

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

Annual Financial Statements
With Independent Auditor's Report
As of and for the Year Ended
December 31, 2009
With Supplemental Information Schedules

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 4/21/10

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

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EAST CARROLL PARISH ASSESSOR

Lake Providence, Louisiana

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Independent Auditor's Report

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

I have audited the basic financial statements of the East Carroll Parish Assessor, a component unit of the East Carroll Parish Police Jury, as of December 31, 2009, and for the year then ended, as listed in the table of contents. These financial statements are the responsibility of the East Carroll Parish Assessor's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I 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. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the East Carroll Parish Assessor as of December 31, 2009, and the changes in its financial position for the year then ended in conformity with U.S. generally accepted accounting principles.

Management's discussion and analysis, and supplementary information on pages 6 through 9 and 27 through 28, respectively are not a required part of the basic financial statements, but are supplementary information required by the Governmental Accounting Standards Board. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information and reviewing the source of selected information. However, I did not audit the information and express no opinion on it.

My audit was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplemental information schedules listed in the table of contents are presented for the purpose of additional analysis and are not a required part of the basic financial statements of the East Carroll Parish Assessor. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly presented in all material respects in relation to the basic financial statements taken as a whole.

EAST CARROLL PARISH ASSESSOR

Lake Providence, Louisiana

Independent Auditor's Report,

December 31, 2009

In accordance with *Government Auditing Standards*, I have also issued a report dated March 18, 2010, on the East Carroll Parish Assessor's compliance with laws and regulations, and my consideration of the agency's internal control over financial reporting. 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.



West Monroe, Louisiana

March 18, 2010

REQUIRED SUPPLEMENTARY INFORMATION
PART I

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

Management's Discussion and Analysis
December 31, 2009

As management of the East Carroll Parish Assessor, I offer readers of the East Carroll Parish Assessor's financial statements this narrative overview and analysis of the financial activities of the East Carroll Parish Assessor for the fiscal year ended December 31, 2009. Please read it in conjunction with the basic financial statements and the accompanying notes to the financial statements.

Overview of the Financial Statements

This Management Discussion and Analysis document introduces the assessor's basic financial statements. The annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (Government-wide Financial Statements) provide information about the financial activities as a whole and illustrate a longer-term view of the assessor's finances. The Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Fund (Fund Financial Statements) tell how these services were financed in the short term as well as what remains for future spending. Fund Financial Statements also report the operations in more detail than the Government-Wide Financial Statements by providing information about the most significant funds. This report also contains other supplementary information in addition to the basic financial statements themselves.

Our auditor has provided assurance in her independent auditor's report that the Basic Financial Statements are fairly stated. The auditor, regarding the Required Supplemental Information and the Supplemental Information is providing varying degrees of assurance. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each of the other parts in the Financial Section.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the East Carroll Parish Assessor's finances, in a manner similar to a private-sector business.

The *statement of net assets* presents information on all of the East Carroll Parish Assessor's assets and liabilities, with the difference between the two 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 East Carroll Parish Assessor is improving or deteriorating.

The *statement of activities* presents information showing how the government's net assets changed 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 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 (for example, earned, but unused, sick leave).

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 East Carroll Parish Assessor, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The East Carroll Parish Assessor uses only governmental funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

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 governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The East Carroll Parish Assessor adopts an annual appropriated budget for the general fund. A budgetary comparison statement is provided for the major fund to demonstrate compliance with this budget.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the East Carroll Parish Assessor's performance.

Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, assets of the East Carroll Parish Assessor exceeded liabilities by \$422,627. Approximately 1% of the East Carroll Parish Assessor's net assets reflects its investment in capital assets (e.g., equipment). These assets are not available for future spending.

The balance in unrestricted net assets is affected by two factors: 1) resources expended, over time, by the East Carroll Parish Assessor to acquire capital assets from sources other than internally generated funds (i.e., debt), and 2) required depreciation on assets being included in the statement of net assets.

STATEMENT OF NET ASSETS

	<u>2009</u>	<u>2008</u>
ASSETS		
Cash and cash equivalents	\$144,159	\$121,153
Receivables	274,573	252,638
Capital assets (net of accumulated depreciation)	<u>3,895</u>	<u>8,015</u>
TOTAL ASSETS	<u><u>\$422,627</u></u>	<u><u>\$381,806</u></u>
LIABILITIES		
Accounts payable	\$67	
TOTAL LIABILITIES	<u>NONE</u>	<u>67</u>
NET ASSETS		
Invested in capital assets, net of related debt	\$3,895	8,015
Unrestricted	<u>418,732</u>	<u>373,724</u>
TOTAL NET ASSETS	<u><u>\$422,627</u></u>	<u><u>\$381,739</u></u>

STATEMENT OF ACTIVITIES

	<u>2009</u>	<u>2008</u>
Taxation:		
Personal services	\$225,581	\$200,866
Operating services	12,664	11,702
Materials and supplies	4,182	2,735
Travel	13,211	12,234
Depreciation expense	<u>4,120</u>	<u>4,120</u>
Total Program Expenses	<u>259,758</u>	<u>231,657</u>
Program revenues - Fees, charges, and commissions for services	<u>8,727</u>	<u>9,643</u>
Net Program Expenses	<u>(251,031)</u>	<u>(222,014)</u>
General revenues:		
Taxes - ad valorem	278,252	251,601
Intergovernmental:		
Federal in lieu of taxes	568	
State revenue sharing	10,513	10,800
Interest earned	<u>2,586</u>	<u>4,653</u>
Total General Revenues	<u>291,919</u>	<u>267,054</u>
Change in Net Assets	<u>40,888</u>	<u>45,040</u>
Net Assets - Beginning of year	<u>381,739</u>	<u>336,699</u>
Net Assets - End of year	<u><u>\$422,627</u></u>	<u><u>\$381,739</u></u>

Financial Analysis of the Government's Funds

As noted earlier, the East Carroll Parish Assessor uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the governmental funds is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of December 31, 2009, the General Fund unreserved, undesignated fund balance of \$418,732 showed an increase of \$45,008 over December 31, 2008.

General Fund Budgetary Highlights

The major difference between revenues in the original budget and the final amended budget was due to an increase in ad valorem taxes and fees, charges and commissions. The major difference between expenditures in the original budget and the final budget was due to an increase in personal services.

Capital Asset and Debt Administration

Capital assets. The East Carroll Parish Assessor's investment in capital assets for its governmental activities as of December 31, 2009, amounts to \$3,895 (net of accumulated depreciation). This investment includes furniture and equipment. There were no increases in capital assets for the year. There were decreases of \$1,035 for the year.

Long-term debt. At the end of the fiscal year, East Carroll Parish Assessor had no outstanding long term debt.

Requests for Information

This financial report is designed to provide a general overview of the East Carroll Parish 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 East Carroll Parish Assessor, 400 First Street, Room 10, Lake Providence, LA 71254.

March 18, 2010

BASIC FINANCIAL STATEMENTS

Statement A**EAST CARROLL PARISH ASSESSOR**
Lake Providence, Louisiana**STATEMENT OF NET ASSETS**
December 31, 2009**ASSETS**

Cash and cash equivalents	\$144,159
Receivables	274,573
Capital assets (net of accumulated depreciation)	<u>3,895</u>
TOTAL ASSETS	<u>\$422,627</u>

NET ASSETS

Invested in capital assets, net of related debt	3,895
Unrestricted	<u>418,732</u>
TOTAL NET ASSETS	<u>\$422,627</u>

The accompanying notes are an integral part of this statement.

Statement B**EAST CARROLL PARISH ASSESSOR**
Lake Providence, Louisiana**STATEMENT OF ACTIVITIES**
December 31, 2009**Taxation:**

Personal services	\$225,581
Operating services	12,664
Materials and supplies	4,182
Travel	13,211
Depreciation expense	4,120
Total Program Expenses	<u>259,758</u>
Program revenues - fees, charges and commissions	8,727
Net Program Expenses	<u>(251,031)</u>
General revenues	
Taxes - ad valorem	278,252
Intergovernmental revenues:	
Federal in lieu of taxes	568
State revenue sharing	10,513
Interest earnings	<u>2,586</u>
Total general revenues	291,919
Change in Net Assets	40,888
Net Assets - Beginning of year	<u>381,739</u>
Net Assets - End of year	<u>\$422,627</u>

The accompanying notes are an integral part of this statement.

Statement C

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
GOVERNMENTAL FUNDS

Balance Sheet, December 31, 2009

ASSETS

Cash and cash equivalents	\$144,159
Receivables	<u>274,573</u>
TOTAL ASSETS	<u>\$418,732</u>

FUND EQUITY

Fund Equity - fund balances -	
unreserved - undesignated	<u>418,732</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$418,732</u>

The accompanying notes are an integral part of this statement.

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

Reconciliation of Governmental Funds
Balance Sheet to the Statement of Net Assets

For the Year Ended December 31, 2009

Total Fund Balances - Governmental Funds (Statement C)	<u>\$418,732</u>
Cost of capital assets	\$38,524
Less: Accumulated depreciation	<u>(34,629)</u> 3,895
Net Assets (Statement A)	<u>\$422,627</u>

The accompanying notes are an integral part of this statement.

Statement D**EAST CARROLL PARISH ASSESSOR**
Lake Providence, Louisiana
GOVERNMENTAL FUNDS**Statement of Revenues, Expenditures,
and Changes in Fund Balances****For the Year Ended December 31, 2009****REVENUES**

Taxes - ad valorem	\$278,252
Intergovernmental revenues:	
Federal in lieu of taxes	568
State revenue sharing	10,513
Fees, charges, and commissions for services	8,727
Use of money and property - interest earnings	2,586
Total revenues	<u>300,646</u>

EXPENDITURES

Current:

General government - taxation:	
Personal services	225,581
Operating services	12,664
Materials and supplies	4,182
Travel and other charges	13,211
Total expenditures	<u>255,638</u>

EXCESS OF REVENUES**OVER EXPENDITURES**

FUND BALANCES AT BEGINNING OF YEAR	<u>45,008</u>
FUND BALANCES AT END OF YEAR	<u>373,724</u>

The accompanying notes are an integral part of this statement.

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

Reconciliation of Governmental Funds
Statement of Revenue, Expenditures, and Changes
in Fund Balances to the Statement of Activities

For the Year Ended December 31, 2009

Total net change in fund balances - governmental funds (Statement D) \$45,008

Amounts reported for governmental activities in the Statement of Activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceed depreciation for the period.

(4,120)

Change in net assets of governmental activities (Statement B) \$40,888

The accompanying notes are an integral part of this statement.

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

Notes to the Financial Statements
As of and For the Year Ended December 31, 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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 term of four years, beginning January 1 following the year in which elected. The assessor assesses all real and movable property in the parish, subject to ad valorem taxation, prepares tax rolls, and submits the rolls to the Louisiana Tax Commission and other governmental bodies as prescribed by law. The assessor is authorized to appoint as many deputies as necessary for the efficient operation of his office and to provide assistance to the taxpayers of the parish. The deputies are authorized to perform all functions of the office, but the assessor is officially and pecuniarily responsible for the actions of the deputies.

The accompanying financial statements of the East Carroll Parish Assessor have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements-and Management's Discussion and Analysis -for State and Local Governments*, issued in June 1999.

A. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the East Carroll Parish Police Jury is the financial reporting entity for East Carroll Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which 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 incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the East Carroll 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:

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
Notes to the Financial Statements (Continued)

- 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 courthouse in which the assessor's office is located and provides partial funding for equipment, furniture and supplies of the assessor's office, the assessor was determined to be a component unit of the East Carroll 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 East Carroll Parish financial reporting entity.

B. BASIC FINANCIAL STATEMENTS - GOVERNMENT-WIDE STATEMENTS

The assessor's basic financial statements include both government-wide (reporting the assessor as a whole) and fund financial statements (reporting the assessor's major fund). Both government-wide and fund financial statements categorize primary activities as either governmental or business type. All activities of the Assessor are classified as governmental.

The Statement of Net Assets (Statement A) and the Statement of Activities (Statement B) display information about the reporting government as a whole. These statements include all the financial activities of the Assessor.

In the Statement of Net Assets, governmental activities are presented on a consolidated basis and are presented on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term obligations. Net assets are reported in three parts; invested in capital assets, net of any related debt; restricted net assets; and unrestricted net assets.

The government-wide financial statements are prepared using 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

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
Notes to the Financial Statements (Continued)

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 Statement of Activities (Statement B) are derived directly from parties outside the assessor's taxpayers or citizenry. Program revenues reduce the cost of the function to be financed from the assessor's general revenues.

Allocation of Indirect Expenses - The assessor reports all direct expenses by function in the Statement of Activities (Statement B). Direct expenses are those that are clearly identifiable with a function.

C. BASIC FINANCIAL STATEMENTS - FUND FINANCIAL STATEMENTS

The financial transactions of the assessor are reported in individual funds in the fund financial statements. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Fund financial statements report detailed information about the assessor. The focus of governmental fund financial statements is on major funds rather than reporting funds by type.

A fund is a separate accounting entity with a self-balancing set of accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Funds are classified into three categories; governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The assessor's current operations require the use of only governmental funds. The governmental fund type used by the assessor is described as follows:

Governmental Fund Type

General Fund - The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the assessor and is used to account for the operations of the Assessor's office. The various fees and charges due to the Assessor's office are accounted for in this fund. General operating expenditures are paid from this fund.

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
Notes to the Financial Statements (Continued)

D. BASIS OF ACCOUNTING

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurement made regardless of the measurement focus applied.

1. Accrual:

Governmental type activities in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

2. Modified Accrual:

The governmental funds financial statements are presented on the modified accrual basis of accounting. 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 differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Governmental funds use 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). Measurable 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. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Ad valorem taxes and the related state revenue sharing are budgeted in the year the taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis, attach as an enforceable lien, and become due and payable on the date the tax rolls are filed with

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
Notes to the Financial Statements (Continued)

the recorder of mortgages. Louisiana Revised Statute 47:1993 requires that the tax roll be filed on or before November 15 of each year. Ad valorem taxes become delinquent if not paid by December 31. The taxes are normally collected in December of the current year and January and February of the ensuing year.

Fees for preparing tax rolls are recorded in the year prepared.

Interest income on demand deposits is recorded monthly when the interest is earned and credited to the account.

Based on the above criteria, ad valorem taxes, state revenue sharing, and fees for preparing tax rolls have been treated as susceptible to accrual.

Expenditures

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

E. CASH AND CASH EQUIVALENTS

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. At December 31, 2009, the assessor has cash and cash equivalents (book balances) totaling \$144,159.

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These deposits are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Cash (bank balances) at December 31, 2009, total \$151,874 and are fully secured by federal deposit insurance.

F. 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. The assessor maintains a threshold level of \$500 or more for capitalizing capital assets.

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
Notes to the Financial Statements (Continued)

Capital assets are reported in the government-wide financial statements but not in the fund financial statements. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes by the assessor, 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 and fixtures	5 - 10 years
Vehicles	5 - 15 years
Equipment	5 - 20 years

G. ANNUAL AND SICK LEAVE

All employees are granted two weeks of non-cumulative vacation leave each year. Sick leave is granted at the discretion of the assessor. At December 31, 2009, there are no accumulated and vested benefits relating to vacation leave which require accrual or disclosure.

The cost of leave privileges, computed in accordance with GASB Codification Section C60, is recognized as a current-year expenditure in the General Fund when leave is actually taken.

H. RISK MANAGEMENT

The assessor is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions. To handle such risk of loss, the assessor maintains commercial insurance policies covering her automobile, and surety bond coverage. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended December 31, 2009.

2. PRINCIPAL TAXPAYERS

The following are the principal taxpayers for the parish and their 2009 assessed valuation:

EAST CARROLL PARISH ASSESSOR
 Lake Providence, Louisiana
 Notes to the Financial Statements (Continued)

	2009 Assessed Valuation	% of Total Assessed Valuation
Trunkline Gas Company	\$4,508,690	10.52%
Monticello Gin & Elevator Co, Inc.	2,903,797	6.78%
Terral Riverservice, Inc.	1,811,167	4.23%
Columbia Gulf Transmission Co.	1,689,520	3.94%
Southern Natural Gas Company	1,218,180	2.84%
Tennessee Gas Pipeline Company	1,126,180	2.63%
Entergy Louisiana, Inc.	907,220	2.12%
Memphis Light Gas & Water Division	626,763	1.46%
Bell South Telecommunications	608,240	1.42%
Texas Eastern Transmission Corporation	579,290	1.35%
Total	\$15,979,047	37.29%

3. RECEIVABLES

The General Fund receivables of \$274,573 at December 31, 2009, are as follows:

Class of receivables:

Taxes - Ad valorem	\$267,565
Intergovernmental revenue - state revenue sharing (net)	7,008
Total	\$274,573

4. CHANGES IN CAPITAL ASSETS

A summary of changes in office furnishings and equipment follows:

Balance, December 31, 2008	\$39,559
Additions	NONE
Deletions	(1,035)
Balance, December 31, 2009	38,524
Less accumulated depreciation	(34,629)
Net Capital Assets	\$3,895

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
Notes to the Financial Statements (Continued)

5. PENSION PLAN

Substantially all employees of the East Carroll Parish Assessor's office are members of the Louisiana Assessor's Retirement System (system), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and 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 55 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 per cent of their final-average salary for each year of credited service rendered on or before June 30, 1999, and 3.33 per cent of their final-average salary for each year of credited service rendered on or after July 1, 1999, 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 55 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 report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Assessors' Retirement System, 3060 Valley Creek Road, Baton Rouge, Louisiana 70898, or by calling (225) 928-8886.

Plan members are required by state statute to contribute 8.00 per cent of their annual covered salary and the East Carroll Parish Assessor is required to contribute at an actuarially determined rate. The current rate is 13.5 per cent 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 Carroll Parish Assessor are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The East Carroll Parish Assessor's contributions to the system for the years ending December 31, 2009, 2008, and 2007, were \$24,000, \$20,695, and \$20,426, respectively, equal to the required contributions for each year.

6. LITIGATION AND CLAIMS

The East Carroll Parish Assessor is not involved in any litigation at December 31, 2009, nor is she aware of any unasserted claims.

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
Notes to the Financial Statements (Continued)

**7. EXPENDITURES OF THE ASSESSOR
PAID BY THE POLICE JURY**

The East Carroll Parish Assessor's office is located in the parish courthouse. The cost of maintaining and operating the courthouse, as required by Louisiana Revised Statute 33:4713, is paid by the East Carroll Parish Police Jury.

REQUIRED SUPPLEMENTARY INFORMATION

PART II

Schedule 1
EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
For the Year Ended December 31, 2009

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL (BUDGETARY BASIS)</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES				
Taxes - ad valorem	\$249,000	\$255,700	\$278,252	\$22,552
Intergovernmental revenues:				
Federal in lieu of taxes			568	568
State revenue sharing	11,400	10,700	10,513	(187)
Fees, charges, and commissions for services	3,000	8,750	8,727	(23)
Use of money and property - interest earnings	4,500	3,100	2,586	(514)
Total revenues	<u>267,900</u>	<u>278,250</u>	<u>300,646</u>	<u>22,396</u>
EXPENDITURES				
Current:				
General government - taxation:				
Personal services and related benefits	210,000	236,200	225,581	10,619
Operating services	12,000	13,250	12,664	586
Materials and supplies	6,500	4,250	4,182	68
Travel and other charges	2,000	2,000	13,211	(11,211)
Total expenditures	<u>230,500</u>	<u>255,700</u>	<u>255,638</u>	<u>62</u>
EXCESS OF REVENUES OVER EXPENDITURES	37,400	22,550	45,008	22,458
FUND BALANCE AT BEGINNING OF YEAR	110,000	110,000	373,724	263,724
FUND BALANCE AT END OF YEAR	<u>\$147,400</u>	<u>\$132,550</u>	<u>\$418,732</u>	<u>\$286,182</u>

See accompanying note to budgetary comparison schedule.

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

NOTE TO BUDGETARY COMPARISON SCHEDULE
For the Year Ended December 31, 2009

A proposed budget, prepared on the modified accrual basis of accounting, is published in the official journal at least ten days prior to the public hearing. A public hearing is held at the East Carroll Parish Assessor's office during the month of December for comments from taxpayers. The budget is then legally adopted by the assessor and amended during the year, as necessary. The budget is established and controlled by the assessor at the object level of expenditure. Appropriations lapse at year-end and must be reappropriated for the following year to be expended.

Formal budgetary integration is employed as a management control device during the year. Budgeted amounts included in the accompanying budgetary comparison schedule include the original adopted budget amounts and subsequent amendments.

**REPORTS REQUIRED BY
GOVERNMENT AUDITING STANDARDS
PART III**

Independent Auditor's Report Required
by *Government Auditing Standards*

The following independent auditor's report on compliance and internal control over financial reporting is presented in compliance with the requirements of *Government Auditing Standards* issued by the Comptroller General of the United States and the *Louisiana Governmental Audit Guide*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

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

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

I have audited the basic financial statements of the East Carroll Parish Assessor, a component unit of the East Carroll Parish Police Jury, as of and for the year ended December 31, 2009 and have issued my report thereon dated March 18, 2010. I conducted my audit in accordance with U.S. 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.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered East Carroll Parish Assessor's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the East Carroll Parish Assessor's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the East Carroll Parish Assessor's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the East Carroll Parish Assessor's financial statements that is more than inconsequential will not be prevented or detected by the East Carroll Parish Assessor's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the East Carroll Parish Assessor's internal control.

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana
Independent Auditor's Report on Compliance
And Internal Control Over Financial Reporting, etc.
December 31, 2009

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over financial reporting that I consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether East Carroll Parish Assessor's basic 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 amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that is required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the East Carroll Parish Assessor, management, and the Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



West Monroe, Louisiana
March 18, 2010

Schedule 2

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

Schedule of Audit Findings
For the Year Ended December 31, 2009

A. SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unqualified opinion on the general purpose financial statements of the East Carroll Parish Assessor.
2. No instances of noncompliance material to the financial statements of the East Carroll Parish Assessor was disclosed during the audit.
3. No significant deficiencies relating to the audit of the financial statements are reported in the Independent Auditor's Report on Internal Control.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

None

Schedule 3

EAST CARROLL PARISH ASSESSOR
Lake Providence, Louisiana

Summary Schedule of Prior Audit Findings
For the Year Ended December 31, 2009

There were no findings reported in the audit report for the year ended December 31, 2008.