

OFFICIAL
BILL COPY
DO NOT SIGN THIS
Before opening
envelope from this
copy and place
back in FILE

LIVINGSTON PARISH SHERIFF
(An Ex-Officio Parish Tax Collector)

Statements of Assets and Liabilities Arising from
Cash Transactions, Statements of Collections, Distributions,
and Unexpended Balances, Independent Auditor's Report,
and Other Reports Required by Governmental Accounting Standards

As of July 31, 1987 and for the Period from
August 1, 1986 through July 31, 1987

Under provisions of State law, this
report is a public document. A
copy of the report has been distrib-
uted to the Auditor General, the
statewide newspaper, the State of Louisiana
Library, and other appropriate public
officials. The report is available for
public inspection at the Baton
Rouge office of the Legislative Audi-
tor and, where appropriate, at the
office of the parish clerk of court.

Release Date FEB 18 1988

LIVINGSTON PARISH SHERIFF
 (As Ex-Officio Parish Tax Collector)
 Livingston, Louisiana

Financial Statements and Auditor's Report
 As of July 31, 1997 and
 For the Period from August 1, 1996 through July 31, 1997

CONTENTS

	<u>Statement</u>	<u>Page No.</u>
Independent Auditors' Report		1
Financial Statements - Tax Collector Agency Fund:		
Statement of Assets and Liabilities Arising from Cash Transactions	A	2
Statement of Collections, Distributions and Unsettled Balances ..	B	3-4
Notes to the Financial Statements.....		5-7
	<u>Exhibit</u>	
Other Reports Required by Government Auditing Standards:		
Independent Auditors' Report on Internal Control Structures Based Solely on an Audit of the Financial Statements	A	9-10
Independent Auditors' Report on Compliance with Laws and Regulations	B	11

DEAN AND DEAN

1100 BROOKHOLM AVE., SUITE 401
BATON ROUGE, LOUISIANA 70814
TELEPHONE: (504) 281-7344
FAX: (504) 281-1822

CERTIFIED PUBLIC ACCOUNTANTS

Donald A. Dean, CPA
Donald P. Dean, CPA

INDEPENDENT AUDITORS' REPORT

November 30, 1997

Honorable Willie Graves
Livingston Parish Sheriff and
Ex-Officio Parish Tax Collector

We have audited the accompanying statement of assets and liabilities arising from cash transactions of the Tax Collector Agency Fund of the Livingston Parish Sheriff as of July 31, 1997, and the related statement of collections, distributions, and unsettled balances for the period from August 1, 1996 through July 31, 1997. These financial statements are the responsibility of management of the Livingston Parish Sheriff. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. 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.

As described in note 1, the Livingston Parish Sheriff is the ex-officio tax collector for the various taxing bodies within Livingston Parish, and the accompanying statements present information only on his activities as parish tax collector. Furthermore, the accompanying statements have been prepared on the basis of cash receipts and cash disbursements, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the accompanying financial statements present fairly, in all material respects, the assets and liabilities arising from cash transactions of the Tax Collector Agency Fund of the Livingston Parish Sheriff as of July 31, 1997, and the collections, distributions, and unsettled balances of the Tax Collector Agency Fund for the period from August 1, 1996, through July 31, 1997, on the basis of accounting described in note 1.

Respectfully submitted,



Dean and Dean, CPAs

Statement A

LIVINGSTON PARISH SHERIFF
Livingston, Louisiana
Tax Collector Agency Fund
Statement of Assets and Liabilities
Arising from Cash Transactions
July 31, 1997

ASSETS

Cash

\$ 138,825**LIABILITIES**

Due to bonding bodies and others

\$ 138,825

The accompanying notes are an integral part of this statement.

LIVINGSTON PARISH SHERIFF
 Livingston, Louisiana
 Tax Collector Agency Fund
 Statement of Collections, Distributions and
 Unsettled Balances
 For the Period August 1, 1986 to July 31, 1987

UNSETTLED BALANCES AT AUGUST 1, 1986 \$ 1,700,629

COLLECTIONS

Ad valorem taxes	13,031,828
Prior year taxes	392,837
Parish licenses	268,200
Angling, hunting, and trapping licenses	179,379
Interest on:	
Moss account	76,549
Forest taxes	208
State revenue sharing (state 3)	2,868,226
Criminal Court Costs and Fines	362,837
Redemptions and refunds	<u>250,853</u>

Total Collections 18,637,320

Total 12,340,788

DISTRIBUTIONS

State of Louisiana:	
Department of Wildlife and Fisheries	230,888
Commission on Law Enforcement	14,423
Tax commission	6,825
Forestry commission	21,285
Treasurer	16,148

(Continued)

The accompanying notes are an integral part of this statement.

Statement B

LIVINGSTON PARISH SHERIFF
 Livingston, Louisiana
 Tax Collector Amoney Fund
 Statement of Collections, Distributions and
 Unsettled Balances
 for the Period August 1, 1996 to July 31, 1997

DISTRIBUTIONS (CONT'D.)

Livingston Parish:	
School Board	8,804,421
Sheriff	3,104,083
Police Jury	3,000,133
Recreation Districts	3,398,182
Fire Protection Districts	801,388
Assessor	719,325
Dealing Districts	271,482
Clerk of Court	52,488
Municipalities - fines	53,429
Twenty-First Judicial District:	
District Attorney	60,188
Judicial Expense Fund	31,328
Indigent Defender Board	52,138
Juvenile Justice	143,183
Parole Funds	396,459
Refunds and Retentions	<u>286,183</u>
Total Distributions	<u>12,804,724</u>
<u>UNSETTLED BALANCES AT JULY 31, 1997.</u>	
DUE TO TAXING POLICE AND OTHERS	\$ <u>128,325</u>

(concluded)

The accompanying notes are an integral part of this statement.

LIVINGSTON PARISH SHERIFF
Livingston, Louisiana
Tax Collector Agency Fund
Notes to the Financial Statements
As of July 31, 1997, and for the Period From
August 1, 1996 through July 31, 1997

INTRODUCTION

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, parish occupational licenses, state revenue sharing funds, and angling, hunting and trapping licenses.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accounts of the parish tax collector are established to reflect the collections imposed by law, distributions pursuant to such law, and unaffiliated businesses and various taxing bodies and others. The accompanying financial statements have been prepared on the cash basis of accounting, with collections recognized when received and distributions reflected when paid. As such, the accompanying financial statements do not reflect the receivables and related payables associated with tax collection activities.

B. REPORTING ENTITY

Louisiana Revised Statute 14:511(K)(3)(b) requires that the accounts of each parish tax collector be audited annually. Accordingly, the accompanying financial statements reflect the financial activity of the sheriff relating only to his responsibility as ex-officio tax collector. The Livingston Sheriff in the reporting entity, and accordingly, amounts included in these financial statements are also included in the sheriff's annual financial statements.

C. CASH AND CASH EQUIVALENTS

State law authorizes the sheriff to deposit tax collections in a bank domiciled in the parish where the funds are collected. Furthermore, the sheriff may invest these deposits in certificates of deposit or other investments permitted by law. At July 31, 1997, all deposits were held in interest bearing demand deposit accounts.

LIVINGSTON PARISH SHERIFF
 Livingston, Louisiana
 Tax Collector Agency Fund
 Notes to the Financial Statements
 As of July 31, 1997, and for the Period From
 August 1, 1996 through July 31, 1997

2. CASH

At July 31, 1997, the sheriff has \$1,983,998 (collected bank balances) on deposit with a local financial institution in interest bearing demand accounts. Under state law, these deposits (or the remaining bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. 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. These deposit balances, representing uncollected tax collections, are secured by \$100,000 of federal deposit insurance and \$883,998 of pledged securities (category 3).

Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement 3, Louisiana Revised Statute 37:1277 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Sheriff that the fiscal agent has failed to pay deposited funds upon demand.

3. STATE REVENUE SHARING FUNDS

The 1996 revenue sharing funds provided by Act 58 of 1996, were distributed as follows:

Livingston Parish	
School Board	\$ 579,560
Police Jury	346,560
Fire Protection District No. 1	24,440
Fire Protection District No. 4	88,889
Fire Protection District No. 8	99,878
Fire Protection District No. 10	10,300
Fire Protection District No. 11	2,390
Gravity Drainage District No. 1	26,616
Sheriff:	
Law Enforcement District	388,400
Commission	143,398
Pension Funds	<u>28,364</u>
Total	<u>\$ 3,668,315</u>

LIVINGSTON PARISH SHERIFF
Livingston, Louisiana
Tax Collector Agency Fund
Notes to the Financial Statements
as of July 31, 1997, and for the Period From
August 1, 1996 through July 31, 1997

4. TAXES PAID UNDER PROTEST

Louisiana Revised Statute 47:1578 provides that taxpayers, at the time of payment of all taxes due, may give notice to the tax collector of their intention to file suit for recovery of all or a portion of the total taxes paid. Upon receipt of this notice, the amount paid is segregated and held by the tax collector for a period of 30 days. If suit is filed within this 30-day period, the funds are held pending the outcome of the suit. If the taxpayer prevails, the tax collector refunds the amount due with interest at the rate of two per cent per annum from the date the funds were received by the tax collector.

At July 31, 1997, there are protested taxes totalling \$2,814 which includes taxes of \$1,300, and bank interest of \$1,714. The protest taxes relate to tax year 1998.

OTHER REPORTS REQUIRED BY
GOVERNMENT AUDITING STANDARDS

The following pages contain reports on internal control structure and compliance with laws and regulations required by Government Auditing Standards, issued by the Comptroller General of the United States. The report on internal control structure is based solely on the audit of the financial statements and includes, where appropriate, any reportable conditions and/or material weaknesses. The report on compliance with laws and regulations is, likewise, based solely on the audit of the presented financial statements and presents, where applicable, compliance matters that would be material to the presented financial statements.

DEAN AND DEAN

1100 BRIDGEMORE AVE., SUITE 301
BATON ROUGE, LOUISIANA 70814
TELEPHONE: (504) 383-7000
FAX: (504) 383-7123

CERTIFIED PUBLIC ACCOUNTANTS

Donald A. Dean, CPA
David F. Dean, CPA

**Independent Auditor's Report on Internal Control Structure
based solely on an Audit of the Financial Statements**

November 30, 1997

Honorable Willis Green
Livingston Parish Sheriff and
Ex-Officio Parish Tax Collector
Livingston, Louisiana

We have audited the accompanying statements of assets and liabilities arising from cash transactions of the Tax Collector Agency Fund of the Livingston Parish Sheriff as of July 31, 1997, and the related statement of collections, distributions, and unsettled balances for the period from August 1, 1996, through July 31, 1997, and have issued our report thereon dated November 10, 1997. We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

The Sheriff is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

Honorable Willie Graves
November 20, 1997

In planning and performing our audit, we obtained an understanding of the internal control structure of the Livingston Parish Sheriff used in the tax collection and distribution process. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to express an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure used in tax collections and disbursements that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors and irregularities in accounts that would be material in relation to the 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 structure and its operation that we consider to be material weaknesses as defined above.

Our comments on internal control structure are intended for the information and use of the sheriff. By provisions of state law, this report is a public document, and it has been distributed to appropriate public officials.

Respectfully submitted,



Sean and Sean, CPAs

1100 WICKHAM AVE., SUITE 91
BAYTOWN BOULEVARD, LOUISIANA 70051
TELEPHONE: (504) 895-7000
FAX: (504) 895-7025

David A. Dean, CPA
Dorothy E. Dean, CPA

Independent Auditor's Report on Compliance with Laws and
Regulations Material to the Financial Statements

November 30, 1997

Honorable Millie Graves
Livingston Parish Sheriff and
Ex-Officio Parish Tax Collector

We have audited the accompanying statement of assets and liabilities arising from cash transactions of the Tax Collector Agency Fund of the Livingston Parish Sheriff as of July 31, 1997, and the related statement of collections, distributions, and unsettled balances for the period from August 1, 1996, through July 31, 1997, and have issued our report thereon dated November 30, 1997.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Compliance with laws and regulations applicable to the sheriff is the responsibility of the sheriff's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the sheriff's compliance with certain provisions of laws and regulations. However, the objective of our audit of the financial statements was not to provide an opinion on overall compliance with such provisions. 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.

Our comments on compliance with laws and regulations are intended for and use of the sheriff. By provisions of state law, this report is a public document, and it has been distributed to appropriate public officials.

Respectfully submitted,



Dean and Dean, CPAs