

JEFFERSON PARISH CLERK OF COURT

Gretna, Louisiana

ANNUAL FINANCIAL REPORT

For the Year Ended June 30, 2021

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana
Annual Financial Report
For the Year Ended June 30, 2021

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December 28, 2021

Honorable Jon A. Gegenheimer
Jefferson Parish Clerk of Court
Gretna, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Jefferson Parish Clerk of Court (Clerk of Court), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Clerk of Court's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and 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 from material misstatement.

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An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Clerk of Court'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 Clerk of Court's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the Clerk of Court as of June 30, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Clerk of Court's basic financial statements. The supplementary information, as listed in the table of contents, is presented for additional analysis and is not a required part of the basic financial statements.

These other supplementary schedules are the responsibility of management, were derived from, and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 28, 2021 on our consideration of the Clerk of Court's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Clerk of Court's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Clerk of Court's internal control over financial reporting and compliance.

A handwritten signature in blue ink that reads "Duplantier, Hugan & Hester LLP". The signature is written in a cursive, flowing style.

New Orleans, Louisiana

JEFFERSON PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2021

Our discussion and analysis of the Jefferson Parish Clerk of Court's financial performance provides an overview of the financial activities as of and for the fiscal year ended June 30, 2021. Please read it in conjunction with the basic financial statements and the accompanying notes to the financial statements.

USING THE ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (Government-wide Financial Statements) provide information about the activities as a whole and present a longer-term view of the Clerk of Court's finances. Fund financial statements start on page 15. For governmental activities, these statements show how these services were financed in short term as well as what remains for future spending. Fund financial statements also report the operation in more detail than the government-wide statements by providing information about the most significant funds.

During the year ended June 30, 2021, the Clerk of Court adopted a new statement of financial accounting standards issued by the Governmental Accounting Standards Board:

- *Statement No. 84 – Fiduciary Activities* which provides guidance on the identification, accounting and financial reporting of fiduciary activities.

The adoption of this standard had no impact on the government-wide or the governmental fund financial statements, but provides for guidance, clarification and/or additional disclosures in the notes to the financial statements.

Government-Wide Financial Statements

One of the most important questions asked about finances is, "Is the Jefferson Parish Clerk of Court as a whole better off or worse as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information on the Clerk of Court as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the net position and changes in it. Net position—the difference between assets and deferred outflows and liabilities and deferred inflows is one way to measure the financial health or financial position of an entity. Over time, increases or decreases in net position are indicators of whether its financial health is improving or deteriorating. You will need to consider other nonfinancial factors, however, to assess the overall health of the Jefferson Parish Clerk of Court.

JEFFERSON PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED
FOR THE YEAR ENDED JUNE 30, 2021

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds-not the Clerk of Court as a whole. Some funds are required to be established by State laws.

The Clerk has two types of funds: Governmental Funds and Fiduciary Funds

Governmental Funds – Most of the basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Clerk of Court's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in reconciliations immediately following the fund financial statements.

Fiduciary Funds – The Clerk maintains two fiduciary funds, the Advance Deposit Fund and the Registry of Court Fund. The fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the operations of the Clerk's office.

FINANCIAL HIGHLIGHTS

Our financial statements provide these insights into the results of this year's operations:

- As of June 30, 2021, assets exceeded liabilities by \$8,286,838 (net position) for the fiscal year reported.
- Total net position is comprised of the following:
 - (1) Invested in capital assets of \$860,005 including the cost of office equipment, furniture and fixtures, and automobiles, net of accumulated depreciation.
 - (2) Unrestricted net position of \$7,426,833 representing the portion available to maintain the continuing obligations to citizens and creditors.
- The governmental fund reported total ending fund balance of \$27,735,506, of which \$27,711,701 was classified as unassigned and \$23,805 was classified as nonspendable.
- Total expenses for all judicial activities was \$20,323,186 for the year, which was \$1,874,437 less than the program revenues for these activities of \$22,197,623.

JEFFERSON PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED
FOR THE YEAR ENDED JUNE 30, 2021

FINANCIAL HIGHLIGHTS - continued

The Statement of Net Position and the Statement of Activities report only one type of activity - governmental activities. All of the basic judicial services are reported as this type. Fines and fees charged to the public finance most of these services.

FINANCIAL ANALYSIS OF THE JEFFERSON PARISH CLERK OF COURT AS A WHOLE.

The Clerk of Court's net position increased by \$2,732,203 from June 30, 2020 to June 30, 2021 as a result of this year's operations.

The Clerk of Court's total revenues for the year in governmental activities were \$23,055,389 (\$22,197,623 in program revenues and \$857,766 in general revenues). The total cost of all judicial programs and services was \$20,323,186. The program revenues include \$48,386 of CARES Act funding.

FINANCIAL ANALYSIS OF THE CLERK OF COURT'S FUNDS

As we noted earlier, the Clerk of Court uses funds to help it control and manage money for particular purposes. Fund Analysis helps you consider whether the Clerk of Court is being accountable for the resources provided to it, but may also give you more insight into its overall financial health.

As the Clerk of Court completed the year, its governmental fund reported a fund balance of \$27,735,506. This reflects an increase of \$4,195,403 from last year.

JEFFERSON PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED
FOR THE YEAR ENDED JUNE 30, 2021

FINANCIAL ANALYSIS OF THE CLERK OF COURT'S FUNDS - continued

The following is the Clerk's financial information for the current and the prior year in condensed form.

JEFFERSON PARISH CLERK OF COURT
CONDENSED STATEMENTS OF NET POSITION
JUNE 30, 2021 AND 2020

	<u>2021</u>	<u>2020</u>	Variance Favorable (Unfavorable)
Assets:			
Current	\$ 29,248,537	\$ 24,991,254	\$ 4,257,283
Capital assets, net	<u>860,005</u>	<u>910,909</u>	<u>(50,904)</u>
Total assets	30,108,542	25,902,163	4,206,379
Deferred outflows of Resources	<u>11,019,299</u>	<u>6,273,429</u>	<u>4,745,870</u>
Total Assets and Deferred Outflows of Resources	<u>41,127,841</u>	<u>32,175,592</u>	<u>8,952,249</u>
Liabilities:			
Current liabilities	1,513,031	1,451,151	(61,880)
Noncurrent liabilities	<u>30,475,136</u>	<u>24,751,950</u>	<u>(5,723,186)</u>
Total liabilities	31,988,167	26,203,101	(5,785,066)
Deferred Inflows of Resources	<u>852,836</u>	<u>417,856</u>	<u>(434,980)</u>
Total Liabilities and Deferred Inflows of Resources	<u>32,841,003</u>	<u>26,620,957</u>	<u>(6,220,046)</u>
Net Position:			
Net Investment in capital assets	860,005	910,909	(50,904)
Unrestricted	<u>7,426,833</u>	<u>4,643,726</u>	<u>2,783,107</u>
Total net position	<u>\$ 8,286,838</u>	<u>\$ 5,554,635</u>	<u>\$ 2,732,203</u>

JEFFERSON PARISH CLERK OF COURT
CONDENSED STATEMENTS OF ACTIVITIES
JUNE 30, 2021 AND 2020

	<u>2021</u>	<u>2020</u>	Variance Favorable (Unfavorable)
Total revenues	\$ 23,055,389	\$ 22,053,094	\$ 1,002,295
Total expenditures/expenses	<u>20,323,186</u>	<u>20,118,239</u>	<u>204,947</u>
Changes in net position	2,732,203	1,934,855	797,348
Net position, beginning of year	<u>5,554,635</u>	<u>3,619,780</u>	<u>1,934,855</u>
Net position, end of year	<u>\$ 8,286,838</u>	<u>\$ 5,554,635</u>	<u>\$ 2,732,203</u>

JEFFERSON PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED
FOR THE YEAR ENDED JUNE 30, 2021

GENERAL FUND BUDGETARY HIGHLIGHTS

The original budget for the General Fund's June 30, 2021 fund balance was revised by \$3,424,679. Major budget amendments were approved as follows:

- (A) Budgeted revenues increased by \$2,731,231. The largest revisions were in fees transferred from advance deposit and court costs and fees, which was related to resuming operations after shutdowns due to COVID-19. All of the adjustments were required to reflect actual trends.
- (B) Budgeted expenditures decreased by \$693,448 mainly due to decreased personal services and related benefits and capital outlay.

CAPITAL ASSETS

Capital assets, net of accumulated depreciation, for governmental activities as of June 30, 2021 was \$860,005.

This year there were \$222,227 of additions and \$161,447 of disposals of capital assets. More detailed information about the capital assets is presented in Note (4) to the financial statements.

LONG-TERM OBLIGATIONS

At year-end, the Jefferson Parish Clerk of Court had \$1,227,339 of compensated absences, \$4,872,660 of net other postemployment benefits, and \$24,375,137 of net pension liability.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Clerk of Court considered many factors when budgeting the fiscal year rates and fees that would be charged. One of those factors is new laws and regulations.

The June 30, 2022 budget assumes there will be no significant changes in the Clerk's operations and is based on the assumption that expenditures will approximate the same level as the fiscal year ended June 30, 2021.

Salaries are budgeted as \$547,019 higher for fiscal year ending June 30, 2022 and pension expense is budgeted as \$166,470 higher for fiscal year ending June 30, 2022 based on anticipated wage increases. Health and related insurance expense are budgeted with no increase in insurance rates for fiscal year ending June 30, 2022. Capital expenditures are budgeted as \$49,589 higher for fiscal year ending June 30, 2022.

**JEFFERSON PARISH CLERK OF COURT
MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED
FOR THE YEAR ENDED JUNE 30, 2021**

CONTACTING FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the Jefferson Parish Clerk of Court's finances and to show the Clerk of Court's accountability for the money it receives. If you have questions about this report or need additional information, contact the Honorable Jon Gegenheimer, Jefferson Parish Clerk of Court, Gretna, LA at phone number 504-364-2914.

FINANCIAL SECTION

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Statement of Net Position
June 30, 2021

	<u>ASSETS</u>	Governmental <u>Activities</u>
Assets:		
Cash and cash equivalents	\$	26,831,045
Receivables		1,234,605
Prepaid insurance		23,805
Due from Fiduciary Funds		1,159,082
Capital assets, net of accumulated depreciation		<u>860,005</u>
Total assets		<u>30,108,542</u>
Deferred Outflows of Resources – Pension and OPEB		<u>11,019,299</u>
	<u>LIABILITIES</u>	
Liabilities:		
Accounts payable	\$	957,759
Accrued payroll and related benefits		555,272
Non-current liabilities:		
Due within one year		423,191
Due in more than one year		<u>30,051,945</u>
Total liabilities		<u>31,988,167</u>
Deferred Inflows of Resources - Pension and OPEB		<u>852,836</u>
	<u>NET POSITION</u>	
Net Investment in Capital Assets		860,005
Unrestricted		<u>7,426,833</u>
Total net position	\$	<u>8,286,838</u>

See accompanying notes to the financial statements.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Statement of Activities
For the Year Ended June 30, 2021

	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue and Changes in Net Position</u>
		<u>Charges for Services</u>	<u>Operating Grant and Contributions</u>	
Governmental Activities				
General government	\$ <u>20,323,186</u>	\$ <u>20,522,904</u>	\$ <u>1,674,719</u>	\$ <u>1,874,437</u>
				General Revenues:
				Miscellaneous 61,206
				Interest income <u>796,560</u>
				Total general revenues <u>857,766</u>
				Change in net position 2,732,203
				Net position - beginning of year <u>5,554,635</u>
				Net position - end of year \$ <u>8,286,838</u>

See accompanying notes to the financial statements.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Balance Sheet - Governmental Fund
June 30, 2021

ASSETS

	<u>General Fund</u>
Cash and cash equivalents	\$ 26,831,045
Accounts receivable	1,234,605
Prepaid insurance	23,805
Due from Fiduciary Funds	<u>1,159,082</u>
Total assets	\$ <u>29,248,537</u>

LIABILITIES

Accounts payable	957,759
Accrued payroll and related benefits	<u>555,272</u>
Total liabilities	<u>1,513,031</u>

FUND BALANCE

Nonspendable (prepaid insurance)	23,805
Unassigned	<u>27,711,701</u>
Total fund balance	<u>27,735,506</u>
Total liabilities and fund balance	\$ <u>29,248,537</u>

See accompanying notes to the financial statements.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Reconciliation of the Balance Sheet - Governmental Fund
to the Statement of Net Position
June 30, 2021

Total fund balance - governmental fund (fund financial statement)		\$ 27,735,506
Amounts reported for <i>governmental activities</i> in the statement of net position (government-wide financial statements) are different because:		
The deferred outflows of contributions for the Louisiana Clerks' of Court Retirement and Relief Fund and changes to the OPEB are not available resources and, therefore, are not reported in the governmental funds.		
		11,019,299
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in governmental funds. The cost of the assets are \$5,304,942 and the accumulated depreciation is \$4,444,937.		
		860,005
Long-term liabilities are not due and payable in the current period and, therefore, are not reported as liabilities in the funds. Long-term liabilities at year-end consist of:		
Net pension liability	\$ (24,375,137)	
Compensated absences	(1,227,339)	
Other postemployment benefits liability	<u>(4,872,660)</u>	
		(30,475,136)
The deferred inflows of contributions for the Louisiana Clerks' of Court Retirement and Relief Fund and changes to the OPEB are not payable from current expendable resources and, therefore, are not reported in the governmental funds		
		<u>(852,836)</u>
Total net position of governmental activities (government-wide financial statements)		\$ <u>8,286,838</u>

See accompanying notes to the financial statements.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Statement of Revenues, Expenditures,
and Changes in Fund Balance
Governmental Fund
For the Year Ended June 30, 2021

REVENUES

Charges for services	\$ 20,410,546
Licenses and permits	112,358
Intergovernmental	502,136
Interest earnings	796,560
Other	<u>61,206</u>
Total revenues	<u>21,882,806</u>

EXPENDITURES

Personnel services and related benefits	15,649,315
Operating services	642,633
Materials and supplies	646,127
Travel and other	20,491
Capital outlay	222,227
Intergovernmental	<u>506,610</u>
Total expenditures	<u>17,687,403</u>
Excess of revenues over expenditures	4,195,403
Fund balance - beginning of year	<u>23,540,103</u>
Fund balance - end of year	\$ <u>27,735,506</u>

See accompanying notes to the financial statements.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Reconciliation of the Statement of Revenues, Expenditures,
and Changes in Fund Balance - Governmental Fund
to the Statement of Activities
For the Year Ended June 30, 2021

Net change in fund balance - governmental fund (fund financial statements)		\$ 4,195,403
Amounts reported for <i>governmental activities</i> in the statement of activities (government-wide financial statements) are different because:		
Governmental funds report capital outlays as expenditures in the individual fund. Governmental activities report depreciation expense to allocate the cost of those capital assets over the estimated useful lives of the asset.		
Capital outlay	\$ 222,227	
Depreciation expense	<u>(273,131)</u>	(50,904)
Some items reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. These activities consist of:		
Decrease in compensated absences	107,659	
Increase in other postemployment benefits	<u>(84,726)</u>	22,933
Pension expense not affecting the use of current economic resources and, therefore, not recorded as an addition to governmental fund expenditures		(2,607,812)
Nonemployer's contributions to the Louisiana Clerks' of Court Retirement and Relief Fund		<u>1,172,583</u>
Change in net position of governmental activities (government-wide financial statements)		\$ <u>2,732,203</u>

See accompanying notes to the financial statements.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Statement of Fiduciary Net Position
June 30, 2021

	<u>Advance Deposit Fund</u>	<u>Registry of Court Fund</u>	<u>Total</u>
<u>ASSETS</u>			
Cash and cash equivalents	\$ 30,373,246	\$ 30,007,053	\$ 60,380,299
Securities deposited with the Clerk of Court	-0-	1,856,094	1,856,094
Other receivables	<u>38,835</u>	<u>-0-</u>	<u>38,835</u>
Total Assets	<u>\$ 30,412,081</u>	<u>\$ 31,863,147</u>	<u>\$ 62,275,228</u>
<u>LIABILITIES</u>			
Due to Fee Fund	\$ 189,109	\$ 969,973	\$ 1,159,082
Other liabilities	<u>3,120,063</u>	<u>218,394</u>	<u>3,338,457</u>
Total Liabilities	<u>\$ 3,309,172</u>	<u>\$ 1,188,367</u>	<u>\$ 4,497,539</u>
<u>NET POSITION</u>			
Restricted for litigants and others	<u>\$ 27,102,909</u>	<u>\$ 30,674,780</u>	<u>\$ 57,777,689</u>

See accompanying notes to the financial statements.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Combining Statement of Changes in Fiduciary Net Position
For the Year Ended June 30, 2021

	Advance Deposit Fund	Registry of Court Fund	Total
Additions:			
Suits and successions	\$ 12,901,287	\$ -0-	\$ 12,901,287
Deposits per court order	-0-	7,868,389	7,868,389
Jury costs	-0-	869,241	869,241
Interest earned	<u>367,786</u>	<u>349,286</u>	<u>717,072</u>
TOTAL ADDITIONS	<u>13,269,073</u>	<u>9,086,916</u>	<u>22,355,989</u>
Reductions:			
Clerk's costs (transferred to Fee Fund)	7,143,625	36,421	7,180,046
24th JDC fund	462,280	-0-	462,280
JP building fund	551,988	-0-	551,988
Sheriff's fees	925,270	230	925,500
Judges' Supplemental Comp, fund	351,083	-0-	351,083
Stenographers' fees	476,290	-0-	476,290
Settlement to litigants	4,098,442	-0-	4,098,442
Judicial expense fund	289,280	-0-	289,280
Appeals, witness, appraisers, etc.	65,052	-0-	65,052
Commissioner of insurance	42,924	-0-	42,924
Interest transferred to Fee Fund	367,786	118,669	486,455
Disbursements by court order	-0-	8,291,427	8,291,427
Jury cost expenses	<u>-0-</u>	<u>1,698,543</u>	<u>1,698,543</u>
TOTAL REDUCTIONS	<u>14,774,020</u>	<u>10,145,290</u>	<u>24,919,310</u>
Net decrease in fiduciary net position	(1,504,947)	(1,058,374)	(2,563,321)
Net position - beginning of year	-0-	-0-	-0-
Change in accounting principle	<u>28,607,856</u>	<u>31,733,154</u>	<u>60,341,010</u>
Net position - ending of year	<u>\$ 27,102,909</u>	<u>\$ 30,674,780</u>	<u>\$ 57,777,689</u>

The Jefferson Parish Clerk of Court (Clerk)
JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements
As of and for the Year Ended June 30, 2021

INTRODUCTION

As provided by Articles V, Section 28 of the Louisiana Constitution of 1974, the Jefferson Parish Clerk of Court (Clerk) serves as ex-officio notary public, the recorder of conveyances, mortgages, and other acts; and has other duties and powers provided by law. The Clerk is elected for a four-year term. The Clerk is solely responsible for operations of his office, which include the hiring and retention of employees, budgeting and the receipt and disbursement of funds. Accordingly, the Clerk is fiscally independent and a separate entity.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Presentation

The financial statements of the Clerk have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) promulgates accounting principles generally accepted in the United States of America and reporting standards for state and local governments. These principals are found in the Codification of Governmental Accounting and Financial Reporting Standards published by GASB.

B. Reporting Entity

The GASB has established several criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Since the Clerk is an independently elected official, and is legally separate and fiscally independent, the Clerk is a separate governmental entity. There are unrecorded financial transactions between the Jefferson Parish Council (the Council) and the Clerk where the Council provides office space and utilities for the Clerk.

Financial accountability is determined by applying criteria established by the GASB as listed below:

- Financial benefit or burden
- Appointment of a voting majority
- Imposition of will
- Fiscally dependent

The above identified transactions between the Clerk and the Parish Council are mandated by state statute and do not reflect fiscal dependency; thereby, they do not reflect financial accountability.

The Clerk includes all funds, account groups, and activities, that are within the oversight responsibility of the Clerk.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

C. Fund Accounting

The Clerk uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain Clerk functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts.

Governmental Fund

Governmental funds account for all or most of the Clerk's general activities. These funds focus on the sources, uses, and balances of current financial resources. The Clerk of Court utilizes only one Governmental Fund - The General Fund.

General Fund

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

Fiduciary Funds

The fiduciary fund accounts for two funds, the Advance Deposit Fund and the Registry of Court Fund. These funds account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. The Advance Deposit Fund, as provided by Louisiana Revised Statute 13:842, is used to account for advance deposits in suits filed by litigants. The advances are refunded to the litigants after all costs are paid. The Registry of Court Fund, as provided by Louisiana Statute 13:475, is used to account for funds held by order of the court until judgment is rendered by the judiciary. Withdrawal of funds can be made only upon order of the court.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

D. Measurement Focus/Basis of Accounting

Fund Financial Statements

The amounts reflected in the General Fund Statements on pages 15 and 17 are accounted for using a current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources are generally included on the balance sheet. The statements of revenues, expenditures, and changes in fund balance report on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of operations.

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Clerk considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred. However, compensated absences, pension costs, and other postemployment benefits costs are recorded when payment is due. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Fees for certified copies, recording legal documents, marriage licenses, and commissions for services are recorded in the year they are earned. Interest income on time deposits are recorded when the income is available.

Expenditures

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

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid (and any other financing source/use) are accounted for as other financing sources (uses).

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

D. Measurement Focus/Basis of Accounting – (continued)

Deferred Inflows of Resources

Deferred inflows of resources arise when the Clerk receives resources before it has a legal claim to them, as when grant monies are received before the incurrence of qualifying expenditures. In subsequent periods, when the Clerk has a legal claim to the resources, the liability for deferred inflows of resources is removed from the balance sheet and the revenue is recognized.

Deferred Outflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period(s) and thus, will not be recognized as an outflow of resources (expense/expenditure) until then.

Government-Wide Financial Statements

The Statement of Net Position and the Statement of Activities (pages 13 and 14) display information about the Jefferson Parish Clerk of Court as a whole. These statements include all the financial activities of the Jefferson Parish Clerk of Court, except for the fiduciary funds. The government-wide financial statements are reported on the full accrual basis of accounting and the economic resources measurement focus. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed).

Program Revenues

Program revenues included in the Statement of Activities are (1) derived directly from users as a fee for services, and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

General Revenues

Interest earnings and other revenues not properly included among program revenues are reported instead as general revenues.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

E. Budget Practices

The proposed budget for the 2021 fiscal year was made available for public inspection at the Clerk's office on May 28, 2020. The proposed budget, prepared on the modified-accrual basis of accounting, was published in the official journal ten days prior to the public hearing. The budget hearing was held at the Clerk's office on June 29, 2020. The budget is legally adopted and amended, as necessary, by the Clerk.

Formal budget integration (within the accounting records) is not employed as a management control device. The adopted operating budget of expenditures operates as an appropriation and amounts are available for expenditure only to the extent included within the budget. All appropriations lapse at year end. Budget amounts included in the required supplemental information were as adopted on June 29, 2020, and as amended on May 20, 2021. Outstanding encumbrances which are not canceled are included as part of the next year's budget.

F. Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest bearing demand deposits, and cash on hand. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Clerk may deposit funds in demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

G. Compensated Absences

Employees of the Clerk of Court's office earn vacation leave at the rate of 10 to 20 working days per year depending upon the length of service. Vacation leave must be taken in the year following the year earned and cannot be carried over to successive years. Exceptions are made to allow a carry over of vacation subject to approval.

In lieu of sick leave, employees of the Clerk of Court's office earn 7 hours per month of service as personal leave. An employee may accumulate up to thirty-six days personal leave and may carry over personal leave into succeeding service years.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

G. Compensated Absences – (continued)

Upon termination or retirement, employees are paid for all unused vacation leave, skeleton leave, and comp time. No unused personal leave is paid at termination or retirement.

The entire compensated absences liability is reported on the government-wide financial statements.

H. Capital Assets

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The capitalization policy includes all items with a unit cost of \$500 or more.

Capital assets are recorded in the Statement of Net Position and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives.

<u>Description</u>	<u>Estimated Lives</u>
Office Equipment	5-7 years
Furniture and fixtures	7-10 years
Automobiles	5 years

I. Use of Estimates

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

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

J. Fund Balance

In the Balance Sheet of Governmental Funds, fund balances are segregated as follows:

- a. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
- c. Committed – amounts that can be used only for specific purposes determined by a formal decision of the Clerk of Court, which is the highest level of decision-making authority for the Clerk of Court.
- d. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.
- e. Unassigned – all other spendable amounts.

The Clerk applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first, followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used. The Clerk does not have a formal minimum fund balance policy.

K. Net Position

Net position comprises the various net earnings from revenues and expenses. Net position is classified in the following components:

- a. Net Investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

K. Net Position – (continued)

- b. Restricted net position – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position – All other net position that does not meet the definition of “restricted” or “net investment in capital assets”.

When both restricted and unrestricted resources are available for use, it is the policy of the Clerk to use restricted resources first, then unrestricted as needed.

L. Net Pension Liability

For purposes of measuring the net pension liability, deferred outflows of resources, and deferred inflows of resources related to pension and pension expense, information about the fiduciary net position of the Louisiana Clerks’ of Court 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 system. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

M. Prepaid Expenses

Prepaid expenses are recorded in the year that the expenditure is accrued using the consumption method.

N. Interfund Receivable and Payable Balances

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. Those related to goods and services type transactions are classified as “due to and from other funds.” Short-term interfund loans are reported as “interfund receivables and payables.” Long-term interfund loans (noncurrent) portion are reported as “advances from and to other funds.”

O. New Accounting Pronouncements

During the year ended June 30, 2021 the Jefferson Parish Clerk of Court adopted GASB Statement No. 84 – *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued

O. New Accounting Pronouncement – continued

During the year ended June 30, 2021, the following statements were effective, but did not impact the financial statements of the Clerk:

GASB Statement No. 90, Majority Equity Interests and GASB Statement No. 93, Replacement of Interbank Offered Rates.

2. SECURITIES DEPOSITED WITH CLERK OF COURT

Securities deposited with the clerk of court, stated at \$1,856,094, represent securities (principally stocks and bonds) which the courts have ordered to be held by the Clerk of Court until judgment has been rendered in court litigation. The carrying value of these securities is the amount assigned by the court. These securities are held in the Clerk of Court's vault and may only be released to litigants upon order of the court.

3. CASH AND CASH EQUIVALENTS

At June 30, 2021, the Clerk of Court had cash and cash equivalents (book balances) totaling \$87,211,344 as follows:

	General Fund	Fiduciary Funds	Total
Petty cash and on hand	\$ 1,810	\$ -0-	\$ 1,810
Demand deposits	<u>26,829,235</u>	<u>60,380,299</u>	<u>87,209,534</u>
Total	<u>\$26,831,045</u>	<u>\$60,380,299</u>	<u>\$87,211,344</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At June 30, 2021, the Clerk had \$86,846,680 in deposits (collected bank balances). These deposits were fully covered by federal depository insurance, or pledged securities. The pledged securities are held by the custodial bank in the name of the fiscal agent bank.

Custodial credit risk is defined as the risk that, in the event of the failure of the counterparty, the Clerk of Court will not be able to recover the value of its deposit or collateral securities that are in the possession of an outside party. As of June 30, 2021, the Clerk of Court's total bank balances were fully insured and collateralized with securities held in joint custody. The Clerk has no formal policy regarding custodial credit risk.

Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Clerk of Court that the fiscal agent has failed to pay deposited funds upon demand.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

4. CAPITAL ASSETS

Capital assets and depreciation activity for the year was as follows:

	<u>Balance</u> <u>July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2021</u>
Furniture and fixtures	\$ 769,571	\$ 8,310	\$ -0-	\$ 777,881
Office equipment	4,394,380	163,526	161,447	4,396,459
Automobiles	<u>80,211</u>	<u>50,391</u>	<u>-0-</u>	<u>130,602</u>
Total	5,244,162	222,227	161,447	5,304,942
Less accumulated depreciation	<u>4,333,253</u>	<u>273,131</u>	<u>161,447</u>	<u>4,444,937</u>
Net capital assets	\$ <u>910,909</u>	\$ <u>(50,904)</u>	\$ <u>-0-</u>	\$ <u>860,005</u>

5. RECEIVABLES

The receivables of \$1,273,440 at June 30, 2021 are composed of the following:

<u>Class of Receivable</u>	<u>General</u> <u>Fund</u>	<u>Fiduciary</u> <u>Funds</u>	<u>Total</u>
Customer accounts receivable	\$ 780,590	\$ 38,835	\$ 819,425
Criminal fees	82,775	-0-	82,775
Court attendance	78,440	-0-	78,440
Family Support fees	36,828	-0-	36,828
Others	<u>255,972</u>	<u>-0-</u>	<u>255,972</u>
Total	\$ <u>1,234,605</u>	\$ <u>38,835</u>	\$ <u>1,273,440</u>

An allowance for doubtful receivables is not required because all receivables are considered collectible.

6. PENSION PLAN

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

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

6. PENSION PLAN – Continued

The System was established for the purpose of providing retirement allowances and other benefits as stated under the provisions of R.S. Title 11:1501 for eligible employees of the Clerk of the Supreme Court, each of the district courts, each of the courts of appeal, each of the city and traffic courts in cities having a population in excess of four hundred thousand at the time of entrance into the Fund, the Louisiana Clerks' of Court Association, the Louisiana Clerks' of Court Insurance Fund, and the employees of the Fund. The projection of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the Fund in accordance with the benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Clerks' of Court Retirement and Relief Fund, 10202 Jefferson Highway, Building A, Baton Rouge, Louisiana 70809, or by calling (225) 293-1162.

Retirement Benefits – A member or former member shall be eligible for regular retirement benefits upon attaining 12 or more years of credited service, attaining the age of 55 years (age 60 if hired on or after January 1, 2011), and terminating employment. Regular retirement benefits, payable monthly for life, is equal to 3% percent of the member's monthly average final compensation multiplied by the number of years of credited service, not to exceed 100% of the monthly average final compensation. The retirement benefit accrual rate is increased to 3 1/3% for all service credit accrued after June 30, 1999 (for members hired prior to January 1, 2011). For members hired before July 1, 2006 and who retire prior to January 1, 2011, monthly average final compensation is based on the highest 36 consecutive months, with a limit increase of 10% in each of the last three years of measurement. For members hired after July 1, 2006, monthly average final compensation is based on the highest compensated 60 consecutive months, or successive joined months if service was interrupted, with a limit increase of 10% in each of the last five years of measurement. For members who were employed prior to July 1, 2006 and who retire after December 31, 2010, the period of final average compensation is 36 months plus the number of whole months elapsed since January 1, 2011, not to exceed 60 months.

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

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

6. PENSION PLAN – Continued

Survivor Benefits – Upon the death of any active contributing member with less than five years of credited service, his/her accumulated contributions are paid to his/her designated beneficiary. Upon the death of any active contributing member with five or more years of credited service, automatic option 2 benefits are payable to the surviving spouse. These benefits are based on the retirement benefits accrued at the member's date of death with option factors used as if the member had continued in service to earliest normal retirement age. Benefit payments are to commence on the date a member would have first become eligible for normal retirement assuming continued service until that time. In lieu of a deferred survivor benefit, the surviving spouse may elect benefits payable immediately with benefits reduced $\frac{1}{4}$ of 1% for each month by which payments commence in advance of member's earliest normal retirement age. If a member has no surviving spouse, the surviving minor children under 18 or disabled children shall be paid $\frac{1}{2}$ of the member's accrued retirement benefit in equal shares. Upon the death of any former member with less than 12 years of service, the designated beneficiary may receive his/her accumulated contributions. Upon the death of any former member with 12 or more years of service, automatic option 2 benefits are payable to the surviving spouse with payments to commence on the member's retirement eligibility date. In lieu of periodic payments, the surviving spouse or children may receive a refund of the member's accumulated contributions.

Deferred Retirement Option Plan (DROP) – In lieu of terminating employment and accepting a service retirement allowance, any member of the Fund who is eligible for a service retirement allowance may elect to participate in the Deferred Retirement Option Plan (DROP) for up to 36 months and defer the receipt of benefits. Upon commencement of participation in the plan, active membership in the Fund terminates and the participant's contributions cease; however, employer contributions continue. Compensation and creditable service remain as they existed on the effective date of commencement of participation in the plan. The monthly retirement benefits that would have been payable, had the member elected to cease employment and receive a service retirement allowance, are paid into the DROP account. Upon termination of employment at the end of the specified period of participation, a participant in the program may receive, at his option, a lump sum payment from the DROP account equal to the payments to the account or a true annuity based upon his account (subject to approval by the Board of Trustees). In addition, the member receives the monthly benefits that were paid into the DROP fund during his period of participation.

If employment is not terminated at the end of the participation period, payments into the account cease and the member resumes active contributing membership in the Fund. Interest is paid on DROP account balances for members who complete their DROP participation but do not terminate employment. The interest earnings are based on the actual rate of return on funds in such accounts. These interest accruals cease upon termination of employment.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

6. PENSION PLAN – Continued

Deferred Retirement Option Plan (DROP) – continued - Upon termination, the member receives a lump sum payment from the DROP fund equal to the payments made to that fund on his behalf or a true annuity based in his account (subject to approval by the Board of Trustees). The monthly benefit payments that were being paid into the DROP fund are paid to the retiree and an additional benefit based on his additional service rendered since termination of DROP participation is calculated using the normal method of benefit computation. Prior to January 1, 2011, the average compensation used to calculate the additional benefit is that used to calculate the original benefit unless his period of additional service is at least 36 months. Effective January 1, 2011, the average compensation for members whose additional service is less than 36 months is equal to the lesser amount used to calculate his original benefit or the compensation earned in the period of additional service divided by the number of months of additional service. For former DROP participants who retire after December 30, 2010, the period used to determine final average compensation for post-DROP service is 36 months plus the number of whole months elapsed from January 1, 2011 to the date of DROP entry. In no event can the entire monthly benefit amount paid to the retiree exceed 100% of the average compensation used to compute the additional benefit. If a participant dies during the period of participation in the program, a lump sum payment equal to his account balance is paid to his named beneficiary or, if none, to his estate.

Cost of Living Adjustments (COLAs) – The Board of Trustees is authorized to grant retired members and widows of members who have been retired for at least one full calendar year an annual cost of 2.5% of their benefit (not to exceed \$40 per month), and all retired members and widows who are 65 years of age or older a 2% increase in their original benefit (or their benefit as of October 1, 1977, if they retired prior to that time). In order to grant the 2.5% COLA, the increase in the consumer price index must have exceeded 3% since the last COLA granted. In order for the Board to grant either of these increases, the Fund must meet certain other criteria as detailed in the Louisiana statute relating to funding status. In lieu of granting the above cost of living increases, Louisiana statutes allow the Board to grant a cost of living increase where the benefits shall be calculated using the number of years of service at retirement or at death plus the number of years since retirement or death multiplied by the cost of living amount which cannot exceed \$1.

Employer Contributions – According to state statute, contribution requirements for all employers are actuarially determined each year. For the year ended June 30, 2021, the actual employer contribution rate was 21%.

In accordance with state statute, the Fund also receives ad valorem taxes and state revenue sharing funds. These additional sources of income are used as employer contributions and are considered support from non-employer contributing entities. Non-employer contributions are recognized as revenue during the year and excluded from pension expense.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

6. PENSION PLAN – Continued

Schedule of Employer Allocations – The schedule of employer allocations reports the historical employer contributions in addition to the employer allocation percentages for each participating employer. The historical employer contributions are used to determine the proportionate relationship of each employer to all employers of the Louisiana Clerks' of Court Retirement and Relief Fund. The employer's proportion was determined on a basis that is consistent with the manner in which contributions to the pension plan are determined. The resulting allocation percentages were used in calculating each employer's proportionate share of the pension amounts.

The allocation method used in determining each employer's proportion was based on each employer's contributions to the Fund during the fiscal year ended June 30, 2020, as compared to the total of all employers' contributions received by the Fund during the fiscal year ended June 30, 2020.

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions – At June 30, 2021, the Jefferson Parish Clerk of Court reported a liability of \$24,375,137 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Clerk's proportion of the net pension liability was based on a projection of the Clerk's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At the June 30, 2020 measurement date, the Clerk's proportion was 10.131549%, which was a decrease of .201095% from its proportion measured as of June 30, 2019.

For the year ended June 30, 2021, the Clerk recognized pension expense of \$4,743,354. At June 30, 2021, the Clerk reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 304,558	\$ 301,513
Changes of assumptions	2,161,865	-0-
Changes in proportion and differences between the employer's contribution and the employer's proportionate share of contributions	85,121	393,456
Net differences between projected and actual earnings on pension plan investments	5,224,208	-0-
Employer contributions subsequent to the measurement date	<u>2,134,957</u>	<u>-0-</u>
Total	<u>\$ 9,910,709</u>	<u>\$ 694,969</u>

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

6. PENSION PLAN – Continued

Deferred outflows of resources of \$2,134,957 related to pensions resulting from the Clerk's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2022. 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 Ending June 30	
2022	1,650,953
2023	2,235,428
2024	1,866,157
2025	1,328,245
Total	\$ 7,080,783

Actuarial Methods and Assumptions – The total pension liability in the June 30, 2020 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Valuation date	June 30, 2020
Actuarial cost method	Entry Age Normal
Actuarial assumptions:	
Investment rate of return	6.75%, net of investment expense
Projected salary increases	1-5 years of service – 6.2% 5 years or more – 5%
Inflation rate	2.5%
Mortality rates	Pub – 2010 Public Retirement Plans multiplied by 120%. Mortality Table with full generational projection using the appropriate MP-2019 improvement scale.
Expected remaining service lives	2020 – 5 years 2019 – 5 years 2018 – 5 years 2017 – 5 years 2016 – 5 years
Cost of living adjustments	The present value of future retirement benefits is based on benefits currently being paid by the Fund and includes previously granted cost of living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

The actuarial assumptions used are based on the assumptions used in the 2020 actuarial funding valuation which (with the exception of mortality) were based on results of an actuarial experience study for the period July 1, 2014 – June 30, 2019 unless otherwise specified. In cases where benefit structures were changed after the experience study period, assumptions were based on future experiences.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

6. PENSION PLAN – Continued

Actuarial Methods and Assumptions – (continued) - The mortality rate assumption used was verified by combining data from this plan with two other statewide plans which have similar workforce composition in order to produce a credible experience. The aggregated data was collected over the period July 1, 2014 through June 30, 2019. The data was then assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the Fund’s liabilities. Annuity values calculated based on this mortality were compared to those produced by using a setback of standard tables. The result of the procedure indicated that these tables would produce liability values approximating the appropriate generational mortality tables used.

The long-term expected real rate of return on pension plan investments was determined using a building-block method in which best-estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The long-term expected rate of return was 6.18 for the year ended June 30, 2020. Best estimates of geometric real rates of return for each major asset class included in the Fund’s target asset allocation as of June 30, 2020 are summarized in the following table:

Asset Class	Target Asset Allocation	Long-Term Expected Real Rate of Return
Fixed Income:		
Domestic Bonds	20.0%	2.50%
International Bonds	33.0%	3.50%
Domestic Equity	22.0%	7.50%
International Equity	15.0%	8.50%
Real Estate	10.0%	4.50%
Hedge Funds	10.0%	6.59%
	<u>100.00%</u>	

The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by the Board of Trustees and the Public Retirement System’s Actuarial Committee (PR SAC), taking into consideration the recommendation of the Fund’s actuary. Based on those assumptions, the Fund’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

6. PENSION PLAN – Continued

Sensitivity to Changes in Discount Rate – The following presents the net pension liability of the Jefferson Parish Clerk of Court calculated using the discount rate of 6.75%, as well as what the employers’ net pension liability would be if it were calculated using a discount rate that is one percentage point lower, 5.75%, or one percentage point higher, 7.75%, than the current rate as of June 30, 2020.

	<u>Changes in Discount Rate</u>		
	1% Decrease	Current Discount Rate	1% Increase
	5.75%	6.75%	7.75%
Net Pension Liability	\$ 34,015,154	\$ 24,375,137	\$ 16,249,812

Support of Non-employer Contributing Entities:

Contributions received by a pension plan from non-employer contributing entities that are not in a special funding situation are recorded as revenue by the respective pension plan. The Jefferson Parish Clerk of Court recognizes revenue in an amount equal to their proportionate share of the total contributions to the pension plan from these non-employer contributing entities. During the year ended June 30, 2021, the Jefferson Parish Clerk of Court recognized revenue as a result of support received from non-employer contributing entities of \$1,172,583 for its participation in the Louisiana Clerk of Court Retirement and Relief Fund.

Pension Plan Fiduciary Net Position

Detailed information about the pension plan’s fiduciary net position is available in the separately issued financial reports for the Louisiana Clerks’ of Court Retirement and Relief Fund of Louisiana and can be obtained on the plan’s website or on the Louisiana Legislative Auditor’s website: www.la.gov.

Payables to the Pension Plan – As of June 30, 2021, the Clerk reported a payable of \$224,854 for the outstanding contributions required as of this date.

7. OPERATING LEASES

The Jefferson Parish Clerk of Court paid lease expense for office equipment during the year ended June 30, 2021 in the amount of \$63,057. The Clerk of Court does not have any noncancellable operating or capital leases as of June 30, 2021.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

8. LONG-TERM OBLIGATIONS

The following is a summary of long-term obligation transactions for the year ended June 30, 2021.

	<u>Balance</u> <u>7/1/2020</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>6/30/2021</u>	<u>Due</u> <u>Within</u> <u>One Year</u>
Compensated absences	\$ 1,334,998	\$ -0-	\$ 107,659	\$ 1,227,339	\$ 423,191
Other postemployment benefits	4,652,953	507,021	287,314	4,872,660	-0-
Net pension liability	<u>18,763,999</u>	<u>5,611,138</u>	<u>-0-</u>	<u>24,375,137</u>	<u>-0-</u>
	<u>\$ 24,751,950</u>	<u>\$ 6,118,159</u>	<u>\$ 394,973</u>	<u>\$ 30,475,136</u>	<u>\$ 423,191</u>

The additions and reductions to compensated absences during 2021 represent the net change during the year because the additions and reductions could not be readily determined.

9. LITIGATION AND CLAIMS

The Clerk of Court is a defendant in several lawsuits claiming damages of various amounts. In the estimation of legal advisors of the Clerk of Court, the ultimate resolution of these suits would not materially affect the financial statements.

Claims and litigation costs of \$25,599 were incurred in the current year, which has been recorded as a current-year expenditure in the General Fund.

10. EXPENDITURES OF THE CLERK OF COURT PAID BY THE PARISH COUNCIL

A portion of the Clerk of Court's office space is located in the parish courthouse which is owned by the parish council. The parish council provided a portion of utilities and maintenance for the operation of the Clerk of Court's office. In addition to these items, the parish council paid \$460,505 for office supplies, equipment, and fees. These expenditures are not reflected in the accompanying financial statements.

11. OTHER POSTEMPLOYMENT BENEFITS

General Information about the OPEB Plan

Plan Description – The Jefferson Parish Clerk of Court provides certain continuing dental, health care and life insurance benefits for its eligible retired employees. The Jefferson Parish Clerk of Court's OPEB Plan (the OPEB Plan) is a single-employer defined benefit OPEB plan administered by the Clerk. The plan is funded on a pay-as-you go basis and there are no plan financial statements. The authority to establish and/or amend the obligation of the employer, employees and retirees rests with the Clerk. No assets are accumulated in a trust that meets the criteria in Governmental Accounting Standards Board (GASB).

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

11. OTHER POSTEMPLOYMENT BENEFITS –continued

The employer effectively pays 50% of the premium for medical coverage until age 65. Coverage ceases at age 65, unless the retiree is not medicare eligible. The employer also pays 50% of the premium for life insurance. Employees are covered by a retirement system whose retirement eligibility (D.R.O.P. entry) provisions are 55 and 12 years of service, but most employees have historically waited until 25 years of service. Employees hired on and after January 1, 2011 may not retire (or enter D.R.O.P.) until age 60 and 12 years of service.

Life insurance coverage is continued in the amount of \$10,000 to retirees, with certain existing retirees having higher amounts. The employer pays for life insurance after retirement, but it is based on a blended rate.

Employees covered by benefit terms – At June 30, 2021, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	27
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	196
Total	223

Total OPEB Liability

The Clerk’s total OPEB liability of \$4,872,660 was measured as of June 30, 2021 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and other inputs – The total OPEB liability in the June 30, 2021 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.5%
Salary increases	4.0%, including inflation
Discount rate	2.21% annually (Beginning of Year to Determine ADC)
	2.16% annually (As of End of Year Measurement Date)
Healthcare cost trend rates	5.5% annually for ten years, 4.5% thereafter
Mortality	SOA RP-2000 Table

The discount rate was based on the Bond Buyers’ 20 Year General Obligation municipal bond index as of June 30, 2021, the end of the applicable measurement period.

Contributions – The Clerk pays the cost of the retiree coverage, less the portion paid by the retiree, as those premiums come due each year. During the fiscal year ended June 30, 2021, the Clerk paid \$179,326 for retiree insurance premiums.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

11. OTHER POSTEMPLOYMENT BENEFITS –continued

The actuarial assumptions used in the June 30, 2021 valuation were based on the results of ongoing evaluations of the assumptions from July 1, 2009 to June 30, 2021.

Changes in the Total OPEB Liability

Balance at June 30, 2020	\$ <u>4,652,953</u>
Changes for the year:	
Service cost	71,557
Interest	99,655
Differences between expected and actual experience	250,718
Changes in assumptions	85,091
Benefit payments and net transfers	<u>(287,314)</u>
Net changes	<u>219,707</u>
Balance at June 30, 2021	\$ <u>4,872,660</u>

Sensitivity of the total OPEB liability to changes in the discount rate – The following presents the total OPEB liability of the Clerk, as well as what the Clerk’s total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.16%) or 1-percentage-point higher (3.16%) than the current discount rate:

	1% Decrease 1.16%	Current Discount Rate 2.16%	1% Increase 3.16%
Total OPEB Liability	<u>\$ 5,888,869</u>	<u>\$ 4,872,660</u>	<u>\$ 4,088,277</u>

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

	1% Decrease 4.5%	Current Trend 5.5%	1% Increase 6.5%
Total OPEB Liability	<u>\$ 4,186,945</u>	<u>\$ 4,872,660</u>	<u>\$ 5,769,110</u>

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

11. OTHER POSTEMPLOYMENT BENEFITS –continued

For the year ended June 30, 2021, the Clerk recognized OPEB expense of \$372,040. At June 30, 2021, the Clerk reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 667,735	\$ (106,812)
Change in assumptions	440,855	(51,055)
Total	\$ 1,108,590	\$ (157,867)

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

Year Ending June 30	
2022	200,828
2023	200,828
2024	200,828
2025	200,828
2026	200,828
Thereafter	(53,417)
Total	\$ 950,723

Payables to the OPEB Plan – As of June 30, 2021 the Clerk had no outstanding payables to the OPEB Plan.

12. DEFERRED COMPENSATION PLAN

The Clerk offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all Clerk employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The Clerk did not make any contributions to the plan during the year ended June 30, 2021.

In 1996, the U.S. Congress passed the Small Business Job Protection Act of 1996, which requires that employer governments place all amounts deferred under IC Section 457 into a trust for the exclusive benefit of participants and their beneficiaries. In prior years, these assets were solely the property of the Clerk and subject to claims of general creditors, and were reported in the Clerk's financial statements. During 1998, the Clerk amended its plan to comply with the requirements of the Act. Thus, the Clerk no longer has ownership of the Plan assets and they are no longer reported in the financial statements.

13. FUND BALANCE

As of June 30, 2021, the Clerk has an unassigned fund balance of \$27,711,701. Prepaid insurance of \$23,805 is considered nonspendable fund balance.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes to the Financial Statements - continued
As of and for the Year Ended June 30, 2021

14. INTERFUND RECEIVABLE AND PAYABLE BALANCES

The individual fund interfund receivable and payable balances as of June 30, 2021 are as follows:

Fund	Interfund Receivables	Interfund Payables
Fee Fund	\$ 1,159,082	\$ -0-
Fiduciary Funds:		
Advance Deposit Fund	-0-	189,109
Registry of Court Fund	-0-	969,973
	<u>\$ 1,159,082</u>	<u>\$ 1,159,082</u>

15. CHANGE IN ACCOUNTING PRINCIPLE

During the year ended June 30, 2021, the Clerk implemented GASB Statement No. 84, *Fiduciary Activities*. This standard establishes new criteria for identifying fiduciary activities which, when met, require that net position be reported in a fiduciary fund in the basic financial statements. The beginning net position of the fiduciary funds has been restated to reflect the new guidance as follows:

Fiduciary Funds – Custodial Fund Statement of Changes in Net Position:

Beginning Net Position, As previously Reported	\$ <u>-0-</u>
Record net position of Custodial Funds	<u>60,341,010</u>
Total Restatement	<u>60,341,010</u>
Beginning Net Position, as Restated	<u>\$ 60,341,010</u>

16. UNCERTAINTIES

On January 30, 2020, the World Health Organization declared the coronavirus outbreak a “Public Health Emergency of International Concern”, and on March 11, 2020 declared it to be a pandemic. Actions taken around the world to help mitigate the spread of the coronavirus include restrictions on travel, quarantines in certain areas, and forced closures for certain types of public places and businesses. The coronavirus and actions taken to mitigate it have had, and are expected to continue to have, an adverse impact on the economies and financial markets of many countries, including the geographical area in which the Clerk of Court operates. It is unknown how long these conditions will last and what the complete financial effect will be to the Clerk’s office.

The Clerk of Court was awarded a Coronavirus Aid, Relief, and Economic Security (CARES) Act financial assistance through the State of Louisiana Division of Administration and recorded grant revenue of \$48,386 for fiscal year ended June 30, 2021.

Required Supplementary Information

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Required Supplementary Information
Budgetary Comparison Schedule - General Fund
For the Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		<u>Favorable (Unfavorable)</u>
<u>REVENUES</u>				
Marriage licenses and permits	\$ 68,617	\$ 109,697	\$ 112,358	\$ 2,661
Charges for services:				
Court costs, fees, and charges	1,509,157	1,342,474	1,385,117	42,643
Fees for:				
Recording legal documents	7,240,738	8,847,488	9,018,985	171,497
Certified copies of documents	1,013,788	1,469,562	1,557,234	87,672
Fees transferred from advanced deposit funds	6,399,441	7,198,321	7,180,046	(18,275)
Miscellaneous	1,184,258	1,390,177	1,269,164	(121,013)
Interest	1,005,554	668,184	796,560	128,376
Miscellaneous	57,545	46,860	61,206	14,346
Intergovernmental	<u>355,000</u>	<u>492,566</u>	<u>502,136</u>	<u>9,570</u>
Total revenues	<u>18,834,098</u>	<u>21,565,329</u>	<u>21,882,806</u>	<u>317,477</u>
<u>EXPENDITURES</u>				
Current:				
General government:				
Personal services & related benefits	16,114,461	15,542,008	15,649,315	(107,307)
Operating services	693,400	660,100	642,633	17,467
Materials & supplies	505,981	592,418	646,127	(53,709)
Travel and other Charges	56,798	21,351	20,491	860
Capital outlay	500,000	250,411	222,227	28,184
Intergovernmental	<u>306,251</u>	<u>417,155</u>	<u>506,610</u>	<u>(89,455)</u>
Total expenditures	<u>18,176,891</u>	<u>17,483,443</u>	<u>17,687,403</u>	<u>(203,960)</u>
<u>EXCESS OF REVENUES OVER EXPENDITURES</u>	657,207	4,081,886	4,195,403	113,517
<u>FUND BALANCE AT BEGINNING OF YEAR</u>	<u>21,905,519</u>	<u>23,540,103</u>	<u>23,540,103</u>	<u>-0-</u>
<u>FUND BALANCE AT END OF YEAR</u>	\$ <u>22,562,726</u>	\$ <u>27,621,989</u>	\$ <u>27,735,506</u>	\$ <u>113,517</u>

See accompanying notes.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Required Supplementary Information
Schedule of Changes in Total OPEB Liability and Related Ratios
For the Four Years Ended June 30, 2021

Total OPEB Liability	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Service cost	\$ 49,755	\$ 47,414	\$ 61,750	\$ 71,557
Interest	132,905	136,931	123,929	99,655
Changes of benefit terms	-0-	-0-	-0-	-0-
Differences between expected and actual experience	(102,032)	(38,550)	642,323	250,718
Changes of assumptions	(68,071)	87,564	421,607	85,091
Benefit payments	<u>(186,699)</u>	<u>(186,699)</u>	<u>(274,943)</u>	<u>(287,314)</u>
Net change in total OPEB liability	(174,142)	46,660	974,666	219,707
Total OPEB liability – beginning	<u>3,805,769</u>	<u>3,631,627</u>	<u>3,678,287</u>	<u>4,652,953</u>
Total OPEB liability – ending	<u>\$ 3,631,627</u>	<u>\$ 3,678,287</u>	<u>\$ 4,652,953</u>	<u>\$ 4,872,660</u>
Covered payroll	\$ 9,465,600	\$ 9,844,224	\$ 9,727,807	\$10,116,919
Net OPEB liability as a percentage of covered payroll	38.37%	37.36%	47.83%	48.16%
Notes to Schedule:				
<i>Benefit Changes</i>	<i>None</i>	<i>None</i>	<i>None</i>	<i>None</i>
<i>Changes of Assumptions:</i>				
<i>Discount Rate:</i>	3.87%	3.50%	2.21%	2.16%
<i>Mortality:</i>	RP-2000	RP-2000	RP-2000	RP-2000
<i>Trend:</i>	5.5%	5.5%	Variable	Variable

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

See accompanying notes.

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Required Supplementary Information
Schedule of Clerk's Proportionate Share of Net Pension Liability
For the Seven Years Ended June 30, 2021

Fiscal Year Ended June 30,	Employer's Proportion of the Net Pension Liability	Employer's Proportionate Share of the Net Pension Liability	Employer's Covered Payroll	Employer's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2021	10.131549%	\$ 24,375,137	\$10,045,960	242.6%	72.09%
2020	10.332644%	\$ 18,763,999	\$10,046,791	186.8%	77.93%
2019	10.230365%	\$ 17,016,170	\$ 9,498,614	179.1%	79.07%
2018	10.424124%	\$ 15,771,012	\$ 9,403,999	167.7%	79.69%
2017	10.563602%	\$ 19,542,391	\$ 9,641,856	202.7%	74.17%
2016	10.285334%	\$ 15,428,313	\$ 9,305,144	165.8%	78.13%
2015	10.172732%	\$ 13,721,609	\$ 9,204,164	149.1%	79.37%

* The amounts presented have a measurement date of the previous fiscal year end.

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

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Required Supplementary Information
Schedule of Clerk's Contributions to the
Louisiana Clerks' of Court Retirement and Relief Fund
For the Seven Years Ended June 30, 2021

<u>Year Ended June 30,</u>	<u>Contractually Required Contribution</u>	<u>Contributions in Relation to Contractual Required Contribution</u>	<u>Contribution Deficiency (Excess)</u>	<u>Employer's Covered Payroll</u>	<u>Contributions as a % of Covered Payroll</u>
2021	\$ 2,134,957	\$ 2,134,957	\$ -	\$10,167,462	21.0%
2020	\$ 1,909,026	\$ 1,909,026	\$ -	\$10,045,960	19.0%
2019	\$ 1,908,889	\$ 1,908,889	\$ -	\$10,046,791	19.0%
2018	\$ 1,804,736	\$ 1,804,736	\$ -	\$ 9,498,614	19.0%
2017	\$ 1,785,390	\$ 1,785,390	\$ -	\$ 9,403,999	18.9%
2016	\$ 1,832,793	\$ 1,832,793	\$ -	\$ 9,641,856	19.0%
2015	\$ 1,768,112	\$ 1,768,112	\$ -	\$ 9,305,144	19.0%

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

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Notes To Required Supplementary Information
For the Year Ended June 30, 2021

1. BUDGETARY BASIS OF ACCOUNTING

The General Fund budgetary comparison schedule has been presented on the modified accrual basis of accounting, which is consistent with the accounting principles generally accepted in the United States of America.

2. OTHER POSTEMPLOYMENT BENEFITS (OPEB)

The actuarial methods and assumptions used to calculate the total OPEB liability are described in Note 11 to the financial statements. No assets are accumulated in a trust that meets the criteria in GASB Statement No. 75, paragraph 4.

Changes in Discount Rate:

	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>June 30, 2019</u>
Discount Rate	2.16%	2.21%	3.50%

Changes in Benefit:

There were no benefit changes during the years presented.

3. PENSION

Changes in Benefit Terms:

There were no changes of benefit terms during any of the years presented.

Changes of Assumptions:

Valuation Date	June 30, 2021	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Investment Rate of Return	6.75%	6.75%	6.75%	7.00%	7.00%	7.00%	7.25%
Inflation Rate	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.75%
Salary Increases	5-6.2%	5.00%	5.00%	5.00%	5.00%	5.00%	5.75%
Mortality Rate Disabled and Non-Disabled Members	Pub-2010 – Public Retirement Plan Tables	RP2000 Tables	RP2000 Tables	RP2000 Tables	RP2000 Tables	RP2000 Tables	RP2000 Tables

Other Supplementary Information

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

JUSTICE SYSTEM FUNDING SCHEDULE - RECEIVING ENTITY
AS REQUIRED BY ACT 87 OF THE 2020 REGULAR LEGISLATIVE SESSION
For the Year Ended June 30, 2021

Cash Basis Presentation	First Six Month Period Ended <u>12/31/2020</u>	Second Six Month Period Ended <u>06/30/2021</u>
Receipts From:		
Jefferson Parish Criminal Court Costs/Fees/Appeals	\$ 355,805	\$ 440,677
Jefferson Parish Bond Forfeitures	8,584	8,980
Jefferson Parish Court Attendance	106,720	144,900
Department of Family Services, Office of Family Support	<u>110,319</u>	<u>140,382</u>
Total Receipts	<u>\$ 581,428</u>	<u>\$ 734,939</u>
Ending Balance of Amounts Assessed but Not Received	<u>\$ 104,100</u>	<u>\$ 78,440</u>

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

JUSTICE SYSTEM FUNDING SCHEDULE - COLLECTING/DISBURSING ENTITY
AS REQUIRED BY ACT 87 OF THE 2020 REGULAR LEGISLATIVE SESSION
For the Year Ended June 30, 2021

	First Six Month Period Ended <u>12/31/2020</u>	Second Six Month Period Ended <u>06/30/2021</u>
Cash Basis Presentation		
Beginning Balance of Amounts Collected (i.e. cash on hand)	\$ 28,680,501	\$ 27,754,637
Add: Collections		
Civil Fees	6,456,824	6,436,094
Asset Forfeiture/Sale	0	0
Pre-Trial Diversion Program Fees	0	0
Criminal Court Costs/Fees	0	0
Criminal Fines - Contempt	0	0
Criminal Fines - Other	107,364	109,294
Office of Family Support	0	0
Restitution	0	0
Probation/Parole/Supervision Fees	0	0
Service/Collection Fees	0	0
Interest Earnings on Collected Balances	192,350	175,136
Other	0	0
Subtotal Collections	<u>6,756,538</u>	<u>6,720,524</u>
Less: Disbursements to Governments & Non Profits		
Sheriff Acadia Parish, Civil Fees	65	36
Sheriff Allen Parish, Civil Fees	148	107
Sheriff Ascension Parish, Civil Fees	2,009	2,275
Sheriff Assumption Parish, Civil Fees	225	220
Sheriff Avoyelles Parish, Civil Fees	207	143
Sheriff Beauregard Parish, Civil Fees	57	0
Sheriff Bienville Parish, Civil Fees	67	0
Sheriff Bossier Parish, Civil Fees	332	207
Sheriff Caddo Parish, Civil Fees	83	9
Sheriff Calcasieu Parish, Civil Fees	774	862
Sheriff Catahoula Parish, Civil Fees	27	27
Sheriff Concordia Parish, Civil Fees	36	36
Sheriff DeSoto Parish, Civil Fees	59	0
Sheriff East Baton Rouge Parish, Civil Fees	7,433	7,090
Sheriff East Carroll Parish, Civil Fees	0	36
Sheriff East Feliciana Parish, Civil Fees	81	212
Sheriff Evangeline Parish, Civil Fees	0	68
Sheriff Franklin Parish, Civil Fees	0	31
Sheriff Grant Parish, Civil Fees	60	56
Sheriff Iberia Parish, Civil Fees	590	345
Sheriff Iberville Parish, Civil Fees	331	187
Sheriff Jefferson Parish, Civil Fees	448,352	374,388
Sheriff Jefferson Davis Parish, Civil Fees	0	30
Sheriff Lafayette Parish, Civil Fees	2,915	3,999
Sheriff Lafourche Parish, Civil Fees	2,311	2,914
Sheriff LaSalle Parish, Civil Fees	0	67
Sheriff Lincoln Parish, Civil Fees	96	0
Sheriff Livingston Parish, Civil Fees	1,968	1,672

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

JUSTICE SYSTEM FUNDING SCHEDULE - COLLECTING/DISBURSING ENTITY - continued
AS REQUIRED BY ACT 87 OF THE 2020 REGULAR LEGISLATIVE SESSION
For the Year Ended June 30, 2021

	First Six Month Period Ended <u>12/31/2020</u>	Second Six Month Period Ended <u>06/30/2021</u>
Cash Basis Presentation		
Less: Disbursements to Governments & Non Profits - continued		
Sheriff Natchitoches Parish, Civil Fees	138	124
Sheriff Orleans Parish (Civil), Civil Fees	5,118	5,831
Sheriff Ouachita Parish, Civil Fees	1,742	1,926
Sheriff Plaquemines Parish, Civil Fees	154	220
Sheriff Rapides Parish, Civil Fees	550	819
Sheriff Sabine Parish, Civil Fees	0	71
Sheriff St Bernard Parish, Civil Fees	6,202	4,434
Sheriff St Charles Parish, Civil Fees	9,098	7,886
Sheriff St Helena Parish, Civil Fees	0	109
Sheriff St James Parish, Civil Fees	371	1,005
Sheriff St John Baptist Parish, Civil Fees	4,495	4,132
Sheriff St Landry Parish, Civil Fees	186	198
Sheriff St Mary Parish, Civil Fees	338	191
Sheriff St Tammany Parish, Civil Fees	673	924
Sheriff Tangipahoa Parish, Civil Fees	963	663
Sheriff Terrebonne Parish, Civil Fees	645	328
Sheriff Union Parish, Civil Fees	35	0
Sheriff Vermillion Parish, Civil Fees	27	90
Sheriff Vernon Parish, Civil Fees	0	120
Sheriff Washington Parish, Civil Fees	359	775
Sheriff Webster Parish, Civil Fees	0	50
Sheriff West Baton Rouge Parish, Civil Fees	0	12
Sheriff West Feliciana Parish, Civil Fees	125	152
Pro Bono Fee	45,899	44,132
Judicial Expense	163,203	126,078
Louisiana Supreme Court, Civil Fees	33,457	9,467
Louisiana State Treasurer, Judges Supplemental Comp	160,222	190,861
Jefferson Parish Government, Court Reporter Fee	238,825	237,465
Jefferson Parish Government, Building Fund	278,505	273,484
5th Circuit Court of Appeals, Civil Fees	16,544	13,713
Jefferson Parish Coroner	180	480
State of Louisiana, Unclaimed Property	69,877	0
Domestic Commissioner Fund	172,329	199,920
Jefferson Parish District Attorney, Expungement Fees	11,600	9,750
Jefferson Parish Sheriff, Expungement Fees	10,650	9,750
Less: Amounts Retained by Collecting Agency		
Collection Fee for Collecting/Disbursing to Others Based on Percentage of Collection	0	0
Collection Fee for Collecting/Disbursing to Others Based on Fixed Amount	0	0
Jefferson Parish Clerk of Court, Civil Fees	3,593,490	3,555,353
Jefferson Parish Clerk of Court, Criminal Court Costs/Fees/Appeals	45,864	46,594
Jefferson Parish Clerk of Court, Expungement Fees	42,800	39,450
Jefferson Parish Clerk of Court, Interest	192,350	175,136

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

JUSTICE SYSTEM FUNDING SCHEDULE - COLLECTING/DISBURSING ENTITY - continued
AS REQUIRED BY ACT 87 OF THE 2020 REGULAR LEGISLATIVE SESSION
For the Year Ended June 30, 2021

	First Six Month Period Ended <u>12/31/2020</u>	Second Six Month Period Ended <u>06/30/2021</u>
Cash Basis Presentation		
Less: Disbursements to Individuals/3rd Party Collection or Processing Agencies		
Civil Fee Refunds	2,088,054	1,927,954
Restitution Payments to Individuals	0	0
Other Disbursement to Individuals	19,108	14,039
Payments to 3rd Party Collection/Processing Agencies	<u>0</u>	<u>0</u>
Subtotal Disbursements/Retainage	<u>7,682,402</u>	<u>7,298,703</u>
Total: Ending Balance of Amounts Collected but not Disbursed/Retained (i.e. cash on hand)	<u>\$ 27,754,637</u>	<u>\$ 27,176,458</u>

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Schedule of Compensation, Benefits, and Other Payments
to the Clerk of Court
For the Year Ended June 30, 2021

Agency Head Name/Title: Jon A. Gegenheimer, Clerk of Court

Purpose

Salary	\$ 175,768
Benefits – Insurance	19,087
Benefits – Retirement	36,636
Benefits – Medicare	2,428
Conference Travel	345
Registration Fees	450
Other	<u>3,868</u>
	<u>\$ 238,582</u>



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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

December 28, 2021

Honorable Jon A. Gegenheimer
Jefferson Parish Clerk of Court
Gretna, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Jefferson Parish Clerk of Court (Clerk of Court), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise Clerk of Court's basic financial statements and have issued our report thereon dated December 28, 2021.

Internal Control Over Financial Reporting

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

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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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Clerk of Court's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Clerk of Court'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 financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

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


New Orleans, Louisiana

JEFFERSON PARISH CLERK OF COURT
Gretna, Louisiana

Summary Schedule of Findings
For the Year Ended June 30, 2021

SUMMARY OF AUDITOR'S RESULTS:

1. An unmodified opinion was issued on the governmental activities major fund and the fiduciary funds of the Clerk for the year ended June 30, 2021.
2. Findings Required To Be Reported Under Generally Accepted Governmental Auditing Standards:
None
3. Internal Control over Financial Reporting:
Material weaknesses: None noted.
Significant deficiencies: None noted.
4. Noncompliance material to the financial statements:
None
5. Prior Year Findings:
None