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Financial Statements And
Auditor's Report

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

December 31, 1995

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or reviewed, 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 7-24-96

**ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS**

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INDEPENDENT AUDITOR'S REPORT

Assessee

First Municipal District,
Parish of Orleans

I have audited the accompanying general purpose financial statements of the Assessee, First Municipal District, Parish of Orleans, as of December 31, 1995, and for the year then ended. These general purpose financial statements are the responsibility of the Assessee, First Municipal District, Parish of Orleans. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Assessee, First Municipal District, Parish of Orleans, as of December 31, 1995, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.



New Orleans, Louisiana
June 14, 1996

**ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS**

**COMBINED BALANCE SHEET - ALL FUND TYPES AND
ACCOUNT GROUPS**

December 31, 1995

	Governmental	Account	Totals	
	Fund Type General Fund	Group Fixed Assets	1995	1994
Assets				
Cash (including				
Certificates of				
Deposits of \$48,616)	\$50,560	\$ -	\$50,560	\$57,230
Receivable - Board of				
Assessors	26	-	26	-
Fixed assets				
(Notes A4 & D)	-	18,953	18,953	18,953
Total assets	\$50,586	\$18,953	\$69,539	\$76,183
LIABILITIES AND FUND EQUITY				
Liabilities				
Accounts payable	\$ 7,292	\$ -	\$ 7,292	\$ 1,650
Payroll taxes payable	1,538	-	1,538	613
Total liabilities	8,830	-	8,830	2,263
Fund Equity				
Investment in general fixed assets	-	18,953	18,953	18,953
Fund balance	41,756	-	41,756	54,967
Total liabilities and fund equity	\$50,586	\$18,953	\$69,539	\$76,183

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

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

STATEMENT OF REVENUE, EXPENSES AND
CHANGES IN FUND BALANCE
ALL GOVERNMENTAL FUND TYPES

For the year ended December 31, 1999

	General Fund
Revenue	
Intergovernmental revenue	
Board of assessors allotment	\$152,349
Interest income	<u>2,095</u>
Total revenue	154,314
Expenses	
Current	
Personnel services and related benefits	116,589
Travel	3,865
Operating expenses	48,091
Materials and supplies	<u>7,978</u>
Total expenses	<u>187,523</u>
Excess of expenses over revenue:	(13,209)
Fund balance at beginning of year	<u>54,965</u>
Fund balance at end of year	<u>\$ 41,756</u>

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

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS

December 31, 1995

Note A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the entity's significant accounting policies consistently applied in the preparation of the accompanying financial statements follows.

1. Reporting Entity

As provided by Article VII, Section 24 of the Louisiana Constitution of 1874, there shall be seven assessors in New Orleans, who shall compose the Board of Assessors for Orleans Parish. One shall be elected from each municipal district of New Orleans, and each shall be a resident of the district from which he is elected. The assessor shall be elected at the same time as the municipal officers of New Orleans, for terms of four years each. In the event a vacancy occurs in any one of the seven assessors' office, the Board of Assessors shall appoint an interim assessor for the unexpired term.

The assessor assesses all real and moveable property in his municipal district subject to ad valorem taxation. The assessor is authorized to appoint as many deputies as may be necessary for inspectors in his district. The deputies are authorized to perform all functions of the office, but the assessor is officially and pecuniarily responsible for the actions of the deputies.

For financial reporting purposes, the assessor includes all funds, account groups, activities, or centers, that are controlled by the assessor as an independently elected parish official. The activities of other independently elected parish officials and municipal level governments are not included within the accompanying financial statements as they are considered autonomous governments. These units of governments issue financial statements separate from that of the parish assessors.

**ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS**

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

1. Reporting Entity (Continued)

At December 31, 1995 there are 9,473 real property assessments totaling \$244,351,917 and 1,197 personal property assessments totaling \$198,212,296.

2. Basis of Presentation

The accompanying financial statements of the Assessor, First Municipal District, Parish of Orleans, have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

3. Fund Accounting

The accounts of the Assessor, First Municipal District, Parish of Orleans, are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Revenues are accounted for in these individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The funds presented in the financial statements are described as follows:

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

General Fund

The General Fund, as provided by Louisiana Revised Statute 47:1906, is the principal fund of the Assessor, First Municipal District, Parish of Orleans, and is used to account for the operation of the Assessor's Office. Compensation received from the various taxing bodies, prescribed by formula in Louisiana Revised Statutes 47:1907-1908 is accounted for in the fund. General operating expenditures are paid from this fund.

4. Fixed Assets

The accounting and reporting treatment applied to the fixed assets associated with a fund are determined by its measurement focus. The governmental fund is accounted for on a spending or "financial flow" measurement focus and only current assets and current liabilities are generally included on its balance sheets.

Equipment used in government fund type operations are accounted for in the General Fixed Assets Account Group, rather than in a governmental fund. These assets are recorded as expenditures in the governmental fund type when purchased. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost.

The account group is not a "fund." It is concerned only with the measurement of financial position and is not involved with the measurement of results of operations.

**ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS**

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

5. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The general fund uses the modified accrual basis of accounting. Its revenues are recognized when they become measurable and available to net current assets. All major revenues are susceptible to accrual.

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

6. Budget and Budgetary Accounting

The Board of Assessors, Parish of Orleans, legally adopts an annual budget, which authorizes the annual appropriation of the Assessor's office. The budgetary practices include public notice, participation and inspection. Additionally, the Board of Assessors' budget authorizes supplementary appropriations during the year to the Assessor, First Municipal District, Parish of Orleans. Since the Board of Assessors legally adopts a budget the Assessor, First Municipal District, Parish of Orleans, is not required to follow the legal budgetary practices of public notice, participation and inspection. When a budget is not adopted, generally accepted accounting principles does not require the presentation of the statement of revenues, expenditures, and changes in fund balances - budget and actual - all governmental fund type, consequently this statement is not presented with

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

6. Budget and Budgetary Accounting (Continued)

the basic financial statements. The annual budget prepared by the Assessor, First Municipal District, Parish of Orleans, is on a basis consistent with generally accepted accounting principles. The budget is prepared by function. Revenues are estimated and expenditures of prior years are considered when preparing the budget for the current year.

The budget is submitted to the Board of Assessors. Revenues to operate the office of the Assessor, First Municipal District, Parish of Orleans, and any supplementary appropriations during the year are derived from a dedicated millage rate which is collected and allocated by the Board of Assessors based on the Board of Assessors legally adopted budget.

7. Assessor's Salary and Personal Allowance

The salary of each Assessor in the Parish of Orleans is paid by the Board of Assessors, Parish of Orleans, and therefore is not included in the accompanying financial statements. In addition to her annual salary, the Assessor, First Municipal District, Parish of Orleans, is granted ten percent (10%) of her annual compensation as a personal expenditure allowance provided that the tax receipt of the respective tax recipient bodies shall not be reduced. The amount of personal expenditures incurred by the Assessor, First Municipal District, Parish of Orleans, is included in the accompanying General Purpose Financial Statements.

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

8. Total Columns of Combined Statements - Overview

Total columns are captioned "Memorandum Only" to indicate that they are presented only to assist with financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

9. Vacation and Sick Leave

The Assessor has established a formal policy related to vacation and sick leave, as noted below:

Vacation Leave

Notice of the employees intention to take a vacation must be given to the Assessor no less than ten (10) days prior to vacation.

Employees with one (1) to five (5) years of service will automatically receive ten (10) working days of vacation time and those with five (5) to fifteen (15) years will receive fifteen (15) days of vacation time. All employees with more than fifteen (15) years of service will receive twenty (20) days of vacation time. All vacation benefits lapse at year end.

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1993

Note A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

9. Vacation and Sick Leave (Continued)

Sick Leave

Notice of the employees intention to take sick leave must be given to the Assessor no less than ten (10) days prior to sick leave.

Each employee of the Assessor is entitled to six (6) days of sick leave per year. Sick leave can not be carried forward to the next year.

Women employees are entitled to six (6) weeks paid maternity leave per year. However, extended sick leave is granted at the discretion of the Assessor.

Note B - GENERAL FIXED ASSETS - ACCOUNT GROUP

A summary of changes in general fixed assets follows:

	Balance 9/30/92	<i>Addition</i>	Balance 12/31/92
Furniture and equipment	<u>\$18,922</u>	<u>\$ -</u>	<u>\$18,922</u>

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note C - PENSION PLAN

All full-time employees of the Assessor, First Municipal District, Parish of Orleans, are members of the Louisiana Assessor's Retirement System. In addition to employee payroll deductions, a portion of the Board's allotment is remitted to the retirement system.

The retirement system is a state-wide defined benefit multiple employer public retirement system. The system is administered and controlled by a separate board of trustees, with contribution rates approved by the Louisiana Legislature. Contributions of participants and the Board's allotment are pooled within the system to fund accrued benefits. The Assessor, First Municipal District, Parish of Orleans does not guarantee the benefits granted by the retirement system.

Following is a summary of the Louisiana Assessor's Retirement Fund for the most recent valuation date, which was September 30, 1995:

Actuarial Value of Plan Assets	<u>\$65,678,670</u>
Unfunded Pension Benefit Obligation	<u>\$24,820,158</u>
(1) Amount of the Assessor, First Municipal District, Parish of Orleans, Current Year Covered Payroll	<u>\$88,110</u>
Amount of the Assessor, First Municipal District, Parish of Orleans, Current Year Total Payroll	<u>\$103,921</u>

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note C - PENSION PLAN - CONTINUED

- 2) All full time employees of the Assessor, First Municipal District, Parish of Orleans, are members of the Retirement system.

Retirement benefits are computed based on the highest thirty-six (36) consecutive or joined months of salary.

A participant may retire after twelve (12) years of creditable service and 55 years of age or older, or at age 50 with 30 years creditable service.

- 3) The Louisiana Assessor's Retirement Fund was created by provision of Act 91 of the 1950 Legislature, as amended, up to and including Act 256 of 1986 and required the following provisions:

The assessor, First Municipal District, Parish of Orleans, is required to contribute 4.99% of covered payroll which shall be remitted to the Louisiana Assessor's Retirement Fund.

The Assessor, First Municipal District, Parish of Orleans, is required to deduct 7% from the salaries of the full-time employees, which shall be remitted to the Louisiana Assessor's Retirement Fund.

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note C - PENSION PLAN (CONTINUED)

4) Employee actual contributions	\$ 4,388
Employer actual contributions	<u>3,314</u>
Total Contributions	<u>\$ 7,702</u>

The contributions are 13.3% of the total covered payroll.

- 5) The assumptions used for valuation were the same as those utilized for the prior year except for a restating of the method used to calculate the assumed maximum benefit payable by the system and a change in the assumed rate of retirement.

- 6) Pension benefit obligations: The amount shown below as the "pension benefit obligation" is a standardized disclosure measure of the present value of pension benefits.

Active Members	\$55,309,496
Retirees, beneficiaries and terminated employees	<u>42,329,928</u>
Total pension benefit obligation	<u>\$97,639,424</u>
Total net assets available for benefits	<u>\$62,833,756</u>

- 7) The historical trend information shall be included in the separately issued Louisiana Assessors' Retirement Fund annual report.

ASSESSOR
FIRST MUNICIPAL DISTRICT
PARISH OF ORLEANS

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 1995

Note D - COMMITMENTS AND CONTINGENCIES

The Assessor, First Municipal District, Parish of Orleans, leases an automobile. The lease is considered for accounting purposes to be a non-cancelable operating lease.

As of December 31, 1995, future minimum rental commitments under the lease are as follows:

Year ending December 31,	Amount
1996	\$ 3,243
1997	3,243
1998	2,185

Rental expenditures for the year ended December 31, 1995 amounted to \$6,841.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE OR
BASIC FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

Assessor

First Municipal District,
Parish of Orleans

I have audited the general purpose financial statements of the Assessor, First Municipal District Parish of Orleans, as of and for the year ended December 31, 1995 and have issued my report thereon dated June 14, 1996.

I conducted my 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 I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the Assessor, First Municipal District, Parish of Orleans, 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, projection 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.

In planning and performing my audit of the general purpose financial statements of the Assessor, First Municipal District, Parish of Orleans, for the year ended December 31, 1995, I obtained an understanding of the internal control structure. With respect to the internal control structure, I obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and I assessed control risk in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and not to provide opinion on the internal control structure. Accordingly, I do not express such an opinion.

My 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 condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors and irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur or not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control structure and its operation that I consider to be material weaknesses as defined above.

This report is intended solely for the use of management and the Legislative Auditor. However, this report is a matter of public record and its distribution is not limited.



New Orleans, Louisiana
June 14, 1996

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE BASED
ON AN AUDIT OF GENERAL PURPOSE OR BASIC FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Assessor
First Municipal District,
Parish of Orleans

I have audited the general purpose financial statements of the Assessor, First Municipal District Parish of Orleans, as of and for the year ended December 31, 1995 and have issued my report thereon dated June 14, 1996.

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

Compliance with laws, regulations, contracts, and grants applicable to the Assessor's Office, First Municipal District, Parish of Orleans is the responsibility of the Assessor, First Municipal District, Parish of Orleans' management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of the Assessor, First Municipal District, Parish of Orleans', compliance with certain provisions of laws, regulations, contracts and grants. However, the objective of my audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, I do not express such an opinion.

The results of my tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.