

ST. CHARLES PARISH ASSESSOR

Hahnville, Louisiana

Financial Report

Year Ended December 31, 2010

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

Release Date 7/13/11



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ST. CHARLES PARISH ASSESSOR

Hahnville, Louisiana

Financial Report

Year Ended December 31, 2010

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INDEPENDENT AUDITOR'S REPORT

Honorable Clyde A. Gisclair
St. Charles Parish Assessor
Hahnville, Louisiana

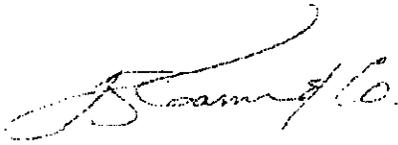
We have audited the accompanying financial statements of the governmental activities and the major fund of the St. Charles Parish Assessor, as of and for the year ended December 31, 2010, which collectively comprise the Assessor's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of the St. Charles Parish Assessor. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those 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 the 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 opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the St. Charles Parish Assessor as of December 31, 2010, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 27, 2011, on our consideration of the Assessor's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 5 through 10, 32 and 33 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Thibodaux, Louisiana
June 27, 2011

Required Supplemental Information
(Part 1 of 2)

ST. CHARLES PARISH ASSESSOR

Hahnville, Louisiana

Management's Discussion and Analysis Year ended December 31, 2010

Our discussion and analysis of the St. Charles Parish Assessor's (hereafter referred to as the Assessor) financial performance provides an overview of the Assessor's financial activities for the fiscal year ended December 31, 2010. It is intended to serve as an introduction to the basic financial statements, fund financial statements, notes thereto, and other financial information. Please read it in conjunction with the Assessor's financial statements, which begin on page 11.

FINANCIAL HIGHLIGHTS

The financial statements of the Assessor present the financial transactions of the Assessor's office. The Assessor assesses all real and movable property in the parish subject to ad valorem taxation. 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 collecting and distributing taxes to the various taxing bodies.

- The Assessor's assets exceeded its liabilities by \$2,411,680 (net assets).
- Total net assets comprised of the following:
 - Capital assets of \$29,296 include furniture, equipment and vehicles, net of accumulated depreciation.
 - Unrestricted net assets of \$2,382,384 represent the portion available to maintain the Assessor's continuing obligations to its citizens.
- Total cash and equivalents decreased by \$197,497. This is primarily due to transferring cash to purchase longer term investments which have a higher rate of return. Investments and long term certificates increased by \$510,330. At year-end, \$49,358 is held in a demand deposit account, \$379,491 is held in a money fund, \$553,262 in investments are held in corporate bonds and notes, \$104,497 is held in government securities, and \$555,625 is held in certificates of deposits.
- The 2009 implementation of GASB 45 results in a current liability of \$34,764 and a non-current liability of \$662,398 in the statement of net assets. These liabilities also increased general governmental expenses by \$378,704 on the statement of activities.
- Ad valorem tax revenue decreased 1.2% or \$18,102. This is due to a decrease in the number of taxable assessments. The millage rate remained at 1.40 in 2010.
- There were \$11,342 in depreciable capital assets purchased and \$11,352 of assets disposed of during this fiscal year.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Management's Discussion and Analysis
Year ended December 31, 2010

USING THIS ANNUAL REPORT

This report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities found on pages 11 and 12 provides information about the financial activities of the Assessor as a whole. Fund financial statements start on page 13. For governmental-type activities, these statements illustrate how these services were financed in the short-term and what remains for future spending. Fund financial statements also report the Assessor's operations in more detail than the government-wide statements by providing information about the Assessor's most significant funds.

REPORTING ON THE GOVERNMENT-WIDE FINANCIAL STATEMENTS

The Statement of Net Assets and the Statement of Activities

The government-wide financial statements present financial information for all activities of the Assessor from economic resources measurement focus using the accrual basis of accounting. They present governmental activities, such as general government, separately from business-type activities. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Assessor's net assets and the change in them. These net assets, the difference between the assets and the liabilities, are one way to measure the Assessor's financial position or financial health. Over time, increases or decreases in the Assessor's net assets are one indicator of whether its financial health is improving or deteriorating.

REPORTING ON THE ASSESSOR'S MOST SIGNIFICANT FUNDS

Fund Financial Statements

The fund financial statements provide detailed information about the Assessor's General Fund. All of the Assessor's expenses are reported in a governmental fund, which focuses on how money flows into and out of that fund and the balances left at year-end that are available for spending. This fund is reported using the modified accrual method, which measures cash and all other financial assets that could readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Assessor's general operations and the expense paid from this fund. The information in the governmental fund helps determine if there are more or less financial resources to finance future Assessor expenses. We describe the relationship (or differences) between governmental activities, reported in the Statement of Net Assets and the Statement of Activities, and the governmental fund in reconciliations on pages 15 and 16.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Management's Discussion and Analysis
Year ended December 31, 2010

ANALYSIS OF THE ASSESSOR USING GOVERNMENT-WIDE FINANCIAL STATEMENTS

Statement of Net Assets

The following is a comparative analysis of the Assessor 's net assets:

	<u>2010</u>	<u>2009</u>	<u>Difference \$</u>	<u>Difference %</u>
ASSETS				
Current assets	\$ 1,964,189	\$ 2,202,660	\$ (238,471)	-10.8%
Other assets	1,123,088	612,758	510,330	83.3%
Capital assets, net of acc. depreciation	29,296	31,421	(2,125)	-6.8%
Total assets	<u>3,116,573</u>	<u>2,846,839</u>	<u>269,734</u>	<u>9%</u>
LIABILITIES				
Current liabilities	42,495	45,802	(3,307)	-7.2%
Non-current liabilities	662,398	286,328	376,070	100.0%
Total liabilities	<u>704,893</u>	<u>332,130</u>	<u>372,763</u>	<u>92.8%</u>
NET ASSETS				
Investment in capital assets, net of debt	29,296	31,421	(2,125)	-6.8%
Unrestricted	2,382,384	2,483,288	(100,904)	-4.1%
Total net assets	<u>\$ 2,411,680</u>	<u>\$ 2,514,709</u>	<u>\$ (103,029)</u>	<u>-4.1%</u>

- The Assessor reported a positive balance in net assets for its governmental activities. Net assets decreased by \$103,029 or 4.1% . The implementation of GASB 45 significantly affected the current year change in net assets as \$378,704 of accrued post-employment benefits were recorded as an expense on the statement of activities.
- Note that only 1% of the governmental activities' net assets are tied up in capital assets.
- Total liabilities have increased by \$372,763. This is primarily attributable to the recording of other post-employment benefits payable, current and non-current, totaling \$378,708 (GASB 45 implemented in 2009).

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Management's Discussion and Analysis
Year ended December 31, 2010

Statement of Activities

The following table is a comparative analysis of the Assessor's revenues and expenses that produced the increase in net assets for the fiscal year.

Revenue	<u>2010</u>	<u>2009</u>	<u>Difference \$</u>	<u>Difference %</u>
Charges for Services	\$ 21,131	\$ 21,178	\$ (47)	-0.22%
General revenue	1,470,785	1,489,018	(18,233)	-1.22%
Interest income	44,971	10,584	34,387	324.90%
Reimbursement from taxing bodies	94,788	140,179	(45,391)	-32.4%
Total Revenue	1,631,675	1,660,959	(29,284)	-1.8%
Expenses				
General government	1,734,704	1,635,323	99,381	6.1%
Net change (loss) in net assets	(103,029)	25,636	(128,665)	-501.9%
Net assets:				
Beginning of year	2,514,709	2,489,073	25,636	1.0%
End of year	\$ 2,411,680	\$ 2,514,709	\$ (103,029)	-4.1%

- The Assessor is heavily reliant on property taxes to support its operations. Property taxes provide 88% of the Assessor's total revenues. Because of healthy financial conditions, the Assessor has been able to earn \$44,971 in interest earnings to support activities.
- The program revenues cover only 7% of governmental operating expenses. This means that the Assessor's taxpayers fund 93% of the Assessor's activities. As a result, the general economy and local businesses have a major impact on the Assessor's revenue streams.
- Since the assessor operations are staff oriented, approximately 83% of the budget is used for employee salaries and related benefits. Operating services, maintenance, and supplies make up the remaining 17% of total expenses.

ANALYSIS OF THE ASSESSOR'S GENERAL FUND

The General Fund is the Assessor's operating fund and the source of day-to-day service delivery. As discussed, the General Fund is reported in the fund financial statements with a short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Management's Discussion and Analysis
Year ended December 31, 2010

the end of the year in comparison with upcoming financing requirements. Remember that the data presented in the fund financial statements is presented on the modified accrual basis. This means that capital assets purchased during the year are reported as expenditures and no depreciation on these capital assets is reported as an expenditure in the same year.

The total ending general fund's fund balance is \$3,035,788. This reflects an increase of \$285,892 or 10% from last year. This increase is primarily the result of the events and programs described within the analysis of the Assessor's activities described above. The total amount is unreserved indicating availability for continuing Assessor service requirements.

CAPITAL ASSETS AND LONG-TERM DEBT

Capital Assets

The Assessor's investment in capital assets, net of accumulated depreciation, for governmental activities as of December 31, 2010 was \$29,296. At year-end, the depreciable capital assets for governmental activities were 89% depreciated. Depreciation expense was \$13,467. The Assessor purchased two capital assets this year, a printer and a copier. An old copier was removed from service; this copier was fully depreciated.

This results in a 7% decrease in book value of capital assets. This indicates that in the current year, the Assessor's assets depreciated at a faster rate than they were replaced.

The total percentage of depreciated capital assets is quite high which means that additional resources will be needed to continue to replace these capital assets in the future.

See Note 6 for additional information about changes in capital assets during the year.

Long-term debt

Due to the implementation of GASB 45, the Assessor is now required to record a liability for post employment benefits other than pensions. The balance of the Assessor's long term OPEB obligations at year end is \$662,398. See note 10 for more information.

GENERAL FUND BUDGETARY HIGHLIGHTS

The Assessor's budget is prepared using the modified accrual basis of accounting. It was amended one time during the year, on December 15, 2010 to more accurately reflect the Assessor's financial activity for the year. The two areas of significant change from the original to the amended budget were for the increase in investment income and to decrease reimbursements from the Parish for legal expenses incurred, which are and reported as revenue from other financing sources.

ST. CHARLES PARISH ASSESSOR

Hahnville, Louisiana

Management's Discussion and Analysis Year ended December 31, 2010

All items on the final budget were within the acceptable budgeted appropriations of 5%, as allowed by state law. A budget to actual comparison schedule can be found on page 32.

CONTACTING THE ASSESSOR'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the Assessor's finances and to show the Assessor's accountability for the money it receives. Any questions about this report or requests for additional information may be directed to Mr. Clyde "Rock" Gisclair, Assessor, P.O. Box 303, Hahnville, Louisiana 70057.

CLOSING COMMENTS

The Assessor continues to closely monitor the use of its funds to ensure that the funds are spent wisely. We are very proud of the progress that has been made throughout the parish for our citizens.

Government-Wide Financial Statements

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Statement of Net Assets
For the Year Ended December 31, 2010

	Governmental Activites
ASSETS	
Current assets:	
Cash	\$ 428,849
Certificates of deposit	90,296
Receivables	
Ad valorem taxes, net	1,423,604
State revenue sharing	21,440
Total current assets	1,964,189
Capital assets:	
Capital assets, net of accumulated depreciation	29,296
Other assets:	
Certificates of deposit	465,329
Investments	657,759
Total other assets	1,123,088
Total assets	\$ 3,116,573
 LIABILITIES	
Current liabilities:	
Accounts payable	\$ 7,719
Payroll liabilities and related payables	11
Net OPEB obligations	34,765
Total current liabilities	42,495
Non current liabilities:	
Net OPEB obligations	662,398
Total non current liabilities	662,398
Total liabilities	\$ 704,893
 NET ASSETS	
Investment in capital assets, net of related debt	29,296
Unrestricted	2,382,384
Total net assets	\$ 2,411,680

The accompanying notes are an integral part of this statement.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Statement of Activities
For the Year Ended December 31, 2010

Functions/Programs	Program Revenues			Net (Expense) Revenue and Changes in Net Assets
	Expenses	Charges for Services	Operating Grants & Contributions	
Governmental activities:				
General government	\$ 1,734,704	\$ (21,131)	\$ (94,788)	\$ -
Total governmental activities	1,734,704	(21,131)	(94,788)	-

General Revenues:

Ad valorem tax	\$ 1,438,625
State revenue sharing	32,160
Interest on investments	44,971
Total general revenues	\$ 1,515,756

Change in net assets \$ (103,029)

Net assets:

Beginning of the year	\$ 2,514,709
End of the year	\$ 2,411,680

The accompanying notes are an integral part of this statement.

Fund Financial Statements

**ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana**

**Balance Sheet - Governmental Fund
December 31, 2010**

	General Fund
ASSETS	
Current assets:	
Cash	\$ 428,849
Certificates of deposit	90,296
Receivables	
Ad valorem taxes receivable, net	1,423,604
State revenue sharing receivable	21,440
Total current assets	1,964,189
Other assets:	
Certificates of deposit	465,329
Investments	657,759
Total other assets	1,123,088
Total assets	\$ 3,087,277
 LIABILITIES AND FUND BALANCE	
Liabilities:	
Accounts payable	\$ 7,719
Payroll liabilities and related payables	11
Deferred revenues - ad valorem tax	22,319
Deferred revenues - state revenue sharing	21,440
Total liabilities	51,489
Fund balance:	
Fund balance - unreserved	3,035,788
Total liabilities and fund balance	\$ 3,087,277

The accompanying notes are an integral part of this statement.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Statement Revenues, Expenditures, and Changes in Fund Balances
Governmental Fund - General Fund
For the Year Ended December 31, 2010

Revenues	
Ad valorem tax	\$ 1,446,630
State revenue sharing	32,247
Computer service fees	5,000
Listings	331
Preparation of tax roll	15,800
Interest on investments	44,971
	<hr/>
Total revenues	\$ 1,544,979
Expenditures	
Salaries:	
Assessor	\$ 135,696
Deputies	586,887
Others	2,400
Payroll taxes & expenses	4,574
Disability insurance	2,038
Employer's contribution to group insurance	179,220
Uniforms	2,946
Employer's contribution to retirement	164,624
Deferred Compensation	43,108
Automobile expenditures	476
Contracted services	125,474
Dues and subscriptions	8,079
Equipment maintenance	18,273
Office expenditures	30,645
Other Insurance	6,618
Telephone	10,497
Travel and conventions	3,422
Loss on investments	17,556
Capital Outlay	
Equipment	11,342
	<hr/>
Total expenditures	\$ 1,353,875
Change in Fund Balance before Other Financing Sources (Uses)	\$ 191,104
Other Financing Sources (Uses)	
Reimbursement from other taxing bodies	94,788
	<hr/>
Total other financing sources (uses)	\$ 94,788
	<hr/>
Net change in fund balances	\$ 285,892
Fund balances:	
Beginning of the year	2,749,896
	<hr/>
End of the year	\$ 3,035,788
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The accompanying notes are an integral part of this statement.

**ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana**

**Reconciliation of the Governmental Fund Balance Sheet to the
Government-Wide Statement of Net Assets
December 31, 2010**

Total Fund Balances - Total Governmental Funds \$ 3,035,788

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

Capital assets used in governmental activities are not current
financial resources and, therefore, are not reported in the
Governmental Funds Balance Sheet 29,296

Ad valorem taxes and state revenue sharing revenues will be
collected after year end; but they are not available soon enough to
pay for the current period expenditures; therefore, they are reported
as deferred revenue in the fund. 43,759

Other post-employment benefits payable (697,163)

Total Net Assets - Governmental activities \$ 2,411,680

The accompanying notes are an integral part of this statement.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

**Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balances of Governmental Funds to the Statement of Activities
For the year ended December 31, 2010**

Net Change in Fund Balances - Total Governmental Funds \$ 285,892

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

Governmental funds report capital outlays as expenditures. However, in
the statement of activities, the cost of those assets is allocated over their
estimated useful lives and reported as depreciation expense.

Capital outlay	\$ 11,342	
Depreciation expense	<u>(13,467)</u>	(2,125)

Ad valorem taxes and state revenue sharing revenue in the statement of
activities that do not provide current resources is not reported as
revenue in the fund.

(8,092)

Generally expenditures recognized in the fund financial statements are limited
to only those that use current financial resources but expenses and liabilities
are reported in the statement of activities when they are incurred.

Accrued post-employment benefits	(378,704)
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Change in Net Assets - Governmental activities \$ (103,029)

The accompanying notes are an integral part of this statement.

Notes to the Financial Statements

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

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 ad valorem taxation. The assessor is authorized to appoint as many deputies as may be necessary for the efficient operation of the 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 peculiarly responsible for the actions of the deputies.

The assessor's office is located in the St. Charles Parish Courthouse in Hahnville, Louisiana. The assessor employs 12 employees, which include the assessor, 10 deputies and 1 part-time janitor. In accordance with Louisiana law, the assessor bases real and movable property assessments on conditions existing on January 1 of the year. The assessor completes an assessment listing by May 1 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, 2010, there are 24,805 real property and movable property assessments totaling \$300,183,076 and \$818,714,487, respectively. Total exemption is \$99,065,440 and total taxable is \$1,019,833,123. This represents a decrease in assessed value of \$46,445 and a decrease in taxable assessments of \$331,751.

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying financial statements of the St. Charles Assessor have been prepared in conformity with governmental accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing government accounting and financial reporting principles. The more significant accounting policies established in GAAP and used by the Assessor are discussed below.

A. Reporting entity

As the governing authority of the parish, the St. Charles Parish Council is the primary government for financial reporting purposes. 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.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

Governmental Accounting Standards Board Statement No.14 established criteria for determining which component units should be considered part of the St. Charles Parish Council for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organizations governing body, and
 - a. The ability of the parish council to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the parish council.
2. Organizations for which the parish council does not appoint a voting majority but are fiscally dependent on the parish council.
3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based on these criteria, management has determined that the St. Charles Assessor is not considered a component unit of the St. Charles Parish Council. The St. Charles Parish Assessor is a separate reporting entity because:

1. The Assessor is a separate legal entity, and not a part of the Parish Council or other governmental entities.
2. The Assessor is elected by the voters and is not appointed by the Parish Council.
3. The Parish Council does not have the ability to impose its will on the Assessor.
4. The Assessor is not fiscally dependent on the Parish Council, nor is the Assessor a significant financial burden to the Parish Council.

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The statement of net assets and statement of activities display information about the reporting government as a whole. They include the fund of the reporting entity, which is considered to be a governmental activity. The statement of activities presents a

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

comparison between direct expenses and program revenues for each function of the Assessor's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients for goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS)

The accounts of the Assessor are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The fund of the Assessor is classified as a governmental fund. The emphasis on fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The major fund of the Assessor is described below:

Governmental Fund -

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.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

C. Measurement Focus/Basis of accounting

Measurement Focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net assets and the statement of activities, governmental activities are presented using the economic resources measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with its activities are reported. Government-wide fund equity is classified as net assets. In the fund financial statements, the "current financial resources" measurement focus is used. Only current financial assets and liabilities are generally included on its balance sheet. Their operating statement presents sources and uses of available spendable financial resources during a given period. This fund uses fund balance as its measure of available spendable financial resources at the end of the period.

Basis of Accounting

In the government-wide statement of net assets and statement of activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Ad valorem taxes assessed are recorded, net of deferred taxes and net of an allowance for uncollectible receivables in the year the taxes are assessed. Deferred revenue is recorded for the amount of assessed taxes that are expected to be collected after the end of the year but are not expected to be available in time to pay current liabilities. "Available" means collectible within the current period or within 60 days after year-end. Ad valorem taxes are assessed for the calendar year, become due on November 15 of each year, and become delinquent on December 31. The tax collector generally collects the taxes in December of the current year and January and February of the ensuing year. Ad valorem tax revenue also includes prior year taxes received that were previously written off. Prior year net receivables written off are deducted from ad valorem tax revenue.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

State revenue sharing is recorded, net of deferred revenue, for the current year's tax roll. Deferred revenue is recorded for the amount of the funds that are expected to be collected after the end of the year but are not expected to be collected in time to pay current liabilities.

All other revenues are recorded when measurable and available.

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

When both restricted and unrestricted resources are available for use, it is the Assessor's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Cash and cash equivalents

Cash includes amounts in interest bearing demand deposits and money market accounts. Cash and cash equivalents include amounts in time deposits and those investments with maturities of 90 days or less when purchased. 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 or any other state of the United States, or under the laws of the United States.

E. Investments

Under state law, the assessor may invest in United States bonds, treasury notes, or certificates. Investments are limited by Louisiana Revised Statute (R.S.) 33:2955 and the assessor's investment policy. Investments with maturities greater than 90 days when purchased are classified as investments.

Investments are stated at fair value as established by the open market.

Securities traded in a national or international exchange are valued at the last reported sales price at current exchange rates. Investments that do not have an established market are reported at estimated fair value. Realized gains and losses on investments recorded at fair value are included in investment income.

Investment policies are governed by state statutes.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

F. Inventories

Physical inventories consist of expendable supplies held for consumption. Because inventories are expended within one operating cycle, they are recorded as expenditures when paid for and are not recorded as an inventory asset.

G. 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 \$1,000 or more for capitalizing capital assets.

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

Furniture	5 years
Computer equipment	5 years
Office equipment	5 years
Telephone equipment	10 years
Vehicles	5 years

H. Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets — Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets — Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets — All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

I. Budgetary and Budgetary Accounting

The St. Charles Parish Assessor's budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). The proposed budget for 2010 was published in the official journal and made available for public inspection. The public hearing for the proposed budget was held December 16, 2009, and the budget was adopted on that date. Unexpended appropriations lapse at year end. Formal budget integration was employed as a management control device during the year the budget was amended. The amended budget was published in the official journal and made available for public inspection. The amended budget was adopted at a public hearing on December 15, 2010.

The assessor reserves all authority to make changes to the budget. When actual revenues fail to meet budgeted revenues by five percent or more and/or actual expenditures exceed budgeted expenditures by five percent or more, a budget amendment to reflect such changes is adopted by the assessor. Budgeted amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments.

J. Vacation and Sick Leave

Employees of the assessor's office earn from 0 to 20 days of vacation leave each year, depending on their length of service. Unused vacation leave may not be accumulated. Employees earn from 5 to 20 days of sick leave each year, depending on their length of service. A maximum of 50 days of sick leave may be accumulated. Upon retirement or death, unused accumulated sick leave is paid to the employee or to the employee's estate at the employee's current rate of pay.

In accordance with GASB Statement No. 16, the cost of sick leave is accrued only to the extent it is probable that the benefits will result in termination payments, rather than be taken as absences due to illness or other contingencies such as medical appointments and funerals. There is no cost of leave privileges required to be reported on the financial statements.

K. Compensated Absences

Compensated absences are recognized as expenditures when leave is actually taken or when employees (or their heirs) are paid for accrued sick leave upon retirement or death, while the cost of leave privileges not requiring current resources is recorded in the general long-term obligations account group. Because employees are not allowed to carryover vacation leave to future years, there is no long-term liability for compensated absences.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

L. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

M. Subsequent Events

Management evaluates events occurring subsequent to the date of financial statement in determining the accounting for and disclosure of transactions and events that effect the financial statements. Subsequent events have been evaluated through June 27, 2011 which is the date the financial statements were available to be issued.

NOTE 2. CASH AND CASH EQUIVALENTS

At December 31, 2010, the Assessor's cash and equivalents (book balance) totaled \$519,145.

Cash & Equivalents	Cost	Fair Value	Interest Rate	Maturity
Cash:				
First National Bank				
Checking	49,358	49,358	0.25%	Demand
UBS Financial				
Money Market	379,491	379,491	0.07%	Demand
Cash equivalents:				
First National Bank				
Certificate of deposit	90,296	90,296	0.34%	1/3/2011
 Total Cash and equivalents	 <u>\$ 519,145</u>	 <u>\$ 519,145</u>		

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.

At December 31, 2010, deposits held at First National Bank U*S*A are fully secured from risk by FDIC insurance. At year end, the assessor has \$379,491 in demand deposits (bank balance) held in the UBS Bank USA Deposit Account. The funds held in

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

this account offer same-day liquidity and maintain a stable net asset value of \$1.00 and are secured by FDIC. The unsecured, uncollateralized balance at year end is \$129,491. This amount is subject to custodial credit risk in the unlikely event that the bank fails financially.

NOTE 3. LONG TERM CERTIFICATES AND INVESTMENTS

The assessor receives approximately 90% of the taxes receivable within sixty days after year-end. The funds are invested in several certificates of deposit, one maturing each month during the year. These funds are held in the Assessor's name at First National Bank U*S*A. Funds from the matured certificates are transferred monthly for operating expenses. The funds are fully insured by FDIC and collateralized by securities held by the pledging financial institution's trust department or agent, but not in the Assessor's name.

The Assessor also holds certificates of deposit with UBS Financial Services, Inc. At year-end, the value of these certificates totaled \$465,329. These are nonparticipating certificates stated at cost, which approximates market. The certificates are fully secured by FDIC insurance by each issuing bank. These certificates have a maturity greater than one year and are, therefore, classified as non-current assets.

State statutes authorize the City to invest in obligations of the U.S. Treasury, agencies, and instrumentalities; guaranteed investment contracts and investment grade (A-I/P-1) commercial paper of domestic corporations; repurchase agreements; and the Louisiana Asset Management Pool.

Credit risk is defined as the risk that an issuer or other counterparty to an investment will not fulfill its obligations. All of the Assessor's investments were rated A or better by Standard & Poor's and A2 or better by Moody's Investors Service.

As of December 31, 2010, the Assessor had the following investments:

Investment Type	Fair Value	Cost	Unrealized Gain (Loss)
Corporate bonds and notes	\$ 553,262	\$ 569,217	\$ (15,954)
Federal National Mortgage Association (FNMA) Note	104,497	101,307	3,190
Total	\$ 657,759	\$ 670,524	\$ (12,765)

For the fiscal year ended December 31, 2010, the amount of realized net loss on investments was \$4,792. This calculation is independent of the calculation for determining the net change in fair value of investments.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

NOTE 4. RECEIVABLES

Ad valorem taxes receivable of \$1,423,604 is recorded net of an allowance for estimated uncollectibles of \$4,160. Allowance for estimated uncollectibles is determined by calculating the prior year assessment less the actual amount received from prior year tax roll, adding any prior year taxes collected which were previously written off.

Other receivables consist of state revenue sharing receivable of \$21,440.

NOTE 5. LEVIED TAXES

The following is a summary of authorized and levied ad valorem taxes for the year ended December 31, 2010.

	<u>Authorized Milage</u>	<u>Levied Milage</u>
St. Charles Parish Assessor	1.40	1.40

The following are the 10 largest taxpayers for St. Charles parish:

<u>Taxpayer</u>		<u>2010 Assessment</u>	<u>Taxes Paid</u>
Entergy Louisiana, Inc.	\$	186,611,630	\$ 21,343,332
Union Carbide Corporation		143,818,590	16,457,161
Motive Enterprises, LLC		82,522,718	9,411,716
Monsanto Company		51,825,036	5,930,339
Shell Oil Company		48,660,320	5,549,710
Valero Marketing & Supply		33,876,810	3,863,650
Occidental Chemical Company		22,854,741	2,615,268
Hexion Specialty Chemicals, Inc.		20,609,214	2,350,481
American River Trans Co		19,399,995	2,212,569
ADM/Growmark		7,717,800	883,148
	\$	<u>617,896,854</u>	<u>\$ 70,617,374</u>

NOTE 6. CHANGES IN CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended December 31, 2010, is as follows:

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

	12/31/2009	Additions	Deletions	12/31/2010
Computer equipment	\$ 67,412	\$ 3,450		\$ 70,862
Furniture	81,712			81,712
Office equipment	62,443	7,892	(11,352)	58,983
Telephone equipment	11,911			11,911
Vehicles	38,771			38,771
Total	<u>262,249</u>	<u>11,342</u>	<u>(11,352)</u>	<u>262,239</u>
Less accumulated depreciation:				
Computer equipment	(59,206)	(3,860)		(63,066)
Furniture	(81,712)	-		(81,712)
Office equipment	(55,222)	(3,331)	11,352	(47,201)
Telephone equipment	(11,018)	(893)		(11,911)
Vehicles	(23,671)	(5,382)		(29,053)
Total	<u>(230,829)</u>	<u>(13,467)</u>	<u>11,352</u>	<u>(232,944)</u>
Capital assets, net	<u>\$ 31,420</u>	<u>\$ (2,125)</u>	<u>-</u>	<u>\$ 29,295</u>

Depreciation expense for the year is \$13,467.

NOTE 7. EXPENDITURES OF THE ASSESSOR PAID BY THE PARISH GOVERNMENT

Certain operating expenditures of the assessor's office are paid by the parish council as required by Louisiana Revised Statute 33:4713. The assessor's office is located in the St. Charles Parish Courthouse. The St. Charles Parish Council pays the upkeep, maintenance, and insurance for the courthouse. These expenditures are not reflected in the accompanying financial statements.

NOTE 8. DEFERRED COMPENSATION PLAN

Certain employees of the St. Charles Assessor's office participate in the Louisiana Public Employees Deferred Compensation Plan adopted under the provisions of the Internal Revenue Code (IRC) Section 457. Complete disclosures relating to the Plan are included in the separately issued audit report for the Plan, available from the Louisiana Legislative Auditor, Post Office Box 94397, Baton Rouge, Louisiana 70804-9397.

NOTE 9. PENSION PLAN

Plan Description. The Assessor contributes to the Louisiana Assessors' Retirement Fund, a cost-sharing multiple employer defined benefit pension plan administered by a separate board of trustees. Provisions of the plan are set forth in the Louisiana Revised

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

Statutes 11:1401 through 11:1483 to provide retirement, disability and survivor benefits for the assessors and their permanent, full-time employees. The Board of Trustees of the Louisiana Assessors' Retirement Fund issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Board of Trustees, Louisiana Assessors' Retirement Fund, P.O. Box 14699, Baton Rouge, Louisiana, 70898.

Funding Policy. Plan members are required by state statute to contribute 8.0% of their annual covered salary and the St. Charles Parish Assessor is required to contribute at an actuarially determined rate. The current rate is 13.5% of annual covered payroll. Contributions to the System also include one-fourth of 1% of the taxes shown, which are to be collected by the tax rolls of each parish, plus revenue sharing funds appropriated by the legislature. The contribution requirements of plan members and the St. Charles 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 evaluation for the prior fiscal year.

Effective January 1, 2000, the assessor elected to also pay the employee portion of the retirement contribution. The St. Charles Parish Assessor's contributions to the System for the year ended December 31, 2010 were \$164,624 consisting of the employee portion of \$61,255 and the assessor's portion of \$103,369. The St. Charles Parish Assessor's total contributions to the System for the years ending December 31, 2010, 2009, 2008, and 2007, were \$164,624, \$159,617, \$161,355, and \$155,186 respectively, equal to the required contributions for each year.

NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

The Assessor provides certain continuing health care and life insurance benefits for its retired employees and their spouses. Substantially all of the assessor's employees become eligible for these 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 the Louisiana Assessor's Association Insurance Fund, whose monthly premiums are paid by the assessor. There are 5 retirees (including spouses) and 11 active employees participating in the insurance program during this year.

Plan Description. The Assessor contributes to a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare and life insurance for eligible retirees through the assessor's group health insurance plan. Benefit provisions are established by the Assessor. The Retiree Health Plan does not issue a publicly available financial report.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

All employees are eligible to elect medical coverage upon retiring with at:
 Age 55 with at least 12 years of service, or;
 Any age with at least 30 years of service.

Coverage is provided to spouses of retirees who are currently receiving benefits. If the retiree predeceases the spouse, coverage for surviving spouse continues.

Effective with the year ending December 31, 2009, the Assessor implemented Government Accounting Standards Board Statement Number 45, *Accounting and Financial Reporting by Employers for Post employment Benefits Other than Pensions* (GASB 45). The statement has been implemented prospectively. Using this method, the beginning other post employment benefit (OPEB) liability is set at zero and the actuarially determined OPEB liability relative to past service (prior to January 1, 2009) will be amortized and recognized as an expense over thirty years.

Funding Policy. The Assessor contributes 100% of the cost of current year premiums for eligible retired employees and their spouses. The Assessor recognizes the cost of providing these benefits (the Assessor's portion of premiums) as an expenditure when the monthly premiums are due. The benefits are financed on a pay-as-you-go basis. For the year ended December 31, 2009, the Assessor contributed \$34,765, to the plan.

Annual OPEB Cost and Net OPEB Obligation. The assessor's annual OPEB cost (expense) is calculated based on the annual required contribution (ARC) of the employer. The Assessor has elected to calculate the ARC and related information using the Unit Credit Actuarial Cost Method. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and to amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the assessor's annual OPEB costs for the year, the amount actually contributed to the plan, and changes in the assessor's net OPEB obligation to the retiree health plan.

	<u>12/31/2009</u>	<u>12/31/2010</u>
Annual Required Contribution	\$ 384,869	\$ 384,869
Interest on prior year Net OPEB Obligation	-	12,738
Adjustment to ARC	-	(18,417)
Annual OPEB Cost	384,869	379,190
Actual Contributions made	<u>\$ (32,131)</u>	<u>\$ (34,765)</u>
Increase in Net OPEB Obligation	352,738	344,425
Net OPEB Obligation - beginning of year	-	352,738
Net OPEB Obligation - end of year	<u>\$ 352,738</u>	<u>\$ 697,163</u>

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

The assessor's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year 2010 is as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
12/31/2010	\$ 379,190	10.9%	\$ 697,163

Funded Status and Funding Progress. As of December 31, 2010, the actuarial accrued liability for benefits was \$3,945,712, all of which was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was \$722,583, and ratio of the unfunded actuarial accrued liability to the covered payroll was 546%.

The projection of future benefits for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, will present multi-trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits. Because 2009 was the year of implementation of GASB Statement No. 45 and the Assessor elected to apply the statement prospectively, only two years are presented in the schedule at this time. In future years, required trend data will be presented.

Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the January 1, 2010 actuarial valuation the unit credit actuarial cost method was used. The significant actuarial assumptions used in the valuation of the plan are as follows:

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Notes to the Financial Statements
Year Ended December, 31 2010

1. Investment return of 4% per annum, compounded annually.

2. Retirement Rates

Age	Male	Female
46-49	22%	22%
50-54	44%	44%
55-57	4%	4%
58-62	18%	18%
63+	28%	28%

3. 100% of employees who elect coverage while in active employment and who are eligible for retiree benefits are assumed to elect continued medical coverage in retirement. For those who elect coverage, it is assumed that they will continue to be covered by the same plan as retirees that they were while active.

4. 100% of members electing coverage are assumed to also elect coverage for a spouse.

NOTE 11. RISK MANAGEMENT

The Assessor is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Assessor has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the current or prior three fiscal years that exceeded the insurance coverage for the past three years.

NOTE 12. LITIGATION AND CLAIMS

At December 31, 2010, the Assessor's office was involved in one claim filed to seek to invalidate a sheriff sale of property for non-payment of taxes. The relief sought, even if successful, is not material in amount.

Required Supplemental Information
(Part 2 of 2)

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Budgetary Comparison Schedule - General Fund (GAAP Basis)
Year Ended December 31, 2010

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Ad valorem tax	\$ 1,450,000	\$ 1,437,622	\$ 1,446,630	\$ (9,008)
State revenue sharing	33,433	32,657	32,247	410
Computer service fees	5,000	5,000	5,000	-
Interest on investments	25,000	42,281	44,971	(2,690)
Miscellaneous	100	-	-	-
Duplicating fees	100	-	-	-
Listings	400	331	331	-
Preparation of tax roll	13,800	13,800	15,800	(2,000)
Total general revenues	<u>1,527,833</u>	<u>1,531,691</u>	<u>1,544,979</u>	<u>(13,288)</u>
Expenditures				
General government - taxation:				
Salaries:				
Assessor	135,696	135,696	135,696	-
Deputies	586,600	586,670	586,887	(217)
Other	2,400	2,400	2,400	-
Office expenditures	29,500	25,274	30,645	(5,371)
Disability insurance	2,000	2,261	2,038	223
Dues & subscriptions	7,000	7,804	8,079	(275)
Equipment maintenance	13,775	13,125	18,273	(5,148)
Insurance	6,400	6,618	6,618	-
Telephone	8,100	9,743	10,497	(754)
Travel and conventions	7,500	3,422	3,422	-
Payroll taxes	4,780	4,589	4,574	15
Automobile expenditures	1,000	505	476	29
Miscellaneous expense	100	-	-	-
Employers contribution to group insurance	170,000	179,377	179,220	157
Employers contribution to retirement	164,500	164,576	164,624	(48)
Deferred compensation	45,000	43,107	43,108	(1)
Contracted services	145,000	130,694	125,474	5,220
Loss on investments	-	-	17,556	(17,556)
Capital outlay:				
Office uniforms	1,000	2,946	2,946	-
Equipment	8,500	13,400	11,342	2,058
Total expenditures	<u>1,338,851</u>	<u>1,332,207</u>	<u>1,353,875</u>	<u>(21,668)</u>
Other Sources and (Uses)				
Reimbursement from other taxing bodies	142,100	110,788	94,788	16,000
Total other sources and (uses)	<u>142,100</u>	<u>110,788</u>	<u>94,788</u>	<u>16,000</u>
Net change in fund balance	331,082	310,272	285,892	(24,380)
Fund balances:				
Beginning of the year	2,745,445	2,749,896	2,749,896	-
End of the year	<u>\$ 3,076,527</u>	<u>\$ 3,060,168</u>	<u>\$ 3,035,788</u>	<u>\$ (24,380)</u>

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Schedule of Funding Progress
December 31, 2010

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability (AAL)</u>	<u>Unfunded Actuarial Accrued Liability (UAAL)</u>	<u>Funded Ratio</u>	<u>Covered Payroll</u>	<u>UAAL as a Percentage of Covered Payroll</u>
January 1, 2009	\$ -	\$ 3,945,712	\$ 3,945,712	0%	\$ 699,296	564%
January 1, 2010	\$ -	\$ 3,945,712	\$ 3,945,712	0%	\$ 722,583	546%

Reports by Management

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Summary Schedule of Prior Audit Findings
Year Ended December 31, 2010

Ref No.

0912-01

Description of Findings

Internal Control Material Weakness. The size of the St. Charles Parish Assessor's operations and its limited staff preclude an adequate segregation of duties and other features of an adequate system of internal control over the accounting function.

Corrective Action Planned

The assessor has retained the services of an independent CPA who inspects the accounting journals on a monthly basis.

Although the chief deputy has the authority to sign checks, all of the checks are signed by the assessor.

Name of Contact Person

Clyde A. Gisclair, Assessor

Anticipated Completion Date

None

Additional Explanation

This is a common deficiency noted in audits of small governmental entities. The assessor's office does not employ enough people in its accounting department to segregate duties such as approving purchase orders, approving invoices for payment, printing checks, recording checks, signing checks, mailing checks, and reconciling bank statements. This is one example of the circumstances that resulted in the reportable condition.

This deficiency cannot be remedied in a cost effective manner.

ST. CHARLES PARISH ASSESSOR
Hahnville, Louisiana

Corrective Action Plan for Current Year Findings
Year Ended December 31, 2010

Ref No.

1012-01

Description of Findings

Internal Control Material Weakness. The size of the St. Charles Parish Assessor's operations and its limited staff preclude an adequate segregation of duties and other features of an adequate system of internal control over the accounting function.

Corrective Action Planned

The assessor has retained the services of an independent CPA who inspects the accounting journals on a monthly basis.

Although the chief deputy has the authority to sign checks, all of the checks are signed by the assessor.

Name of Contact Person

Clyde A. Gisclair, Assessor

Anticipated Completion Date

None

Additional Explanation

This is a common deficiency noted in audits of small governmental entities. The assessor's office does not employ enough people in its accounting department to segregate duties such as approving purchase orders, approving invoices for payment, printing checks, recording checks, signing checks, mailing checks, and reconciling bank statements. This is one example of the circumstances that resulted in the reportable condition.

This deficiency cannot be remedied in a cost effective manner.

**OTHER REPORT REQUIRED BY
*GOVERNMENT AUDITING STANDARDS***



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING
STANDARDS**

**Clyde Gisclair, Assessor
St. Charles Parish Assessor
Hahnville, Louisiana**

We have audited the financial statements of the governmental activities and major fund of St. Charles Parish Assessor as of and for the year ended December 31, 2010, which collectively comprise St. Charles Parish Assessor basic financial statements and have issued our report thereon dated June 27, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Assessor's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purposes of expressing an opinion on the effectiveness of the Assessor's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Assessor's internal control over financial reporting.

A *deficiency in internal control* 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 and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We identified one deficiency in internal control over financial reporting that we consider to be a material weakness, as defined above (1012-01). A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

TIMOTHY S. KEARNS
MASTER OF BUSINESS ADMINISTRATION
CERTIFIED PUBLIC ACCOUNTANT

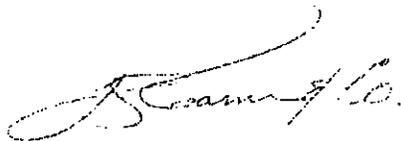
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BRANDY I. KEARNS
CERTIFIED IN FINANCIAL FORENSICS
CERTIFIED PUBLIC ACCOUNTANT

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Assessor's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Assessor, those governments for which reporting is required, and the Legislative Auditor of the State of Louisiana and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record, and its distribution is not limited.



Thibodaux, Louisiana
June 27, 2011