

B U D G E T M E S S A G E

FOR CADDO PARISH ASSESSOR'S OFFICE

Attached is the proposed budget for the fiscal year 2024, beginning January 1, 2024. It represents a continuation of present service levels and is fiscally conservative with expenditures budgeted within available funds. It represents anticipated revenues such as taxes received from the 2023 Tax Roll, anticipated interest earned, revenue sharing, prior years fund balance and other anticipated miscellaneous revenues.

In the assessor's office, there is only one fund at this time and all is inclusive under the Assessor's Salary and Expense Fund as provided by Title 47:1906, 1907, and 1908. The budget includes a pay increase for the employees on a salary basis with some promotions, merit and educational raises. It also projects an anticipated rise in the cost of rental of equipment, maintenance, and insurance.

This presentation is in a fashion and detail, which will be helpful to us in formulating a financial plan for the ensuing (2024) budget year. Additional backup information is available at the Caddo Parish Assessor's Office, 501 Texas Street, Room 102, Shreveport, Louisiana, 71101. Our phone number is 318-226-6711, if there is a need in interpreting specific items of the budget.

Consideration will be given to any input presented at the public hearing, which has been legally advertised according to law and will be held on Tuesday, December 12, 2023. Information given at the public hearing may result in adjustments to the attached budget and if this is the case, those adjustments will be included and properly documented as an amendment to the budget and this message, as needed.

Sincerely,

CHARLES R. HENINGTON, JR., C.L.A.  
ASSESSOR CADDO PARISH, LOUISIANA

PUBLIC HEARING

The CADDO PARISH ASSESSOR will hold a public hearing at 9:00 a.m. on December 12, 2023, in order to receive citizen input concerning the proposed budget for 2024. This meeting will be held in the Assessor's Office, Room 102, Caddo Parish Courthouse, 501 Texas Street, Shreveport, Louisiana.

CADDO PARISH ASSESSOR'S OFFICE

Summary of Entire 2024 Proposed Budget

**REVENUES**

<b>2023 Tax Collections</b>	<b>\$ 5,024,772.00</b>
<b>Interest Earned</b>	<b>\$ 100,000.00</b>
<b>Fund Balance 1-1-2024</b>	<b>\$ 9,000,000.00</b>
<b>Revenue Sharing</b>	<b>\$ 94,300.00</b>
<b>Other Revenues</b>	<b>\$ 106,800.00</b>
<b>Total Revenues</b>	<b>\$ 14,325,872.00</b>

**2024 BUDGET SUMMARY**

<b>Insurance</b>	<b>\$ 1,189,400.00</b>
<b>General Office Expense</b>	<b>\$ 137,880.00</b>
<b>Professional Fees</b>	<b>\$ 290,350.00</b>
<b>Equipment</b>	<b>\$ 678,075.00</b>
<b>Mapping</b>	<b>\$ 200.00</b>
<b>Postage</b>	<b>\$ 133,625.00</b>
<b>Education &amp; Travel</b>	<b>\$ 91,200.00</b>
<b>Automobile</b>	<b>\$ 99,300.00</b>
<b>Office Forms</b>	<b>\$ 14,247.00</b>
<b>Office Supplies</b>	<b>\$ 70,627.74</b>
<b>SALARIES</b>	<b>\$ 2,700,000.00</b>
<b>RETIREMENT CONTRIBUTION</b>	<b>\$ 300,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,704,904.74</b>

Copies of the above, and the supporting schedules thereto, are available at Room 102, Caddo Parish Courthouse, Shreveport, Louisiana, for public inspection during normal business hours.

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CHARLES R. HENINGTON, JR., C.L.A.  
ASSESSOR CADDO PARISH