

**TANGIPAHOLA PARISH ASSESSOR
AMITE, LOUISIANA**

ANNUAL FINANCIAL STATEMENTS

AS OF AND FOR THE TWO YEARS ENDED DECEMBER 31, 2003

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

Release Date 7-28-04

Evangeline Parish Assessor
Archie, Louisiana

Annual Financial Statements

As of and for the Two Years Ended December 31, 2003
With Supplementary Information Schedules

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Durnin & James

CERTIFIED PUBLIC ACCOUNTANTS
& PROFESSIONAL CORPORATION
MEMBERS I.A.A. CMAA, I.A.

John H. Dennis, CPA
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Members
American Institute of CPAs
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May 18, 2004

Independent Auditor's Report

The Honorable William S. Dufreche
Tangipahoa Parish Assessor
Amite, Louisiana

We have audited the accompanying financial statements of the governmental activities and the general fund of the Tangipahoa Parish Assessor, a component unit of the Tangipahoa Parish Council, as of and for the two years ended December 31, 2003, which collectively comprise the Tangipahoa Parish Assessor's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of the Tangipahoa Parish Assessor. Our responsibility is to express an opinion on these financial statements based on our audit.

We have conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. 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 basic financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the general fund of the Tangipahoa Parish Assessor as of and for the two years ended December 31, 2003, and the respective changes in financial position for the two years then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 18, 2004, on our consideration of the Tangipahoa Parish Assessor's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's Discussion and Analysis on pages 4 through 8 and the budgetary comparison schedules identified as Schedule 1 are not required parts of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We

Tangipahoa Parish Assessor
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have applied certain limited procedures, which consist primarily of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Respectfully submitted,



Durin & James, CPAs
(A Professional Corporation)

Management's Discussion and Analysis

Tangipahoa Parish Assessor
Amite, Louisiana

Management's Discussion and Analysis

December 31, 2003

As management of the Tangipahoa Parish Assessor, Amite, Louisiana (the "Assessor"), we offer readers of the Assessor's financial statements this narrative overview and analysis of the financial activities of the Assessor for the fiscal year ended December 31, 2003. This management discussion and analysis ("MD&A") is designed to provide an objective and easy to read analysis of the Assessor's financial activities based on currently known facts, decisions, or conditions. It is intended to provide readers with a broad overview of the Assessor's finances. It is also intended to provide readers with an analysis of the Assessor's short-term and long-term activities based on information presented in the financial report and fiscal policies that have been adopted by the Assessor. Specifically, this section is designed to assist the reader in focusing on significant financial issues, provide an overview of the Assessor's financial activity, identify changes in the Assessor's financial position (its ability to address the next and subsequent year challenges), identify any material deviations from the financial plan (the approved budget), and identify individual fund issues or concerns.

This is the first year that the Assessor has presented its financial statements under the new reporting model required by the Governmental Accounting Standards Board Statement Number 34. Because this new reporting model changes significantly not only the presentation of financial data, but also the manner in which the information is recorded, prior year comparative information for this reporting period's MD&A has not been included. The omission of their comparative information is unavoidable and unfortunately puts the reader in a less than desirable position. In preparing the information summarized below, we have tried to keep in mind this disadvantage by expanding on the narrative with our opinion of the changes from one year to the next.

As with other sections of this financial report, the information contained within this MD&A should be considered only a part of a greater whole. The readers of this statement should take time to read and evaluate all sections of this report, including the footnotes and the other Required Supplemental Information ("RSI") that is provided in addition to this MD&A.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Assessor's financial statements. The Assessor's basic financial statements consist of the following components:

1. Government-Wide Financial Statements
2. Fund Financial Statements
3. Notes to the Financial Statements
4. Other Supplementary Information, which is in addition to the basic financial statements themselves.

Tangipahoa Parish Assessor
Amite, Louisiana

Management's Discussion and Analysis

December 31, 2005

1. Government-Wide Financial Statements

Government-wide financial statements are designed by GASB Statement No. 34 to change the way in which government financial statements are presented. It now provides readers for the first time a concise "entity-wide" Statement of Net Assets and Statement of Activities, seeking to give the user of the financial statements a broad overview of the Assessor's financial position and results of operations in a manner similar to a private-sector business.

- A. The *statement of net assets* presents information on all of the Assessor's assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. The difference between the assets and liabilities is reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Assessor is improving or weakening.
- B. The *statement of activities* presents information showing how the Assessor's net assets change during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected fees).

Government-Wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. The Assessor's assets exceeded its liabilities at the close of the most recent fiscal year by \$1,682,826 (net assets). Of this amount, \$1,307,244 are unrestricted net assets.

A portion of the Assessor's net assets (2.92 percent) reflects its investment in capital assets (e.g., equipment, furniture, etc.), less any related debt used to acquire those assets that is still outstanding. The Assessor uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

The remaining balance of unrestricted net assets (\$1,307,244) may be used to meet the Assessor's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the Assessor is able to report positive balances in both categories of net assets. The same situation held true for the prior fiscal year.

Governmental Activities

The Governmental Activities of the Assessor include General Government. Ad valorem taxes fund these governmental activities (97.11%).

Tangipahoa Parish Assessor
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Management's Discussion and Analysis

December 31, 2003

Here we show the Assessor's major expenditures related to those functions typically associated with governments. In the chart below, General Government includes the following major expenditures:

Governmental Activities Expenditures	Amount	Percent
Salaries & Related Benefits	\$ 1,178,400	84.90%
General Office	99,796	4.28%
Insurance	15,517	1.11%
Professional	44,908	3.22%
Post-Employment Benefits	48,683	3.49%
Other Expenditures	47,236	3.99%
Total Expenditures	<u>\$ 1,384,530</u>	<u>100.00%</u>

General revenues are those available for the Assessor to use to pay for the governmental activities described above.

2. Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Assessor, like other state and local governments, uses fund accounting to measure and demonstrate compliance with finance-related legal requirements. All of the funds of the Assessor consist of one category: governmental funds.

- A. Governmental funds are used to account for most of the Assessor's basic services as reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows into and out of these funds and the balances left at year-end that are available for spending. These funds are reported using modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Assessor's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Assessor's programs.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for government funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term

Tangipahoa Parish Assessor
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Management's Discussion and Analysis

December 31, 2003

impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. These reconciliations are located on Exhibits A and B.

The Assessor maintains one governmental fund, the Assessor's Salary and Expense Fund. Information is presented for this fund on Exhibits A and B of this report.

Financial Analysis of the Governmental Funds

As of the end of the current fiscal year, the Assessor's Salary and Expense Fund (General Fund) reported an ending fund balance of \$1,307,423.

The Assessor retains a reasonable surplus in the Assessor's Salary and Expense Fund for unforeseen future emergencies such as natural disasters, decrease in economic conditions, emergency capital outlay requirements, and other similar conditions.

3. Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 15 through 28 of this report.

4. Other Supplementary Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Required supplementary information can be found in Schedule 1 and Schedule 2 of this report.

A. Budgetary Comparison Schedule – The Assessor adopts an annual appropriated budget for the Assessor's Salary and Expense Fund. Budgetary comparison statements have been provided for this fund to demonstrate compliance with this budget in Schedule 1 and Schedule 2.

B. Analysis of Significant Budget Variances in the Assessor's Salary and Expense Fund:

1. Revenues:

- a.** The amount budgeted for ad valorem tax revenue was under-budgeted. This was the result of not knowing the approximate amount of tax revenue that would be assessed during the year.

Tangipahoa Parish Assessor
Amite, Louisiana

Management's Discussion and Analysis

December 31, 2003

Capital Assets

The Assessor's investment in capital assets for its governmental activities as of December 31, 2003 amounts to \$48,682 (net of accumulated depreciation). This investment in capital assets includes equipment and furniture. The total decrease in the Assessor's investment in capital assets for the current fiscal year was \$21,872, due to depreciation.

There were no major capital asset additions during the current fiscal year.

Additional information on the Assessor's capital assets can be found in Note 3 of this report.

Economic Factors and Next Year's Budget and Rates

The following factors were considered in preparing the Assessor's budget for the 2004 fiscal year:

For fiscal year ending December 31, 2004, there is no budgeted revenue increase in rates over the December 31, 2003 fiscal year.

Requests for Information

This financial report is designed to provide a general overview of the Assessor's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Honorable William S. DeBruin, Assessor, Post Office Box 136, Amite, Louisiana, 70421.

Basic Financial Statements

Tangipahoa Parish Assessor
Amite, Louisiana

Exhibit A

Governmental Funds Balance Sheet / Statement of Net Assets

December 31, 2000

	General Fund	Adjustments - Note 1	Statement of Net Assets
Assets			
Cash and Cash Equivalents	\$ 122,128	\$ -	\$ 122,128
Investments	361,362	-	361,362
Receivables, Net of Allowances for Uncollectibles	1,221,028	-	1,221,028
City Tax Roll Receivable	2,907	-	2,907
Capital Assets, Net of Accumulated Depreciation (Note 6)	-	48,682	48,682
Total Assets	\$ 1,707,425	\$ 48,682	\$ 1,756,107
Liabilities			
Accounts Payable	\$ -	\$ -	\$ -
Accumulated Leave Payable	-	93,181	93,181
Total Liabilities	\$ -	\$ 93,181	\$ 93,181
Net Assets			
Investments in Capital Assets, Net of Related Debt	\$ -	\$ 48,682	\$ 48,682
Fund Balance/Net Assets:			
Unreserved, Undesignated	1,400,425	-	1,400,425
Unreserved, Designated	307,000	(93,181)	213,819
Total Fund Balance/Net Assets	\$ 1,707,425	\$ (44,499)	\$ 1,662,926

The accompanying notes are an integral part of this statement.

Tangipahoa Parish Assessor
Amite, Louisiana

Exhibit B

Statement of Governmental Fund Revenues, Expenditures, and Changes in
Fund Balances / Statement of Activities

For the Year Ended December 31, 2003

	<u>General Fund</u>	<u>Adjustments - Note 1</u>	<u>Statement of Activities</u>
Expenditures / Expenses:			
Salaries and Related Benefits	\$ (1,178,408)	\$ -	\$ (1,178,408)
General Office Expenditures	(58,736)	-	(58,736)
Automobile Expenditures	(8,798)	-	(8,798)
Post Employment Benefits - Retirees	(48,693)	-	(48,693)
Property and Casualty Insurance	(15,517)	-	(15,517)
Education and Travel	-	-	-
Assessor's Allowance	(8,560)	-	(8,560)
Professional Fees	(44,918)	-	(44,918)
Loss on Investments	(3,629)	-	(3,629)
Capital Outlay - Equipment	(3,417)	3,417	-
Depreciation	-	(25,289)	(25,289)
Total Expenditures	\$ (1,572,678)	\$ (21,872)	\$ (1,594,550)
Program Revenues:			
Tax Roll Fees	\$ 17,055	\$ -	\$ 17,055
Net Program Revenues	\$ 17,055	\$ -	\$ 17,055
General Revenues:			
Ad Valorem Taxes	\$ 1,328,349	\$ -	\$ 1,328,349
Interest Earnings	15,115	-	15,115
Other Revenues	7,321	-	7,321
Total General Revenues	\$ 1,350,785	\$ -	\$ 1,350,785
Excess of Revenues over Expenditures	\$ (4,838)	\$ (21,872)	\$ (26,710)
Fund Balance/Net Assets:			
Beginning of the Year	\$ 1,712,265	\$ (22,627)	\$ 1,689,638
End of the Year	\$ 1,707,425	\$ (44,499)	\$ 1,662,926

The accompanying notes are an integral part of this statement.

Tangipahoa Parish Assessor
Amite, Louisiana

Exhibit C

Statement of Governmental Fund Revenues, Expenditures, and Changes in
Fund Balances / Statement of Activities

For the Year Ended December 31, 2002

	General Fund	Adjustments - Note 1	Statement of Activities
Expenditures / Expenses:			
Salaries and Related Benefits	\$ (1,134,297)	\$ -	\$ (1,134,297)
General Office Expenditures	(58,331)	-	(58,331)
Automobile Expenditures	(10,978)	-	(10,978)
Post Employment Benefits - Retirees	(48,385)	-	(48,385)
Property and Casualty Insurance	(15,610)	-	(15,610)
Education and Travel	-	-	-
Assessor's Allowance	(8,560)	-	(8,560)
Professional Fees	(150,114)	-	(150,114)
Capital Outlay - Equipment	(42,213)	42,213	-
Depreciation	-	(29,640)	(29,640)
Total Expenditures	\$ (1,446,488)	\$ 12,573	\$ (1,433,915)
Program Revenues:			
Tax Roll Fees	\$ 17,360	\$ -	\$ 17,360
Net Program Revenues	\$ 17,360	\$ -	\$ 17,360
General Revenues:			
Ad Valorem Taxes	\$ 1,261,308	\$ -	\$ 1,261,308
Interest Earnings	20,058	-	20,058
Other Revenues	4,774	-	4,774
Total General Revenues	\$ 1,286,140	\$ -	\$ 1,286,140
Excess of Revenues over Expenditures	\$ (162,888)	\$ 12,573	\$ (150,315)
Fund Balances/Net Assets:			
Beginning of the Year	\$ 1,855,251	\$ (35,280)	\$ 1,820,051
End of the Year	\$ 1,712,263	\$ (22,627)	\$ 1,689,636

The accompanying notes are an integral part of this statement.

Tangipahoa Parish Assessor
Amite, Louisiana

Notes to the Financial Statements

As of and for the Two Years Ended December 31, 2005

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Terrebonne Parish Assessor
Abita, Louisiana

Notes To Financial Statements

As of and for the Two Years Ended December 31, 2003

Narrative Profile

As provided by Article VII, Section 24 of the Louisiana Constitution of 1974, the Terrebonne Parish Assessor (hereafter referred to as 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 the 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 Assessor's office is located in the Terrebonne Parish Courthouse in Abita, Louisiana. The Assessor employs 16 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 assessment roll to the parish tax collector, who is responsible for the collection and distribution of taxes to the various taxing bodies.

There were 51,616 and 51,834 real and movable property assessments as of December 31, 2003 and 2002, respectively, as follows:

	<u>2003</u>	<u>2002</u>
Real Property	\$ 280,689,634	\$ 267,440,285
Personal Property	81,568,591	80,483,784
Public Service	<u>32,127,000</u>	<u>31,821,810</u>
	<u>\$ 394,385,225</u>	<u>\$ 379,745,879</u>

2003 represents an increase of 783 assessments totaling \$16,639,485 over the 2002 year, caused primarily by growth in commercial and residential real estate in Terrebonne Parish.

I. Summary of Significant Accounting Policies

A. Basis of Presentation

The accompanying financial statements of the Assessor have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

conformity with GASB Statement No. 34, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments: Definition, and Interpretation No. 8, Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*, as of July 1, 2001.

B. Financial Reporting Entity

As the governing authority of the parish, for reporting purposes, the Tangipahoa Parish Council is the financial reporting entity for Tangipahoa Parish. The financial reporting entity consists of (a) the primary government (council) (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. 14 established criteria for determining which component units should be considered part of the Tangipahoa Parish Council 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 council 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 parish council.
2. Organizations for which the parish council does not appoint a voting majority but are financially dependent on the parish council.
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 parish council provides fire office space, the Assessor is financially dependent on the parish council. Therefore, the Assessor was determined to be a component unit of the Tangipahoa Parish Council, 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 parish council, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

C. **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 government functions or activities.

A fund is defined as a separate financial and accounting entity with a self-balancing set of accounts. Funds of the Assessor are classified as follows:

Governmental Fund

Assessor's Salary and Expense Fund - The Assessor's Salary and Expense Fund, as provided by Louisiana Revised Statute 47:1906, is the principal fund of the Assessor and accounts for the operation of the Assessor's office. Compensation received from the various taxing bodies, prescribed by formula in Louisiana Revised Statute 47:1907-1908 and all valuations tax revenues authorized by Act 806 of 1984, are accounted for in this fund. General operating expenditures are paid from this fund.

D. **Basis of Accounting**

Fund Financial Statements (FFS)

The amounts reflected in the Governmental Funds of Exhibits A, B and C, are 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 statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of Assessor operations.

The amounts reflected in the Governmental Funds of Exhibits A, B and C used the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurement means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Assessor considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Tangipahoa Parish Assessor
Archie, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Ad valorem taxes and related state revenue sharing are recorded in the year the taxes are assessed. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December of the current year and January and February of the ensuing year.

Interest income is recorded when time deposits have matured and the income is available.

All other revenues are recorded when received.

Expenditures

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

E. Government-Wide Financial Statements (GWFSO)

The column labeled Statement of Net Assets (Exhibit A) and the column labeled Statement of Activities (Exhibit B and C) display information about the Assessor as a whole. These statements include all the financial activities of the Assessor. Information contained in these columns reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

Program Revenues – Program revenues included in the column labeled Statement of Activities (Exhibit B and C) are derived directly from the Assessor's users as a fee for services; program revenues reduce the cost of the function to be financed from the Assessor's general revenues.

Reconciliation:

The reconciliation of the items reflected in the funds columns to the Statement of Activities (Exhibit B) and the Statement of Net Assets (Exhibit A) for the year ended December 31, 2003, are as follows:

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2002

For The Year Ended December 31, 2002:

<u>Exhibit B</u>	
Capitalization of Capital Assets	\$ 3,417
Recording of Depreciation Expense	<u>(25,289)</u>
	\$ (21,872)
Adjustment to Beginning Fund Balance for Prior Years:	
Capital Assets	\$ 70,554
Accrued Leave Liability	<u>(93,181)</u>
Net Effect of Changes	<u>\$ (44,499)</u>
 <u>Exhibit A</u>	
Recording Net Capital Assets	\$ 48,682
Recording Accrued Leave Liability	<u>(93,181)</u>
Net Effect of Changes	<u>\$ (44,499)</u>

The reconciliation of the items reflected in the funds columns to the Statement of Activities (Exhibit C) for the year ended December 31, 2002, is as follows:

For The Year Ended December 31, 2002:

<u>Exhibit C</u>	
Capitalization of Capital Assets	\$ 42,213
Recording of Depreciation Expense	<u>(29,648)</u>
	\$ 12,579
Adjustment to Beginning Fund Balance for Prior Years:	
Capital Assets	\$ 57,981
Accrued Leave Liability	<u>(93,181)</u>
Net Effect of Changes	<u>\$ (22,627)</u>

F. **Budgets**

The Assessor uses the following budget practices:

Thangipathan Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

The proposed budget for 2003 was published in the official journal on November 23 & 28, 2002. A public hearing was held on the proposed budget on December 9, 2002. The 2003 budget was adopted December 9, 2002. The 2003 budget was amended on October 1, 2003.

The proposed budget for 2001 was published in the official journal on November 29, 2001. A public hearing was held on the proposed budget on December 11, 2001. The 2001 budget was adopted on December 11, 2001. The 2002 budget was amended on October 1, 2002.

A budget comparison report is examined each month to determine problem areas which will not meet the original projections. The necessary corrections are made to the budget when these problem areas are recognized.

All unexpended amounts in any budgetary account lapse at the end of the budgetary year.

G. Encumbrances

There is no encumbrance accounting procedure used in this office.

H. Cash, 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. 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 principal offices in Louisiana.

Under state law, the Assessor may invest in United States bonds, treasury notes, or certificates. Investments are stated at cost, except for investments in a deferred compensation fund, which are stated at market.

I. Inventory

The Assessor utilizes the "purchase method" of accounting for supplies in governmental funds whereby expendable operating supplies are recognized as expenditures when purchased. As a result, the Assessor did not record any inventory at December 31, 2003.

J. Prepaid Items

The Assessor did not record any prepaid items at December 31, 2003.

K.

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

Capital Assets

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation.

Capital assets are recorded in the Statement of Net Assets and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Furniture	7
Equipment	5

L. Compensated Absences

The Assessor has the following policy relating to vacation and sick leave:

All full-time employees earn annual leave based on years of service. Employees with five years or less of service earn twelve days of annual leave each year. Employees with six to fifteen years of service earn fifteen days of annual leave each year. Employees with sixteen to twenty-five years earn twenty days of annual leave each year. Employees with over twenty-six years earn 30 days of annual leave each year.

Employee sick leave is also based on years of service. Employees with five years or less earn fifteen days of sick leave each year. Employees with six to fifteen years earn eighteen days of sick leave each year. Employees with sixteen to twenty-five years earn twenty days of sick leave each year. Employees with over twenty-six years earn 30 days of sick leave each year.

Employees are allowed to accrue up to a total of 45 days of vacation and sick leave at the end of each year. These 45 days may be carried over to the next year and they are payable upon termination of employment.

The Assessor's recognition and measurement criteria for compensated absences follows:

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

GAISS Statement No. 16 provides that vacation leave and other compensated absences with similar characteristics should be accrued as a liability as the benefits are earned by the employees if both of the following conditions are met:

- a. The employees' rights to receive compensation are attributable to services already rendered.
- b. It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

GAISS Statement No. 16 provides that a liability for sick leave should be accrued using one of the following termination approaches:

- a. An accrual for earned sick leave should be made only to the extent it is probable that the benefits will result in termination payments, rather than be taken as absences due to illness or other contingencies, such as medical appointments and funerals.
- b. Alternatively, a governmental entity should estimate its accrued sick leave liability based on the sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments as well as other employees who are expected to become eligible in the future to receive such payments.

Only the current portion of the liability for compensated absences should be reported in the fund. The current portion is the amount left unpaid at the end of the reporting period that normally would be liquidated with expendable available financial resources.

M. Long-Term Obligations

Long-term obligations reported to be financed from the Assessor's Salary and Expense Fund are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the Assessor's Salary and Expense Fund when due.

N. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from these estimates.

2. **Stewardship, Compliance, and Accountability**

A. **Budgetary Information**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles. All annual appropriations lapse at year-end. See Note 1 regarding operating budgets. The Assessor complied with the local budget act.

B. **Deposits and Investment Laws and Regulations**

In accordance with state law, all unreserved deposits of funds in financial institutions must be secured with acceptable collateral valued at the lower of market or par. As reflected in Note 4 regarding cash and cash equivalents, the Assessor complied with the deposits and investments laws and regulations.

C. **Deficit Fund Equity**

As of December 31, 2003, the Assessor had no funds with deficit fund equities.

3. **Levied Taxes**

The Assessor's office is financed by a millage tax authorized by Act 806 of the Louisiana Legislature in 1984. The present tax rate of 4.67 mills is the maximum authorized by law. In 2003, this office levied 4.67 mills on the 2003 tax roll.

The principal taxpayers in Tangipahoa Parish are as follows:

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2005

Taxpayer	Business Type	2003 Assessed Valuation	Percentage of Total Assessment
Energy Louisiana, Inc.	Public Service	11,480,300	2.90%
Wal-Mart Distribution Center	Distribution Center	10,042,670	2.51%
BellSouth Telecommunications	Public Service	10,166,406	2.55%
Subalt Dix Properties Corp.	Distribution Center	11,503,221	2.90%
First Citizens Bank	Banking	3,702,087	0.93%
Charter Communications	Public Service	3,980,812	0.75%
Florida Gas Transmission Co.	Public Service	2,236,360	0.56%
AmSouth Bank	Banking	3,067,272	0.77%
Ohioelis, Inc.	Public Service	1,988,799	0.50%
Cardinal Health 308, Inc.	Public Service	2,469,119	0.62%
		<u>\$ 39,576,649</u>	<u>13.01%</u>

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the Assessor in September or October and are actually billed to the taxpayers in November. Billed taxes become delinquent on January 1 of the following year. Revenues from ad valorem taxes are budgeted in the year billed.

The Tangipahoa Parish Sheriff bills and collects the property taxes for the Assessor using the assessed values determined by the Tax Assessor of Tangipahoa Parish. For the year ended December 31, 2003, taxes of 4.67 mills were levied on property with taxable assessed valuations totaling \$257,634,988 and were dedicated in general purposes.

Total taxes levied were \$1,264,669. Taxes receivable including state revenue sharing was \$1,221,628 at December 31, 2005. Ad valorem taxes receivable at December 31, 2005, are recorded net of an allowance for uncollectibles.

4. Cash, Cash Equivalents, and Investments

As December 31, 2003, the Assessor has cash (demand deposits) totaling \$172,178.

Investments held at December 31, 2003 consist of \$171,262 in the Louisiana Asset Management Pool (LAMP), a local government investment pool. In accordance with GASB Codification Section 150.126, the investment in LAMP at December 31, 2003 is not categorized in the three risk categories provided by GASB Codification Section 150.125 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form.

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LSA-R.S. 13:2915. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, the U.S. Government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by these securities.

Effective August 1, 2001, LAMP's investment guidelines were amended to permit the investment in government-only money market funds. In its 2001 Regular Session, the Louisiana Legislature (Senate Bill No. 512, Act 701) enacted LSA-R.S. 13:2915(A)(1)(c) which allows all municipalities, parishes, school boards, and any other political subdivisions of the State to invest in "Investment grade (A-1/P-1) commercial paper of domestic United States corporations." Effective October 1, 2003, LAMP's Investment Guidelines were amended to allow the limited investment in A-1 or A-1+ commercial paper.

The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances. The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool assets.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company.

	Confirmed Bank Balance	FIDIC Insurance	Pledged Collateral	Excess Security
Demand Deposits	\$ 130,326	\$ 100,000	\$ 513,690	\$ 483,164
Investments	\$ 190,000	\$ 190,000	\$ -	\$ -
LAMP	\$ 171,362	\$ -	\$ -	\$ -

The demand deposits are stated at cost, which approximates market. Under state law, these deposits (or 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 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, 2003, the Assessor had \$130,326 in deposits (collected bank balances). These deposits were secured from risk by

Tangipahoa Parish Assessor
Archie, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

\$700,000 of Federal deposit insurance and \$513,690 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 5).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1219 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.

8. Capital Assets

A summary of changes in capital assets for 2003 and 2002 follows:

	Balance 12/31/02	Additions	Deletions	Balance 12/31/03
Capital Assets				
Vehicles	\$ 38,300	\$ -	\$ -	\$ 38,300
Office Furniture & Equipment	<u>388,948</u>	<u>3,417</u>	<u>53,580</u>	<u>338,785</u>
Total Capital Assets	\$ 427,248	\$ 3,417	\$ 53,580	\$ 377,085
Less: Accumulated Depreciation	\$ 348,494	\$ 35,268	53,580	\$ 336,350
Total	\$ 78,554	\$ (31,872)	\$ -	\$ 46,682

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

	Balance 01/01/02	Additions	Deletions	Balance 12/31/02
Capital Assets				
Vehicles	\$ 38,102	\$ -	\$ -	\$ 38,102
Office Furniture & Equipment	<u>383,734</u>	<u>42,212</u>	<u>-</u>	<u>383,948</u>
Total Capital Assets	\$ 421,836	\$ 42,212	\$ -	\$ 409,048
Less: Accumulated Depreciation	<u>\$ 315,854</u>	<u>\$ 29,640</u>	<u>-</u>	<u>\$ 345,494</u>
Total	<u>\$ 105,982</u>	<u>\$ 12,572</u>	<u>\$ -</u>	<u>\$ 63,554</u>

6. Pension Plan

Plan Description

Substantially all employees of the Assessor's office are members of the Louisiana Assessor's Retirement Fund System (System), a cost sharing, multiple-employer defined benefit pension plan 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 system 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 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 joined months that produce the highest average. Employees who terminate with at least 12 years of service and do not withdraw their employer 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.

Funding Policy

Plan members are required by state statute to contribute 8.00 percent of their annual covered salary and the Tangipahoa Parish Assessor is required to contribute at an actuarially determined rate. The current rate is 14.00 percent of annual covered payroll. Contributions to the System

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2003

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 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.

Trust Information

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 Assessor's Retirement System, Post Office Box 14699, Baton Rouge, Louisiana 70899, or by calling (225) 925-8986. The Assessor's office total payroll in the year ended December 31, 2003, was \$274,999, and the Assessor's office employee and employee contributions were both based on a payroll of \$274,960. Both the Assessor's office and the covered employees made the required contributions amounting to \$184,778. Contributions required by state statute:

<u>December 31,</u>	<u>Required Contribution</u>	<u>Percentage Contributed</u>
2001	\$ 114,878	100%
2002	\$ 158,297	100%
2003	\$ 184,778	100%

7. Deferred Compensation Plan

Eligible employees of the Assessor may voluntarily participate in the Louisiana Deferred Compensation Plan and a private deferred compensation plan, both adopted under the provisions of Internal Revenue Code Section 457. Employees may elect to contribute a maximum of \$15,000 of their salaries to the plans. There is no match on the part of the Assessor's office. As of December 31, 2003, there were 17 participants in the plans who contributed \$30,425. For the year ended December 31, 2002, there were 9 participants in the plan who contributed \$21,968.

8. Post-Retirement Health Care And Life Insurance Benefits

The Assessor provides certain continuing health care and life insurance benefits for its retired employees. Substantially all of the Assessor's employees become eligible for those benefits if they reach normal retirement age while working for the Assessor. Those benefits for retirees and similar benefits for active employees are provided through an insurance company whose monthly premiums are paid jointly by the employees and by the Assessor. The Assessor recognizes the cost of providing these benefits on a pay-as-you-go basis as an expenditure when paid during the year, which was \$44,685 for 2003 and \$45,385 for 2002.

Tangipahoa Parish Assessor
Amite, Louisiana

Notes To Financial Statements (Continued)

As of and for the Two Years Ended December 31, 2000

9. Related-Party Transactions

None

10. Expenditures Of The Assessor Not Included In The Financial Statements

Certain operating expenditures of the Assessor's office are paid by the parish council as required by Louisiana Revised Statute 15:4715. The Assessor's office is located in the Tangipahoa Parish Courthouse and the upkeep and maintenance of the Courthouse is paid by the Tangipahoa Parish Council.

11. Litigation And Claims

The Tangipahoa Parish Assessor is named as a party to a suit filed by Florida Gas Transmission Company against the Louisiana Tax Commission protesting certain taxes paid by the company. The suit is in the preliminary stages and it is too early to tell what liability, if any, the Tangipahoa Parish Assessor may have for repayment of any taxes paid by the company under protest. Therefore, no accrual for any loss contingency has been made in the financial statements.

12. Subsequent Events

There are no subsequent events as of the date of this report which would alter or materially affect the financial data disclosed in this report.

13. Designation of Fund Balance

Designations of equity are used to show the amounts within unreserved equity which are intended to be used for specific purposes in future years, but are not legally restricted. Designated equity is intended for the following purposes in future years:

Fund	Purpose	Amount
General Fund	Accumulated Leave	\$ 112,000
General Fund	Retirement Contributions	25,000
General Fund	Health Insurance	40,000
General Fund	Provisional Taxes Disbursed	82,000
General Fund	Capital Outlay	<u>45,000</u>
		<u>\$ 307,000</u>

Required Supplemental Information

Tangipahoa Parish Assessor
Amite, Louisiana

Schedule I

Statement of Revenues, Expenditures, and Changes in Fund Balance -
Budget (GAAP Basis) and Actual

For the Year Ended December 31, 2003

	Original Budget	Final Budget	Actual Amounts - Budgetary Basis	Variance with Final Budget Favorable/ (Unfavorable)
Revenues:				
Ad Valorem Taxes	\$ 1,293,000	\$ 1,293,000	\$ 1,328,349	\$ 35,349
Tax Roll Fees	16,000	16,000	17,655	1,655
Interest Earnings	14,000	14,000	15,115	1,115
Other Revenues	7,500	7,500	7,221	(279)
Total Revenues	<u>\$ 1,330,500</u>	<u>\$ 1,330,500</u>	<u>\$ 1,367,340</u>	<u>\$ 37,340</u>
Expenditures:				
Salaries and Related Benefits:				
Assessor	\$ 83,600	\$ 83,600	\$ 83,600	\$ -
Deputies	790,000	790,000	789,709	601
Retirement Contributions	122,000	122,000	117,596	4,414
Insurance - Employees	177,000	177,000	175,762	1,238
FICA and Medicare	10,000	10,000	10,850	(850)
General Office Expenditures	60,000	60,000	59,726	274
Automobile Expenditures	12,000	12,000	9,798	2,202
Past Employment Benefits - Retirees	48,000	48,000	48,693	(693)
Property and Casualty Insurance	22,000	22,000	15,517	6,483
Education and Travel	-	-	-	-
Assessor's Allowance	8,500	8,500	8,500	-
Professional Fees	30,000	30,000	44,318	5,082
Capital Outlay - Equipment	2,000	2,000	3,417	(1,417)
Total Expenditures	<u>\$ 1,387,160</u>	<u>\$ 1,387,160</u>	<u>\$ 1,368,049</u>	<u>\$ 18,111</u>
Excess of Revenues over Expenditures	\$ (56,660)	\$ (56,660)	\$ (1,209)	\$ 55,451
Fund Balance - Beginning of the Year	<u>\$ 1,712,536</u>	<u>\$ 1,712,536</u>	<u>\$ 1,712,260</u>	<u>\$ (276)</u>
Fund Balance - End of the Year	<u>\$ 1,655,876</u>	<u>\$ 1,655,876</u>	<u>\$ 1,711,051</u>	<u>\$ 55,175</u>

See auditor's report.

Tangipahoa Parish Assessor
Amite, Louisiana

Schedule 2

Statement of Revenues, Expenditures, and Changes in Fund Balance –
Budget (GAAP Basis) and Actual – General Fund

For the Year Ended December 31, 2002

	Original Budget	Final Budget	Actual Accounts – Budgetary Basis	Variance with Final Budget Favorable / (Unfavorable)
Revenues:				
Ad Valorem Taxes	\$ 1,220,000	\$ 1,241,620	\$ 1,260,308	\$ 18,688
Tax Roll Fees	16,000	16,000	17,368	1,368
Interest Earnings	34,000	17,000	20,058	3,058
Other Revenues	2,000	2,000	4,774	2,774
Total Revenues	<u>\$ 1,272,000</u>	<u>\$ 1,276,620</u>	<u>\$ 1,302,508</u>	<u>\$ 26,888</u>
Expenditures:				
Salaries and Related Benefits:				
Assessor	\$ 85,680	\$ 85,680	\$ 85,680	\$ -
Deputies	735,080	730,000	768,529	1,471
Retirement Contributions	84,000	85,000	84,217	783
Insurance - Employees	177,080	177,000	178,124	848
FICA and Medicare	13,000	11,000	9,797	1,203
General Office Expenditures	60,000	60,000	56,331	3,669
Automobile Expenditures	15,000	12,000	19,978	1,022
Post Employment Benefits - Retirees	48,000	48,000	48,385	(385)
Property and Casualty Insurance	7,000	16,000	15,600	399
Education and Travel	5,000	1,000	-	1,000
Assessor's Allowance	8,580	8,580	8,580	-
Professional Fees	40,000	137,000	130,114	6,886
Capital Outlay - Equipment	35,000	45,000	42,215	2,785
Total Expenditures	<u>\$ 1,353,160</u>	<u>\$ 1,466,160</u>	<u>\$ 1,446,488</u>	<u>\$ 19,672</u>
Excess of Revenues over Expenditures	\$ (81,160)	\$ (189,540)	\$ (142,980)	\$ 46,532
Fund Balance - Beginning of the Year	<u>\$ 1,847,826</u>	<u>\$ 1,855,323</u>	<u>\$ 1,855,323</u>	<u>\$ (77)</u>
Fund Balance - End of the Year	<u>\$ 1,766,666</u>	<u>\$ 1,665,783</u>	<u>\$ 1,712,343</u>	<u>\$ 46,560</u>

See auditor's report.

**Other Independent Auditor's Report and
Findings and Recommendations**

**Independent Auditor's Report on Compliance and on
Internal Control over Financial Reporting
Based on an Audit of Financial Statements Performed
In Accordance with *Government Auditing Standards***

Durnin & James

CERTIFIED PUBLIC ACCOUNTANTS
& PROFESSIONAL CORPORATION
SINCE 1874

John W. Durnin, CPA
Charles G. Smith, CPA

Member
American Institute of CPAs
Faculty of Louisiana CPA's

May 10, 2004

**Independent Auditor's Report on Compliance and On
Internal Control Over Financial Reporting Based On An
Audit of Financial Statements Performed In Accordance with
Government Auditing Standards**

The Honorable William S. Dufreche
Tangipahoa Parish Assessor
Amite, Louisiana

We have audited the basic financial statements of the Tangipahoa Parish Assessor, Amite, Louisiana, a component unit of the Tangipahoa Parish Council, as of and for the two years ended December 31, 2003, and have issued our report thereon dated May 10, 2004. We have conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 Tangipahoa Parish Assessor's basic 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 have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with these 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 *Government Auditing Standards*.

Internal Control over Financial Reporting

In planning and performing our audit, we considered Tangipahoa Parish Assessor's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting 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.

Tangipahoa Parish Assessor
Archie, Louisiana

This report is intended solely for the information and use of management and the Louisiana Legislative Auditor and is not intended to be used by anyone other than those specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Respectfully submitted,



Darmin & James, CPAs
(A Professional Corporation)

Findings and Recommendations

Tangipahoa Parish Assessor
Amite, Louisiana

Current Year Audit Findings

For the Year Ended December 31, 2003

Findings and Recommendations

Compliance:

None

Internal Controls:

None

Corrective Action Plan for Current Year Audit Findings

Tangipahoa Parish Assessor
Amite, Louisiana

Corrective Action Plan for Current Year Audit Findings

For the Year Ended December 31, 2003

<u>Ref. #</u>	<u>Description of Findings</u>	<u>Corrective Action Plan</u>	<u>Name of Contact Person</u>	<u>Anticipated Completion Date</u>
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None

Note: This schedule prepared by the Tangipahoa Parish Assessor.

Summary Schedule of Prior Audit Findings

Thangyathan Parish Assessment
 Audits, Louisiana

Summary Schedule of Prior Audit Findings

For the Year Ended December 31, 2003

Fiscal Year Findings Initially Occurred	Description of Findings	Corrective Action Taken	Plan Corrective Action / Partial Corrective Action Taken	Additional Explanation
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None

Note: This schedule prepared by the Thangyathan Parish Assessment