

ARKANSAS COMMISSIONER OF STATE LANDS

Annual Financial Report

June 30, 2020



ARKANSAS COMMISSIONER OF STATE LANDS
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Arkansas

Sen. Ronald Caldwell
Senate Chair
Sen. Gary Stubblefield
Senate Vice Chair



Rep. Richard Womack
House Chair
Rep. Nelda Speaks
House Vice Chair

Roger A. Norman, JD, CPA, CFE, CFF
Legislative Auditor

LEGISLATIVE JOINT AUDITING COMMITTEE ARKANSAS LEGISLATIVE AUDIT

INDEPENDENT AUDITOR'S REPORT

Arkansas Commissioner of State Lands
Legislative Joint Auditing Committee

Report on the Financial Statements

We have audited the accompanying financial statements of the major fund and the aggregate remaining fund information of the Arkansas Commissioner of State Lands, an office of Arkansas state government, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Arkansas Commissioner of State Lands departmental 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 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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the major fund and the aggregate remaining fund information of the Arkansas Commissioner of State Lands as of June 30, 2020, the changes in financial position thereof, and the budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As indicated above, the financial statements of the Arkansas Commissioner of State Lands are intended to present the financial position, the changes in financial position, and budgetary comparisons of only that portion of the major fund of the State that is attributable to the transactions of the Arkansas Commissioner of State Lands. They do not purport to, and do not, present fairly the financial position of the State of Arkansas as of June 30, 2020, the changes in its financial position, and budgetary comparisons for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters**Required Supplementary Information**

The Governmental Accounting Standards Board requires that a Management's Discussion and Analysis be presented to supplement government-wide financial statements. However, as discussed in the "Emphasis of Matter" paragraph above, the financial statements of the Arkansas Commissioner of State Lands are only for the specific transactions and activity of the Agency and not for the State as a whole. Therefore, the Management's Discussion and Analysis is not required to be presented for the Arkansas Commissioner of State Lands individually. Our opinions on the departmental financial statements are not affected by the omission of this information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Arkansas Commissioner of State Lands' departmental financial statements. The Schedule of Selected Information and Other General Information are presented for purposes of additional analysis and are not a required part of the departmental financial statements.

The Schedule of Selected Information and Other General Information have not been subjected to the auditing procedures applied in the audit of the departmental financial statements, and accordingly, we do not express an opinion or provide any assurance on this information.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 28, 2021, on our consideration of the Arkansas Commissioner of State Lands' 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 Arkansas Commissioner of State Lands' 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 Arkansas Commissioner of State Lands' internal control over financial reporting and compliance.

ARKANSAS LEGISLATIVE AUDIT



Roger A. Norman, JD, CPA, CFE, CFF
Legislative Auditor

Little Rock, Arkansas
July 28, 2021
SA0406120

Arkansas

Sen. Ronald Caldwell
Senate Chair
Sen. Gary Stubblefield
Senate Vice Chair



Rep. Richard Womack
House Chair
Rep. Nelda Speaks
House Vice Chair

Roger A. Norman, JD, CPA, CFE, CFF
Legislative Auditor

LEGISLATIVE JOINT AUDITING COMMITTEE ARKANSAS LEGISLATIVE AUDIT

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

INDEPENDENT AUDITOR'S REPORT

Arkansas Commissioner of State Lands
Legislative Joint Auditing Committee

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the major fund and the aggregate remaining fund information of the Arkansas Commissioner of State Lands (the "Agency"), an office of Arkansas state government, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Arkansas Commissioner of State Lands' departmental financial statements, and have issued our report thereon dated July 28, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency'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 Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency'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 Agency'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 financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the 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. However, pursuant to Ark. Code Ann. § 10-4-417, all reports presented to the Legislative Joint Auditing Committee are matters of public record, and distribution is not limited.

ARKANSAS LEGISLATIVE AUDIT

A handwritten signature in black ink that reads "Tom Bullington". The signature is written in a cursive style with a long, sweeping underline.

Tom Bullington, CPA
Deputy Legislative Auditor

Little Rock, Arkansas
July 28, 2021

ARKANSAS COMMISSIONER OF STATE LANDS
BALANCE SHEET – GOVERNMENTAL FUND
JUNE 30, 2020

Exhibit A

	General Fund
ASSETS	
Cash and cash equivalents	\$ 12,412,849
Investments	3,000,000
Accounts receivable	
Interest	38,156
Prepaid items	70,742
TOTAL ASSETS	\$ 15,521,747
 LIABILITIES AND FUND BALANCE	
Liabilities:	
Accounts payable:	
Vendors	\$ 25,369
Due to other state agencies	458
Total Liabilities	25,827
Fund balance:	
Nonspendable for:	
Prepaid items	70,742
Unassigned	15,425,178
Total Fund Balance	15,495,920
TOTAL LIABILITIES AND FUND BALANCE	\$ 15,521,747

The accompanying notes are an integral part of these financial statements.

ARKANSAS COMMISSIONER OF STATE LANDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –
GOVERNMENTAL FUND
FOR THE YEAR ENDED JUNE 30, 2020

Exhibit B

	General Fund
REVENUES	
Commissioner fees and penalties	\$ 2,244,724
Investment earnings	688,601
Other sales, refunds, and reimbursements	3,801
 TOTAL REVENUES	 2,937,126
 EXPENDITURES	
Salary and benefits	3,092,035
Communication and transportation of commodities	407,659
Printing and advertising	52,916
Repairing and servicing	16,186
Utilities and rent	229,191
Travel and subsistence	37,874
Professional services	747,774
Insurance and bonds	6,709
Other expenses and services	32,738
Commodities, materials, and supplies	213,941
Refunds, taxes, and claims	19,765
Low value asset purchases	41,080
Capital outlay	45,723
 TOTAL EXPENDITURES	 4,943,591
 EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	 (2,006,465)
 OTHER FINANCING SOURCES (USES)	
Interagency transfers in:	
General revenue distribution	3,400,000
Prior-year warrants outlawed and cancelled	64
 TOTAL OTHER FINANCING SOURCES (USES)	 3,400,064
 NET CHANGE IN FUND BALANCE	 1,393,599
 FUND BALANCE - JULY 1	 14,102,321
 FUND BALANCE - JUNE 30	 \$ 15,495,920

The accompanying notes are an integral part of these financial statements.

ARKANSAS COMMISSIONER OF STATE LANDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL – GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2020

Exhibit C

	General Fund			Variance With Final Budget Positive (Negative)
	Budgeted Amount		Actual	
	Original	Final		
REVENUES				
Commissioner fees and penalties	\$ 36,726,856	\$ 4,260,912	\$ 2,244,724	\$ (2,016,188)
Investment earnings			688,601	688,601
Other sales, refunds, and reimbursements			3,801	3,801
TOTAL REVENUES	36,726,856	4,260,912	2,937,126	(1,323,786)
EXPENDITURES				
Regular salaries	2,893,928	2,893,928	2,310,891	583,037
Personal services matching	897,223	897,223	761,181	136,042
Extra help	40,000	40,000	19,963	20,037
Operating expenses	1,275,056	1,417,856	1,036,527	381,329
Conference fees and travel	10,000	10,000	205	9,795
Professional fees and services	1,750,000	1,750,000	757,273	992,727
Refunds/reimbursements		534,056	21,346	512,710
Capital outlay	267,800	125,000	35,913	89,087
Adopt a Document Program	250,000	250,000		250,000
Islands/Submerged lands	250,000	250,000	292	249,708
Delinquent tax remittal	33,000,000			
TOTAL EXPENDITURES	40,634,007	8,168,063	4,943,591	3,224,472
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(3,907,151)	(3,907,151)	(2,006,465)	1,900,686
OTHER FINANCING SOURCES (USES)				
Interagency transfers in:				
General revenue distribution	3,907,151	3,907,151	3,400,000	(507,151)
Prior-year refunds adjustments			64	64
TOTAL OTHER FINANCING SOURCES (USES)	3,907,151	3,907,151	3,400,064	(507,087)
NET CHANGE IN FUND BALANCE			1,393,599	1,393,599
FUND BALANCE - JULY 1	14,102,321	14,102,321	14,102,321	
FUND BALANCE - JUNE 30	\$ 14,102,321	\$ 14,102,321	\$ 15,495,920	\$ 1,393,599

The accompanying notes are an integral part of these financial statements.

ARKANSAS COMMISSIONER OF STATE LANDS
STATEMENT OF FIDUCIARY NET POSITION – FIDUCIARY FUNDS –
AGENCY FUNDS
JUNE 30, 2020

Exhibit D

	<u>Agency Funds</u>
ASSETS	
Cash and cash equivalents	\$ 8,552,782
Investments	<u>13,250,000</u>
TOTAL ASSETS	<u><u>\$ 21,802,782</u></u>
LIABILITIES	
Due to previous land owners and other governments	<u>\$ 21,802,782</u>
TOTAL LIABILITIES	<u><u>\$ 21,802,782</u></u>

The accompanying notes are an integral part of these financial statements.

ARKANSAS COMMISSIONER OF STATE LANDS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1: Summary of Significant Accounting Policies

A. Reporting Entity/History

Constitutional Amendment 37 of 1946 established the Commissioner of State Lands as one of seven elected constitutional officers as set forth in Ark. Const. art. 6. The Commissioner maintains records of the disposition of all lands forfeited to the state for nonpayment of taxes. Any related patents, survey plats, and field survey notes acquired in processing the land for sale are kept as public records. County clerks are notified of any redemptions or sales of these properties for proper entry in the county tax records. The Commissioner is also required to maintain a file of all the deeds to realty owned by the State of Arkansas or by its agencies and institutions, with the exception of the Arkansas Department of Transportation.

B. Basis of Presentation – Fund Accounting

The accounting system is organized and operated on a fund basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for purposes of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The following types of funds, if applicable to this Agency, are recognized in the accompanying financial statements.

Governmental Funds

General Fund – General Fund is the general operating fund and is used to report all financial resources, except those required to be accounted for in another fund.

Fiduciary Funds

Trust and Agency Funds – Trust and Agency Funds are used to report resources held by the Agency in a trustee capacity or as an agent for individuals, other governmental units, and other funds. These include Pension Trust Funds, Employee Health Trust Funds, Investment Trust Funds, Private-Purpose Trust Funds, and Agency Funds. The specific activity accounted for at this Agency includes the following:

Agency Funds – These funds account for payments received for delinquent property taxes as well as the proceeds from the sale of tax-delinquent properties. The Agency distributes property taxes collected to the respective counties. Any proceeds from the land sales in excess of the delinquent taxes, penalties, interest, and other administrative fees can be claimed by former owners or lien holders. The Agency complies with holding periods established by various Arkansas Code sections, when applicable. Once the holding period for excess proceeds has expired, any unclaimed funds related to the property are disbursed back to the respective county, less administrative fees retained by the Agency. In addition, payments made into this fund are subsequently refunded to the payer if the original landowner redeems the property during the 10-day redemption period following a sale or if it is determined that a payer is not qualified to redeem a particular property.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized and reported in the financial statements. Financial statements for governmental funds are presented using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they become both measurable and available. “Available” means collectible within the current period or soon enough thereafter to pay current liabilities (i.e., 45 days). Expenditures are generally recognized under the modified accrual basis when the related fund liability is incurred. Revenues from federal grants and federal reimbursements are recognized when all applicable eligibility requirements and the availability criteria of 45 days have been met. The economic resources measurement focus and accrual basis of accounting are used in all Proprietary and Fiduciary Fund financial statements. Under the accrual basis, revenues are recognized when earned, and expenses are recorded when incurred.

ARKANSAS COMMISSIONER OF STATE LANDS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1: Summary of Significant Accounting Policies (Continued)

D. Cash and Cash Equivalents

Cash and cash equivalents include demand accounts, imprest accounts, cash on hand, cash in State Treasury, all certificates of deposit with maturities at purchase of 90 days or less, and all short-term instruments with maturities at purchase of 90 days or less. All short-term investments are stated at fair value.

E. Deposits and Investments

State Board of Finance Policies

Ark. Code Ann. § 19-4-805 requires that agencies holding monies not deposited in the State Treasury, other than the institutions of higher learning, abide by the recommendations of the State Board of Finance. The State Board of Finance promulgated cash management, collateralization, and investments policies and procedures, effective July 14, 2012, as referenced in the Financial Management Guide issued by the Department of Finance and Administration for use by all state agencies.

The stated goal of state cash management is the protection of principal, while maximizing investment income and minimizing non-interest earning balances. Deposits are to be made within the borders of the State of Arkansas and must qualify for Federal Deposit Insurance Corporation (FDIC) deposit insurance coverage. Policy requires a minimum of four bids to be sought on interest-bearing deposits in order to obtain the highest rate possible.

Policy states that funds are to be in transactional and non-transactional accounts as defined in the Financial Management Guide. Funds in excess of immediate expenditure requirements (excluding minimum balances) should not remain in non-interest bearing accounts.

State Board of Finance policy states that cash funds may only be invested in accounts and investments authorized under Ark. Code Ann. §§ 19-3-510, -518. All noncash investments must be held in safekeeping by a bank or financial institution. In addition, all cash funds on deposit with a bank or financial institution that exceed FDIC deposit insurance coverage must be collateralized. Collateral pledged must be held by an unaffiliated third-party custodian in an amount at least equal to 105% of the cash funds on deposit.

Deposits

Deposits are carried at cost and consist of cash in bank, cash in State Treasury, and certificates of deposit totaling \$20,448,225, \$411,000, and \$16,250,000, respectively. State Treasury Management Law governs the management of funds held in the State Treasury, and the Treasurer of State is responsible for ensuring these funds are adequately insured and collateralized.

Custodial Credit Risk – Custodial credit risk for deposits is the risk that, in the event of the failure of a depository institution, the Agency will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The Agency has adopted the State Board of Finance Policy requiring the use of depository insurance and collateralization procedures to manage the risk that deposits may not be returned. As of June 30, 2020, none of the Agency's bank balance of \$37,851,016 was exposed to custodial credit risk.

F. Interfund Balances and Transfers

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed. Details of interfund transfers are disclosed in the financial statements.

ARKANSAS COMMISSIONER OF STATE LANDS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1: Summary of Significant Accounting Policies (Continued)

G. Prepaid Expenses

Prepaid expenses generally represent the cost of consumable supplies on hand or unexpired services at year-end. The cost of these items is included with expenditures at the time of purchase. Prepaid expenses, as reported in the general fund financial statements, are also recorded as a nonspendable component of fund balance indicating that they do not constitute "available, spendable financial resources."

H. Deferred Outflows of Resources and Deferred Inflows of Resources

Deferred outflows of resources represent a decrease of net position that applies to future periods. Thus, these items will not be recognized as an outflow of resources (an expense or expenditure) until a future period.

Deferred inflows of resources represent an increase of net position that applies to future periods. These items will not be recognized as an inflow of resources (revenue) until a future period.

I. Fund Equity

Fund Balance

In the financial statements, fund balance is reported in one of five classifications, where applicable, based on the constraints imposed on the use of the resources.

The nonspendable fund balance includes amounts that cannot be spent because they are either (a) not in spendable form (e.g., prepaid items, inventories, long-term amount of loans and notes receivables, etc.) or (b) legally or contractually required to be maintained intact.

The spendable portion of fund balance, where applicable, comprises the remaining four classifications: restricted, committed, assigned, and unassigned.

Restricted fund balance. This classification reflects constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments or (b) by law through constitutional provisions or enabling legislation.

Committed fund balance. These amounts can only be used for specific purposes according to constraints imposed by legislation of the General Assembly, the government's highest level of decision-making authority. Committed amounts cannot be used for any other purpose unless the General Assembly removes or changes the constraint by the same action that imposed the constraint.

Assigned fund balance. This classification reflects amounts constrained by the State's "intent" to be used for specific purposes but are neither restricted nor committed. The General Assembly has the authority to assign amounts to be used for specific purposes by legislation or approved methods of financing.

Unassigned fund balance. This amount is the residual classification for the general fund.

When more than one spendable classification is available for use, it is the State's policy to use the resources in this order: restricted, committed, assigned, and unassigned.

J. Budgetary Data

The State utilizes an annual budgeting process with budget amounts initially derived from the previous fiscal year's funded allocation. In accordance with the appropriations and funding provided by the Legislature, individual state agencies have been charged with the responsibility of administering and managing their programs as authorized by the Legislature. Agencies are also charged with the responsibility of preparing an annual operations plan as a part of the budgetary process for the operation of each of their assigned programs.

ARKANSAS COMMISSIONER OF STATE LANDS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1: Summary of Significant Accounting Policies (Continued)

J. Budgetary Data (Continued)

State law provides for the establishment of a comprehensive financial management system that includes adequate controls over receipts, expenditures, and balances of Agency funds. It is mandated that this system include a modified accrual system, conform with generally accepted governmental accounting principles, and provide a reporting system whereby actual expenditures are compared to expenditures projected in the Agency's annual operation plan.

NOTE 2: Lease Obligations

The Agency has noncancelable lease agreements for operating space, four copiers that are accounted for as an operating lease, and one colocation lease for servers and other computing hardware. The office space agreement is effective until April 2021, the copier agreements are effective through December 2023, and the colocation agreement is effective through February 2022. The lease payments are recorded as expenditures over the life of the lease. Future minimum commitments under the operating lease as of June 30, 2020, were as follows:

Operating Leases	
Years Ending June 30,	Governmental Fund Lease Payments
2021	\$ 177,527
2022	18,536
2023	8,988
2024	4,494
Total Minimum Lease Payments	\$ 209,545
Total Rental Expenditure (2020)	\$ 183,287

NOTE 3: Subsequent Event

Effects of Coronavirus Disease 2019

On March 11, 2020, the Governor of Arkansas issued Executive Order 20-03 declaring a public health emergency and ordered the Arkansas Department of Health to take action to prevent the spread of coronavirus disease 2019 (COVID-19). The COVID-19 outbreak is disrupting sales, travel, and everyday life across several industries and governments. The extent of the impact of COVID-19 on the financial statements for future reporting periods will depend on certain developments that are uncertain and cannot be predicted. The financial impact of COVID-19 on the Arkansas Commissioner of State Lands is uncertain.

ARKANSAS COMMISSIONER OF STATE LANDS
SCHEDULE OF SELECTED INFORMATION
FOR THE FIVE-YEAR PERIOD ENDED JUNE 30, 2020
(UNAUDITED)

Schedule 1

	For the Year Ended June 30,				
	2020	2019	2018	2017	2016
<u>General Fund</u>					
Total Assets	\$15,521,747	\$14,145,959	\$12,841,546	\$11,549,177	\$10,574,277
Total Liabilities	25,827	43,638	17,503	30,506	43,181
Total Fund Equity	15,495,920	14,102,321	12,824,043	11,518,671	10,531,096
Net Revenues	2,937,126	3,364,759	3,210,733	2,968,901	3,129,458
Total Expenditures	4,943,591	5,087,002	4,734,709	5,202,155	5,277,342
Total Other Financing Sources (Uses)	3,400,064	3,000,521	2,829,348	3,220,829	3,150,677
<u>Agency Funds</u>					
Total Assets	21,802,782	26,686,006	26,618,915	25,645,405	26,001,121
Total Liabilities	21,802,782	26,686,006	26,618,915	25,645,405	26,001,121

ARKANSAS COMMISSIONER OF STATE LANDS
OTHER GENERAL INFORMATION
JUNE 30, 2020
(UNAUDITED)

A. Capital Assets

Capital assets purchased and in the custody of this Agency were recorded as expenditures at the time of purchase. Assets with costs exceeding \$5,000 and an estimated useful life exceeding one year are reported at historical cost, including ancillary costs (such as professional fees and costs, freight costs, preparation or setup costs, and installation costs). Infrastructure or public domain fixed assets (such as roads, bridges, tunnels, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems) are also capitalized. Gifts or contributions are generally recorded in the accounts at acquisition value at the time received. Acquisition value is the market value if the Agency would have purchased the item. In accordance with current accounting principles generally accepted in the United States of America, general capital assets and depreciation are reported in the State's "Government-Wide" financial statements but are not reported in the governmental fund financial statements. Depreciation is reported for proprietary fund capital assets based on a straight-line method, with no salvage value. Estimated useful lives generally assigned are as follows:

Assets:	Years
Equipment	5-20
Buildings and building improvements	20-50
Infrastructure	10-40
Land improvements	10-100
Intangibles	4-95
Other capital assets	10-15

Capital assets activity for the year ended June 30, 2020, was as follows:

	Beginning Balance	Additions	Retirements	Ending Balance
Governmental activities:				
Equipment	\$ 494,276	\$ 45,723	\$ 28,101	\$ 511,898
Leasehold improvements	171,109			171,109
Total governmental activities	<u>\$ 665,385</u>	<u>\$ 45,723</u>	<u>\$ 28,101</u>	<u>\$ 683,007</u>

B. Pension Plan

Arkansas Public Employees Retirement System (APERS)

Plan Description – The Agency contributes to APERS, a cost-sharing, multiple-employer defined benefit pension plan administered by the APERS Board of Trustees. APERS provides retirement and disability benefits, annual redetermination of benefit adjustments, and survivor benefits to plan members and beneficiaries. The Constitution of Arkansas, Article 5, vests with the General Assembly the legislative power to enact and amend benefit provisions of APERS as published in Chapters 2, 3, and 4 of Title 24 of the Arkansas Code Annotated. APERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by writing to Arkansas Public Employees Retirement System, One Union National Plaza, 124 West Capitol, Little Rock, Arkansas 72201 or by calling 1-501-682-7855.

Funding Policy – Contributory plan members are required to contribute 5% of their annual covered salary. The Agency is required to contribute for all covered state employees at the rate of 15.32% of annual covered payroll. The contribution requirements of plan members are established and may be amended by the Arkansas General Assembly. The contribution requirements of the Agency are established and may be amended by the APERS Board of Trustees. The Agency's contributions to APERS for the years ended June 30, 2020, 2019, and 2018, were \$356,476, \$ 343,588, and \$ 313,397, respectively, equal to the required contributions for each year.

ARKANSAS COMMISSIONER OF STATE LANDS
OTHER GENERAL INFORMATION
JUNE 30, 2020
(UNAUDITED)

C. Postemployment Benefits Other Than Pensions (OPEB)

Arkansas State Employee Health Insurance Plan (Plan)

Plan Description – The Department of Transformation and Shared Services – Employee Benefits Division (DTSS-EBD) provides medical and prescription drug benefits for eligible state employees and retirees. Policies for DTSS-EBD related to medical and prescription drug plans are established by the State and Public School Life and Health Insurance Board (Board) and may include ad hoc benefit changes or annual cost redeterminations. For the current year, no ad hoc or cost redetermination changes occurred. The Constitution of Arkansas, Article 5, vests the General Assembly with legislative power to enact and amend duties of and benefit provisions of the Board and DTSS-EBD, respectively, as published in Subchapter 4, Chapter 5 of Title 21 of the Arkansas Code Annotated. DTSS-EBD is included in the State of Arkansas's Comprehensive Annual Financial Report, which includes all applicable financial information, notes, and required supplementary information. That report may be obtained by writing to Department of Transformation and Shared Services, 1509 West Seventh Street, Suite 403, Little Rock, Arkansas 72201 or by calling 501-682-1675.

The Agency contributes to the Plan, a single employer defined benefit OPEB plan administered by DTSS-EBD, on a monthly basis. The Board establishes medical and prescription drug benefits for three classes of covered individuals: active employees, terminated employees with accumulated benefits, and retirees and beneficiaries. The Plan is established on the basis of a pay-as-you-go financing requirement, and no assets are accumulated in a trust, as defined by Governmental Accounting Standards Board (GASB) Statement No. 75. The State's annual OPEB cost for the Plan is based on an actuarially-determined calculated amount made in accordance with GASB Statement No. 75.

Funding Policy – Employer contributions to the Plan are established by Ark. Code Ann. § 21-5-414 and may not exceed \$450 per budgeted position. Employees, retirees, and beneficiaries contribute varying amounts based on the type of coverage and inclusion of family members. Benefits for Medicare-eligible retirees are coordinated with Medicare Parts A and B, and the Plan is the secondary payer.

D. Compensated Absences – Employee Leave

Annual leave is earned by all full-time employees. Upon termination, employees are entitled to receive compensation for their unused accrued annual leave up to 30 days. Liabilities for compensated absences are determined at the end of the year based on current salary rates.

Sick leave is earned by all full-time employees and may be accrued up to 120 days. Compensation up to a maximum of \$7,500 for unused sick leave is payable to employees upon retirement.

Compensated absences are reported in the State's "Government-Wide" financial statements but are not reported as liabilities or expenditures in the governmental funds. However, the compensated absences payable attributable to this Agency's employee annual and sick leave as of June 30, 2020 and 2019, amounted to \$188,393 and \$161,225, respectively. The net changes to compensated absences payable during the year ended June 30, 2020, amounted to \$27,168.