

HONORABLE RICH BAILEY, CLA
OUACHITA PARISH ASSESSOR

Monroe, Louisiana

Independent Auditor's Report
on Internal Control Structure,
December 31, 1997

to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and not to provide an 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 and 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 operations that I consider to be material weaknesses as defined above.

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



West Monroe, Louisiana

January 15, 1998



**Independent Auditor's Report
on the Internal Control Structure**

**HONORABLE RICH BAILEY, CPA
OUACHITA PARISH ASSESSOR
Monroe, Louisiana**

I have audited the general purpose financial statements of the Ouachita Parish Assessor, a component unit of the Ouachita Parish Police Jury, as of December 31, 1997, and for the year then ended, and have issued my report thereon dated January 19, 1998.

I conducted my audit in accordance with generally accepted auditing standards; 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 Auditors. Those standards and the audit guide 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 Ouachita Parish Assessor 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 general purpose 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 Ouachita Parish Assessor for the year ended December 31, 1997, 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

VERNON R. COON
MEMBER OF SOCIETY OF
PUBLIC ACCOUNTANTS

RESIDENT IN LOUISIANA
BY MEMBER NUMBER
ACCOUNTANTS

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ACCOUNTING, AUDITING
AND FINANCIAL STATEMENTS

VERNON R. COON, INC.
1001 W. MONROE
LAFAYETTE, LOUISIANA 70503
PHONE: (504) 281-0147
TELE: (504) 281-0148
FAX: (504) 281-0149



**Independent Auditor's Report on Compliance
With Laws and Regulations**

HONORABLE RICH BAILLY, CJA
OUACHITA PARISH ASSESSOR
Monroe, Louisiana

I have audited the general purpose financial statements of the Ouachita Parish Assessor, a component unit of the Ouachita Parish Police Jury, as of December 31, 1997, and for the year then ended, and have issued my report thereon dated January 19, 1998.

I conducted my audit in accordance with generally accepted auditing standards; *Governor Auditing Standards*, issued by the Comptroller-General of the United States; and the *Canadian Governmental Audit Guide*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor. These standards and the audit guide require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatements.

Compliance with laws and regulations applicable to the Ouachita Parish Assessor, is the responsibility of the assessor's management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, I performed tests of the Ouachita Parish Assessor's compliance with certain provisions of laws and regulations. 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 *Governor Auditing Standards*.

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

West Monroe, Louisiana
January 19, 1998

MEMBER AMERICAN
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WEST MONROE,
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PHONE 228-388-1111
TELE. TWIX LOUISIANA
1-800-845-8888
FAX 228-388-1111

**Independent Auditor's Reports Required
by Government Auditing Standards**

The following independent auditor's reports on compliance with laws and regulations and internal control are presented in compliance with the requirements of *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.

QUACHTA PARISH ASSessor

Monroe, Louisiana

GOVERNMENTAL FUND TYPE - GENERAL FUND

Schedule of Revenues, Expenditures, and

Changes in Fund Balance - Budget

(GAAP Basis) and Actual, by Departments, etc.

	BUDGET	ACTUAL	VARIANCE: EXCESS OR DEFICIENCY
EXPENDITURES (CONT'D.)			
General government - tourism (Cont'd.)			
Mapping:			
Personal services and related benefits	\$60,000	\$60,338	(\$338)
Operating services	30,000	37,148	(7,148)
Materials and supplies	4,000	3,632	368
Travel & other charges	1,000		1,000
Total mapping	<u>95,000</u>	<u>101,118</u>	<u>(6,118)</u>
Property Transfer:			
Personal services and related benefits	100,000	106,318	(6,318)
Operating services	1,000	390	610
Travel & other charges	4,000	733	3,267
Total property transfer	<u>105,000</u>	<u>107,441</u>	<u>(2,441)</u>
Miscellaneous:			
Operating services	60,000	65,371	(5,371)
Materials and supplies	35,000	31,382	3,618
Total miscellaneous	<u>95,000</u>	<u>96,753</u>	<u>(1,753)</u>
Capital outlay	25,000	7,299	17,701
Total expenditures	<u>1,005,000</u>	<u>954,099</u>	<u>50,901</u>
EXCESS OR (Deficiency) REVENUES OVER EXPENDITURES	<u>(16,309)</u>	<u>113,200</u>	<u>129,412</u>
FUND BALANCE AT BEGINNING OF YEAR	<u>1,466,683</u>	<u>1,466,683</u>	
FUND BALANCE AT END OF YEAR	<u>\$1,450,374</u>	<u>\$1,579,883</u>	<u>\$129,412</u>

(Continued)

ORACHTA PARISH ASSessor
 Monroe, Louisiana
 GOVERNMENTAL FUND TYPE - GENERAL FUND

Schedule of Revenues, Expenditures, and
 Changes in Fund Balance -
 Budget (GAAP Basis) and Actual, by Departments
 For the Year Ended December 31, 1997

	BUDGET	ACTUAL	VARIANCE: FAVORABLE () UNFAVORABLE ()
REVENUES			
Ad valorem taxes	\$811,736	\$847,343	\$35,607
Intergovernmental revenues:			
Federal payments in lieu of taxes	300	277	(23)
State grant - state revenue sharing (net)	98,600	98,322	(278)
Local payments in lieu of taxes	4,855	4,857	(2)
Fees, charges & commissions	49,900	52,331	2,431
Use of money and property:			
Interest earnings	26,000	48,572	22,572
Total revenues	<u>921,391</u>	<u>1,087,302</u>	<u>165,911</u>
EXPENDITURES			
General government - taxation:			
Administration:			
Personal services and related benefits	180,000	186,109	6,109
Operating services	32,000	10,000	1,998
Materials and supplies	5,000	2,687	2,313
Travel and other charges	16,000	15,123	877
Total administration	<u>233,000</u>	<u>213,909</u>	<u>19,091</u>
Property Assessment - Personal:			
Personal services and related benefits	62,000	68,604	6,604
Operating services	300	360	60
Travel and other charges	3,500	700	2,800
Total property assessment - personal	<u>65,800</u>	<u>69,714</u>	<u>3,914</u>
Property Assessment - Real Estate:			
Personal services and related benefits	385,000	341,262	43,738
Operating services	2,000	1,248	752
Materials and supplies	3,000	2,829	171
Travel and other charges	20,000	11,887	8,113
Total property assessment - real estate	<u>410,000</u>	<u>357,226</u>	<u>52,774</u>

(Continued)

SUPPLEMENTAL INFORMATION SCHEDULE

OUACHITA PARISH ASSESSOR

Monroe, Louisiana

Notes to the Financial Statements (Continued)

On December 17, 1995, the assessor entered into a 36-month lease for an automobile to be used by the assessor's office. The lease requires 36 monthly payments of \$632 each beginning in January, 1996. Payments on the lease totaled \$7,584 during 1997.

The following is a summary of future minimum lease payments:

<u>Year</u>	<u>Amount</u>
1998	<u>8,319</u>
Total minimum lease payments	<u>\$8,319</u>

8. LITIGATION AND CLAIMS

As December 31, 1997, the Ouachita Parish Assessor is not involved in any litigation nor is he aware of any unasserted claims.

9. EXPENDITURES OF THE ASSESSOR'S OFFICE PAID BY THE POLICE JURY

The Ouachita Parish Assessor's office is located in the parish courthouse. The cost of maintaining and operating the courthouse, as required by Louisiana Revised Statute 33:4713, is paid by the Ouachita Parish Police Jury and is not included in the accompanying financial statements. In addition, the police jury purchased equipment for the assessor's office in the amount of \$8,719 for the year ended December 31, 1997, which is included in fixed assets of the assessor's office.

OUACHITA PARISH ASSESSOR

Monroe, Louisiana

Notes to the Financial Statements (Continued)

terminate with at least 10 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 by state statute.

The System issues an annual publicly available report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Assessor's Retirement System, Post Office Box 1786, Shreveport, Louisiana 71166-1786, or by calling (318) 425-4446.

Plan members are required by state statute to contribute seven per cent of their annual covered salary and the Ouachita Parish Assessor is required to contribute at an actuarially determined rate. The current rate is 3.75 per cent of annual covered payroll. Contributions to the system include one-fourth of one per cent (one per cent 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 Ouachita 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 Ouachita Parish Assessor's contributions to the system for the year ending December 31, 1997, 1996, 1995, were \$34,078, \$33,359 and \$34,625 respectively, equal to the required contributions for each year.

6. POST RETIREMENT BENEFITS

The Ouachita Parish Assessor provides certain continuing health care and life insurance benefits for its retired employees. Substantially all of the assessor's employees become eligible for these benefits if they reach normal retirement age while working for the assessor. These benefits for retirees and similar benefits for active employees are provided through an insurance company whose monthly premiums are paid jointly by the employee and the assessor. The assessor recognizes the cost of providing these benefits (assessor's cost of premiums) as an expenditure when the monthly premiums are paid. For the year ended December 31, 1997, the total amount of premiums paid was \$82,871, while the amounts paid for retirees totaled \$5,135.

7. OPERATING LEASES

On March 1, 1995, the assessor entered into a 36-month operating lease for a copier with monthly lease payments of \$205 each. Payments on the lease totaled \$3,948 during 1997.

ORACHITA PARISH ASSessor
Monroe, Louisiana
Notes to the Financial Statements (Continued)

3. RECEIVABLES

The General Fund receivables of \$888,646 at December 31, 1997, are as follows:

Class of Receivables	
Taxes - ad valorem	\$803,143
Intergovernmental revenues:	
Federal payments in lieu of taxes	300
State revenue sharing (tax)	63,548
Local payments in lieu of taxes	4,439
Fees, charges, & commissions	<u>14,200</u>
Total	<u>\$886,646</u>

4. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in office furnishings and equipment follows:

Balance at January 1, 1997	\$511,534
Additions	17,097
Deductions	<u>(15,488)</u>
Balance at December 31, 1997	<u>\$513,143</u>

Additions include \$9,709 for equipment purchased by the police jury.

5. PENSION PLAN

Substantially all employees of the Orachita Parish Assessor's office are members of the Louisiana Assessor's Retirement System (system), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees.

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 systems in Louisiana are required to participate in the system. Employees who retire at or after age 35 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 per cent of their final-average salary for each year of credited service, not to exceed 100 per cent of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who

ILLINOIS PARISH ASSessor

Monroe, Louisiana

Notes to the Financial Statements (Continued)

G. VACATION AND SICK LEAVE

Permanent full-time employees earn 10 to 30 days of noncumulative vacation leave and 12 to 18 days of sick leave each year, depending on length of service. Sick leave is cumulative to a maximum of 36 days, but all accumulated sick leave is forfeited upon retirement or resignation. At December 31, 1997, there are no benefits relating to vacation and sick leave that require accrual or disclosure.

H. TOTAL COLUMN ON THE BALANCE SHEET

The total column on the balance sheet is captioned Memorandum Only (see below) 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.

I. PRINCIPAL TAXPAYERS

The following are the principal taxpayers for the parish and their 1997 assessed valuation (amounts expressed in thousands):

	1997 Assessed Valuation	Per cent of Total Assessed Valuation
Riverwood International Corporation	\$26,703,593	3.89%
Louisiana Power and Light	22,428,964	3.19%
Bellsouth Communications	16,814,960	2.31%
State Farm Insurance	16,361,533	2.32%
Koch Nitrogen	10,671,199	1.51%
Central Bank	9,823,076	1.37%
Delphi Industries - Fisher Oxide	6,582,287	0.91%
North Monroe Hospital	5,215,292	0.73%
Wal-Mart Stores, Inc.	5,162,325	0.72%
Parcrott Bag	4,933,238	0.69%
Total	<u>\$148,757,280</u>	<u>21.25%</u>

ORACHTHA PARISH ASSESSOR

Marrero, Louisiana

Notes to the Financial Statements (Continued)

F. CASH AND CASH EQUIVALENTS

Under state law, the assessor may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The assessor may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 1997, the assessor has cash and cash equivalents (bank balances) totaling \$708,483 as follows:

Demand deposits	\$138,483
Time deposits	<u>570,000</u>
Total	<u>\$708,483</u>

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 deposits are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Cash and cash equivalents (bank balances) at December 31, 1997, are reported as follows:

Bank balances	<u>\$751,400</u>
Federal deposit insurance	\$172,298
Pledged securities (noncollateralized)	<u>1,485,804</u>
Total	<u>\$1,799,502</u>

Because the pledged securities are held by a custodial bank in the name of the fiscal agent bank rather than in the name of the assessor, they are considered uncollateralized (Category 3) under the provisions of GASB Codification (20.106). However, 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 bank has failed to pay deposited funds upon demand. Further, LRS 39:1224 states that securities held by a third party shall be deemed to be held in the assessor's name.

ORLEANS PARISH ASSESSOR
Monroe, Louisiana
Notes to the Financial Statements (Continued)

Valuations

Ad valorem taxes and the related state revenue sharing are recorded in the year the taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis, attach as an enforceable lien, and become due and payable on the date the tax rolls are filed with the recorder of mortgages. Louisiana Revised Statute 47:1983 requires that the tax roll be filed on or before November 15 of each year. Ad valorem taxes become delinquent if not paid by December 31. The taxes are normally collected in December of the current year and January and February of the ensuing year.

Fees for preparing tax rolls are recorded in the year prepared. Interest income on time deposits is recorded when the time deposits have matured. Interest income on demand deposits is recorded monthly when the interest is earned and credited to the account.

Based on the above criteria, ad valorem taxes, state revenue sharing, and fees for preparing tax rolls have been treated as susceptible to accrual.

Expenditures

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

K. BUDGET PRACTICES

The proposed budget for the General Fund, prepared on the modified accrual basis of accounting, is made available for public inspection at least fifteen days prior to the beginning of each fiscal year. The budget is then legally adopted by the assessor and amended during the year, as necessary. The budget is established and controlled by the assessor at the object level of expenditures. Appropriations lapse at year-end and must be reappropriated for the following year to be expended. The assessor is granted authority to amend categories within departments, however, the total of amendments cannot exceed 10 percent of the total adopted budget. All other changes in the budget must be approved by the assessor.

Formal budgetary integration is employed as a management control device during the year. Budgeted amounts included in the accompanying financial statements include the original adopted budget amount and all subsequent amendments. Encumbrance accounting is not used by the assessor.

OUACHITA PARISH ASSESSOR

Monroe, Louisiana

Notes to the Financial Statements (Continued)

attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The assessor's current operations require only the use of governmental funds (General Fund). All valuation tax revenue authorized by Act 17 of 1990 and intergovernmental revenues are accounted for in this fund. General operating expenditures are paid from this fund.

C. GENERAL 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 provided by the police jury are recorded in the general fixed assets account group. Approximately 1 per cent of fixed assets are valued at estimated historical costs based on the actual costs of like items while the remaining 99 per cent are based on actual historical costs. No depreciation has been provided on general fixed assets. There is no long-term debt at December 31, 1997.

D. BASIS OF ACCOUNTING

The financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used for reporting all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The assessor uses the following practices in recognizing and reporting revenues and expenditures:

PLAUCHITA PARISH ASSESSOR

Monroe, Louisiana

Notes to the Financial Statements (Continued)

- b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury maintains and operates the parish courthouse in which the assessor's office is located, the assessor was determined to be a component unit of the Ouachita Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the assessor and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. 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 related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities (general fixed assets and general long term debt) that are not recorded in the "funds" because they do not directly affect net expendable available financial resources. They are concerned only with the measurement of financial position, not with the measurement of results of operations.

Funds are classified into three categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of

OUACHITA PARISH ASSESSOR
Monroe, Louisiana

Notes to the Financial Statements
As of and For the Year Ended December 31, 1997

I. 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 term of four years, beginning January 1 following the year in which elected. The assessor assesses all real and movable property in the parish, subject to ad valorem taxation, prepares tax rolls, and submits the rolls to the Louisiana Tax Commission and other governmental bodies as prescribed by law. The assessor is authorized to appoint as many deputies as necessary for the efficient operation of his office and to 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.

At December 31, 1997, there are 90,889 real, movable, and public service assessment listings totaling \$341,219,128, \$231,338,480, and \$71,283,660 respectively. This represents an increase of 704 assessment listings. The total assessed valuation increased by \$21,907,410.

A. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the Ouachita Parish Police Jury is the financial reporting entity for Ouachita Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 establishes criteria for determining which component units should be considered part of the Ouachita Parish Police Jury for financial reporting purposes. The basic criteria for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the police jury to impose its will on that organization and/or;

OUACHITA PARISH ASSessor
 Monroe, Louisiana
 GOVERNMENTAL FUND TYPE - GENERAL FUND

Statement of Revenues, Expenditures, and
 Changes in Fund Balance -
 Budget (GAAP Basis) and Actual
 For the Year Ended December 31, 1997

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (DISADVANTAGE)</u>
REVENUES			
Ad valorem taxes	\$817,736	\$843,743	\$26,007
Intergovernmental revenues:			
Federal payments in lieu of taxes	300	277	(23)
State grant - state revenue sharing (net)	98,600	98,322	(278)
Local payments in lieu of taxes	4,455	4,057	(398)
Fees, charges & commissions	45,900	72,331	26,431
Use of money & property - interest earnings	26,000	44,572	18,572
Total revenues	<u>992,591</u>	<u>1,067,502</u>	<u>74,911</u>
EXPENDITURES			
General government - taxation:			
Circuit:			
Personal services and related benefits	782,000	763,240	18,760
Operating services	108,300	114,527	(6,227)
Materials and supplies	47,000	40,510	6,490
Travel and other charges	44,300	28,523	15,777
Capital outlay	35,000	7,298	27,702
Total expenditures	<u>1,001,600</u>	<u>954,098</u>	<u>47,502</u>
EXCESS (OR (Deficiency)) REVENUES OVER EXPENDITURES	(16,209)	113,203	129,412
FUND BALANCE AT BEGINNING OF YEAR	<u>1,486,683</u>	<u>1,486,683</u>	
FUND BALANCE AT END OF YEAR	<u>\$1,470,474</u>	<u>\$1,579,886</u>	<u>\$129,412</u>

The accompanying notes are an integral part of this statement.

Statement A

OUACHITA PARISH ASSessor
 Monroe, Louisiana
 ALL FUND TYPES AND ACCOUNT GROUPS

Balance Sheet, December 31, 1997

	GOVERNMENTAL FUND TYPE - GENERAL FUND	ACCOUNT GROUP - GENERAL FUNDS ASSETS	TOTAL COMBINATION
	<u>GENERAL FUND</u>	<u>ASSETS</u>	<u>ONLY</u>
ASSETS			
Cash and cash equivalents	\$708,483		\$708,483
Receivables	886,646		886,646
Prepaid charges	210		210
Office furnishings and equipment		\$13,183	\$13,183
TOTAL ASSETS	<u>\$1,595,349</u>	<u>\$13,183</u>	<u>\$1,608,532</u>
LIABILITIES AND FUND EQUITY			
Liabilities			
Accounts payable	\$15,283		\$15,283
Deferred revenue	100		100
Total Liabilities	<u>15,383</u>	<u>NONE</u>	<u>15,383</u>
Fund Equity:			
Investment in general fixed assets		\$13,183	\$13,183
Fund balance - unreserved - undesignated	1,579,886		1,579,886
Total Fund Equity	<u>1,579,886</u>	<u>\$13,183</u>	<u>1,593,069</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$1,595,349</u>	<u>\$13,183</u>	<u>\$1,608,532</u>

The accompanying notes are an integral part of this statement.

**GENERAL PURPOSE FINANCIAL STATEMENTS
(OVERVIEW)**

HONORABLE RICH BAILEY, CIA
OUACHITA PARISH ASSESSOR
Monroe, Louisiana
Independent Auditor's Report,
December 31, 1997

In accordance with Government Auditing Standards, I have also issued a report dated January 19, 1998 on my consideration of the Ouachita Parish Assessor's internal control structure and a report dated January 19, 1998 on the assessor's compliance with laws and regulations.



West Monroe, Louisiana
January 19, 1998



Independent Auditor's Report

HONORABLE RICH BAILEY, CLA
OUIACHITA PARISH ASSESSOR
Monroe, Louisiana

I have audited the general purpose financial statements of the Ouachita Parish Assessor, a component unit of the Ouachita Parish Police Jury, as of December 31, 1997, and for the year then ended, as listed in the table of contents. These general purpose financial statements are the responsibility of the Ouachita Parish Assessor's management. 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 misstatement. 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 general purpose 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 Ouachita Parish Assessor as of December 31, 1997, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

My audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The supplemental information schedule listed in the table of contents is presented for the purpose of additional analysis and is not a required part of the general purpose financial statements of the Ouachita Parish Assessor. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

MEMPHIS ASSOCIATES
MEMPHIS OFFICE OF CERTIFIED
PUBLIC ACCOUNTANTS

OFFICE OF LOCATIONS
MEMPHIS OFFICE
MEMPHIS

FRANCHISE LOCATIONS IN
NEW YORK, N.Y.,
ARIZONA, ARKANSAS,
AND MISSISSIPPI

111 PULASKI STREET,
SUITE 2000B,
MEMPHIS, TN 38103
PHONE 901.526.4000
FAX 901.526.4000
TOLL FREE 800.441.8628
FAX 800.441.8628

OUACHITA PARISH ASSESSOR
Monroe, Louisiana

General Purpose Financial Statements
With Independent Auditor's Report
As of and for the Year Ended
December 31, 1997

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