

EAST FELICIANA PARISH ASSESSOR
CLINTON, LOUISIANA
GENERAL PURPOSE FINANCIAL STATEMENTS
WITH INDEPENDENT AUDITORS REPORT
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2005

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. This 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: 7-28-06

EAST FELICIANA PARISH ASSESSOR
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GENERAL PURPOSE FINANCIAL STATEMENTS
WITH INDEPENDENT AUDITORS REPORT
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DECEMBER 31, 2003

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May 3, 2004

Independent Auditor's Report

Honorable Holton T. Jackson, Jr.
East Feliciana Parish Assessor
Clinton, Louisiana

I have audited the accompanying general-purpose financial statements of the East Feliciana Parish Assessor as of and for the year ended December 31, 2003, as listed in the table of contents. These general-purpose financial statements are the responsibility of the East Feliciana 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 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 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 the East Feliciana Parish Assessor, 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 East Feliciana Parish Assessor as of December 31, 2003, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, I have also issued my report dated May 3, 2004, on my consideration of the East Feliciana Parish Assessor's internal control over financial reporting and my 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 my audit.



**GENERAL PURPOSE FINANCIAL STATEMENTS
(OVERVIEW)**

STATEMENT A

EAST FELICIANA PARISH ASSessor
CLINTON, LOUISIANA
BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 2002

	<u>GOVERNMENTAL</u>	<u>ACCOUNT GROUP</u>	
	<u>FUND TYPE</u>	<u>GENERAL</u>	<u>TOTAL</u>
	<u>FUND</u>	<u>FIXED</u>	<u>(MEMORANDUM</u>
		<u>ASSETS</u>	<u>ONLY)</u>
ASSETS AND OTHER DEBITS			
Cash and Cash Equivalents	\$ 171,092		\$ 171,092
Receivable receivable:			
All values taxes	171,118		171,118
State revenue sharing	82,879		82,879
Due from:			
Internal Revenue Service	436		436
Accounts receivable-equipment purchase deposit	14,447		14,447
Office furnishings and equipment	_____	\$ 179,189	_____179,189
TOTAL ASSETS AND OTHER DEBITS	<u>\$ 440,962</u>	<u>\$ 179,189</u>	<u>\$ 1,020,151</u>
LIABILITIES AND FUND EQUITY			
Liabilities:			
Due to:			
Accounts payable	\$ 1,664		\$ 1,664
Salary Withholdings:			
State tax	1,664		1,664
Insurance	498		498
Long term care	51		51
Total Liabilities	<u>\$ 3,877</u>	None	<u>\$ 3,877</u>
Fund Equity:			
Investment in general fixed assets		179,189	179,189
Fund balances:			
Unassigned-undesignated	\$ 440,962		\$ 440,962
Total Fund Equity	<u>\$ 440,962</u>	<u>\$ 179,189</u>	<u>\$ 1,020,151</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 440,962</u>	<u>\$ 179,189</u>	<u>\$ 1,020,151</u>

See accompanying notes and accountant's report

EAST FELICIANA PARISH ASSessor
CLINTON, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE-
GOVERNMENTAL FUND TYPE - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2003

	<u>GENERAL FUND</u>
REVENUES	
Intergovernmental revenues:	
Ad valorem taxes	\$ 368,619
State revenue sharing	124,318
Other revenues:	
Interest on:	
Ad valorem taxes	710
Investments	<u>4,408</u>
Total revenues	<u>\$ 500,035</u>
EXPENDITURES	
Local government - variation:	
Personnel services and related benefits	423,930
Operating services	26,332
Office supplies and expense	28,334
Travel and training expense	3,891
Capital outlay:	
General fixed assets	<u>24,872</u>
Total expenditures	<u>\$ 507,859</u>
EXCESS OF REVENUES OVER EXPENDITURES	(7,824)
FUND BALANCE AT BEGINNING OF YEAR	<u>807,841</u>
FUND BALANCE AT END OF YEAR	<u>\$ 799,999</u>

See accompanying notes and accountant's report.

STATEMENT C

EAST FELICIANA PARISH ASSESSOR
CLINTON, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE -
GOVERNMENTAL FUND TYPE - GENERAL FUND
BUDGET QUARTER BASED AND ACTUAL
FOR THE YEAR ENDING DECEMBER 31, 2003
(CONTINUED)

	2003	2003	VARIANCE
	<u>BUDGET</u>	<u>ACTUAL</u>	FAVORABLE (UNFAVORABLE)
REVENUES			
Intergovernmental Revenues:			
Ad valorem taxes	\$ 145,000	\$ 168,527	\$ 23,527
State revenue sharing	90,000	134,318	44,318
Use of Money and Property:			
Interest on:			
Ad valorem taxes		714	714
Investments	7,000	6,468	(532)
Other revenues	320	8	(312)
Total revenues	<u>408,320</u>	<u>509,127</u>	<u>100,807</u>
EXPENDITURES			
General governmental - taxation:			
Personal services and related benefits:			
Salaries:			
Assessor	82,390	82,500	0
Deputy and others	210,800	201,596	(9,204)
Employee group insurance	45,800	51,862	(6,062)
Employee retirement	50,800	45,135	4,665
Employee payroll taxes	3,500	4,846	(1,346)
Employee deferred compensation	23,500	27,668	(4,168)
Operating services:			
Association Dues	3,000	- 3,289	3,289
Safety Bond	900	250	650
Professional services	8,800	5,375	3,425
Workmen's compensation	11,500	12,106	(606)
Auto expense	1,000	2,328	(1,328)
Repairs and maintenance	1,100	2,583	(1,483)

See accompanying notes and accountant's report.

**EAST FELICIANA PARISH ASSESSOR
CLINTON, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE -
GOVERNMENTAL FUND TYPE - GENERAL FUND
BUDGET (GAAP BASIS) AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2000
(CONCLUDED)**

	2000 <u>BUDGET</u>	2000 <u>ACTUAL</u>	VARIANCE FAVORABLE (UNFAVORABLE)
Office expense and supplies:			
Computer maintenance	5,000	2,800	2,200
Advertising expense	500	260	240
Office expense	6,300	4,563	1,737
Assessor's expense	8,239	8,239	0
Postage	800	517	283
Supplies	1,300	4,207	(2,907)
Taxes and license fees	300	0	300
Telephones	1,200	4,420	3,220
Insurance-general	50,000	3,916	46,084
Utilities	0	17	(17)
Miscellaneous	1,500	106	1,394
Travel and training	5,600	3,991	1,609
Capital outlay			
General fixed assets	<u>20,000</u>	<u>24,832</u>	<u>4,832</u>
Total Expenditures	<u>204,129</u>	<u>207,832</u>	<u>3,703</u>
EXCESS (DEFICIT) REVENUE OVER EXPENDITURES	\$113,829	\$ (7,703)	\$ 121,532
FUND BALANCE AT BEGINNING OF YEAR	847,841	847,841	0
FUND BALANCE AT END OF YEAR	<u>\$ 961,670</u>	<u>\$ 840,138</u>	<u>\$ 121,532</u>

See accompanying notes and accountant's report.

**EAST FELICIANA PARISH ASSESSOR
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003**

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 oil 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 Clouton, Louisiana. The Assessor employs seven employees, including one deputy. 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 the collection and distribution of taxes to the various taxing bodies.

At December 31, 2003 there are 11,312 real property and movable property assessments totaling \$60,134,000 and \$23,487,790, respectively. This represents an increase of 144 assessments and an increase of \$4,361,930 over the prior year, due primarily to the reassessment of land and public utilities.

NOTES#1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying financial statements of the East Feliciana Parish Assessor have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for established governmental accounting and financial reporting principles.

B. REPORTING ENTITY

As the governing authority of the Parish, for reporting purposes, the East Feliciana Parish Police Jury is the financial reporting entity for East Feliciana 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

EAST FELICIANA PARISH ASSESSOR
CLINTON LOBBIA
NOTES TO THE FINANCIAL STATEMENTS
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incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria determining which component units should be considered part of the East Feliciana Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial responsibility. 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
 - 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 Police Jury office in which the Assessor's office is located and provides funds for equipment and furniture of the Assessor's office, the Assessor was determined to be a component unit of the East Feliciana 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.

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 a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability

**EAST FELICIANA PARISH ASSESSOR
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003**

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. Governmental funds of the Assessor include:

General Fund - the General 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 Statutes 47:1903-1908 is accounted for in this fund. General operating expenditures are paid from this fund.

D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The General Fund is accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The operating statement of the General Fund presents 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:

Revenues

Compensation from taxing bodies and ad valorem taxes are recorded in the year they were assessed. Ad valorem taxes are assessed on a calendar year basis and are due on November 15 of each year. The ad valorem taxes are generally received in December of the current year and January and February of the ensuing year.

Interest income on time deposits is recorded when earned and available. 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.

EAST FULBIA, PARISH ASSESSOR
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003

B. BUDGET PRACTICES

The Assessor prepares a budget at the beginning of each year based upon prior year expenditures and anticipated revenues for the budget year. The proposed budget is prepared on a modified accrual basis of accounting and is made available for public inspection no later than 15 days prior to the beginning of the budgeted year. The budget is then formally adopted by the Assessor prior to the beginning of the budgeted year. All appropriations lapse at year end. In accordance with Louisiana Revised Statute 47:1908, the Assessor carries forward into subsequent years any unexpended appropriation.

Formal budget integration (within the accounting system) is not employed as a management control device. During the fiscal year, actual revenues and expenditures are compared to budgeted revenues and expenditures by the Assessor. If actual total revenues are falling short of budgeted total revenues by five per cent or more, or if actual total expenditures to date plus projected expenditures for the remainder of the year exceed the budgeted total expenditures by five per cent or more, the original budget is amended by the Assessor. Budgeted amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments.

C. 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, 2003, the Assessor has a cash balance totaling \$173,083.

Deposits by the Assessor are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be insured 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 bank in a holding or custodial bank that is mutually acceptable to both parties. Cash (bank balance) at December 31, 2003, are reported as follows:

Bank Balance	<u>1,056,117</u>
Federal Deposit Insurance	<u>3,280,950</u>
Pledged securities (uncollateralized)	<u>5,142,382</u>

**EAST FELICIANA PARISH ASSESSOR
CLAYTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003**

Total

1,841,171

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 issuance, they are considered uncollateralized (category 3) under the provisions of GASB Codification/CSO, 106; however, Louisiana Revised Statute 39:1228 imposes a statutory requirement on the custodial bank to advertise and sell securities within 10 days of being notified by the assessor that the fiscal agent has failed to pay deposited funds upon demand. Further, LRS 39:1234 states that securities held by a third party shall be deemed to be held in the assessor's name.

G. FIXED ASSETS AND LONG-TERM OBLIGATIONS

Fixed assets used in governmental fund operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in the governmental funds. General fixed assets provided by the parish Police Jury are recorded within the Assessor's general fixed assets account group. Fixed assets are valued at historical cost. No depreciation has been provided on fixed assets. The account group is not a fund. It is concerned only with the measurement of financial position and does not involve measurement of results of operations.

There are no long-term obligations at December 31, 2003.

H. VACATION AND SICK LEAVE

Employees earn five one to four weeks of vacation leave each year depending on length of service. Vacation leave cannot be accumulated. Employees are allowed seven days sick leave per year which cannot be accumulated. At December 31, 2003, there are no accumulated and vested benefits that require disclosure to conform with generally accepted accounting principles.

I. FUND EQUITY

1. **Reserve** - reserves represent those portions of fund equity not appropriate for expenditure or legally segregated for a specific future use.
2. **Designated Fund Balance** - designated fund balance represents tentative plans for future use of financial resources.
3. **Fund Balance** - unreserved, undesignated fund balance has a balance of \$840,000.

**EAST FELICIANA PARISH ASSESSOR
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2005**

K. TOTAL COLLARNS ON STATEMENTS

The total collarns on the statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these collarns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

NOTE#2: LEVIED TAXES

The following public service businesses are the principal taxpayers for the parish:

<u>Taxpayer</u>	<u>Assessed Valuation</u>	<u>Percentage of Total Assessed Valuation</u>
Colonial Pipeline	\$ 9,276,800	17%
Missou Product Services	4,545,850	8%
Transcontinental Gas Pipe	4,489,070	9%
Energy Gulf States Inc.	4,353,460	9%
Dixie Electric	2,382,560	5%
BellSouth Telecom, Inc.	1,882,180	3%
Shell Pipeline Company	1,459,370	3%
Feliciana Bank & Trust	1,356,400	3%
The Highlands Bank	839,640	1%
Chesin Bank & Trust Co.	<u>769,360</u>	<u>1%</u>
Total	<u>\$31,635,680</u>	<u>100%</u>

NOTE#3: CHANGES IN GENERAL FIXED ASSETS

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

Balance, January 1, 2005	\$170,185
Additions	24,875
Depreciation	<u>16,085</u>
Balance, December 31, 2005	<u>\$179,180</u>

NOTE#4: PENSION PLAN

Substantially all employees of the East Feliciana Parish Assessor's office are members of the Louisiana Assessors' Retirement System (System), a cost-sharing, multiple-employer defined benefit pension plan, public employee retirement system (PERS), administered by a separate

EAST FELICIANA PARISH ASSESSOR
CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001

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 creditable 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 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 terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 35 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 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 1186, Shreveport, Louisiana 71165-0786, or calling (318) 421-4446.

Plan members are required by state statute to contribute 8.0 percent of their annual covered salary and the East Feliciana Parish Assessor is required to contribute at an actuarially determined rate. The current rate is 10.08 percent 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 East Feliciana Parish Assessor are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:183, 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 East Feliciana Parish Assessor's contributions to the System for the years ending December 31, 2001, 2000, and 2001, were \$45,335, \$31,894, and \$18,741, respectively, equal to the required contributions for each year.

NOTES: POST-RETIREMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

The East Feliciana Parish Assessor provides continuing health care 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. These 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 the Assessor. The Assessor

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CLINTON, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2003**

recognizes the cost of providing these benefits, \$16,603, as an expenditure when paid during the year.

NOTE#5: EXPENDITURES OF THE ASSESSOR NOT INCLUDED IN THE FINANCIAL STATEMENTS

The Assessor's office is located in the East Feliciana Parish Police Jury office. The upkeep and maintenance of the building is paid for by the East Feliciana Parish Police Jury. In addition certain operating expenditures of the Assessor's office are paid by the Parish Police Jury as required by Louisiana Revised Statute 33:4713. These expenditures are summarized as follows and are not included in the accompanying financial statements:

Office utilities	\$ 3,792
Office supplies and expense	<u>1,271</u>
Total	<u>\$ 5,063</u>

NOTE#7: LITIGATION AND CLAIMS

There is no litigation pending against the Assessor's office at December 31, 2003.

NOTE#8: RISK MANAGEMENT

The Assessor is exposed to various risks of loss related to theft, theft of, damage to, and destruction of assets, errors and omissions, and injuries to employees. To handle some risk of loss, the Assessor has workers' compensation insurance for any employee injured on the job and surety bond coverage. No settled claims from these risks have exceeded insurance coverage for the past three years. There are no significant reductions in insurance coverage from coverage in the prior year.

NOTE#9: ACCOUNTS RECEIVABLE-EQUIPMENT PURCHASE DEPOSIT

The Assessor's office ordered a vehicle and issued a check for the deposit prior to year end. Upon delivery, the vehicle did not meet the bid specifications. A refund of the deposit was received by the Assessor's office in January, 2004.

NOTE#10: NEW REPORTING STANDARD

In June, 1999, the Governmental Accounting Standards Board (GASB) issued Statement 34 "Basic Financial Statements and Management's Discussion and Analysis for State and Local

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CLUSTERS, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
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Government.” This Statement establishes new financial reporting requirements for state and local governments throughout the United States. When implemented, it will require new information and restructure much of the information that governments have presented in the past. Compatibility with reports issued in all prior years will be afforded. The East Feliciana Parish Assessor is required to implement this standard for the fiscal year ending December 31, 2004. The Assessor has not yet determined the full impact that adoption of GASB Statement 34 will have on the financial statements.

PHIL T. GRAHAM

CERTIFIED PUBLIC ACCOUNTANT
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May 3, 2004

Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

Honorable Holly T. Jackson
East Feliciana Parish Assessor
Orleans, Louisiana

I have audited the general purpose financial statements of the East Feliciana Parish Assessor, as of and for the year ended December 31, 2003, and have issued my report thereon dated May 3, 2004. I conducted my 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 the East Feliciana Parish Assessor's general purpose financial statements are free of material misstatement, I 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 my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instance of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

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

Honorable Hollis T. Jenkins
East Feliciana Parish Assessor
May 3, 2004
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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. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended solely for the information and use of the East Feliciana Parish Assessor's office and its management, others within the agency and the legislative auditor's office and is not intended to be and should not be used by anyone other than those specified parties. Under La. Revised Statute 24:111, the Legislative Auditor distributes this report as a public document.

A handwritten signature in black ink, appearing to be "H. T. Jenkins", is written over the bottom right portion of the page.

EAST FELICIANA PARISH ASSESSOR
CLINTON, LOUISIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
DECEMBER 31, 2000

SECTION I. SUMMARY OF AUDIT RESULTS:

1. The auditor's report expresses an unqualified opinion on the general purpose financial statements of the East Feliciana Parish Assessor.
2. There were no reportable condition related to the audit of financial statements of the East Feliciana Parish Assessor that is reported in the Independent Auditor's Report on Compliance and on Internal Control.
3. There were no reportable conditions in internal control.

FEDERAL AWARDS

There were no federal awards.

SECTION II. FINDINGS - FINANCIAL STATEMENT AUDIT

None

SECTION IV. MANAGEMENT LETTER

None

PRIOR YEAR FINDINGS AND RESOLUTIONS:

None