by the Fund was 8.38%. 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 6.00% which is a decrease of .25% from the prior year.

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 (I) 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 2019 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 6.00%, 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 (5.00%) or one percentage point higher (7.00%) than the current discount rate (assuming all other assumptions remain unchanged):

	1% Decrease 5.00%	Current Discount 6.00%	1% Increase 7.00%
Net Pension Liability / (Asset)	603,731	212,480	(122,864)

NOTE 7. DEFERRED COMPENSATION PLAN

The Avoyelles 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. 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.

NOTE 8. POST-RETIREMENT BENEFITS OTHER THAN PENSIONS

Effective with the fiscal year beginning January I, 2019, the Assessor implemented Government Accounting Standards Board Statement Number 75, Accounting *and Financial Reporting by Employers for Postemployment Benefits Other than Pensions* (GASB 75).

Plan Description

The Assessor provides certain continuing health care and life insurance benefits for its retired employees. The Assessor's 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 paragraph 4 of Statement 75.

Benefits Provided

Medical, dental and life benefits are provided through comprehensive plans and are made available to employee 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 covered by benefit terms.

At January I, 2019, the following employees were covered by the benefit terms:

Inactive employees currently receiving benefit payments	6
Active Employees	6
Total	12

The Assessor's total OPEB liability of $3,281,773 was measured as of December 31, 2019 and was determined by an actuarial valuation as of January I, 2019.

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:	2.30%
Salary Increases, including inflation:	3.00%
Discount Rate:	2.74%
Health Care Cost Trend Rates:	Trend was calculated assuming implied inflation rate of 2.3% per year, and actual premiums. The short-term trend rate for Non-Medicare retirees starts off at 4.3%, and at 4.7% for Medicare retirees and reflects the ACA Excise Tax effective 2022.

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

Morality rates were based on the following:

- Healthy retirement: Sex-distinct RP-2010 General Mortality with separate employee and healthy annuitant rates, projected generationally using scale MP-2019
- Disability retirement: Sex-distinct RP-2010 General Disabled Retirees Mortality, projected generationally using scale MP-2019.

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

Changes in the total OPEB liability:

Balance as of December 31, 2018	$	2,450,816
Changes for the year		
Service Cost		62,473
Interest on net OPEB oblication/(asset)		101,885
Effect of economic/demographic gains or losses		-
Effect of assumptions, changes, or inputs		723,688
Benefits payments		(57,089)
Balance as of December 31, 2019	$	3,281,773

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 the Assessor's total OPEB liability would be if it were calculated using the discount rate that is 1 percentage point lower (1.74%) or 1 percentage point higher (3.74%) than the current discount rate.

	1% Decrease 1.74%	Discount Rate 2.74%	1% Increase 3.74%
Total OPEB liability	$ 4,098,189	$ 3,281,773	$ 2,666,998

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 I-percentage point lower or I percentage point higher than the current trend rates.

	1% Decrease	Trend Rate	1% Increase
Total OPEB liability	$ 2,686,168	$ 3,281,773	$ 4,082,785

For the year ended December 31, 2018, the Assessor recognized an OPEB expense of $159,970 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 experiences	$ -	$ 93,666
Changes of assumptions	-	996,939
Total	$ -	$ 1,090,605

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

Year Ended December 31,	
2020	$ 164,141
2021	164,141
2022	164,141
2023	164,141
2024	164,141
Thereafter	269,900
	$ 1,090,605

NOTE 9. EXPENDITURES OF THE ASSESSOR PAID BY THE AVOYELLES PARISH POLICY JURY

The Avoyelles Parish Police Jury provided the office space and utilities for the Assessor's office for the year ended December 31, 2019. These expenditures are not reflected in the accompanying financial statements.

NOTE 10. COMPENSATION, BENEFITS, AND OTHER PAYMENTS TO ASSESSOR

A detail of compensation, benefits, and other payments paid to the Assessor, Heath Pastor, were as follows:

Purpose	Amount
Salary	$ 144,976
Benefits- Insurance	12,828
Benefits- Retirement	11,598
Benefits- Deferred Compensation	7,249
Conference Travel Expense	2,144
	$ 178,795

NOTE 11. RISK MANAGEMENT

The Assessor is exposed to risks of loss in the areas of auto and property liability and surety bonds. All 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.

NOTE 12. LITIGATION

There is no litigation pending against the Assessor at December 31, 2019.

NOTE 13. NEW ACCOUNTING PRONOUNCEMENTS

In June 2017, the Governmental Accounting Standards Board (GASB) issued Statement No. 87, *Leases*. The statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. The provisions of GASB Statement No. 87 are effective for fiscal years beginning after December 15, 2019. The effect of implementation on the Assessor's financial statements has not yet been determined.

REQUIRED SUPPLEMENTARY INFORMATION

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Budgetary Comparison Schedule
General Fund
For the Year Ended December 31, 2019

	Budget			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Revenues:				
Ad valorem tax	$ 806,000	$ 828,863	$ 828,875	$ 12
Intergovernmental revenues-				
State revenue sharing	55,000	55,791	56,369	578
Federal revenue sharing	3,600	4,000	3,937	(63)
Tax roll fees	6,500	6,520	6,521	1
Informational services	7,500	1,500	506	(994)
Interest on deposits	16,000	25,000	28,217	3,217
Total revenues	894,600	921,674	924,424	2,750
Expenditures:				
Current-				
Peronnel services and related benefits	572,676	582,500	580,363	(2,137)
Operating services	16,300	140,000	139,437	(563)
Materials and supplies	159,500	20,000	13,047	(6,953)
Travel and other charges	10,000	20,000	20,577	577
Capital outlay	5,000	1,200	1,161	(39)
Total expenditures	763,476	763,700	754,585	(9,115)
Change in fund balance	131,124	157,974	169,839	11,865
Fund balance, beginning	2,457,583	2,457,583	2,468,116	-
Fund balance, ending	$ 2,588,707	$ 2,615,557	$ 2,637,955	$ 11,865

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Schedule of Changes in Total OPEB Liability and Related Ratios
For the Year Ended December 31, 2019

	2018	2019
Changes for the year:		
Service Cost	$79,661	$62,473
Interest on total OPEB liability	62,601	101,885
Changes of benefit terms	0	0
Effect of economic/demographic gains or (losses)	124,376	0
Effect of assumptions, changes, or inputs	481,479	723,688
Benefit payments	(74,268)	(57,089)
Net change in total OPEB liability	673,849	830,957
Total OPEB liability, beginning	1,776,967	2,450,816
Total OPEB liability, ending *	$2,450,816	$3,281,773
Covered payroll	$390,904	$350,677
Total OPEB liability as a % of covered payroll	626.96%	935.84%

* Equal to net OPEB liablity

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

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Schedule of Employer's Share of Net Pension Liability
For the Year Ended December 31, 2019

* Year Ended December 31,	Employer Proportion of the Net Position Liability (Asset)	Employer Proportionate Share of the Net Position Liability (Asset)	Employer's Covered Payroll	Employer's Proportionate Share of the Net Position Liability (Asset) as a Percentage of its Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	0.816735%	$ 427,416	$ 336,200	127.1%	85.57%
2016	0.849657%	$ 299,818	$ 337,139	88.9%	90.68%
2017	0.802310%	$ 140,782	$ 383,396	36.7%	95.61%
2018	0.830650%	$ 161,481	$ 366,201	44.1%	95.46%
2019	0.805512%	$ 212,480	$ 350,677	60.6%	94.12%

*The amounts presented have a measurement date of the fiscal year ending September 30.

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

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Schedule of Employer Contributions
For the Year Ended December 31, 2019

Year Ended December 31,	Contractually Required Contribution	Contributions in Relation to Contractual Required Contributions in	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a % of Covered Payroll
2015	$ 45,514	$ 45,514	$ -	$ 337,139	13.50%
2016	$ 48,266	$ 48,266	$ -	$ 383,396	12.59%
2017	$ 31,763	$ 31,763	$ -	$ 333,927	9.51%
2018	$ 30,401	$ 30,401	$ -	$ 380,083	8.00%
2019	$ 28,054	$ 28,054	$ -	$ 350,677	8.00%

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

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Notes to the Required Supplementary Information
For the Year Ended December 31, 2019

(1) Budgets and Budgetary Accounting

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

1. 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.

2. 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.

3. A public hearing is held on the proposed budget at least ten days after publication of the call for a hearing.

4. 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.

5. All budgetary appropriations lapse at the end of each fiscal year.

6. 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.

(2) Excess of Expenditures over Appropriations

The General Fund incurred expenditures in excess of appropriations.

(3) OPEB

Benefit changes -

There were no changes of benefit terms.

Changes of assumptions -

The discount rate for the Assessor was increased by 1.36% as of the valuation date of January 1, 2019.

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Notes to the Required Supplementary Information
For the Year Ended December 31, 2019

(4) Pension Plan

Changes of Benefit Terms -

There were no changes of benefit terms.

Changes of assumptions -

* Year Ended December 31,	Discount Rate	Investment Rate of Return	Inflation Rate	Expected Remaining Service Lives	Projected Salary Increase
2015	7.00%	7.00%	2.50%	6	5.75%
2016	7.00%	7.00%	2.50%	6	5.75%
2017	6.75%	6.75%	2.50%	6	5.75%
2018	6.25%	6.25%	2.20%	6	5.75%
2019	6.00%	6.00%	2.20%	6	5.75%

**The amounts presented have a measurement date of the discal year ending September 30.*

REPORTS REQUIED BY
GOVERNMENT AUDITING STANDARDS

Ducote & Company
Certified Public Accountants

Aloysia C. Ducote, CPA, PC
Joan S. Ducote, CPA, PC
Hope J. Gagnard, CPA, PC

INDEPENDENT AUDITORS' 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*

The Honorable Heath Pastor
Avoyelles Parish Assessor
Marksville, Louisiana

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller of the United States, the financial statements of governmental activities and the aggregate remaining fund information of the Avoyelles Parish Assessor, as of and for the year ended December31, 2019, and the related notes to the financial statements, which collectively comprise the Assessor's basic financial statements, and have issued our report thereon dated September 28, 2020.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the Avoyelles Parish Assessor's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purposes 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 correctly 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 charges with governance.

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Avoyelles Parish Assessor's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with these provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Avoyelles Parish Assessor's Response to Findings

The Avoyelles Parish Assessor's response to the finding identified in our audit is described in the accompanying schedule of current and prior year audit findings and management's corrective action plan. The Assessor's response was not subjected to the audit 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 purposes. Although the intended use of this report may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

DUCOTE & COMPANY
Marksville, Louisiana
September 28, 2020

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Schedule of Audit Results, Findings, and Questioned Costs
For the Year Ended December 31, 2019

Section I – Summary of Auditors' Results

Type of auditors' report issues:

Internal control over financial reporting:		
Material weakness(es) identified?	______yes	__x__no
Reportable condition(s) identified not Considered to be material weakness(es)	______yes	__x__no
Noncompliance material to financial statements noted?	______yes	__x__no

Section II – Summary of Current Year Audit Findings

There are no current year audit findings.

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

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

Finding Ref No.	Fiscal Year Finding Initially Occurred	Description of Finding	Corrective Action Taken
2018-001	Unknown	Inadequate Segregation of Accounting Functions	The Assessor's office does not have the capacity to hire additional personnel to assist in accounting functions; however, the Assessor utilizes an external accounting professional contractor which allows for oversite from someone other than the authorizer.
2018-002	2007	Application of Generally Accepted Accounting Principles (GAAP)	The Assessor has evaluated the cost vs. benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP and determined it in the best interest of the Assessor to outsource this task to its independent auditor, and to carefully review the drafted financial statements and notes prior to approving them and accepting responsibility for their contents and presentation.

AVOYELLES PARISH ASSESSOR
Marksville, Louisiana

Corrective Action Plan for Current Year Audit Findings
For the Year Ended June 30, 2019

Section I – Internal Control and Compliance Material to the Financial Statements

There are no current year compliance findings.

Section II – Management Letter Comments

There are no current year management letter comments.

Ducote & Company
Certified Public Accountants

Aloysia C. Ducote, CPA, PC
Joan S. Ducote, CPA, PC
Hope J. Gagnard, CPA, PC

INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES

To the Honorable Heath Pastor
Avoyelles Parish Assessor
Louisiana Legislative Auditor

We have performed the procedures enumerated below, which were agreed to by Avoyelles Parish Assessor (Entity) and the Louisiana Legislative Auditor (LLA) on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2019 through December 31, 2019. The Entity's management is responsible for those C/C areas identified in the SAUPs.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Written Policies and Procedures

1. Obtain and inspect the entity's written policies and procedures and observe that they address each of the following categories and subcategories (if applicable to public funds and the entity's operations)

   a) ***Budgeting***, including preparing, adopting, monitoring, and amending the budget

   b) ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes.

   c) ***Disbursements***, including processing, reviewing, and approving

   d) ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g. periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).

   e) ***Payroll/Personnel***, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.

   f) ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process

   g) ***Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)***, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases)

h) ***Travel and expense reimbursement***, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers

i) ***Ethics***, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the entity's ethics policy.

j) ***Debt Service***, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

k) ***Disaster Recovery/Business Continuity***, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

Board or Finance Committee

2. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:

a) Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.

b) For those entities reporting on the governmental accounting model, observe that the minutes referenced or included monthly budget-to-actual comparisons on the general fund and major special revenue funds, as well as monthly financial statements (or budget-to-actual comparisons, if budgeted) for major proprietary funds. *Alternately, for those entities reporting on the non-profit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.*

c) For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

Bank Reconciliations

3. Obtain a listing of client bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain, and inspect the corresponding bank statement and reconciliation for selected each account, and observe that:

a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated, electronically logged);
b) Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and
c) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

Collections (excluding EFTs)

4. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

5. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e. 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:

   a) Employees that are responsible for cash collections do not share cash drawers/registers.

   b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits unless another employee/official is responsible for reconciling collection documentation (e.g. pre-numbered receipts) to the deposit.

   c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.

   d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions are not responsible for collecting cash, unless another employee verifies the reconciliation.

6. Inquire of management that all employees who have access to cash are covered by a bond or insurance policy for theft.

7. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* Obtain supporting documentation for each of the 10 deposits and:

   a) Observe that receipts are sequentially pre-numbered.

   b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.

   c) Trace the deposit slip total to the actual deposit per the bank statement.

d) Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than $100).

e) Trace the actual deposit per the bank statement to the general ledger.

Cash receipts are received and logged into a cash receipts book with pre-numbered receipts.

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

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

9. For each location selected under #8 above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:

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

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

   c) The employee responsible for processing payments is prohibited from adding/modifying vendor files unless another employee is responsible for periodically reviewing changes to vendor files.

   d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.

10. For each location selected under #8 above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction and:

   a) Observe that the disbursement matched the related original invoice/billing statement.

   b) Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

   The Assessor has addressed the findings in last years' report and is now having all purchases approved by someone other than the person initiating the purchase and having the external contract accountant add vendors to the disbursement system.

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

11. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

12. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and:

a) Observe that there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) was reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder. [Note: Requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported.)]

b) Observe that finance charges and late fees were not assessed on the selected statements.

13. Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e. each card should have 10 transactions subject to testing). For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

There are 2 employees with credit cards issued by the Assessor's office. Each employee attaches receipts to appropriate statement and gives to the other eligible employee for review prior to submitted the credit card statement for payment. Once reviewed by the other authorized user, they are sent to accountant for payment.

Travel and Travel-Related Expense Reimbursements (excluding card transactions)

14. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

a) If reimbursed using a per diem, agree the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov).

b) If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.

c) Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedure #1h).

d) Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

Contracts

15. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period.

Alternately, the practitioner may use an equivalent selection source, such as an active vendor list. Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:

a) Observe that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.

b) Observe that the contract was approved by the governing body/board, if required by policy or law (e.g. Lawrason Act, Home Rule Charter).

c) If the contract was amended (e.g. change order), observe that the original contract terms provided for such an amendment.

d) Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

Payroll and Personnel

16. Obtain a listing of employees/elected officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees/officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

17. Randomly select one pay period during the fiscal period. For the 5 employees/officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:

    a) Observe that all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, an elected official is not eligible to earn leave and does not document his/her attendance and leave. However, if the elected official is earning leave according to policy and/or contract, the official should document his/her daily attendance and leave.)

    b) Observe that supervisors approved the attendance and leave of the selected employees/officials.

    c) Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.

18. Obtain a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees/officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations, agree the hours to the employee/officials' cumulate leave records, and agree the pay rates to the employee/officials' authorized pay rates in the employee/officials' personnel files.

19. Obtain management's representation that employer and employee portions of payroll taxes, retirement contributions, health insurance premiums, and workers' compensation premiums have been paid, and associated forms have been filed, by required deadlines.

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

Ethics

20. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above obtain ethics documentation from management, and:

a. Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.

b. Observe that the documentation demonstrates each employee/official attested through signature verification that he or she has read the entity's ethics policy during the fiscal period.

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

Debt Service

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

22. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

Other

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

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

The above procedures were not performed in the current year due to no exceptions noted in prior year testing.

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

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

DUCOTE & COMPANY
Marksville, Louisiana
September 28, 2020