

Luther Speight & Company Certified Public Accountants and Consultants

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS

# FINANCIAL AND COMPLIANCE AUDIT TOGETHER WITH INDEPENDENT AUDITORS REPORT

# FOR THE YEAR ENDED DECEMBER 31, 2020

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Luther Speight & Company Certified Public Accountants and Consultants

# INDEPENDENT AUDITOR'S REPORT

To the Honorable Sandra Wilson, Registrar of Voters for the Parish of Orleans New Orleans, Louisiana

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

# Management's Responsibility for the Financial Statements

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

# Auditor's Responsibility

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

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

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

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### Continued,

As described in Note 1, the accompanying financial statements of the Registrar are intended to present the financial position and results of operations arising from the Registrar's appropriations from the City of New Orleans (the City) as of the date of this audit report. As such, the accompanying financial statements present only that portion of the general fund that is attributable to the transactions of the Registrar arising from the annual appropriation made by the City to the Registrar.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Registrar of Voters for the Parish of Orleans, as of December 31, 2020, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4–8 and 29, schedule of proportionate share of the net pension liability and schedule of contributions and the related notes to required supplemental information on pages on pages 30-32 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 opinions on the financial statements that collectively comprise the Registrar's basic financial statements. The schedule of compensation, benefits, and other payments to agency head (the schedule) is presented to comply with the Act 706 of the 2014 Louisiana Legislative Session and is presented for purposes of additional analysis and is not a required part of the basic financial statements.

#### Continued,

The schedule is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 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, schedule is fairly stated in all material respects in relation to the basic financial statements as a whole.

#### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 22, 2022, on our consideration of the Registrar's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 Registrar'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 Registrar's internal control over financial reporting and compliance.

Luther Speight & Company CPA New Orleans, Louisiana February 22, 2022

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2020

The Registrar of Voters for the Parish of Orleans' (the Registrar) management's discussion and analysis is intended to assist the reader in focusing on significant financial issues, provide an overview of the Registrar's financial activity, and identify changes in the Registrar's financial position and its ability to address the next and subsequent year financial challenges.

The following is an illustration on how this financial report is presented.

MD&A Management's Discussion and Analysis (Required and Supplementary Information)

Basic Financial Statements Government – Wide Financial Statements

Fund Financial Statements Notes to the Financial Statements

Other Required Supplementary Information

# Government-Wide Financial Statements

The government-wide financial statements are new and provide a perspective of the Registrar as a whole. These statements use the full accrual basis of accounting similar to private sector companies. There are two government-wide statements: the Statement of Net Position and the Statement of Activities.

The Statement of Net Position, combines and consolidates governmental funds' current financial resources (short-term spendable resources) with the capital assets and long-term obligations, regardless of if they are currently available or not.

Consistent with the full accrual basis of accounting, the Statement of Activities accounts for the current year revenues and expenses regardless of when cash is received or paid. The intent of this statement is to summarize and simplify the user's analysis of the cost of various services.

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2020

### Continued,

#### Statement of Net Position

The Statement of Net Position reports all assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position. The statement is presented in a format that displays *assets, plus deferred outflows of resources, less liabilities, less deferred inflows of resources, equals net position.* Net position represents the difference between all other elements in a statement of financial position and should be displayed in three components—*net investment in capital assets; restricted*; and *unrestricted*.

### Restricted Component of Net Position

The *restricted* component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Generally, a liability relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability or if the liability will be liquidated with the restricted assets reported.

### Unrestricted Component of Net Position

The *unrestricted* component of net position is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

#### Fund Financial Statements

Revenues are recorded when received except when they are measurable and available and therefore represent resources that may be appropriated. Expenditures are accounted for in the period that goods and services are used. In addition, capital asset purchases are expensed and not recorded assets. Debt payments are recorded as expenditures in the current year and future debt obligations are not recorded. The General Fund is the only fund of the Registrar. The General Fund is used primarily to account for the operations of the Registrar's office. Its revenues are derived from appropriations received from the City of New Orleans.

# REGISTRAR OF VOTERS OF THE PARISH FOR ORLEANS NEW ORLEANS, LOUISIANA MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2020

The comparative net position of the Registrar is as follows:

| ASSETS                                  | <br>2020      |    | 2019      |
|---|---------------|----|-----------|
| Cash in Bank                            | \$<br>12,322  | \$ | 15,255    |
| Intergovernmental receivables           | 21,709        |    | 23,527    |
| Capital assets, net (Note 4)            | 288           |    | 867       |
|   |               |    |           |
| Total Assets                            | <br>34,319    |    | 39,649    |
| Deferred Outflows:                      |               |    |           |
| Pension Related                         | <br>111,083   |    | 86,433    |
| Total Assets and Deferred Outflows      | <br>145,402   |    | 126,082   |
|   |               |    |           |
| LIABILITIES                             |               |    |           |
| Accounts Payable                        | 17,513        |    | 16,726    |
| Accrued Payroll                         | 21,709        |    | 9,969     |
| Compensated Absences Payable            | 17,827        |    | 23,358    |
| Net Pension Liability                   | <br>408,561   |    | 574,093   |
| Total Liabilities                       | <br>465,610   |    | 624,146   |
| Deferred Inflows:                       |               |    |           |
| Pension Related                         | <br>80,285    |    | 119,666   |
| Total Liabilities and Deferred Outflows | <br>545,895   |    | 743,812   |
|   |               |    |           |
| NET POSITION                            |               |    |           |
| Invested in Capital assets              | 288           |    | 867       |
| Unrestricted                            | <br>(400,781) | ·  | (618,597) |
| Total Net Position                      | <br>(400,493) |    | (617,730) |
| LIABILITIES AND NET POSITION            | \$<br>145,402 |    | 126,082   |

## REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2020

Net position can be separated into two categories: invested in capital assets and unrestricted net position. Invested in capital assets is a combination of capital assets at original cost less accumulated depreciation. The original cost of capital assets is \$129,749, which is an accumulation of capital assets acquired less any capital disposals. The accumulated depreciation is the accumulation of depreciation expense since acquisition. This balance reflects a total \$129,461 resulting in net fixed assets of \$288. In accordance with accounting principles generally accepted in the United States of America, depreciation expense is recorded on the original cost of the asset, less an estimated salvage value, expensed over the estimated useful life of the asset. The unrestricted net position is an accumulation of prior year's changes in net position. This balance is directly affected each year by the Registrar's current change in net position.

#### Analysis of changes in net position:

| Revenues:                           | <br>2020       | 2019           |
|-------------------------------------|----------------|----------------|
| Intergovernmental revenues          | \$<br>292,035  | \$<br>358,152  |
| Other revenues                      | <br>32,610     | <br>60,361     |
| Total Revenues                      | 324,645        | 418,513        |
|                                     |                |                |
| Expenses:                           |                |                |
| Program service expenses            | 386,476        | <br>467,726    |
| Total Expenses                      | 386,476        | 467,726        |
| Increase/(Decrease) in net position | \$<br>(61,831) | \$<br>(49,213) |

#### Capital Assets

At December 31, 2020, the Registrar had \$288 invested in furniture and equipment.

| Furniture and Equipment       | \$129,749        |
|-------------------------------|------------------|
| Less accumulated depreciation | <u>(129,461)</u> |
| Net capital assets            | <u>\$ 288</u>    |

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2020

# **Budget**

As required by state law, the Registrar adopts the original budget for the office prior to the commencement of the fiscal year which the budget applies.

# Revenue Budget

The Registrar's intergovernmental revenue budget was provided by the City of New Orleans in the form of appropriations totaling \$385,945.

# Contacting the Registrar Financial Management

This financial report is designed to provide citizens, taxpayers, customers, investors and creditors with a general overview of the Registrar's finances and demonstrate the Registrar's accountability for money it receives. If you have questions about this report or need additional information, contact Dr. Sandra L. Wilson, Registrar, at Room 1W23 City Hall, New Orleans, Louisiana 70112.

BASIC FINANCIAL STATEMEMENTS

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA STATEMENT OF NET POSITION DECEMBER 31, 2020

# ASSETS

| Cash in Bank<br>Intergovernmental receivables<br>Capital assets, net (Note 4)  | \$<br>12,322<br>21,709<br>288   |
|--|---|
| Total Assets<br>Deferred Outflows:<br>Pension Related<br>Total Assets and Deferred Outflows  | <br>34,319<br>111,083<br>145,402  |
| LIABILITIES  |   |
| Accounts Payable<br>Accrued Payroll<br>Compensated Absences Payable<br>Net Pension Liability<br>Total Liabilities<br>Deferred Inflows:<br>Pension Related<br>Total Liabilities and Deferred Outflows<br>NET POSITION | <br>17,513<br>21,709<br>17,827<br>408,561<br>465,610<br>80,285<br>545,895 |
| Invested in Capital assets<br>Unrestricted   | <br>288<br>(400,781)  |
| Total Net Position   | <br>(400,493)   |
| LIABILITIES AND NET POSITION   | \$<br>145,402   |

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2020

|                                   |            | General Revenues |         |     |             |    |           |
|-----------------------------------|------------|------------------|---------|-----|-------------|----|-----------|
|                                   |            |                  |         |     |             |    | Net       |
|                                   |            | Char             | ges for | С   | perating    | (E | Expenses) |
| FUNCTIONS / PROGRAMS              | Expenses   | Ser              | vices   | Pub | lic Support | H  | Revenue   |
| Governmental activities:          |            |                  |         |     |             |    |           |
| General government                | \$ 386,476 | \$               | -       | \$  | 292,035     | \$ | (94,441)  |
|                                   |            |                  |         |     |             |    |           |
| Total governmental activities:    |            |                  |         |     |             |    | (94,441)  |
|                                   |            |                  |         |     |             |    |           |
|                                   |            |                  |         |     |             |    |           |
| Other revenues:                   |            |                  |         |     |             |    |           |
| Non-employer contributions        |            |                  |         |     |             |    | 32,610    |
| Total general revenues and transf | ers        |                  |         |     |             |    | 32,610    |
|                                   |            |                  |         |     |             |    |           |
| Other changes in net pension liab | ility      |                  |         |     |             |    | 279,068   |
| Total changes in net position     |            |                  |         |     |             |    | 217,237   |
|                                   |            |                  |         |     |             |    |           |
| Net position - beginning of year  |            |                  |         |     |             |    | (617,730) |
| Net position - end of year        |            |                  |         |     |             | \$ | (400,493) |
|                                   |            |                  |         |     |             |    |           |

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA BALANCE SHEET - GOVERNMENTAL FUND DECEMBER 31, 2020

### ASSETS

| Cash<br>Due from the City of New Orleans                             | \$<br>12,322<br>21,709         |
|--|--------------------------------|
| Total Assets   | <br>34,031                     |
| LIABILITIES  |                                |
| Accounts Payable<br>Accrued Payroll<br>Total Liabilities             | <br>17,513<br>10,383<br>27,896 |
| <u>Fund Balance</u><br>Fund Balance Unreserved<br>Total fund balance | <br>6,135<br>6,135             |
| Total liabilities and fund balance                                   | \$<br>34,031                   |

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE YEAR ENDED DECEMBER 31, 2020

# REVENUES

| Intergovernmental Revenue       | \$      | 292,035 |
|---------------------------------|---------|---------|
| Total revenue                   | <b></b> | 292,035 |
| EXPENDITURES                    |         |         |
| Salaries and Fringe Benefits    |         | 286,128 |
| Professional Services           |         | 10,350  |
| Dues & Subscriptions            |         | 675     |
| Convention & Travel             |         | 388     |
| Office supplies                 |         | 189     |
| Equipment and Other Supplies    |         | 257     |
| Total expenses                  |         | 297,987 |
| Net change in fund balance      |         | (5,952) |
| Fund balance, beginning of year |         | 12,087  |
| Fund balance, end of year       | \$      | 6,135   |

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUND TO THE STATEMENT OF NET POSITION FOR THE YEAR ENDED DECEMBER 31, 2020

| Total fund balance-Governmental Fund   | \$   | 6,135     |
|--|------|-----------|
| Deferred Outflows  |      | 99,757    |
| Amount reported for governmental activities in<br>the Statement of Net Position are different because:<br>Capital assets used in governmental activities<br>are not financial resources and therefore are<br>not reported in the fund: |      | 288       |
| Long-term liabilities are not due and payable  |      |           |
| in the current period therefore are not reported in the fund:  |      |           |
| Compensated Absences   |      | (17,827)  |
| Deferred Inflows   |      | (80,285)  |
| Net Pension Liability  |      | (408,561) |
| Net position of governmental activities  | \$ ( | (400,493) |

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2020

| Total net change in fund balance-Governmental Fund      | \$<br>(5,952) |
|---|---------------|
|   |               |
| Amount reported for governmental activities in the      |               |
| Statement of Activities are different because:          |               |
| The Governmental Fund reported capital outlays as       |               |
| expenditures whereas in the Statement of Activities     |               |
| these costs are depreciated over their estimated lives: |               |
| Depreciation expense                                    | (579)         |
| Other changes in net pension liability                  | 279,068       |
| Non-employer contributions to cost-sharing pension plan | 32,610        |
| Pension Expense   | (87,910)      |
| Total change in net position of governmental activities | \$<br>217,237 |

### NOTE 1 – <u>BACKGROUND</u>

The Registrar of Voters for the Parish of Orleans (the Registrar) is a non-partisan subdivision of the State of Louisiana and is subject to the direction of the Commissioner of Elections. The Registrar is responsible for the registration of voters and for the administration and enforcement of the laws, rules and regulation of the Sate of Louisiana and the Louisiana Civil Service Commission and after appointment can only be removed by majority vote of the State Board of Election Supervisors for conviction of a felony or specific types of conduct, as set forth in Louisiana Revised Statue 18:53.

### **Basis of Presentation**

The accompanying financial statements of the Registrar have been prepared in conformity with accounting principals generally accepted in the United States of America applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

#### Special-Purpose Financial Statement Presentation

The accompanying special-purpose financial statements include only the appropriations received by the Registrar from the City of New Orleans (the City). As provided by Louisiana Revised Statues 18:55-59, the State pays, through the Commissioner of Elections, a portion of the salary of the Registrar, the Chief Deputy, and the Confidential Assistant, and one-half of the salaries of the regular employees for each year plus related retirement and other benefits. This compensation is paid directly by the State to the Registrar and its employees and is not included in the accompanying special-purpose financial statements. As such, the accompanying financial statements present only that portion of the general fund that is attributable to the transactions arising from the City's appropriations to the Registrar. In accordance with Governmental Accounting Standards Board pronouncements, the Registrar reports its net position in separate categories, 1) Investment in Capital Assets 2) Restricted and 3) Unrestricted.

Investment in Capital Assets - consists of capital assets, net of accumulated depreciation.

<u>Restricted Net position</u> include realized gains and losses, investment income and gifts and contributions for which donor-imposed restrictions have not been met.

<u>Unrestricted Net Position</u> – consist of net assets which do not meet the definition of the two preceding categories. Unrestricted net assets often are designated to indicate that management does not consider them to be available for general operations. Unrestricted net assets often have constraints on resources which are imposed by management but can be removed or modified.

### NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

<u>The Statement of Activities</u> – demonstrates the degree to which the direct expenses of a given function or segments are offset by the program revenues. Direct expenses are those that are clearly identifiable within a specific function. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from the goods, services, or privileges provided by a given function and grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not meeting the definition of program revenues are instead reported as general revenue.

#### Fund Accounting

The Registrar uses a fund (General Fund) to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

The fund of the Registrar is classified as a governmental fund (General Fund), which accounts for the Registrar's general activities, including the collection and disbursement of specific or legally restricted monies and the acquisition of fixed assets.

#### Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and the Statement of Activities display information about the reporting government as a whole. These statements include all the financial activities of the Registrar.

The GWFS were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed).

The focus of governmental fund financial statements is on major funds than reporting funds type. Each major fund is presented in a separate column. At December 31, 2020, the general fund is the only major fund of the Registrar.

The General Fund is maintained on the modified accrual basis of accounting wherein revenues are recognized in the accounting period in which they become available and measurable. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

## Continued,

### **Operating Budget**

The Registrar adopts a budget (appropriation request) on a calendar year basis for consideration by the City of New Orleans in the preparation of their operating budget of expenditures. The Registrar's budget is submitted to the City prior to November 1. The City advertises, holds hearings, and not later than December 1, the budget is legally enacted through passage of an ordinance. Appropriations for the Registrar's office are listed under the Judicial and Parochial as separate line items.

### Cash Account

Cash consists solely of demand deposits fully secured by Federal deposit insurance.

### Vacation and Sick Leave

Employees of the Registrar, not including the Registrar of Voters, earn and accumulate vacation and sick leave at varying rates according to their years of service. The amount of vacation and sick leave that may be accumulated by each employee is limited. Upon termination, employees or their heirs are compensated for up to 300 hours of unused vacation leave at the employees' hourly rate of pay at the time of termination. Upon retirement, unused vacation leave in excess of 300 hours plus unused sick leave are used in computing retirement benefits. The liability for unused vacation leave payable at December 31, 2020, is \$17,827.

### **Estimates**

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

### Capital Assets

Capital assets are valued at historical cost (at the time purchased), or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their fair market value on the date received. Depreciation has been provided over estimated useful lives of the assets using the straight-line method. The estimated useful lives of furniture and equipment are 5 years.

Depreciation expense for the year ended December 31, 2020 is recorded at \$579.

#### NOTE 3 – PENSION PLAN

Substantially all of the employees of the Registrar's office are members of the Registrars of Voters Employees' Retirement System ("System"), a cost-sharing multiple-employer defined benefit pension plan, controlled and administered by a separate board of trustees.

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

#### Basis of Accounting:

The Registrars of Voters Employees' Retirement System's employer schedules are prepared using the accrual basis of accounting. Members' earnable compensation, for which the employer allocations are based, is recognized in the period in which the employee is compensated for services performed. The member's earnable compensation is attributed to the employer for which the member is employed as of June 30, 2020.

#### System Employees:

The System is not allocated a proportionate share of the net pension liability related to its employees. The net pension liability attributed to the System's employees is allocated to the remaining employers based on their respective employer allocation percentage.

#### Pension Amount Netting:

The deferred outflows and deferred inflows of resources attributable to differences between projected and actual earnings on pension plan investments recorded in different years are netted to report only a deferred outflow or a deferred inflow on the schedule of pension amounts. The remaining categories of deferred outflows and deferred inflows are not presented on a net basis.

Continued,

### <u>Plan Fiduciary Net Position:</u>

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

### 1. <u>PLAN DESCRIPTION:</u>

The System was established on January 1, 1955, for the purpose of providing retirement allowances and other benefits as stated under the provisions of R.S. Title 11:2032, as amended, for registrars of voters, their deputies, and their permanent employees in each parish. 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 System in accordance with the benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date.

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

Any member hired prior to January 1, 2013, is eligible for normal retirement after he has 20 years of creditable service and is age 55 or has 10 years of creditable service and is age 60. Any member with 30 years of creditable service, regardless of age, may retire. Regular retirement benefits for members hired prior to January 1, 2013, are calculated at 3.33% of the average annual earned compensation for the highest consecutive 60 months multiplied by the number of years of creditable service, not to exceed 100% of average annual compensation.

Any member hired on or after January 1, 2013, is eligible for normal retirement after he has attained 30 years of creditable service and is age 55; has attained 20 years of creditable service and is age 60; or has attained 10 years of creditable service and is age 62. Regular retirement benefits for members hired on or after January 1, 2013, are calculated at 3.00% of the average annual earned compensation for the highest consecutive 60 months multiplied by the number of years of creditable service, not to exceed 100% of average annual compensation. Retirement benefits for members hired on or after January 1, 2013, that have attained 30 years of creditable service with at least 20 years of creditable service in the System, are calculated at 3.33% of the average annual compensation for the highest consecutive 60 months multiplied by the number of years of creditable service in the System, are calculated at 3.33% of the average annual compensation for the highest consecutive 60 months multiplied by the number of years of creditable service, not to exceed 100% of average annual compensation.

### Continued,

Any member whose withdrawal from service occurs prior to attaining the age of 60 years, who shall have completed 10 or more years of creditable service and shall not have received a refund of his accumulated contributions, shall become eligible for a deferred allowance beginning upon his attaining the age of 60 years.

Disability benefits are provided to active contributing members with at least 10 years of service established in the System and who have been officially certified as disabled by the State Medical Disability Board. The disabled member who has attained the age of 60 years shall be entitled to a regular retirement allowance.

The disabled member who has not yet attained age 60 shall be entitled to a disability benefit equal to the lesser of 3.00% of his average final compensation multiplied by the number of creditable years of service (not to be less than 15 years) or 3.33% of average final compensation multiplied by the years of service assuming continued service to age 60. Disability benefits may not exceed two-thirds of earnable compensation.

If a member who has less than five years of credited service dies due to any cause other than injuries sustained in the performance of his official duties, his accumulated contributions are paid to his designated beneficiary. If the member has five or more years of credited service and is not eligible to retire, 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 2 factors used as if the member had continued in service to earliest normal retirement age. If a member has no surviving spouse and the member has five or more years of creditable service, the surviving minor children under 18 or disabled children shall be paid 80% of the accrued retirement benefit in equal shares until the age of majority or for the duration of the handicap for a handicapped child. Upon the death of any former member with 10 or more years of service, automatic Option 2 benefits are payable to the surviving spouse. In lieu of periodic payments, the surviving spouse or children may receive a refund of the member's accumulated contributions.

In lieu of terminating employment and accepting a service retirement allowance, any member with 10 or more years of service at age 60, 20 or more years of service at age 55, or 30 or more years of service at any age may elect to participate in the Deferred Retirement Option Plan (DROP) for up to three years and defer the receipt of benefits. Upon commencement of participation in the plan, membership in the System terminates. During participation in the plan, employer contributions are payable, but employee contributions cease. The monthly retirement benefits that would have been payable, had the person elected to cease employment and received a service retirement allowance, are paid into the DROP fund. This fund does not earn interest. In addition, no cost of living increases are payable to participants until employment which made them eligible to become members of the System has been terminated for at least one full year.

### Continued,

Upon termination of employment prior to or at the end of the specified period of participation, a participant in the plan may receive, at his option, a lump sum from the account equal to the payments into the account, a true annuity based upon his account balance in that fund, or any other method of payment if approved by the Board of Trustees. The monthly benefits that were being paid into the Deferred Retirement Option Plan fund will begin to be paid to the retiree. If the participant dies during participation in the plan, a lump sum equal to his account balance in the plan fund shall be paid to his named beneficiary or, if none, to his estate. If employment is not terminated at the end of the three years, payments into the plan fund cease, and the person resumes active contributing membership in the System.

Cost of living provisions for the System allows the Board of Trustees to provide an annual cost of living increase of 2.0% of the eligible retiree's original benefit if certain funding criteria are met. Members are eligible to receive a cost of living adjustment once they have reached the age of 60 and have been retired at least one year. Funding criteria for granting cost of living adjustments is dependent on the funded ratio.

### 2. <u>EMPLOYER CONTRIBUTIONS:</u>

According to state statute, contribution requirements for all employers are actuarially determined each year. For the year ending June 30, 2020, the actual employer contribution rate was 18.00%.

In accordance with state statute, the System 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, but are not considered special funding situations. Non-employer contributions are recognized as revenue and excluded from pension expense for the year ended June 30, 2020.

### Pension Liability, Pension Expense, and Deferred Inflows/Outflows of Resources Related to Pensions

At December 31, 2020, the Registrar reported a liability of \$408,561 for its proportionate share of the net pension liability of the Plan. This amount includes a reduction of \$14,138 based upon employer contributions made by the Registrar subsequent to the Plan's June 30, 2020 measurement date. 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 Registrar's proportion of the net pension liability was based on a projection of the Registrar's long-term share of contributions to the pension plans relative to the project contributions of all participating employers, actuarially determined. At June 30, 2020, the Registrar's proportion was 1.9632133%. The Court recognized pension expense of \$87,910 representing its proportionate share of the Plan's net expense, including amortization of deferred amounts.

Continued,

For the year ended December 31, 2020 the Registrar reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

### **Differences between Expected and Actual Experience:**

Differences between expected and actual experience with regard to economic or demographic factors in the measurement of the total pension liability were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan.

### **Differences between Projected and Actual Investment Earnings:**

Differences between projected and actual investment earnings on pension plan investments were recognized in pension expense using the straight-line amortization method over a closed five year period.

#### **Changes of Assumptions:**

Changes of assumptions about future economic or demographic factors used to measure the total pension liability were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan.

#### **Change in Proportion:**

Changes in the employer's proportionate shares of the collective net pension liability and collective deferred outflows of resources and deferred inflows of resources since the prior measurement date were recognized in employer's pension expense (benefit) using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided pensions through the pension plan.

A table reflecting the amounts is as follows:

|  | Deferred Outflows of<br>Resources |         | <br>ed Inflows of esources |
|--|-----------------------------------|---------|----------------------------|
| Difference between expected and actual experience                                      | \$                                | -       | \$<br>68,232               |
| Changes in assumptions   |                                   | 77,934  | -                          |
| Changes in proportion  |                                   | 7,708   | 12,053                     |
| Net difference between projected and<br>actual earnings on pension plan<br>investments |                                   | 11,303  | _                          |
| Employer contributions subsequent to measurement date                                  |                                   | 14,138  | <br>                       |
| Totals   | \$                                | 111,083 | \$<br>80,285               |

The deferred outflows related to employer contributions subsequent to the measurement date reported at \$14,138 will be recognized as a reduction of the net pension liability in the Registrar's fiscal year ended December 31, 2020 financial statements.

Continued,

Other amounts reported as deferred outflows of resources and deferred inflows of resources, including the remaining Plan's amortization, related to pensions will be recognized in pension expenses as follow:

| Rema                | Remaining deferred Remaining deferred |      |               |            | Total deferred |  |  |  |
|---------------------|---------------------------------------|------|---------------|------------|----------------|--|--|--|
| amou                | amounts from amounts from prior       |      | amo           | ounts from |                |  |  |  |
| current year change |                                       | year | rs changes in | changes in |                |  |  |  |
| in proportion       |                                       | proj | oortion       | proportion |                |  |  |  |
|                     |                                       |      |               |            |                |  |  |  |
| \$                  | (9,513)                               | \$   | 5,168         | \$         | (4,345)        |  |  |  |

The Registrar's required projected employer contributions are the basis used to determine the proportionate relationship of the Registrar to all employers of Louisiana Registrar of Voters Employees' Retirement System. 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 plan's allocation percentages were used in calculating the Registrar's proportionate share of the pension amounts. The allocation method used in determining each employer's proportion was based on the employer's projected contribution effort to the plan for 2020 as compared to the total of all employers' projected contribution effort to the plan for the 2020. The employers' projected contribution effort was actuarially determined by the System's actuary.

### 3. <u>ACTUARIAL METHODS AND ASSUMPTIONS</u>:

The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position. The components of the net pension liability of the System's employers as of June 30, 2020, are as follows:

| Valuation Date                      | 6/30/2020  |
|-------------------------------------|--|
| Actuarial Cost Method               | Entry Age Normal   |
| Investment Rate of<br>Return        | 6.40%, net of investment expense   |
| Projected Salary<br>Increases       | 5.25% (2.30% Inflation)  |
| Mortality Rates                     | RP-2000 Healthy Mortality Table for active members, healthy annuitants, and beneficiaries  |
|                                     | RP-2000 Disabled Lives Mortality Table for disabled annuitants   |
| Expected Remaining<br>Service Lives | 2016 to 2020 - 5 years   |
|                                     | The present value of future<br>retirement benefits is based on<br>benefits currently being paid by the<br>System and includes previously<br>granted cost of living increases. The<br>present values do not include<br>provisions for potential future<br>increases not yet authorized by the<br>Board of Trustees as they were<br>deemed not to be substantively |
| Cost-of-Living<br>Adjustments       | automatic.   |

### Continued,

During the year ended June 30, 2020, mortality assumptions were set after reviewing an experience study performed on plan data for the period from July 1, 2014 through June 30, 2019. The data was assigned credibility weightings and combined with a standard table to produce current levels of mortality. The mortality was then projected forward to a period equivalent to the estimated duration of the System's liabilities. The mortality tables selected were set forward or set back to approximate mortality improvement.

The long-term expected rate of return on pension plan investments was determined using a buildingblock method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The resulting longterm rate of return is 8.75% for the year ended June 30, 2020.

#### **Expected Rates of Return**

The best estimates of arithmetic real rates of return for each major asset class based on the System's target asset allocation as of June 30, 2020 were as follows:

|                             | Expected Rates of Returns |             |                |  |  |  |  |  |
|-----------------------------|---------------------------|-------------|----------------|--|--|--|--|--|
|                             |                           |             | Long-term      |  |  |  |  |  |
|                             |                           | Real Return | Expected       |  |  |  |  |  |
|                             | Target Asset              | Arithmetic  | Portfolio Real |  |  |  |  |  |
| Asset Class                 | Allocation                | Basis       | Rate of Return |  |  |  |  |  |
| Domestic Equities           | 37.5%                     | 7.50%       | 2.81%          |  |  |  |  |  |
| International Equities      | 20.0%                     | 8.50%       | 1.70%          |  |  |  |  |  |
| Domestic Fixed Incomes      | 12.5%                     | 2.50%       | 0.31%          |  |  |  |  |  |
| International Fixed Incomes | 10.0%                     | 3.50%       | 0.35%          |  |  |  |  |  |
| Alternative Investments     | 10.0%                     | 6.33%       | 0.63%          |  |  |  |  |  |
| Real Estate                 | 10.0%                     | 4.50%       | 0.45%          |  |  |  |  |  |
| Totals                      | 100%                      |             | 6.25%          |  |  |  |  |  |
| Inflation                   |                           |             | 2.50%          |  |  |  |  |  |
| Expected Arithmetic Nominal |                           |             |                |  |  |  |  |  |
| Return                      |                           |             | 8.75%          |  |  |  |  |  |

#### Continued,

The discount rate used to measure the total pension liability was 6.40% as of June 30, 2020. 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 Public Retirement Systems' Actuarial Committee, taking into consideration the recommendation of the System's actuary. Based on those assumptions, the System'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.

### A. Sensitivity to Changes in Discount Rate

The following table presents the net pension liability of the participating employers, calculated using the discount rate of 6.40%, 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 or one percentage point higher than the current rate as of June 30, 2020.

|                   | 1%         |            | 1%         |
|-------------------|------------|------------|------------|
|                   | Decrease   | Current    | Increase   |
|                   | 5.40%      | 6.40%      | 7.40%      |
|                   |            |            |            |
| Employer's net    |            |            |            |
| pension liability | \$ 694,165 | \$ 422,699 | \$ 191,343 |

The Registrar's proportionate share of employer contributions as of June 30, 2020 reflected \$48,112, while the proportionate share of non-employer contributions reflected 62,173.

### NOTE 4 – CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended December 31, 2020 are as follows:

|  | Beginning           |           |           | Ending     |
|--|---------------------|-----------|-----------|------------|
| CAPITAL ASSETS                                       | Balance             | Additions | Disposals | Balance    |
| Furniture & Equipment                                | \$129,749           | \$ -      | \$ -      | \$ 129,749 |
| Accumulated<br>Depreciation<br>NET CAPITAL<br>ASSETS | (128,882)<br>\$ 867 |           | -         | (128,882)  |
| Less: Current Year<br>Depreciation Expense           |                     |           |           | (579)      |
| Net Capital Assets                                   |                     |           |           | \$ 288     |

#### NOTE 5 – COVID-19 GLOBAL PANDEMIC

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) spread across multiple countries, including the United States. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, multiple jurisdictions in the United States declared a state of emergency. It is anticipated that these impacts will continue for some time. Future potential impacts may include disruptions in operations and ability for employees to perform their job functions.

#### NOTE 6 – SUBSEQUENT EVENTS

Subsequent events have been evaluated through February 22, 2022, which is the date the financial statements were available to be issued, and management advised us that no other reportable matters existed.

REQUIRED SUPPLEMENTARY INFORMATION

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA BUDGETARY COMPARISON SCHEDULE - GENERAL FUND FOR THE YEAR ENDED DECEMBER 31, 2020

|                                      | Budget     | Actual     |
|--------------------------------------|------------|------------|
| PROGRAM REVENUES                     |            |            |
| Appropriations - City of New Orleans | \$ 385,945 | \$ 292,035 |
| Total program revenue                | \$ 385,945 | 292,035    |
| EXPENDITURES                         |            |            |
| Salaries and fringe benefits         | 338,545    | 286,128    |
| Professional services                | 10,000     | 10,350     |
| Printing & Binding                   | 4,500      | -          |
| Dues & Subscriptions                 | 200        | 675        |
| Convention & Travel                  | 8,000      | 388        |
| Rent & Leases                        | 12,200     | -          |
| Repairs and Maintenance              | 3,000      | -          |
| Telephone                            | 1,500      | -          |
| Miscellaneous                        | -          | -          |
| Office Supplies                      | 8,000      | 189        |
| Equipment and Other Supplies         | -          | 257        |
| Total expenses                       | \$ 385,945 | \$ 297,987 |

#### REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY FOR THE YEAR ENDED DECEMBER 31, 2020

| Registrar's Proportion of the Net Pension Liability  | _12 | 2/31/2020<br>1.96213% | <br>2/31/2019<br>2.01715% | _12 | 2/31/2018<br>1.98627% | 12 | 2/31/2017<br>1.94589% | 12 | 2/31/2016<br>1.99984% | _12 | 2/31/2015<br>1.97918% |
|--|-----|-----------------------|---------------------------|-----|-----------------------|----|-----------------------|----|-----------------------|-----|-----------------------|
| Registrar's Proportionate Share of the Net Pension Liability   | \$  | 422,699               | \$<br>377,211             | \$  | 468,845               | \$ | 427,143               | \$ | 567,457               | \$  | 484,708               |
| Registrar's Covered-Employee Payroll   | \$  | 286,128               | \$<br>330,090             | \$  | 330,847               | \$ | 330,938               | \$ | 348,847               | \$  | 329,365               |
| Registrar's Proportionate Share of the Net Pension Liability as a Percentage of its Covered-Employee Payroll |     | 147.73%               | 114.28%                   |     | 141.71%               |    | 129.07%               |    | 162.67%               |     | 147.16%               |
| Plan Fidicuary Net Position as a Percentage of the Total<br>Pension Liability                                |     | 98.03%                | 107.60%                   |     | 121.26%               |    | 105.82%               |    | 85.22%                |     | 94.35%                |

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

#### REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS SCHEDULE OF CONTRIBUTIONS - RETIREMENT PLAN FOR THE YEAR ENDED DECEMBER 31, 2020

|   | 12 | 2/31/2020 | 12 | 2/31/2019 | 12 | 2/31/2018 | 12 | 12/31/2017 |    | 2/31/2016 | 5 12/31/2015 |         |
|---|----|-----------|----|-----------|----|-----------|----|------------|----|-----------|--------------|---------|
| Contractually Required Contribution                                     | \$ | 47,846    | \$ | 47,099    | \$ | 46,849    | \$ | 53,605     | \$ | 62,167    | \$           | 65,106  |
| Contributions in Relation to the<br>Contractually Required Contribution | \$ | 32,610    | \$ | 36,750    | \$ | 51,006    | \$ | 53,605     | \$ | 62,167    | \$           | 65,106  |
| Contribution Deficiency/(Excess)  | \$ | 15,236    | \$ | 10,349    | \$ | (4,157)   | \$ | -          | \$ | -         | \$           | -       |
| Registrar's Covered-Employee Payroll                                    | \$ | 286,128   | \$ | 330,090   | \$ | 330,847   | \$ | 330,938    | \$ | 348,847   | \$           | 329,365 |
| Contributions a a Percentage of Covered-Employee Payroll                |    | 11.40%    |    | 11.13%    |    | 15.42%    |    | 16.20%     |    | 17.82%    |              | 19.77%  |

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NOTES TO REQUIRED SUPPLEMENTARY INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2020

# NOTE 1: CHANGES IN BENEFIT TERMS

There were no significant changes in benefit terms during the years presented on the accompanying schedules.

### NOTE 2: CHANGES IN ASSUMPTIONS

There were no significant changes in assumptions during the years presented on the accompanying schedules.

OTHER SUPPLEMENTARY INFORMATION

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA SCHEDULE OF COMPENSATION, PAYMENTS, AND OTHER BENEFITS TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER

# FOR THE YEAR ENDED DECEMER 31, 2020

# Agency Head Name: Sandra L. Wilson

| Purpose                           | Amount                    |
|-----------------------------------|---------------------------|
| Salary                            | \$ 150,785                |
| Benefits-insurance                | N/A                       |
| Benefits-retirement               | Contributions by employee |
| Benefits-other                    | N/A                       |
| Car allowance                     | N/A                       |
| Vehicle provided by government    | N/A                       |
| Per diem                          | N/A                       |
| Reimbursements                    | N/A                       |
| Travel                            | N/A                       |
| Registration fees                 | N/A                       |
| Conference travel                 | N/A                       |
| Continuing professional education | N/A                       |
| fees                              |                           |
| Housing                           | N/A                       |
| Unvouchered expenses*             | N/A                       |
| Special meals                     | N/A                       |



Luther Speight & Company Certified Public Accountants and Consultants

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

To the Honorable Sandra Wilson, Registrar for the Parish of Orleans New Orleans, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the Registrar of Voters for the Parish of Orleans (the Registrar), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the Registrar's basic financial statements and have issued our report thereon dated February 22, 2022.

# **Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Registrar's internal control over financial reporting (internal control) as a basis for designing 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 Registrar's internal control. Accordingly, we do not express an opinion on the effectiveness of the Registrar's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control 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.

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#### **Compliance and Other Matters**

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

#### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Luther Speight & Company OPAs New Orleans, Louisiana February 22, 2022

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA SUMMARY OF AUDITOR'S RESULTS

### FOR THE YEAR ENDED DECEMBER 31, 2020

### Section I – Summary of Auditor's Results

# Financial Statements

An unmodified opinion was issued on the financial statements of the auditee.

| Internal Control Over Financial Reporting:            |     |   |     |
|---|-----|---|-----|
| Material weakness(es) identified?                     | Yes | X | _No |
| Significant deficiency(s) identified                  |     |   |     |
| not considered to be material weaknesses?             | Yes | X | _No |
|   |     |   |     |
| Noncompliance material to financial statements noted? | Yes | X | _No |
| *   |     |   |     |

Federal Awards (Not Applicable)

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS SCHEDULE OF FINDINGS AND RESPONSES FOR THE YEAR ENDED DECEMBER 31, 2020

We noted no findings for the year ended December 31, 2020.

# REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS NEW ORLEANS, LOUISIANA SCHEDULE OF PRIOR YEAR FINDINGS FOR THE YEAR ENDED DECEMBER 31, 2020

Finding #DescriptionResolved/Unresolved2019-001Payroll and Human Resource ProceduresResolved