

**Van Zandt County Appraisal District**

**Financial Statements  
And Independent Auditor's Report**

**As of December 31, 2017**

**Van Zandt County Appraisal District**  
**TABLE OF CONTENTS**  
Year ended December 31, 2017

<u>Exhibit</u>		<u>Page</u>
	Independent Auditor's Report	1-2
	Management's Discussion and Analysis	3-7
	<b><u>BASIC FINANCIAL STATEMENTS</u></b>	
	<b>Government Wide Statements:</b>	
A-1	Statement of Net Position	8
B-1	Statement of Activities	9
	<b>Governmental Fund Financial Statements:</b>	
C-1	Balance Sheet	10
C-2	Reconciliation for C-1	11
C-3	<b>Combined</b> Statement of Revenues, Expenditures, and Changes in Fund Balance (Budget/Actual)	12
C-4	Reconciliation for C-3	13
C-5	Statement of <b>Appraisal</b> Revenues, Expenditures, and Changes in Fund Balance (Budget/Actual)	14
C-6	Statement of <b>Collection</b> Revenues, Expenditures, and Changes in Fund Balance (Budget/Actual)	15
	Notes to the Financial Statements	16-21
	<b><u>REQUIRED SUPPLEMENTARY INFORMATION</u></b>	
	Schedule of Changes in Net Pension Liability and Related Ratios	22
	<b><u>INTERNAL CONTROL SECTION</u></b>	
	Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	23
	Schedule of Findings and Questioned Costs	24
	Schedule of Status of Prior Findings	25
	Corrective Action Plan	25



**UNQUALIFIED OPINION ON BASIC FINANCIAL STATEMENTS  
ACCOMPANIED BY REQUIRED SUPPLEMENTARY INFORMATION AND OTHER  
SUPPLEMENTARY INFORMATION**

**Independent Auditor's Report**

**Board of Directors  
Van Zandt County Appraisal District  
Canton, Texas**

We have audited the accompanying financial statements of the governmental activities and the major fund of Van Zandt County Appraisal District as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the District'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. 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.

**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District, as of December 31, 2017, and the respective changes in financial position, thereof and the respective budgetary comparison for the general fund 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, budgetary comparison and net pension liability information on pages 3 through 7, 12, 14, 15 and 22 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 Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated February 9, 2018, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

*Arnold, Walker, Arnold & Co., P.C.*

February 9, 2018

## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of Van Zandt County Appraisal District, we offer readers of the District's financial statements this narrative overview and analysis of the financial activities and performance for the year ended December 31, 2017. The information presented here should be read in conjunction with the independent auditor's report and the District's financial statements.

### FINANCIAL HIGHLIGHTS

The District's total net position was \$492 thousand at December 31, 2017. During the year, the District's revenue exceeded expenditures by \$9 thousand.

The total cost of all the District's activities was \$1.53 million. Expenses were \$6 thousand less than budgeted.

The general fund balance is \$81 thousand at December 31, 2017.

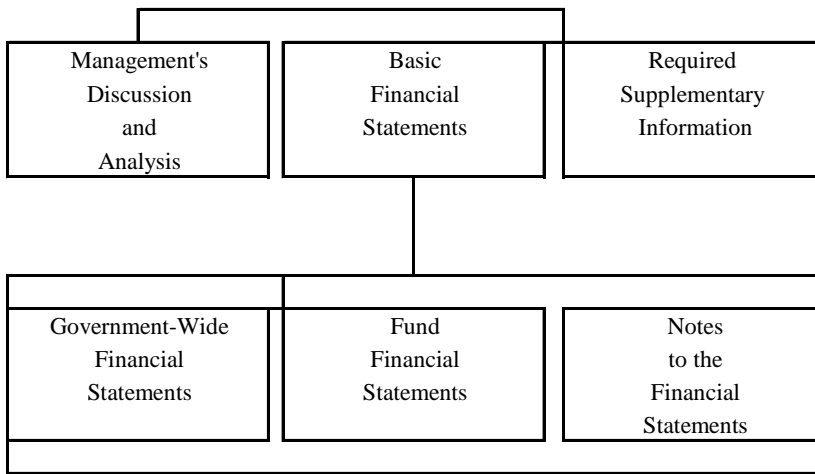
The District continues to have no long-term debt.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts--*management's discussion and analysis* (this section), the *basic financial statements*, and *required supplementary information*. The basic financial statements include two kinds of statements that present different views of the District:

- The first two statements are *government-wide financial statements* that provide information about the District's activities as a whole and present a longer-term view of the District's property and debt obligations. They reflect the flow of total economic resources in a manner similar to the financial reports of a business enterprise.
- The remaining statements are *fund financial statements* that focus on *individual part* of the government, reporting the District's operations in *more detail* than the government-wide statements.
- The *governmental funds* statements tell how *general government* services were financed in the *short term* as well as what remains for future spending.

Figure A-1. Required Components of the District's Annual Financial Report



Summary ⇄ Detail

The financial statements also include *notes* that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of *required supplementary information* that further explains and supports the information in the financial statements. Figure A-1 shows how the required parts of this annual report are arranged and related to one another.

Figure A-2 summarizes the major features of the District's financial statements, including the portion of the District government they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure and contents of each of the statements.

Type of Statements	Government-wide	Governmental Funds
	<i>Scope</i>	Entire District's government (except fiduciary funds) and the District's component units
<i>Required financial statements</i>	Statement of net position	Balance sheet
	Statement of activities	Statement of revenues, expenditures & changes in fund balances
<i>Accounting basis and measurement focus</i>	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus
<i>Type of asset/liability information</i>	All assets and liabilities, both financial and capital, short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter, no capital assets included
<i>Type of inflow/outflow information</i>	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon after

### Government-wide Statements

The government-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statement of net assets includes *all* of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the District's *net assets* and how they have changed. Net assets—the difference between the District's assets and liabilities—is one way to measure the District's financial health or *position*.

- Over time, increases or decreases in the District's net assets are an indicator of whether its financial health is improving or deteriorating, respectively.

The government-wide financial statements of the District include the *Governmental activities*. Assessing and collecting fees for services finance most of these activities.

### Fund Financial Statements

The fund financial statements provide more detailed information about the District's most significant *funds*—not the District as a whole. Funds are accounting devices that the District uses to keep track of specific sources of funding and spending for particular purposes.

The District has one fund:

- *Governmental funds*—Most of the District's basic services are included in governmental funds, which focus on (1) how *cash and other financial assets* that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental fund statements provide a detailed *short-term* view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, additional information is provided that explains the relationship (or differences) between them.

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

**Net position.**

The District's combined net position were approximately \$492 thousand at December 31, 2017, a decrease from \$559 thousand at December 31, 2016.

Table A-1  
The District's Net Position  
(in thousands of dollars)

	Governmental Activities	
	2017	2016
Current and other assets	81	77
Capital and non-current assets	359	406
<b>TOTAL ASSETS</b>	<u>440</u>	<u>483</u>
DEFERRED OUTFLOWS OF RESOURCES	185	205
Long-term liabilities	-	-
Other liabilities	133	129
<b>TOTAL LIABILITIES</b>	<u>133</u>	<u>129</u>
Invested in capital assets	359	406
Reserved	81	71
Unrestricted	52	82
<b>TOTAL NET POSITION</b>	<u>492</u>	<u>559</u>

Net position invested in capital assets net of related debt reflects the book value of the District's capital assets in excess of the debt which financed those assets. Remaining net position is available to fund the programs of the District for future fiscal years or be returned to representative entities.

**Changes in net position.**

The District's total revenues were \$1.47 million as detailed below.

The total cost of all programs was \$1.53 million. Approximately 63% of this was for salaries and benefits.

Table A-2  
The District's Changes in Net Position  
(in thousands of dollars)

	Governmental Activities	
	2017	2016
<b>Revenues</b>		
<u>Program Revenues</u>		
Charges for Services	1,461	1,395
Operating Grants and Contributions	-	-
<u>General Revenues</u>		
Investment earnings	1	1
Other	7	7
<b>Total Revenues</b>	<u>1,469</u>	<u>1,403</u>
<b>Expenses</b>		
Tax appraisal and collection	1,529	1,386
<b>Total Expenses</b>	<u>1,529</u>	<u>1,386</u>
Refunds to entities	6	5
<b>Increase (Decrease) in Net Position</b>	(66)	12
<b>Beginning Net Position</b>	558	517
<b>Prior Period Adjustments</b>	-	29
<b>Ending Net Position</b>	<u>492</u>	<u>558</u>



## FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

The District reported fund balance in its governmental funds of approximately \$81 thousand at December 31, 2017. Revenues were more than expenditures by \$9 thousand.

### General Fund Budgetary Highlights

The budget was amended as needed. \$1.46 million was budgeted to be spent. \$1.46 million was actually spent.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

Table A-3  
District's Capital Assets  
(in thousands of dollars)

	Governmental Activities	
	2017	2016
Land	<u>11</u>	<u>11</u>
Building and improvements	502	502
Furniture, fixtures and equipment	<u>275</u>	<u>321</u>
Totals at historical cost	<u>788</u>	<u>834</u>
Total accumulated depreciation	<u>(429)</u>	<u>(428)</u>
Net capital assets	<u><u>359</u></u>	<u><u>406</u></u>

### Long-Term Debt

The District has no long-term debt.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The District's Board and management considered many factors when setting the 2018 budget. Growth and economic conditions were considered. It is anticipated that the equity position will continue to remain about the same. The financial position will remain adequate to meet the needs of the District.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of District's finances for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be directed to the Chief Appraiser's office.

BASIC FINANCIAL STATEMENTS

GOVERNMENT WIDE STATEMENTS

**Van Zandt County Appraisal District**  
**STATEMENT OF NET POSITION**  
As of December 31, 2017

	Governmental Activities
<b>ASSETS</b>	
Current assets	
Cash and cash equivalents	80,610
Capital assets	
Land	10,994
Building and improvements	501,637
Furniture, fixtures and equipment	275,463
Accumulated depreciation	(429,158)
Total capital assets	<u>358,936</u>
Total Assets	<u>439,546</u>
 <b>DEFERRED OUTFLOW OF RESOURCES</b>	
Deferred resource outflow TCDRS	<u>184,852</u>
 <b>LIABILITIES</b>	
Current liabilities	
Accounts payable and accrued expenses	-
Total current liabilities	<u>-</u>
Non-current liabilities--net pension liability	<u>132,009</u>
Total Liabilities	<u>132,009</u>
 <b>POSITION</b>	
Invested in capital assets	358,936
Reserved	80,610
Unrestricted	52,843
Total Net Position	<u><u>492,389</u></u>

The accompanying notes are an integral part of this statement.

**Van Zandt County Appraisal District**  
**STATEMENT OF ACTIVITIES**  
For the year ended December 31, 2017

	Program Revenues			Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities
<b>Primary Government:</b>				
GOVERNMENTAL ACTIVITIES				
Tax appraisal	1,174,970	1,133,772	-	(41,198)
Collections and certificates	353,788	327,244	-	(26,544)
Total primary government	1,528,758	1,461,016	-	(67,742)
General Revenues				
Investment earnings				944
Miscellaneous				6,882
Total General Revenues				7,826
Other Sources (Uses)-- refund to entities				(6,186)
Changes in Net Position				(66,102)
Net Position -- Beginning				558,491
Net Position -- Ending				492,389

The accompanying notes are an integral part of this statement.

GOVERNMENTAL FUND FINANCIAL STATEMENTS

**Van Zandt County Appraisal District**  
**BALANCE SHEET**  
**GENERAL FUND**  
 As of December 31, 2017

	General Fund
<b>ASSETS</b>	
Cash and cash equivalents	80,610
Total assets	80,610
<b>LIABILITIES</b>	
Accounts payable and accrued expenses	-
Total liabilities	-
<b>FUND BALANCE</b>	
Reserved	80,610
Fund balance-unreserved	-
Total fund balance	80,610
Total liabilities and fund balance	80,610

The accompanying notes are an integral part of this statement.

**Van Zandt County Appraisal District**  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS**  
**BALANCE SHEET TO THE STATEMENT OF NET POSITION**  
 For the year ended December 31, 2017

<b>Total Fund Balances - Governmental Funds</b>	80,610
Capital assets used in governmental activities are not financial resources and therefore are not reported in governmental funds. At the beginning of the year, the cost of these assets was \$833,629 and the accumulated depreciation was \$427,617. The net effect of including the beginning balances for capital assets (net of depreciation) is to increase net position.	406,012
The 2017 depreciation expense increases accumulated depreciation. The net effect of the current year's depreciation is to decrease net position.	(70,559)
Capital outlay 2017. (see Note I.f.1.)	23,483
Effect of net pension obligation required by GASB 68 and 71.	<u>52,843</u>
Net Position, of Governmental Activities	<u><u>492,389</u></u>

The accompanying notes are an integral part of this statement.



**Van Zandt County Appraisal District**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCE--BUDGET AND ACTUAL**  
**GENERAL FUND**  
For the year ended December 31, 2017

	<u>Budget*</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUE			
Appraisal fees and collection fees	1,441,836	1,441,836	-
Interest income and other	23,500	27,006	3,506
Total revenue	<u>1,465,336</u>	<u>1,468,842</u>	<u>3,506</u>
EXPENDITURES			
Personnel services	1,013,166	968,862	44,304
Purchase & contract services	248,270	273,067	(24,797)
Supplies	81,000	80,750	250
Other	109,400	105,999	3,401
Capital outlay	13,500	30,671	(17,171)
Total expenditures	<u>1,465,336</u>	<u>1,459,349</u>	<u>5,987</u>
Excess of revenues over (expenditures)	-	9,493	9,493
Fund balance at beginning of year	77,303	77,303	-
Refund to entities	-	(6,186)	(6,186)
Fund balance at end of year	<u><u>77,303</u></u>	<u><u>80,610</u></u>	<u><u>3,307</u></u>

\*The original budget was not amended significantly in total.

The accompanying notes are an integral part of this statement.

**Van Zandt County Appraisal District**  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES,**  
**AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES**  
for the year ended December 31, 2017

<b>Total Net Change in Fund Balances - Governmental Funds</b>	3,307
Depreciation is not recognized as an expense in governmental funds since it does not require the use of current financial resources. The net effect of the current year's depreciation is to decrease net position.	(70,559)
Capital outlay 2017. (see Note I.f.1.)	23,483
Effect of recording net pension obligation GASB 68 and 71.	<u>(22,333)</u>
Change in Net Position of Governmental Activities	<u><u>(66,102)</u></u>

The accompanying notes are an integral part of this statement.

**Van Zandt County Appraisal District**  
**STATEMENT OF APPRAISAL REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCE--BUDGET AND ACTUAL**  
**GENERAL FUND**

For the year ended December 31, 2017

	Budget*	Actual	Variance Favorable (Unfavorable)
REVENUE			
Appraisal fees	1,133,772	1,133,772	-
Interest income and other	4,800	3,921	(879)
Total revenue	1,138,572	1,137,693	(879)
EXPENDITURES			
Personnel services	795,039	752,681	42,358
Purchase & contract services	190,483	209,858	(19,375)
Supplies	41,650	45,682	(4,032)
Other	103,400	100,437	2,963
Capital outlay	8,000	16,927	(8,927)
Total expenditures	1,138,572	1,125,585	12,987
Excess of revenues over (expenditures)	-	12,108	12,108
Fund balance at beginning of year	78,358	78,358	-
Refund to entities	-	(6,186)	6,186
Fund balance at end of year	78,358	84,280	5,922

\*The original budget was not amended significantly in total.

The accompanying notes are an integral part of this statement.

**Van Zandt County Appraisal District**  
**STATEMENT OF COLLECTION REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCE--BUDGET AND ACTUAL**  
**GENERAL FUND**  
For the year ended December 31, 2017

	<u>Budget*</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
<b>REVENUE</b>			
Collection fees	308,064	308,064	-
Interest income and other	18,700	23,085	4,385
Total revenue	<u>326,764</u>	<u>331,149</u>	<u>4,385</u>
<b>EXPENDITURES</b>			
Personnel services	218,127	216,181	1,946
Purchase & contract services	57,787	63,209	(5,422)
Supplies	39,350	35,068	4,282
Other	6,000	5,562	438
Capital outlay	5,500	13,744	(8,244)
Total expenditures	<u>326,764</u>	<u>333,764</u>	<u>(7,000)</u>
Excess of revenues over (expenditures)	-	(2,615)	(2,615)
Fund balance (deficit) at beginning of year	<u>(1,055)</u>	<u>(1,055)</u>	-
Fund balance (deficit) at end of year	<u><u>(1,055)</u></u>	<u><u>(3,670)</u></u>	<u><u>(2,615)</u></u>

\*The original budget was not amended significantly in total.

The accompanying notes are an integral part of this statement.

**Van Zandt County Appraisal District**  
NOTES TO THE FINANCIAL STATEMENTS  
December 31, 2017

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Van Zandt County Appraisal District is a governmental unit under the applicable laws and regulations of the State of Texas. It is governed by a Board of Directors appointed by the entities for which the District appraises property. The District prepares its basic financial statements in conformity with generally accepted accounting principles promulgated by the Governmental Accounting Institute of Certified Public Accountants.

**A. REPORTING ENTITY**

The District has the authority to make decisions and significantly influence operations. It has the primary accountability for fiscal matters. Therefore, the District is a financial reporting entity as defined by the Governmental Accounting Standards Board ("GASB") in its Statement No. 14, "The Financial Reporting Entity." There are no component units included within the reporting entity.

At December 31, 2017, the District has agreements with twenty-four taxing entities to provide property valuations and/or tax collections.

**B. FORMATION**

Van Zandt County Appraisal District was formed under a Senate Bill for the purpose of reappraisal of all property in Van Zandt County. The assessed valuation determined by the Appraisal District will be used by all taxing entities in the District. Funding for the District comes from each taxing entity each year based on an approved budget.

**C. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

The Statement of Net Position and the Statement of Activities are government-wide financial statements. They report information on all of the District's activities. *Governmental activities* include programs supported primarily by taxes, charges for services, grants and other intergovernmental revenues. Business type activities include operations that rely to a significant extent on fees and charges for support. The District has no business type activities. All of the District's support comes from the entities that the District appraises and collects taxes for except for a small amount of interest income and miscellaneous other income. A budget is adopted each year by the Board and is also approved by the entities.

The Statement of Activities demonstrates how other people or entities that participate in the programs the District operates have shared in the payment of those costs. The "charges for services" column includes payments made by the entities for appraising taxes and miscellaneous charges to customers such as copying documents. The "grants and contributions" column includes amounts paid by organizations outside the District to help meet the operational or capital requirements of a given function. The District had no grants and contributions this year. If a revenue is not a program revenue, it is a general revenue used to support all of the District's functions.

The fund financial statements provide reports on the financial condition and results of operations of the District's one fund category. The District has only one fund, the general fund, and it is a major fund. There are no proprietary funds.

**D. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT**

The government-wide financial statements use the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows, appraisal fees are recognized in the year for which they are budgeted.

Governmental fund financial statements use the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, current liabilities and fund balances are included on the balance sheet. Operating statements of these funds present net increases and decreases in current assets (i.e., revenues and other financing sources and expenditures and other financing uses).

The modified accrual basis of accounting recognizes revenues in the accounting period in which they become both measurable and available, and it recognizes expenditures in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest and principal on long-term debt, which is recognized when due.

**E. FUND ACCOUNTING**

The District reports the following major governmental fund:

**The General Fund** - The general fund is the District's operating fund. It accounts for all financial resources of the District.

## **F. OTHER ACCOUNTING POLICIES**

1. Capital assets, which include office equipment and furniture and fixtures are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Building and improvements are depreciated using the straight line method over estimated useful lives of 30-40 years. Furniture, fixtures and equipment are depreciated similarly over 5-7 years.

2. The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.
3. In the financial statements, governmental funds report reservations of fund balances that are not available for appropriation or are restricted for a specific purpose. Designations of fund balance represent management plans that are subject to change.
4. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas County & District Retirement System (TCDRS) and additions to/deductions from TCDRS's Fiduciary Net Position have been determined on the same basis as they are reported by TCDRS. For this purpose, plan contributions are recognized in the period the compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

## **II. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

Formal budgetary integration is employed as a management control device during the year for the general fund. This budget is adopted on a basis consistent with generally accepted accounting principles. The budget was not amended significantly in total during the year.

## **III. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS**

### **A. DEPOSITS AND INVESTMENTS**

#### **Legal and Contractual Provisions Governing Deposits and Investments**

The **Public Funds Investment Act** (Government Code Chapter 2256) contains specific provisions in the areas of investment practices, management reports and establishment of appropriate policies. Among other things, it requires the District to adopt, implement, and publicize an investment policy. That policy must address the following areas: (1) safety of principal and liquidity, (2) portfolio diversification, (3) allowable investments, (4) acceptable risk levels, (5) expected rates of return, (6) maximum allowable stated maturity of portfolio investments, (7) maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio, (8) investment staff quality and capabilities, (9) and bid solicitation preferences for certificates of deposit. Statutes authorize the District to invest in (1) obligations of the U.S. Treasury, certain U.S. agencies, and the State of Texas; (2) certificates of deposit, (3) certain municipal securities, (4) money market savings accounts, (5) repurchase agreements, (6) bankers acceptances, (7) Mutual Funds, (8) Investment pools, (9) guaranteed investment contracts, (10) and common trust funds. The Act also requires the District to have independent auditors perform test procedures related to investment practices as provided by the Act. The District is in substantial compliance with the requirements of the Act and with local policies.

Additional Contractual provisions governing deposits and investments for the District are as follows:

**A. DEPOSITS AND INVESTMENTS (continued)**

**Policies Governing Deposits and Investments**

In compliance with the Public Funds Investment Act, the District has adopted a deposit and investment policy. That policy does address the following risks:

1. Custodial Credit Risk – Deposits: In the case of deposits, this is the risk that in the event of a bank failure, the government’s deposits may not be returned to it. The District’s policy regarding types of deposits allowed and collateral requirements is that the funds of the District must be deposited and invested under the terms of a contract, contents of which are set out in the Depository Contract Law. The depository bank places approved pledged securities for safekeeping in an amount sufficient to protect the District’s funds on a day-to-day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank’s dollar amount of Federal Deposit Insurance Corporation (“FDIC”) insurance.

Deposits of the District are insured or collateralized with securities held by the pledging financial institution’s trust department or agent in the name of the District.

At December 31, 2017, the carrying amount of the District's deposits (cash, certificates of deposit, and interest-bearing savings accounts included in temporary investments) was \$80,610 and the bank balance was approximately \$120,000. The District’s cash deposits at December 31, 2017 and during the year ended December 31, 2017 were covered by FDIC insurance or by pledged collateral held by the District's agent bank in the District's name.

In addition, the following is disclosed regarding coverage of combined balances as of December 31, 2017:

- a. Depository: Citizens National Bank
  - b. Securities were pledged by the depository at December 31, 2017.
  - c. Total amount of FDIC coverage as of December 31, 2017 was \$250,000.
2. Custodial Credit Risk – Investments: For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Positions in external investment pools are not subject to custodial credit risk. The District has no investments exposed to custodial credit risk at the end of the period.
  3. Interest- rate Risk – Interest-rate risk occurs when potential purchasers of debt securities do not agree to pay face value for these securities if interest rates rise. The District does not purchase investments where the face value is not guaranteed.

**B. CAPITAL ASSET ACTIVITY**

Capital asset activity for the District for the year ended December 31, 2017, was as follows:

	Primary Government				<u>Ending Balance</u>
	<u>Beginning Balance</u>	<u>Additions</u>	<u>Retirements</u>	<u>Adjustments</u>	
Governmental Activities:					
Land	10,994	-	-	-	10,994
Expansion project	302,122	-	-	-	302,122
Building	199,515	-	-	-	199,515
Furniture, fixtures and equipment	320,998	23,483	(69,018)	-	275,463
Less Accumulated Depreciation	<u>(427,617)</u>	<u>(70,559)</u>	<u>69,018</u>	<u>-</u>	<u>(429,158)</u>
Governmental Activities Capital Assets, Net	<u>406,012</u>	<u>(47,076)</u>	<u>-</u>	<u>-</u>	<u>358,936</u>

**C. HEALTH CARE COVERAGE**

During the year ended December 31, 2017, employees of Van Zandt County Appraisal District were covered by a health insurance plan (the Plan). The District contributed 100% of the health insurance premiums per pay period per employee to the Plan. The District also provides employees coverage for supplemental dental. The employees, at their option, authorized payroll withholdings to pay any premium for their dependents. All contributions were paid to a licensed insurer.

The contract between the District and the licensed insurer is renewable annually and terms of coverage and contribution costs are included in the contractual provisions.

**D. COMMITMENTS AND CONTINGENCIES**

Various taxpayer appraisal valuation disputes inevitable arise during the year. Most are settled by negotiations during taxpayer meetings with the chief appraiser and/or Appraisal Review Board (ARB), which is appointed by the Board.

## E. RETIREMENT PLAN

### Plan Description

The District provides retirement, disability, and death benefits for all of its full-time employees through a nontraditional defined benefit plan in the state-wide Texas County and District Retirement System (TCDRS). The Board of Trustees of TCDRS is responsible for the administration of the state-wide agent multiple-employer public employee retirement system consisting of over 600 nontraditional defined benefit pension plans. TCDRS in the aggregate issues a comprehensive annual financial report (CAFR) on a calendar year basis. The CAFR is available upon written request from the Board of Trustees at P.O. Box 2034, Austin, Texas 78768-2034.

The plan provisions are adopted by the governing body of the District, within the options available in the Texas state statutes governing TCDRS (TCDRS Act). Members can retire at ages 60 and above with 8 or more years of service or with 30 years of service regardless of age or when the sum of their age and years of service equals 75 or more. A member is vested after 8 years of service but must leave his accumulated contributions in the plan to receive any employer-financed benefit. If a member withdraws his personal contributions in a lump-sum, he is not entitled to any amounts contributed by the employer.

All eligible employees of the District are required to participate in the TCDRS.

### Benefits Provided

TCDRS provides retirement, disability and death benefits. Benefit provisions are adopted by the governing body of the District, within the options available in the state statutes governing TCDRS.

Benefit amounts are determined by the sum of the employee's contributions to the plan, with interest, and employer-financed monetary credits. The level of these monetary credits is adopted by the governing body of the employer within actuarial constraints imposed by the TCDRS Act so that the resulting benefits can be expected to be adequately financed by the employer's commitment to contribute. At retirement, death, or disability, the benefit is calculated as if the sum of the employee's accumulated contributions and the employer-financed monetary credits to a monthly annuity using annuity purchase rates prescribed by the TCDRS Act.

Employees covered by benefit terms.

At December 31, 2016 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	5
Inactive employees entitled to but not yet receiving benefits	8
Active employees	<u>16</u>
	29

### Contributions

The employer has elected the annually determined contribution rate (Variable-Rate) plan provisions of the TCDRS Act. The plan is funded by monthly contributions from both employee members and the employer based on the covered payroll of employee members. Under the TCDRS Act, the contribution rate of the employer is actuarially determined annually.

Employees for the District were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rate for the District was 8.36% in calendar year 2017. The District's contributions to TCDRS for the year ended December 31, 2017, were \$61,205, and were equal to the required contributions.

### Net Pension Liability

The District's Net Pension Liability (NPL) was measured as of December 31, 2016, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

Actuarial assumptions:

The Total Pension Liability in the December 31, 2016 actuarial valuation was determined using the following actuarial assumptions:

Inflation	3.00% per year
Overall payroll growth	4.90% per year
Investment Rate of Return	8.00% net of pension plan investment expenses, including inflation

Demographic and economic assumptions are used to estimate employer liabilities and to determine the amount of funding required from employer contributions as opposed to investment earnings. These assumptions reflect a long-term perspective of 30 years or more. Examples of key economic assumptions include long-term investment return, long-term inflation and annual payroll increase.

Demographic assumptions are the actuary's best estimate of what will happen to TCDRS members and retirees. Examples of demographic assumptions are employment termination rates, retirement rates and retiree mortality rates. A complete listing of all actuarial assumptions can be found in the annual system-wide valuation report.

The long-term expected rate of return on pension plan investments is 8.10%. The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the TCDRS Board of Trustees. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of TCDRS.



**E. RETIREMENT PLAN continued**

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment 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 target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Geometric Real Rate of Return
US Equity	13.50%	4.70%
International Equity	10.00%	4.70%
Various	40.50%	1.00-7.20%
Hedge Funds	20.00%	3.85%
Private Equity	16.00%	7.70%
Total	100.00%	

Discount Rate

The discount rate used to measure the Total Pension Liability was 8.10%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. 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.

Changes in the Net Pension Liability

	Increase (decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balance at December 31, 2015	\$ 1,839,691	\$ 1,710,110	\$ 129,581
Changes for the year:			
Service cost	90,154	-	90,154
Interest	150,749	-	150,749
Change of benefit terms	-	-	-
Difference between expected and actual experience	24,639	-	24,639
Changes of assumptions	(5,225)	(5,225)	-
Contributions - employer	-	69,685	(69,685)
Contributions - employee	-	52,224	(52,224)
Net investment income	-	127,139	(127,139)
Benefit payments, including refund of employee contributions	(41,268)	(41,268)	-
Administrative expense	-	(1,382)	1,382
Other changes	-	15,447	(15,447)
Net changes	\$ 219,049	\$ 216,620	\$ 2,429
Balance at December 31, 2016	\$ 2,058,740	\$ 1,926,730	\$ 132,010

Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability of the District, calculated using the discount rate of 8.10%, as well as what the District's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7.10%) or 1-percentage-point higher (9.10%) than the current rate:

	1% Decrease in Discount Rate 7.10%	Discount Rate 8.10%	1% Increase in Discount Rate 9.10%
District's net pension liability	\$ 364,013	\$ 132,009	\$ (62,937)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TCDRS financial report. That report may be obtained on the Internet at [www.tcdrs.com](http://www.tcdrs.com).

**E. RETIREMENT PLAN continued**

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

For the year ended September 30, 2017, the District recognized pension expense of \$85,358.

At December 31, 2017, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	34,232	-
Changed is actuarial assumptions	17,337	-
Difference between projected and actual investment earnings	120,029	-
Contributions subsequent to the measurement date	61,205	-
Total	<u>232,803</u>	-

Amounts reported as deferred outflows and inflows of resources related to pensions, excluding contributions made subsequent to the measurement date, will be recognized in pension expense as follows:

Year ended December 31:	
2018	57,951
2019	47,782
2020	7,914
2021	-
Thereafter	-

**F. RISK MANAGEMENT**

The District is exposed to various risks of loss to torts of theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During 2017, the District purchased commercial insurance to cover general liabilities. There were no significant reductions in coverage in the past fiscal year, and there were no settlements exceeding insurance coverage for each of the past three fiscal years.

**G. CONTINGENT LIABILITIES**

The District serves as a custodian of a collection clearing account which is currently held with the Citizens National Bank. The funds in this account represent the collection of taxes for the benefit of the taxing entities within the county and are distributed on the first of the next month following collections. The District acts only as a fiduciary for these funds and therefore they are not included in the balance sheet.

The undistributed funds in the account as of December 31, 2017 were approximately \$9.4 million. The interest earned on the undistributed funds is allocated to the entities as of the last day of February and the last day of August of each year. The Citizens National Bank maintains pledged securities in an amount sufficient to protect these funds on a day to day basis during the period of the contract.

**H. RESERVED FUND BALANCE**

The District has previously reserved "excess revenues" to be "carried over" for designated use in future budgets. The following is a summary of that reserve activity for the year ended December 31, 2017:

Reserved fund balance 1/1/17	77,303
2017 excess of revenues over expenditures	3,307
Planned refund to entities	-
2017 expenditures from carryover	-
Reserved fund balance 12/31/17	<u><u>80,610</u></u>

**I. LITIGATION**

The District had no pending litigation at December 31, 2017.

**J. SUBSEQUENT EVENTS**

The District has evaluated subsequent events through February 9, 2018, the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

**Van Zandt County Appraisal District**  
**SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS**  
 At December 31,

	<u>2014</u>	<u>2015</u>	<u>2016</u>
<b>Total pension liability</b>			
Service Cost	90,069	91,627	90,154
Interest (on the Total Pension Liability)	119,094	134,913	150,749
Changes of benefit terms	-	(16,315)	-
Difference between expected and actual experience	25,643	7,107	24,639
Changes of assumptions	-	28,895	-
Benefit payments, including refunds of employee contributions	<u>(51,420)</u>	<u>(41,268)</u>	<u>(46,493)</u>
Net change in total pension liability	183,386	204,959	219,049
Total pension liability - beginning	<u>1,451,346</u>	<u>1,634,732</u>	<u>1,839,691</u>
Total pension liability - ending	<u><u>1,634,732</u></u>	<u><u>1,839,691</u></u>	<u><u>2,058,740</u></u>
 <b>Plan fiduciary net position</b>			
Contributions - employer	77,368	71,470	69,685
Contributions - employee	49,667	51,842	52,224
Net investment income	98,068	(25,060)	127,139
Benefit payments, including refunds of employee contributions	(51,420)	(41,268)	(46,493)
Administrative expense	(1,203)	(1,214)	(1,382)
Other	15,277	3,585	15,447
Net change in plan fiduciary net position	<u>187,757</u>	<u>59,355</u>	<u>216,620</u>
Plan fiduciary net position - beginning	<u>1,462,998</u>	<u>1,650,755</u>	<u>1,710,110</u>
Plan fiduciary net position - ending	<u><u>1,650,755</u></u>	<u><u>1,710,110</u></u>	<u><u>1,926,730</u></u>
 <b>Net pension liability</b>	<u><u>(16,023)</u></u>	<u><u>129,581</u></u>	<u><u>132,010</u></u>
 <b>Plan fiduciary net position as a percentage of the total pension liability</b>	100.98%	92.96%	93.59%
 <b>Covered-employee payroll</b>	709,529	740,600	746,058
 <b>Net pension liability as a percentage of covered employee payroll</b>	-2.26%	17.50%	17.69%

**NOTES:**

*Changes of benefit terms*

There were no changes of benefit terms that affected measurement of the total pension liability during the measurement period.

*Changes of assumptions*

There were no changes of assumptions or other inputs that affected measurement of the total pension liability during the measurement period.

INTERNAL CONTROL SECTION



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*

**Board of Directors**  
**Van Zandt County Appraisal District**  
**Canton, Texas**

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 Van Zandt County Appraisal District, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated February 9, 2018.

**Internal Control Over Financial Reporting**

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

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

Our consideration of internal control 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 District'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.

Respectfully Submitted,

*Arnold, Walker, Arnold & Co., P.C.*

Arnold, Walker, Arnold & Co., P.C.

February 9, 2018

**Van Zandt County Appraisal District**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
For the year ended December 31, 2017

Type of Report on Financial Statements:	Unqualified
Reportable Conditions:	None
Material Weaknesses Involving Reportable Conditions:	None
Noncompliance Material to the Financial Statements:	None
Questioned Costs:	None

**Van Zandt County Appraisal District**  
SCHEDULE OF STATUS OF PRIOR FINDINGS  
For the year ended December 31, 2017

N/A

**Van Zandt County Appraisal District**  
CORRECTIVE ACTION PLAN  
For the year ended December 31, 2017

N/A