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**WASHINGTON PARISH AUDITOR
FRANKLINTON, LOUISIANA
FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 1997**

Under provisions of state law, this report is a public document. A copy of this report has been submitted to the auditor, or reviewed, and is to be made available to any other appropriate public officials. This report is available for public inspection at the State Board of Tax of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Prepare On: JAN 22 1998

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INDEPENDENT AUDITORS' REPORT

Honorable Randall Seal
Washington Parish Assessor
Franklinton, Louisiana

We have audited the accompanying general purpose financial statements of the Washington Parish Assessor, a component unit of the Washington Parish Police Jury, as of and for the year ended December 31, 1997, as listed in the table of contents. These general purpose financial statements are the responsibility of the Washington Parish Assessor. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in the 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 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 financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Washington 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.

In accordance with Government Auditing Standards, we have also issued our report dated April 21, 1998, on our consideration of the Washington Parish Assessor's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

Burris, McKey & O'Brien

April 21, 1998

Michael B. Burris
Legislative Auditor

M. B. Burris

WASHINGTON PARISH ASSESSOR
FRANKLINTON, LOUISIANA
BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 1997

	GOVERNMENTAL FUND TYPES AND ACCOUNT GROUPS		
	General	General Fixed Assets	Totals (Memorandum Only)
ASSETS AND OTHER DEBITS			
Current Assets			
Cash and cash equivalents	\$22,210	\$0	\$22,210
Investments	400,000	0	400,000
Property taxes receivable - net of allowance	411,332	0	411,332
Due from other governments	54,541	0	54,541
Property and Equipment	0	181,356	181,356
TOTAL ASSETS AND OTHER DEBITS	\$888,083	\$181,356	\$1,069,439
LIABILITIES, EQUITY, AND OTHER CREDITS			
Current Liabilities			
Accounts payable	\$23,290	\$0	\$23,290
Total liabilities	23,290	0	23,290
Equity and Other Credits			
Investment in general fixed assets	0	181,356	181,356
Fund Balances:			
Undesignated	804,827	0	804,827
Total equity and other credits	804,827	181,356	1,026,183
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	\$888,083	\$181,356	\$1,069,439

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

WASHINGTON PARISH ASSessor
FRANKLINTON, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
ACTUAL (GAAP BASIS) AND BUDGET (NONGAAP BASIS)
YEAR ENDED DECEMBER 31, 1997

	General Fund	Budget	Variance Favorable (Unfavorable)
REVENUES			
Ad valorem taxes	\$412,499	\$399,757	\$12,742
Intergovernmental revenue	69,482	7,660	61,822
Other	3,954	4,479	(525)
Interest earnings	28,585	24,699	4,886
Total revenues	514,520	436,695	77,825
EXPENDITURES			
Personal services and related benefits	353,919	362,269	(7,350)
Materials and supplies	12,342	6,009	6,333
Operating services	59,089	61,420	(2,331)
Travel and auto	21,329	20,090	1,239
Capital outlay	28,593	18,000	10,593
Total expenditures	485,272	467,788	17,484
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	29,248	(31,093)	60,341
FUND BALANCES, BEGINNING OF YEAR	812,159	812,159	812,159
FUND BALANCES, END OF YEAR	841,407	781,066	60,341

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

**WASHINGTON PARISH ASSESSOR
FRANKLINTON L. DEBERNA
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a. INTRODUCTION

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 all real and movable property in the parish, subject to ad valorem taxation. The Assessor is authorized to appoint as many deputies as may be necessary for efficient operation of the 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.

The Assessor's office is located in the Washington Parish Courthouse in Franklinton, Louisiana. The Assessor employs 12 employees including eight deputies. In accordance with Louisiana law, the Assessor bases real and movable property assessments on conditions existing on January 1 of the tax year. The Assessor completes an assessment listing by May 1 of the tax year and submits the list to the parish governing authority and the Louisiana Tax Commission, as prescribed by law. Once the assessment listing is approved, the Assessor submits the assessment roll to the parish tax collector, who is responsible for collecting and distributing taxes to the various taxing bodies.

At December 31, 2007, there were 13,868 real property and movable property assessments totaling \$78,952,640.

b. BASIS FOR PRESENTATION

The accompanying general purpose financial statements of the Washington Parish Assessor 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.

c. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the Washington Parish Police Jury is the financial reporting entity for Washington Parish. The financial reporting entity consists of (a) the primary government (Washington Parish Police Jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which 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 Statement No. 18 established criteria for determining which component units should be considered part of the Washington Parish Police Jury for financial reporting purposes. The basic criteria for including a potential component unit within the reporting entity is financial accountability. The Board has set forth criteria to be considered in determining financial accountability. This criteria includes:

**WASHINGTON PARISH ASSESSOR
BISMOLITHON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007**

Page 2 of 8

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

c. REPORTING ENTITY - continued

- (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
 - (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's 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's financial statements would be misleading without the Assessor's financial information due to its financial accountability to the Police Jury, the Assessor was determined to be a component unit of the Washington 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.

4. FUND ACCOUNTING

The Assessor uses a fund (General Fund) and an account group (General Fixed Assets Account Group) 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.

The General Fund, as provided by Louisiana Revised Statute (LSA-R.S.) 47:1905, is the principal fund of the Assessor and accounts for the operation of the Assessor's office. General operating expenditures are paid from this fund. Ad valorem tax revenue authorized by Act 864 of 1989 is accounted for in this fund.

**WASHINGTON PARISH ASSessor
FRANKLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDING DECEMBER 31, 1992**

1. SUMMARY OF SUBSTANTIVE ACCOUNTING POLICIES - continued

a. BASES 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 liabilities generally are included on the balance sheet. The operating statements of the General Fund present increases and decreases in net current assets. The modified accrual basis of accounting is used by the General Fund. The General Fund uses the following practices in recording revenues and expenditures:

(1) Revenues:

Revenues are recognized when they are determined to be both measurable and available. Ad valorem tax revenues are recognized as revenue in the period they are levied. They are levied on November 1, based on property valuations on the previous March 31, are due on November 15, and become delinquent on December 31. Interest earnings on investments are recorded as maturity when the interest is available. Other revenues are recorded in the period received due to the nature of the transactions.

(2) Expenditures:

Events that represent: (1) a reduction of the General Fund's expendable financial resources, or (2) a claim at the end of the period that will be liquidated by using current expendable financial resources, are recorded as expenditures. Expenditures are recorded when cash is expended or the related liability is incurred.

1. BUDGETS

The Washington Parish Assessor adopted an annual budget for the General Fund revenues and expenditures based on the modified accrual basis of accounting. On December 18, 1990, public notice was given as to the availability of the budget for public inspection. The budget was adopted at a public meeting on December 18, 1990.

All appropriations (unexpended budget balances) lapse at year end.

The Assessor reviews the budget/factual comparisons quarterly as a management control device. The Assessor reserves all authority to make changes to the budget.

There was one amendment to the original budget, public notice was given November 18, 1990, and the amended budget was adopted at a public meeting, December 10, 1990. The budget/factual comparison in the accompanying financial statements was prepared from the amended budget.

a. ENCUMBRANCES

The Washington Parish Assessor does not use encumbrance accounting.

**WASHINGTON PARISH ASSESSOR
 PRABHAKAR LOUISIANA
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED DECEMBER 31, 1997**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

b. CASH AND CASH EQUIVALENTS AND INVESTMENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits with maturities of less than six months. 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. Investments include amounts in time deposits with maturities of 180 days or more.

i. PREPAID ITEMS

The Washington Parish Assessor uses the reclassification method to account for prepayments and deferrals.

j. FIXED ASSETS

Fixed assets are recorded as expenditures at the time of purchase, and the related assets are capitalized and reported in the general fixed assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost. General fixed assets provided by the Police Jury are not recorded within the general fixed assets account group.

k. COMPENSATED ABSENCE

The employees of the Assessor's office earn from five to 30 days of vacation leave each year, depending on the length of service. Vacation leave must be taken during the year earned. However, upon termination or retirement, employees are paid for unused vacation leave earned during the year. All employees earn 12 days of sick leave each year. A total of 45 days of sick leave can be accumulated. All accumulated sick leave lapses upon termination. There were no accumulated and vested leave benefits required to be reported in accordance with GASB Statement No. 15 at December 31, 1997.

l. TOTAL COLUMN ON BALANCE STATEMENTS

The total column on the 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.

2. LEVIED TAXES

The Washington Parish Assessor is authorized to levy up to 5.37 mills in ad valorem taxes. A 5.37-mill ad valorem tax was levied for the year ended December 31, 1997.

**WASHINGTON PARISH ASSessor
BAMBLETON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 1987**

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2. **LIQUID ASSETS** - continued

The following are the 10 principal taxpayers for the parish:

Taxpayer	Type of Business	Assessed Valuation	Percentage of Total Assessed Valuation
Dayton Container Corporation	Paper mill	\$11,366,660	18%
Florida Gas Transmission Company	Pipelines	9,229,830	7%
Entergy Louisiana, Inc.	Power company	7,898,880	7%
East South Telecommunications	Telephone company	4,894,920	4%
Southern Natural Gas Company	Proxal company	3,829,780	4%
Meyerbauser Company		3,752,080	3%
Washington-St. Laryney Electric Co.	Gas company	2,778,730	3%
Hibernia National Bank	Bank	1,402,280	1%
Central Louisiana Electric Company	Power company	1,372,480	1%
Hancock Bank	Bank	1,249,820	1%
Total		\$46,772,418	100%

The total assessed valuation for all taxpayers at December 31, 1987, was \$111,629,498. This figure was used in calculating the percentage of the "assessed valuation of each of the ten largest taxpayers" to the "total assessed valuation for all taxpayers".

3. **CASH AND CASH EQUIVALENTS**

At December 31, 1987, the Assessor had cash and cash equivalents (bank balances) totaling as follows:

Interest-bearing demand deposits	\$ 22,230
Total	\$ 22,230

These deposits are stated at cost. 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, 1987, the Assessor had \$24,034 in deposits (reflected bank balances). These deposits are secured from risk by \$108,080 of federal depository insurance. In addition, the Assessor had \$25 in an account with a credit union which is fully insured by the National Credit Union Administration. Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, Louisiana Revised Statute 30:1229 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.

WASHINGTON PARISH ASSessor
PARALANTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 1987

4. INVESTMENTS

At December 31, 1987, the Assessor held investments totaling \$408,080 as follows:

Certificates of Deposits:	<u>Carrying Amount</u>	<u>Market Value</u>
Parish National Bank	\$ 308,080	\$ 308,080
Citizen's Savings Bank	<u>100,000</u>	<u>100,000</u>
	<u>\$ 408,080</u>	<u>\$ 408,080</u>

Investments are limited by state law and the Assessor's investment policy. The investments are in the name of the Washington Parish Assessor and are held at the trust department at the central bank. These deposits are secured from risk of loss by federal deposit insurance of \$100,000 at each depository.

5. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets (office furnishings and equipment) follows:

Balance, January 1, 1987	\$130,000
Additions	30,000
Deductions	<u>(14,700)</u>
Balance, December 31, 1987	<u>\$145,300</u>

6. PENSION PLAN

Substantially all employees of the Washington Parish Assessor's office are members of the Louisiana Assessor's Retirement System (System), a non-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

All full-time employees who are under the age of 70 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 who retire at or after age 60 with at least 30 years of credited service are entitled to a retirement benefit, payable monthly for life, equal to three 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 36 consecutive or joint months that produce the highest average. Employees who terminate within at least 12 years of service and who do not withdraw their employee contributions may retire at or after age 60 and receive the benefit account to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

**WASHINGTON PARISH ASSESSOR
FRANKLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 1997**

6. PENSION PLAN - continued

The System issues an annual publicly available financial report that includes financial statements and requires supplementary information for the System. That report may be obtained by writing to the Louisiana Assessors' Retirement System, Post Office Box 1798, Shreveport, Louisiana 71168-1798, or by calling (714) 425-4448.

Funding Policy

Plan members are required by state statute to contribute 7.0 percent of their annual covered salary and the Washington Parish Assessor is required to contribute at an actuarially determined rate. The rate for January through September was 5.8 percent and for the remainder of the year was 5.5 percent of annual covered payroll. Contributions to the System also include one-fourth of one percent of the taxes shown to be collectible by the tax rolls of each parish, plus revenue sharing funds appropriated by the legislators. The contribution requirements of plan members and the Washington 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 years. The Washington Parish Assessor's contributions to the System for the years ended December 31, 1997, 1996, and 1995, were \$12,792, \$42,838, and \$31,758, respectively, equal to the required contributions for each year.

7. COLLEGE PAYMENTS FOR PENSION BENEFITS

The Washington Parish Assessor provides hospitalization and cancer insurance at 100 percent for all retired employees but does not pay for the coverage of their dependents. To be eligible for post-employment benefits, the employee must have been a full-time employee and eligible for retirement benefits from the Louisiana Assessors' Retirement System, as described in Note 6. The Washington Parish Assessor finances these benefits on the pay-as-you-go basis. Currently, the Assessor is paying post-employment benefits for one retired employee amounting to \$2,818 in hospitalization insurance premiums for the year ended December 31, 1997.

Retired employees are allowed to maintain dependent coverage of hospitalization and cancer insurance at their expense. Under this arrangement, the retired employee reimburses the applicable premium to the insurance carrier, exonerating the Assessor from any involvement in the transaction.

8. EXPENDITURES OF THE ASSESSOR NOT INCLUDED IN THE FINANCIAL STATEMENTS

Certain operating expenditures of the Assessor's office are paid by the Washington Parish Police Jury as required by Louisiana Revised Statute 33:4713. The Assessor's office is located in the Washington Parish Courthouse, and the upkeep and maintenance of the courthouse is paid by the Washington Parish Police Jury. These expenditures are not reflected in the accompanying financial statements.

9. LITIGATION

The Washington Parish Assessor was not involved in any litigation at December 31, 1997.

WASHINGTON PARISH ASSessor
FRANKLINTON, LOUISIANA
NOTE TO THE FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 1997

Exhibit A

10. INTERGOVERNMENTAL AGREEMENT

During 1994, the Washington Parish Assessor entered into an intergovernmental agreement with the Washington Parish Police Jury and other elected officials of the parish to provide security for the main courthouse building. Under the terms of the agreement, the Assessor voluntarily contributes to the project the estimated share of the costs involved. The Assessor paid \$-0- in 1997.

BURRIS, McKEY & O'BRIEN

A Professional Corporation of Certified Public Accountants

Michael B. Burris
Timothy P. McKey
Sandra C. O'Brien

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND
ON INTERNAL CONTROL OVER FINANCIAL REPORTING
MADE OR IN ASSIST OF GENERAL PURPOSE
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

Honorable Randall Seal
Washington Parish Assessor
Franklinton, Louisiana

We have audited the general purpose financial statements of the Washington Parish Assessor, a component unit of the Washington Parish Police Jury, as of and for the year ended December 31, 1999, and have issued our report thereon dated April 21, 1998. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Assessor's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could be a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Governmental Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Assessor's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements 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 over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the use of the Washington Parish Assessor, the Washington Parish Police Jury, and the State of Louisiana Legislative Auditor. However, this report is a matter of public record and its distribution is not limited.

Burris, McKey & O'Brien
April 21, 1998