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Shreveville Parish Assessor
Bogalusa, Louisiana

GENERAL PURPOSE FINANCIAL STATEMENTS

As of and for the year ended December 31, 1981

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 made file 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 7-17-82

TABLE OF CONTENTS

	<u>PAGE</u>
Independent Auditor's Report	i

COMBINED FINANCIAL STATEMENTS

Combined Balance Sheet - All Fund Types and Account Groups	1
Statement of Revenues, Expenditures, and Changes in Fund Balance	2
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget, GAAP Based, and Actual	3
Notes to Financial Statements	4

OTHER REPORTS

Independent Auditor's Report on Internal Control Structure Related Matters Noted in a Financial Statement Audit Conducted in Accordance with Government Auditing Standards	14
Independent Auditor's Report on Compliance with Laws and Regulations Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	17



CALVIN L. ROBBINS, JR.

CERTIFIED PUBLIC ACCOUNTANT
(A PROFESSIONAL CORPORATION)

Independent Auditor's Report

To the Honorable James H. Dupont
Iberville Parish Assessor
Flagamine, Louisiana

I have audited the general purpose financial statements of the Iberville Parish Assessor as of and for the year ended December 31, 1995, as listed in the foregoing table of contents. These financial statements are the responsibility of the Assessor. My responsibility is to express an opinion on these 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. Those standards require that I 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. 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 the financial position of the Iberville Parish Assessor as of December 31, 1995, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

The financial information for the preceding year, which is included for comparative purposes, was taken from the financial report for that year in which I expressed an unqualified opinion on the general purpose financial statements of the Iberville Parish Assessor for the year ended December 31, 1994.

In accordance with Government Auditing Standards, I have issued a report dated June 21, 1996 on my consideration of the West Iberville Parish Assessor's internal control structure, and a report dated June 21, 1996 on his compliance with laws and regulations.

Certified Public Accountant
(A Professional Corporation)

June 21, 1996
Baton Rouge, Louisiana

COMBINED BALANCE SHEET

Iberville Parish Assessor
 Flaguena, Louisiana

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

December 31, 1985

A S S E T S

	<u>Governmental Fund</u>	<u>General Fund</u>
<u>ASSETS</u>		
Cash in checking and savings (See Note 2)	\$ 843,177	
Revenues receivable (See Note 3)	470,449	
Accrued interest receivable	1,839	
Automated mapping equipment	-0-	
Office equipment	-0-	
Uniforms	-0-	
Total Assets	\$ <u>1,317,465</u>	

LIABILITIES AND FUND EQUITY

<u>Liabilities</u>		
Accounts payable	\$ 1,308	
Payroll deductions and benefits payable	-0-	
Total Liabilities	- - \$-208	
<u>Fund Equity</u>		
Investment in general fixed assets	-0-	
Fund balance - unreserved and undesignated	1,308,761	
Total Fund Equity	1,308,761	
Total Liabilities and Fund Equity	\$ <u>1,317,465</u>	

<u>Account</u> <u>Group</u> <u>General</u> <u>Fixed</u> <u>Assets</u>	<u>Totals</u> <u>(Memorandum Only)</u>	
	<u>1995</u>	<u>1994</u>
	\$ -0-	\$ 843,177
-0-	870,483	467,894
-0-	3,839	-0-
54,248	54,248	54,248
146,383	146,383	146,815
<u>5,380</u>	<u>5,380</u>	<u>5,380</u>
\$ <u>205,841</u>	\$ <u>1,523,324</u>	\$ <u>1,438,874</u>
\$ -0-	\$ 2,358	\$ 2,319
<u>-0-</u>	<u>8,364</u>	<u>7,378</u>
- - - -0-	- - 8,204	- - 70,391
288,841	288,841	284,653
<u>-0-</u>	<u>1,388,761</u>	<u>1,380,220</u>
<u>285,841</u>	<u>1,524,602</u>	<u>1,664,873</u>
\$ <u>285,841</u>	\$ <u>1,523,324</u>	\$ <u>1,635,874</u>

See accompanying notes to financial statements.

Eberville Parish Assessor
Flagamine, Louisiana

STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE

GENERAL FUND

For the year ended December 31, 1994
With comparative actual amounts
for the year ended December 31, 1993

	1994	1993
<u>Revenues</u>		
Ad valorem tax	\$ 481,509	\$ 476,711
Intergovernmental revenues- Louisiana Revenue Sharing	97,665	97,423
Preparation of tax notices and assessment listings	7,451	7,432
Interest income	<u>25,218</u>	<u>30,286</u>
Total Revenues	\$ <u>611,843</u>	\$ <u>601,852</u>
<u>Expenditures</u>		
Current:		
Salaries	501,569	544,503
Office supplies and printing	14,306	8,437
Group insurance and retirement	58,234	58,143
Automobile expenses	6,000	6,080
Dues and subscriptions	2,351	2,188
Payroll taxes	4,888	2,488
Postage	3,411	3,788
Professional fees	19,493	10,136
Repairs and maintenance	93	229
Telephone expense	8,392	8,281
Travel and educational expense	8,457	8,388
Miscellaneous expense	3,339	6,388
Uncollectible amounts	2,601	12,793
Capital outlay	<u>1,388</u>	<u>1,038</u>
Total Expenditures	\$ <u>643,312</u>	\$ <u>670,951</u>
Excess of Revenues over Expenditures	108,531	130,901
Fund Balance, Beginning of Year	1,281,233	1,879,279
Fund Balance, End of Year	\$ <u>1,389,764</u>	\$ <u>1,980,280</u>

See accompanying notes to financial statements.

Eberville Parish Assessor
Flagamine, Louisiana

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

BUDGET (GAAP BASIS) AND ACTUAL

GENERAL FUND

For the year ended December 31, 1955

	<u>Budget</u>	<u>Actual</u>	<u>Variance - Favorable (Unfavorable)</u>
Revenues			
Ad valorem taxes	\$ 476,712	\$ 440,599	\$ 3,887
Acadians Revenue Sharing	0-	37,866	37,866
Preparation of tax notices and assessment listings	11,800	7,461	(4,339)
Interest income	<u>15,500</u>	<u>25,210</u>	<u>10,810</u>
Total Revenues	<u>\$ 492,312</u>	<u>\$ 491,842</u>	<u>48,231</u>
Expenditures			
Current:			
Salaries	295,800	281,549	13,431
Office supplies and printing	50,800	56,186	5,894
Group insurance and retirement	50,800	52,282	(1,234)
Automobile expenses	20,000	6,000	4,000
Books and subscriptions	3,800	3,262	(538)
Payroll taxes	0-	5,508	(5,508)
Postage	18,800	3,411	12,588
Professional fees	0-	10,400	(10,400)
Repairs and maintenance	15,000	82	14,907
Telephone expense	15,000	8,282	6,608
Travel and educational expenses	15,000	8,467	6,533
Miscellaneous expense	4,712	3,339	1,373
Uncollectible accounts	0-	2,001	(2,001)
Capital outlay	<u>20,000</u>	<u>1,100</u>	<u>18,800</u>
Total Expenditures	<u>\$ 612,712</u>	<u>\$ 601,312</u>	<u>\$ 10,400</u>
Excess of Revenues over Expenditures	\$ <u>0-</u>	108,531	\$ 108,531
Fund Balance, Beginning of Year		1,208,200	
Fund Balance, End of Year		\$ 1,308,731	

See accompanying notes to financial statements.

Iberville Parish Assessor
Flagamine, Louisiana

NOTE TO FINANCIAL STATEMENTS

December 31, 1995

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As provided by Article VII, Section 24 of the Louisiana Constitution of 1974, the assessor is elected by the voters of the parish and serves a four year term. The Assessor assesses property, prepares tax rolls, and submits the rolls to the Louisiana Tax Commission as prescribed by law. The assessor is authorized to appoint as many deputies as may be necessary for efficient operation of the office and provide assistance to the taxpayers of the parish. 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.

The accompanying financial statements of the Iberville Parish Assessor have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The preparation of financial statements in conformity with GAAP requires management to make assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting standards.

Governmental Accounting Standards Board Statement 14 established criteria for determining the governmental reporting entity. The basic criterion to include a potential component unit within the reporting entity is financial accountability.

Based on that criterion the assessor has no component units. For financial reporting purposes the assessor includes all funds, account groups, activities, et cetera, that are controlled by the assessor as an independently elected parish official. As an independently elected parish official, the assessor is solely responsible for the operations of his office, which includes the hiring or retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds.

(CONTINUED)

Iberville Parish Assessor
Blaquimine, Louisiana

NOTES TO FINANCIAL STATEMENTS - (Cont'd)

December 31, 1995

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Cont'd)

Other than certain operating expenditures of the assessor's office that are paid or provided by the parish police jury as required by Louisiana law, the assessor is financially independent. Accordingly, the assessor is a primary governmental reporting entity. The activities of the parish police jury, parish school board, 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 government issue financial statements separate from those of the parish assessor.

A. FUND ACCOUNTING

The assessor uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain governmental functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the assessor are classified as governmental funds. Governmental funds account for the assessor's general activities, including the collection and disbursement of specific or legally restricted monies and the acquisition of general fixed assets.

B. GENERAL FUND

The General Fund (Salary Fund), as provided by Louisiana Revised Statute 47:1806, is the principal fund of the assessor's office. Compensation received from the ad valorem tax authorized by Act 27 of 1990, are accounted for in this fund.

CONTINUED

Eberville Parish Assessor
Flagaminia, Louisiana

NOTES TO FINANCIAL STATEMENTS - (Cont'd)

December 31, 1988

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Cont'd)

C. FIXED ASSETS AND LONG-TERM DEBT

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in the General Fund. Fixed assets are recorded as expenditures, in the General Fund, at the time purchased, and the related assets are capitalized (reported) in the General Fixed Assets Account Group. No depreciation has been provided on fixed assets. All fixed assets are valued at historical cost.

Long-term obligations expected to be financed from governmental funds are accounted for in the General Long-Term Obligations account group, not in the General Fund. There were no long-term obligations as of December 31, 1988.

D. BASE OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The general fund is accounted for using a current financial resources measurement focus. With this measurement focus only current assets and current liabilities are generally included on the balance sheet. The operating statement of the General Fund presents increases and decreases in net current assets. The assessor's records are maintained on the cash basis of accounting. However, the General Fund reported in the accompanying financial statements has been converted to the modified accrual basis of accounting using the following practices in recording revenues and expenditures:

REVENUES

The assessor's primary source of revenue is an ad valorem tax levied by an assessment district. Ad valorem taxes are assessed for the calendar year and become due on November 15th of each year. The assessor recognizes the ad valorem tax in the year the taxes are assessed.

(continued)

Thasville Parish Assessor
Flagaminia, Louisiana

NOTES TO FINANCIAL STATEMENTS - (cont'd)

December 31, 1995

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (cont'd)

The Assessor established an allowance for uncollectible taxes for the taxes that are estimated to be uncollectible.

Revenues from preparation of tax rolls and assessment listings are recorded when rolls and listings are delivered to the entity requesting them.

Louisiana Revenue Sharing is authorized by annual appropriation by the state legislature. Louisiana Revenue Sharing is a state grant originally designed to compensate taxing bodies for the loss of revenue caused by the Homestead Exemption. Revenue is recognized when appropriated by the state.

Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for principal and interest on general long-term obligations which are not recognized until due.

B. BUDGET PRACTICE

The proposed budget was made available for public inspection for the fiscal year beginning January 1, 1995, and ending December 31, 1995 on December 8, 1994. The proposed budget, prepared on the modified accrual basis of accounting, was published in the official journal ten days prior to the public hearing. A public hearing was held at the assessor's office on December 28, 1994 for comments from taxpayers. The proposed budget is legally adopted or amended by the assessor.

(CONTINUED)

Iberville Parish Assessor
Plaquemine, Louisiana

NOTES TO FINANCIAL STATEMENTS - (Cont'd)

December 31, 1995

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Cont'd)

Formal budgetary integration was not employed as a management control device during the year. Budgeted amounts included in the accompanying financial statements include the original adopted budget amounts.

1. The assessor has the sole authority to make changes within various budget classifications.
2. The fund balance remaining at the close of the fiscal year is carried forward to the ensuing year. Encumbrances, if any, outstanding at year-end lapse and are not reported as reservations of fund balance.

F. CONDENSED AGENCIES

Employees of the assessor's office are granted three weeks of vacation and sick leave each year, which cannot be accumulated.

G. CASH AND CASH EQUIVALENTS AND INVESTMENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and certificates of deposit. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the assessor may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Under state law, the assessor may invest in United States bonds, treasury notes, or certificates, and other forms of investment authorized by state statute. These are classified as investments if their original maturities exceed 90 days; however if the original maturities are 90 days or less, they are classified as cash equivalents. Investments, when made, are stated at cost.

(continued)

Eberville Parish Assessor
Flaggins, Louisiana

NOTES TO FINANCIAL STATEMENTS - (Cont'd)

December 31, 1998

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Cont'd)

2. TOTAL COLUMN OF COMBINED BALANCE SHEET

The total column on the combined balance sheet is captioned Memorandum Only to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

3. COMPARATIVE DATA

Comparative data for the prior year has been presented in the accompanying financial statements in order to provide an understanding of changes in the assessor's financial position and operations. However, complete comparative data i.e., presentation of prior year totals by fund type in each of the statements have not been presented.

3. RISK MANAGEMENT

The assessor's office is exposed to various risks of loss related to theft; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The assessor's office purchases commercial insurance policies at levels which management believes is adequate to protect the assessor's office for some risks and self-insures others. Based on historical experience, no accrual has been made for unpaid claims in these financial statements. Settled claims resulting from these risks have not exceeded the commercial insurance coverage in any of the past three fiscal years.

(CONTINUED)

Iberville Parish Assessor
Bogalusa, Louisiana

NOTES TO FINANCIAL STATEMENTS - (Cont'd)

December 31, 1995

NOTE 2. **CASH**

At December 31, 1995 the assessor had cash (book balances) of \$943,171 deposited with financial institutions (\$443,916 in interest-bearing demand deposits and \$499,255 in time deposits). These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At December 31, 1995, the assessor has \$882,829 in deposits (collected bank balances). These deposits are secured from risk by \$598,098 of federal deposit insurance and \$2,843,850 of pledged securities held by a custodial bank in the name of the fiscal agent bank (GASB Category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the assessor that the fiscal agent has failed to pay deposited funds upon demand.

NOTE 3. **REVENUE RECEIVABLE**

Revenues receivable at December 31, 1995 were as follows:

Millage	\$ 440,590
Revenue sharing	36,910
Preparation of assessment listings	<u>9,461</u>
	486,960
Less allowance for uncollectible taxes	<u>14,580</u>
Total	\$ <u>472,380</u>

Iberville Parish Assessor
Pigeoniere, Louisiana

NOTES TO FINANCIAL STATEMENTS - (Cont'd)

December 31, 1995

NOTE 4. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets is as follows:

Balance, January 1, 1995	\$ 204,453
Additions	1,180
Deductions	<u>-0-</u>
Balance, December 31, 1995	\$ <u>205,633</u>

NOTE 5. PROVISION PLAN

Plan Description Substantially all employees of the Iberville Parish Assessor's office are members of the Louisiana Assessors Retirement System (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. Of the total salaries of \$281,563 paid by the Assessor, \$241,989 are covered salaries for retirement.

All full time employees who are under the age of 60 at the time of original employment and are not drawing retirement benefits from any other public retirement system in Louisiana are required to participate in the System. Employees who retire at or after age 55 with at least 12 years of credited service or at or after age 50 with at least 30 years of credited service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent of their final-average salary for each year of credited service, not to exceed 100 percent of their final-average salary. Final-average salary is the employee's average salary over the 60 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

(CONTINUED)

Iberville Parish Assessor
Flaguemin, Louisiana

NOTES TO FINANCIAL STATEMENTS - (Cont'd)

December 31, 1995

NOTE 5. PENSION PLAN - (Cont'd)

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Assessors' Retirement System, Post Office Box 1788, Shreveport, Louisiana 71186-1788, or by calling (504) 425-4446.

Funding policy Plan members are required by state statute to contribute 3.0 percent of their annual covered salary and the Iberville Parish Assessor is required to contribute at an actuarially determined rate. The current rate is 5.0 percent of annual covered payroll. Contributions to the System also include one-fourth of one percent (one percent for Orleans Parish) of the taxes shown to be collectible by the tax rolls of each parish, plus revenue sharing funds appropriated by the legislature. The contribution requirements of plan members and the Iberville Parish Assessor are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Iberville Parish Assessor's contributions to the System for the years ending December 31, 1992, 1994, and 1995, were \$15,343, \$15,435, and \$14,936, respectively, equal to the required contributions for each year.

NOTE 6. LITIGATION

There is no litigation pending against the assessor's office at December 31, 1995.

Eberville Parish Assessor
Plaquemine, Louisiana

NOTES TO FINANCIAL STATEMENTS - (Cont'd)

December 31, 1995

NOTE 7. EXPENDITURES OF THE ASSESSOR NOT INCLUDED IN THE FINANCIAL STATEMENTS

The assessor's office is located in the Eberville Parish courthouse. The upkeep and maintenance of the courthouse is paid by the Eberville Parish Police Jury. The police jury also furnished the assessor with some office furniture and equipment.

NOTE 8. LENDING TAXES

The assessor's primary source of revenue is a 2.00 mill ad valorem tax. The total assessed valuation subject to the tax is \$249,281,480. After reduction for homestead exemptions, the taxable value of assessed property is \$229,882,188.

The following are the principal taxpayers (over 1 percent of total assessed valuation) subject to the assessor's tax at December 31, 1995:

Taxpayer	Assessed Valuation	Percent of Total
Dow Chemical Company	\$ 52,323,620	21.70%
Gulf States Utilities	34,678,510	14.43%
Ciba Geigy Corporation	16,323,620	6.80%
Georgia Gulf Corporation	15,023,320	6.26%
Cos Mar Company	10,048,140	4.19%
Louisiana Power & Light	4,013,320	1.67%
Pioneer Chlor Alkali	3,725,010	1.56%
South Central Bell	3,424,820	1.51%
southern Natural Gas	<u>2,823,320</u>	<u>1.21%</u>
Total	\$ <u>142,728,610</u>	<u>58.40%</u>

* * * * *



CALVIN L. ROBBINS, JR.

CERTIFIED PUBLIC ACCOUNTANT
(A PROFESSIONAL CORPORATION)

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
STRUCTURE RELATED MATTERS NOTED IN A FINANCIAL
STATEMENT AUDIT CONDUCTED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Iberville Parish Assessor
Bogalusa, Louisiana

I have audited the general purpose financial statements of the Iberville Parish Assessor, for the year ended December 31, 1995, and have issued my report thereon dated June 21, 1996.

I have 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 financial statements are free of material misstatement.

Management of the Assessor is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments 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 financial statements of the Iberville Parish Assessor for the year ended December 31, 1995, I obtained an understanding of the Assessor's 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 auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control structure. Accordingly, I do not express such an opinion.

I noted certain matters involving the internal control structure and its operation that I consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control structure that, in my judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

An important element in designing an internal accounting control system that safeguards assets and reasonably insures the reliability of the accounting records is the concept of segregation of responsibilities. No one person should be assigned duties that would allow that person to commit an error or perpetrate fraud and to conceal the error or fraud. For example, the same person should not be responsible for any two of the following functions:

- 1) Authorization of a transaction;
- 2) Recording of the transaction; and
- 3) Custody of assets involved in the transaction.

Due to the small size of the organization, a proper segregation of duties is not possible with respect to cash transactions. Management believes it is not practical or cost effective to correct this weakness.

This condition was considered in determining the nature, timing, and extent of audit tests to be applied in my audit of the December 31, 1995 general purpose financial statements and this report does not affect my report on those financial statements dated June 21, 1996.

A material weakness is a reportable condition in which the design or operation of the specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in accounts that would be material in relation to the 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.

June 21, 1996

My consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, I believe that the reportable condition disclosed above relating to lack of segregation of duties is a material weakness.

This report is intended for the information of management of the Iberville Parish Assessor. This restriction is not intended to limit the distribution of this report, which is a matter of public record.


Certified Public Accountant
(A Professional Corporation)

June 21, 1996
Baton Rouge Louisiana



CALVIN L. ROBBINS, JR.

CERTIFIED PUBLIC ACCOUNTANT
(A PROFESSIONAL CORPORATION)

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH
LAW AND REGULATIONS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

To the Iberville Parish Assessor
Bogalouine, Louisiana

I have audited the general purpose financial statements of the Iberville Parish Assessor, as of and for the year ended December 31, 1995, and have issued my report thereon dated June 21, 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 Iberville Parish Assessor, is the responsibility of the Assessor. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, I performed tests of the Assessor's compliance with certain provisions of laws, regulations, contracts, and grants. However, my objective was not to provide an opinion on overall compliance with such provisions.

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

This report is intended for the information of management and the Iberville Parish Assessor. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Certified Public Accountant
(A Professional Corporation)

June 21, 1996