

Honorable David A. Naggin
Internal Control Report
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For all of the internal control structure categories listed previously, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or operation of one or more of the internal controls structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

Our comments on internal control structure are intended for the information and use of the sheriff and management of his office. By provisions of state law, this report is a public document, and it has been distributed to appropriate public officials.

Ernst & Chacorn

Certified Public Accountants

Franklin, Louisiana
October 5, 1996

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**Independent Auditors Report on Internal Control
Based on an Audit of the Financial Statements
Performed in Accordance with Government Auditing Standards**

Honorable David A. Nagin
St. Mary Parish Sheriff and
Ex-Officio Parish Tax Collector
Franklin, Louisiana

We have audited the accompanying statement of assets and liabilities arising from cash transactions of the Tax Collector Agency Fund of the St. Mary Parish Sheriff as of May 31, 1998, and the related statement of collections, distributions, and uncollected balances for the period from June 1, 1996, through May 31, 1998, and have issued our report thereon dated October 1, 1998.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

In planning and performing our audit of the financial statements of the St. Mary Parish Sheriff used in the tax collection and distribution process for the period from June 1, 1996, through May 31, 1998, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

The management of the St. Mary Parish Sheriff's Tax Collector agency Fund is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projections of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions, or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures into the following categories:

Tax Collections
Tax Distributions

INDEPENDENT AUDITOR'S REPORTS ISSUED BY
GOVERNMENT AUDITING STANDARDS

The following independent auditor's reports on internal control structure and compliance with laws and regulations are prepared by Government Auditing Standards, issued by the Comptroller General of the United States and the Louisiana Governmental Audit Guide, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

ST. MARY PARISH SHERIFF
Franklin, Louisiana
TAX COLLECTION RESERVY FUND

Notes to the Financial Statements (Continued)
For the Year Ended May 31, 1995

Year Ended	Balance Forward	Additions 1995		Deductions 1995		Balance
		Property Taxes	Interest Earned	Property Taxes	Interest	
1989	10,878	-	548	-	-	11,426
1990	1,251	-	36	-	-	1,287
1991	2,863	-	58	-	-	2,921
1994	34,888	277,646	2,845	4,572	114	331,831
1995	-	282,841	2,428	-	-	305,269
	<u>\$ 37,016</u>	<u>\$ 562,514</u>	<u>\$ 3,877</u>	<u>\$ 4,572</u>	<u>\$ 114</u>	<u>\$ 602,824</u>

ST. MARY PARISH SHERIFF
 Franklin, Louisiana
TAX COLLECTOR AGENCY FUNDS

Notes to the Financial Statements (Continued)
For the Year Ended May 31, 1986

2. CASH

At May 31, 1986, the sheriff has cash (book balances) totaling \$1,011,459, as follows:

Interest bearing demand deposits	\$1,011,459
Total	\$1,011,459

These deposits are stated at cost, which approximates market. At May 31, 1986, the sheriff has \$1,000,811, (collected bank balances) on deposit with local financial institutions in interest bearing demand accounts. Of this amount, \$714,427 is covered by Federal deposit insurance, and \$286,380 is covered by the pledge of bank-owned securities (market value) held in custodial banks in the name of the sheriff (GAAS Category 2).

3. STATE REVENUE SHARING FUNDS

The revenue sharing funds provided by Act 1029 of 1985 were distributed as follows:

Atchafalaya Basin Lower District	\$ 1,818
St. Mary Parish	
Council	118,185
Library	58,284
School Board	455,409
Hospital Districts	72,551
Waterworks Districts	29,089
Drainage Districts	608,674
Harbor and Terminal Districts	65,556
Sheriff	178,888
Assessment District	84,885
Pension Funds	<u>35,344</u>
Total	\$3,220,311

4. TAXES PAID UNDER PROTEST

Louisiana Revised Statute 47:1504 provides that taxpayers, at the time of payment of all taxes due, may give notice to the tax collector of their intention to file suit for recovery of all or a portion of the total taxes paid. Upon receipt of this notice, the amount is segregated and held by the tax collector for a period of 30 days. If suit is filed within this 30-day period, the funds are held pending outcome of the suit. If the taxpayer prevails, the tax collector refunds the amount due with interest at the rate of 2 per cent per annum from the date the funds were received by the tax collector. The following is a summary of the transactions relating to protested taxes:

ST. MARY PARISH SHERIFF
Franklin, Louisiana
TAX COLLECTOR AGENCY FUND

Notes to the Financial Statements
for the Year Ended May 31, 1998

INTRODUCTION

As provided by Article V, Section 27 of the Louisiana Constitution of 1901, the sheriff is the ex-officio tax collector of the parish and is responsible for collecting and distributing ad valorem property taxes, parish occupational licenses, state revenue sharing funds, and sporting licenses.

The sheriff and ex-officio parish tax collector's office is located in the St. Mary Parish Courthouse in Franklin, Louisiana. The sheriff employs 90 employees, including 6 deputies, in the tax department, whose responsibilities include the mailing of property tax notices to and the collection of ad valorem property taxes from individuals, businesses, et cetera, who own real or movable property, subject to ad valorem taxation in the parish.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accounts of the parish tax collector are established to reflect the collections imposed by law, distributions pursuant to such law, and uncollected balances due various taxing bodies and others. The accompanying financial statements have been prepared on the cash basis of accounting, with collections recognized when received and distributions reflected when paid. As such, the accompanying financial statements do not reflect the receivables and related payables associated with tax collection activities.

B. REPORTING ENTITY

Louisiana Revised Statute 24:513 (R)(1)(b) requires that the accounts of each parish tax collector be audited annually. Accordingly, the accompanying financial statements reflect financial activity of the sheriff relating only to his responsibility as ex-officio parish tax collector. Amounts included in these financial statements are also included in the sheriff's annual general purpose financial statements.

C. CASH AND CASH EQUIVALENTS

State law authorizes the sheriff to deposit tax collections in a bank depository in the parish where the funds are collected. Furthermore, the sheriff may invest these deposits in certificates of deposit or other investments permitted by law.

SI. PAUL PARISH SHERIFF
 Franklin, Louisiana
TAX COLLECTOR AGENCY FUND

Statement of Collections, Distributions,
 and Unsettled Balances
 For the Year Ended May 31, 1996

UNSETTLED BALANCES, June 1, 1995	\$ 288,300
COLLECTIONS	
Ad valorem taxes	18,888,783
State revenue sharing (Note 3)	1,220,817
Sporting licenses	152,390
Parish Occupational Licenses	341,915
Interest earned on:	
Delinquent taxes	4,094
Deposit of taxes, licenses, etc.	27,703
Deposit of taxes paid under protest	6,063
Tax notices, etc.	11,568
Total Collections	<u>20,653,313</u>
Total	<u>21,341,613</u>
DISTRIBUTIONS	
Louisiana Department of Wildlife and Fisheries	131,714
Atchafalaya Basin Levee District	48,267
Timberland Fire District	8,445
Louisiana Tax Commission	4,263
St. Mary Parish:	
Council	1,844,806
Library	879,840
School Board	1,871,780
Drainage Districts	1,315,214
Waterworks Districts	883,750
Hospital Districts	1,528,841
Recreation Districts	668,638
Fire Protection Districts	338,808
Sewerage Districts	1,008,276
Harbor and Terminal Districts	808,410
Mosquito Control District No. 1	35,890
Sheriff	2,288,800
Assessment Districts	611,807
Pension Funds	35,388
Total Distributions	<u>20,128,238</u>
UNSETTLED BALANCES AT May 31, 1996, DUE TO TAXING BODIES AND OTHERS	<u>\$ 1,013,450</u>

ST. MARY PARISH (SHERIFF)
Franklin, Louisiana
TAX COLLECTOR AGENCY FUND

Statement of Assets and Liabilities
Arising from Cash Transactions
May 31, 1996

ASSETS

Cash \$ 1,011,452

LIABILITIES

Due to Taxing Section and others \$ 1,011,452

The accompanying notes are an integral part of this statement.

GUIDRY & CHALVIN
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Independent Auditor's Report

Honorable David A. Bazin
St. Mary Parish Sheriff and
Ex-officio Parish Tax Collector
Franklin, Louisiana

We have audited the accompanying statement of assets and liabilities arising from cash transactions of the Tax Collector Agency Fund of the St. Mary Parish Sheriff as of May 31, 1998, and the related statement of collections, distributions, and uncollected balances for the period from June 1, 1995 through May 31, 1998. These financial statements are the responsibility of management of the St. Mary Parish Sheriff. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and generally accepted governmental auditing standards contained in the Governmental Auditing Standards - Standards for Audit of Governmental Organizations, Programs, Activities, and Functions, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in note 1, the St. Mary Parish Sheriff is the ex-officio tax collector for the various taxing bodies within St. Mary Parish, and the accompanying statements present information only on his activities as parish tax collector. Furthermore, the accompanying statements have been prepared on the basis of cash receipts and cash disbursements, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the accompanying financial statements present fairly, in all material respects, the assets and liabilities arising from cash transactions of the Tax Collector Agency Fund for the period from June 1, 1995 through May 31, 1998, on the cash basis of accounting described in note 1.

In accordance with SSA-R.S. 40516, our report is intended for the information and use of the sheriff and management of his office and should be used solely as intended by the foregoing statute. By provisions of state law, this report is a public document, and it has been distributed to appropriate public officials.

Guidry & Chalvin

Certified Public Accountants

Franklin, Louisiana
October 1, 1998

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ST. HENRY PARISH SHEET
(As Ex-Officio Parish Tax Collector)
Franklin, Louisiana

Financial Statements

For the Year Ended May 31, 1985

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or receiver, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date June 11, 1985

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**Independent Auditor's Report on Compliance
Based on an Audit of the Financial Statements
Performed in Accordance with Government Auditing Standards**

Honorable David A. Hequin
St. Mary Parish Sheriff and
Ex-Officio Parish Tax Collector
Franklin, Louisiana

We have audited the accompanying statement of assets and liabilities arising from cash transactions of the Tax Collector Agency Fund of the St. Mary Parish Sheriff as of May 31, 1996, and the related statement of collections, distributions, and uncollected balances for the period from June 1, 1995, through May 31, 1996, and have issued our report thereon dated October 1, 1996.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Compliance with laws and regulations applicable to the St. Mary Parish Sheriff's Tax Collector Agency Fund is the responsibility of the sheriff's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Sheriff's compliance with certain provisions of laws and regulations. However, our objective was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express an opinion.

The results of our tests indicate that, with respect to the items tested, the St. Mary Parish Sheriff complied, in all material respects, with the provisions referred to in the preceding paragraph. With respect to the items tested, nothing came to our attention that caused us to believe that the Sheriff had not complied, in all material respects, with those provisions.

Our comments on compliance with laws and regulations are intended for the information and use of the sheriff and management of his office. By provisions of state law, this report is a public document, and it has been distributed to appropriate public officials.

Guery & Chalvin

Certified Public Accountants

Franklin, Louisiana
October 1, 1996