

LOUISIANA COMPLIANCE QUESTIONNAIRE

February 19, 2015

Carr, Riggs & Ingram, LLC
3501 N. Causeway Blvd., Suite 810
Metairie, LA 70009-6952

In connection with your audit of our financial statements of the Parish of St Charles for the year ended December 31, 2014 for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our system of internal control as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of February 19, 2015.

PART I. AGENCY PROFILE

1. Name and address of the organization.
Parish of St. Charles
P. O. Box 302
Hahnville, LA 70057
2. List names, addresses, and telephone numbers of entity officials. [Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.]

NAME	TITLE	ADDRESS	PHONE NUMBER
V. J. St. Pierre, Jr.	Parish President	41 Elmwood Drive Destrehan, LA 70047	(W) 985-783-5000 (H) 985-764-9383
Carolyn K. Schexnaydre	Councilwoman at Large, Division A	269 Schexnaydre Lane Destrehan, LA 70047	(H) 985-307-0814
Mary Tastet (Interim)	Councilwoman at Large, Division B	11 Cathy Drive Luling, LA 70070	(H) 985-308-0097
Jarvis Lewis	Councilman at Large, Division B	113 Lac Felicity Drive Luling, LA 70070	(H) 985-308-1340

NAME	TITLE	ADDRESS	PHONE NUMBER
Terrell D. Wilson, Sr.	Councilman District I	154 Shaw Street Hahnville, LA 70057	(H) 985-308-0866
William Billy Woodruff	Councilman District II	408 – 1 st Street Luling, LA 70070	(H) 985-308-0297
Wendy Benedetto	Councilwoman District III	12 W. Woodlawn Dr. Destrehan, LA 70047	(H) 985-307-0350
Paul J. Hogan	Councilman District IV	222 Down the Bayou Rd. Des Allemands, LA 70030	(H) 985-306-0085
Larry Cochran	Councilman District V	114 Oaklawn Ridge St. Rose, LA 70087	(H) 504-305-0179
Traci A. Fletcher	Councilwoman District VI	411 Wild Rose Drive Norco, LA 70079	(H) 985-307-0120
Julia Fisher-Perrier	Councilwoman District VII	332 St. Nicholas St. Luling, LA 70070	(H) 985-308-0366
Tiffany K. Clark	Council Secretary	218 Madewood Drive Destrehan, LA 70047	(W) 985-783-5000 (C) 504-913-2074
Grant M. Dussom	Finance Director	140 Carrollton Ave. Metairie, LA 70005	(W) 985-783-5000 (H) 504-838-7115
Leon C. Vial, III	Legal Director	124 Lowe Street Hahnville, LA 70057	(W) 985-783-5013 (H) 985-783-2270

3. Period of time covered by this questionnaire:
From January 1, 2014 to December 31, 2014
4. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.)
and, if applicable, local resolutions/ordinances.
Article VI of the Louisiana State Constitution
5. Briefly describe the public services provided:
Local governmental services
6. Expiration date of current elected/appointed officials' terms.
January 2016

PART II. FEDERAL, STATE, AND LOCAL AWARDS

7. We have detailed for you the amount of federal, state and local award expenditures for the fiscal year, by grant and grant year.
Yes ☒ No ☐
8. All transactions relating to federal grants have been properly recorded within our accounting records and reported to the appropriate federal grantor officials.
Yes ☒ No ☐
9. All transactions relating to state grants have been properly recorded within our accounting records and reported to the state grantor officials.
Yes ☒ No ☐

10. All transactions relating to local grants have been properly recorded within our accounting records and reported to the appropriate local grantor officials.
Yes ☒ No ☐
11. The reports filed with federal agencies are properly supported by books of original entry and supporting documentation.
Yes ☒ No ☐
12. The reports filed with state agencies are properly supported by books of original entry and supporting documentation.
Yes ☒ No ☐
13. The reports filed with local agencies are properly supported by books of original entry and supporting documentation.
Yes ☒ No ☐
14. We have complied with all applicable compliance requirements of all federal programs we administer, to include matters contained in the Office of Management and Budget (OMB) Circular A-133 Compliance Supplement and matters contained in the grant awards.
Yes ☒ No ☐
15. We have complied with all applicable specific requirements of all state programs we administer, to include matters contained in the grant awards.
Yes ☒ No ☐
16. We have complied with all applicable specific requirements of all local programs we administer, to include matters contained in the grant awards.
Yes ☒ No ☐
17. We have provided you with all communications from grantors concerning noncompliance with or deficiencies in administering grant programs.
Yes ☒ No ☐

PART III. PUBLIC RECORDS

18. We are familiar with the Public Records Act and have made available to the public those records as required by R.S. 44:33.
Yes ☒ No ☐

PART IV. OPEN MEETINGS

19. Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:4.1 through 42:13 (the open meetings law).
Yes ☒ No ☐

PART V. BUDGET

20. For each federal grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.
Yes ☒ No ☐

21. For each grant received from the state, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose, duration, specific goals and objectives, and measures of performance.
Yes ☒ No ☐
22. For each local grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.
Yes ☒ No ☐

The previous responses have been made to the best of our belief and knowledge.

President _____ Date _____

Council Chairman _____ Date _____

Chief Financial Officer _____ Date _____