

RECEIVED
DEC 27 1998

OFFICIAL
FILE COPY
DO NOT SIGN OUT
Check amount
check from the
copy and place
back in file.
98001897
3153
13

**IBERVILLE PARISH SHERIFF
(AN EX-OFFICIO PARISH TAX COLLECTOR)**
Bayoune, Louisiana

Financial Report

Year Ended June 30, 1998

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the public, or enclosed, sent and other appropriate public officials. The report is available for public inspection at the State Range office of the Legislative Audit Unit, where executives, at the office of the parish clerk of court,

Release Date: DEC 8 1998

TABLE OF CONTENTS

	Page
Independent Auditor's Report	i
FINANCIAL STATEMENT	
Statement of Collections, Distributions, and Unsettled Balances Tax Collector Agency Fund	3
Notes to financial statement	4-5
INTERNAL CONTROL AND COMPLIANCE	
Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	7-8
Schedule of findings and questioned costs	9
Summary schedule of prior audit findings	10
Corrective action plan	11

FINANCIAL STATEMENT

IBERVILLE PARISH SHERIFF
 Iberville Parish, Louisiana
 Tax Collector Agency Fund

Statement of Collections, Distributions, and Unsettled Balances
 Year Ended June 30, 1998

Unsettled balances, July 1, 1997	<u>\$ 113,246</u>
Collections:	
Ad valorem taxes	77,083,297
State revenue sharing	675,481
Sporting licenses	98,716
Police licenses	3,293
Delegated taxes	7,277
Deposits of assets, donations, etc.	12,204
Tax returns, etc.	3,247
Refunds and reimbursements	61,864
Total collections	<u>78,871,736</u>
Total	<u>79,004,982</u>
Distributions:	
Louisiana Department of Wildlife and Fisheries	81,894
Louisiana Department of Agriculture and Forestry	12,829
Louisiana Tax Commission	12,832
Iberville Parish -	
Police Jury	4,883,236
School Board	7,244,573
Assessor	911,883
Sheriff	1,203,829
Fire Protection District No. 1	24,680
Fire Protection District No. 2	9,552
Waterworks District No. 2	12,796
Waterworks District No. 4	11,417
Pondchartrain Levee District	743,843
Andra-Balaya Levee District	889,877
Municipalities	18,384
Parishes (total)	-995,887
Tax returns, etc.	153
Refunds and reimbursements	65,281
Total distributions	<u>78,881,717</u>
Unsettled balances, June 30, 1998, due to taxing bodies and others	<u>\$ 43,264</u>

The accompanying notes are an integral part of this statement.

IBBERVILLE PARISH SHERIFF
Plaquemine, Louisiana

Notes to Financial Statement

(1) Summary of Significant Accounting Policies

As provided by Article V, Section 27 of the Louisiana Constitution of 1974, the Sheriff is the ex-officio tax collector of the parish and is responsible for the collection and distribution of ad valorem property taxes, state revenue sharing funds and sporting licenses.

Louisiana Revised Statute 24:115(D) requires that the accounts of each tax collector be audited annually. Accordingly, the accompanying financial statement reflects financial activity of the Sheriff relating only to his responsibility as ex-officio tax collector. Amounts included in this report are also included in the Sheriff's annual general purpose financial statements.

The accounts of the tax collector are established to reflect the collections imposed by law, distributions pursuant to such law, and uncollected balances due various taxing bodies and others. The accompanying financial statement has been prepared on the cash basis of accounting, with collections recognized when received and distributions reflected when paid.

(2) Interest-Bearing Deposits

State law authorizes the Sheriff to deposit tax collections in a bank domiciled in the parish where the funds are collected. As June 30, 1998, the Sheriff has interest-bearing deposits (bank balances) totaling \$42,540 representing uncollected tax collections. Deposit balances (bank balances) as June 30, 1998 of \$48,149, are fully secured through federal deposit insurance and/or securities pledged.

(3) State Revenue Sharing Funds

The revenue sharing funds received during the year were distributed as follows:

Police Jury	\$ 153,382
School Board	145,932
Ancients	38,232
Ponchartraine Levee District	8,883
Fire District No. 1	213,411
Law Enforcement District	8,611
Premises Funds	19,271
Archdiocese Levee District	17,428
	<u>\$615,130</u>

IBERVILLE PARISH SHERIFF
Flagler, Louisiana

Notes to Financial Statement (Continued)

(4) Unsettled Balances

The unsettled cash balances at June 30, 1998 consist of the following:

Ad valorem taxes	\$15,142
Spending licenses	11,273
Fees and redemptions	1,776
Interest on deposits	11,596
	<u>\$41,787</u>

INTERNAL CONTROL AND COMPLIANCE

KOLDER, CHAMPAGNE, SLAVEN & RAINEY, LLC

REGISTERED PUBLIC ACCOUNTANTS

1100 Lakeside Drive
Baton Rouge, Louisiana 70801
504.383.1000
504.383.1001
504.383.1002

1100 Lakeside Drive
New Orleans, Louisiana 70112
504.581.1000
504.581.1001
504.581.1002

1100 Lakeside Drive
Baton Rouge, Louisiana 70801
504.383.1000

1100 Lakeside Drive
Baton Rouge, Louisiana 70801
504.383.1000

1100 Lakeside Drive
Baton Rouge, Louisiana 70801
504.383.1000

1100 Lakeside Drive
Baton Rouge, Louisiana 70801
504.383.1000

1100 Lakeside Drive
Baton Rouge, Louisiana 70801
504.383.1000

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 Freddie H. Piro, Sr.
Iberville Parish Sheriff
Iberville Parish Tax Collector
Iberville, Louisiana

We have audited the financial statement of The Tax Collector Fund (agency fund) of the Iberville Parish Sheriff for the year ended June 30, 1998, and have issued our report thereon dated October 7, 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 Tax Collector Fund's financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws and regulations, noncompliance with which could have 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 an instance of noncompliance that is required to be reported under *Government Auditing Standards* which is described in the accompanying schedule of findings and questioned costs as item No. 1.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Iberville Parish Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide assurance on the internal control over financial reporting. However, we issued a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Iberville Parish Sheriff's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statement. The reportable condition is described in the accompanying schedule of findings and questioned costs as item No. 2.

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 financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. We believe the reportable condition described above is a material weakness.

MEMBER OF
SERVICES GROUP INC.
MEMBER OF THE
INSTITUTE OF
REGISTERED PUBLIC
ACCOUNTANTS

This report is intended for the information of management. However, this report is a matter of public record and its distribution is not limited.

Kidder, Coughlin, Sirois & Rainey, LLC
Certified Public Accountants

Lafayette, Louisiana
October 7, 1998

IBERVILLE PARISH SHERIFF
Fisheaux, Louisiana
Tax Collector Agency Fund

Schedule of Findings and Questioned Costs
Year Ended June 30, 1998

1. Louisiana law has not been fully complied with in the collection or resolution of assessed taxes. Louisiana Revised Statute 47:2003 provides that all assessed taxes are to be paid by December 31 of each year or they become delinquent. Louisiana Revised Statute 47:1898 allows a reduction of the property tax roll for property not available for seizure and sale provided approval is granted by the Louisiana Tax Commission.

As of June 30, 1998, ad valorem taxes for the 1997 assessment year were not collected or otherwise resolved in the amount of \$78,887. The property associated with these uncollected taxes was not seized, sold, or approval obtained from the Louisiana Tax Commission to remove the property from the tax roll.
2. Due to the small number of employees, the Sheriff did not have adequate segregation of functions within the accounting system.

IBERVILLE PARISH SHERIFF
 Plaquemine, Louisiana
 Tax Collector Agency Fund

Summary Schedule of Prior Audit Findings
 Year Ended June 30, 1998

<u>Reference Number</u>	<u>Year Finding Initially Occurred</u>	<u>Description of Finding/ Management letter comment</u>	<u>Correction Action Taken</u>	<u>Planned Corrective Action/Partial Corrective Action Taken</u>
1.	1996	<p>Louisiana law has not been fully complied with in the collection or remission of assessed taxes. Louisiana Revised Statute 47:2106 provides that all assessed taxes are to be paid by December 31 of each year or they become delinquent. Louisiana Revised Statute 47:1590 allows a reduction of the property tax roll for property not available for seizure and sale provided approval is granted by the Louisiana Tax Commission.</p> <p>As of June 30, 1997, ad valorem taxes for the 1996 assessment year were not collected or otherwise received in the amount of \$84,197. The property associated with these uncollected taxes was not seized, sold, or approval obtained from the Louisiana Tax Commission to remove the property from the tax roll.</p>	No	See Corrective Action Plan
2.	Unknown	Due to the small number of employees, the Sheriff did not have adequate segregation of functions within the accounting system.	No	See Corrective Action Plan

IBERVILLE PARISH SHERIFF
Flagamine, Louisiana
Tax Collector Agency Fund

Corrective Action Plan
Year Ended June 30, 1998

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

1. The Sheriff has assigned personnel to work with the Louisiana Tax Commission and the Iberville Parish Assessor in order to resolve the issue of assessed property no longer available for seizure and sale. This issue should be resolved in 1998.
2. Based upon the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of accounting functions.