

CITY COURT
OF WEST MONROE, LOUISIANA

Component Unit Financial Statements
For the Year Ended June 30, 2021



CITY COURT
OF WEST MONROE, LOUISIANA
JUNE 30, 2021

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OF WEST MONROE, LOUISIANA
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INDEPENDENT AUDITORS' REPORT

Honorable Judge Jim Norris,
City Court of West Monroe, Louisiana

Report on the Financial Statements

We have audited the accompanying component unit financial statements of the governmental activities and the aggregate remaining fund information and each major fund of the City Court of West Monroe, Louisiana, a component unit of the City of West Monroe, Louisiana as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Court's component unit financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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 each major fund of the City Court of West Monroe, Louisiana, as of June 30, 2021, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Others Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 6, and the schedule of revenues, expenditures, and changes in fund balances – budget and actual on page 26, the schedule of proportionate share of net pension liability on page 29, and the schedule of employer's pension contribution on page 30 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.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Court's component unit financial statements. The accompanying other financial information consisting of the schedule of compensation, reimbursements, benefits and other payments to and on behalf of agency head on page 35 and the judicial system funding schedules on pages 36-38 is presented for purposes of additional analysis and is not a required part of the component unit financial statements.

The other supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary information is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 30, 2021, on our consideration of the City Court of West Monroe, Louisiana'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* in considering the City Court of West Monroe, Louisiana's internal control over financial reporting and compliance.

Cameron, Hines & Company (APAC)

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the City Court of West Monroe, Louisiana (the Court) provides an overview of the Court's activities for the year ended June 30, 2021. Please read it in conjunction with the Court's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Court's basic financial statements. The Court's basic financial statements include three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. These components are described below:

BASIC FINANCIAL STATEMENTS

The basic financial statements include two kinds of financial statements that present different views of the Court – the *Government-wide Financial Statements* and *Fund Financial Statements*. These financial statements also include the *Notes to the Financial Statements* that explain some of the information in the financial statements and provide additional detail.

Government-Wide Financial Statements

The government-wide financial statements provide a broad view of the Court's operations in a manner similar to a private-sector business. The statements provide both short-term and long-term information about the Court's financial position, which assists users in assessing the Court's economic condition at the end of the year. These statements are prepared using the economic resources measurement focus and the accrual basis of accounting similar to methods used by most businesses. These statements report all revenues and expenditures connected with the year even if cash has not been received or paid. The Court's financial statements contain only governmental activities. The government-wide financial statements include two statements.

- The **Statement of Net Position** presents all of the Court's assets and liabilities, with the difference between the two reported as "net position." Over time, increases or decreases in the Court's net position may serve as a useful indicator of whether the financial position of the Court is improving or deteriorating.

- The **Statement of Activities** presents information showing how the Court's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Therefore, some revenues and some expenses that are reported in this statement will not result in cash flows until future years.

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 Court, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The funds of the Court are divided into two categories: governmental funds and fiduciary 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, the governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources at the end of the year. Such information may be useful in evaluating the Court's near term financing requirements. This approach is known as using the flow of financial resources measurement focus and the modified accrual basis of accounting. These statements provide a detailed short-term view of the Court's finances and assists in determining whether there will be adequate financial resources available to meet the current needs of the Court.

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, users may better understand the long-term impact of the Court's near-term financing decisions. Due to the nature of the operations, there were no differences between the fund financial statements and the government-wide financial statements.

The Court has three governmental funds: the General Fund, the Probation Fund, and the Civil Court Cost Fund.

- **Fiduciary Funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside of the Court. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Court's own programs. The accrual basis of accounting is used for fiduciary funds.

The Court has one fiduciary fund: the Restitution Fund.

The funds financial statements can be found immediately following the government-wide financial statements.

Notes to the Financial Statements

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

FINANCIAL ANALYSIS OF GOVERNMENT-WIDE ACTIVITIES

Net Position

Net position may serve over time as a useful indicator of the Court’s financial position. The Court’s assets exceed liabilities by \$702,184 and \$674,270 as of June 30, 2021 and 2020, respectively. The amount for June 30, 2020 has been restated. Please see the notes to the financial statements for additional information on the restatement. Information below has been restated to amounts as they would have appeared.

The entire portion of the Court’s assets totaling \$777,956 consists of cash and cash equivalents.

	<u>Governmental Activities</u>	
	<u>2021</u>	<u>2020</u>
Current Assets	\$ 777,956	\$ 749,486
Deferred Outflows	34,912	24,768
Current Liabilities	(128)	(304)
Net Pension Liability	(109,504)	(99,473)
Deferred Inflows	<u>(1,052)</u>	<u>(207)</u>
Total Net Position	<u>\$ 702,184</u>	<u>\$ 674,270</u>

Changes in Net Position

The Court’s net position increased by \$27,914 (4%) during the year ended June 30, 2021 compared to an increase of \$86,946 (15%) during the prior year. The Court’s total revenues decreased by \$84,102 during the current year. Expenses decreased \$24,926 due primarily to a decrease in court activities because of the restrictions brought about by the COVID-19 pandemic.

	<u>Governmental Activities</u>	
	<u>2021</u>	<u>2020</u>
Revenues:		
Program Revenues:		
Judge’s Supplement	\$ 90,312	\$ 129,469
Probation Fees	41,093	40,767
Advance Deposits	264,609	321,520
Intergovernmental – City Of West Monroe	589,200	577,247
General Revenues:		
Interest	<u>144</u>	<u>313</u>
Total Revenues	985,358	1,069,316
Total Expenses – Judiciary	<u>957,444</u>	<u>982,370</u>
Increase (Decrease) in Net Position	27,914	86,946
Net Position – Beginning of Year	<u>674,270</u>	<u>587,324</u>
Net Position – End of Year	<u>\$ 702,184</u>	<u>\$ 674,270</u>

FINANCIAL ANALYSIS OF THE COURT'S INDIVIDUAL FUNDS

As noted earlier, the Court uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Court's governmental funds is to provide information on the near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Court's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Court's net resources available for spending at June 30, 2021.

As of June 30, 2021, the Court's governmental funds reported a combined ending fund balance of \$777,828, an increase of \$28,646 (4%) compared to the prior year.

The General Fund accounts for fees earned by the Judge, which are transferred from the Civil Court Cost Fund and are used to pay a portion of the Judge's salary and other costs of operating the City Court. Unassigned fund balance was \$263,833 at the end of the current fiscal year, an increase of \$793 (1%) from the prior year.

The Probation Fund accounts for the collection of monthly probation fees levied on certain defendants. Unassigned fund balance was \$62,259 at the end of the current fiscal year, an increase of \$14,068 (29%) from the prior year. The increase is due primarily to reduced expenses due to less court activities due to the COVID pandemic.

The Civil Court Cost Fund accounts for advance deposits for civil lawsuits. Restricted fund balance was \$451,736 at the end of the current fiscal year, an increase of \$13,785 (3%) from the prior year.

\$326,092 of the ending governmental fund balance is unassigned and available for spending in the coming year. The remaining \$451,736 is restricted for to be either refunded to the litigants or used in the civil lawsuits.

GENERAL FUND BUDGETARY HIGHLIGHTS

A budget is prepared by the City Court of West Monroe, Louisiana for the operations other than those provided by the City of West Monroe, Louisiana. This budget is shown on page 26 with notes to the budget on page 27.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

There are no rate changes for next year. The next year's budget is made using a conservative approach using prior year operations combined with other known facts for the upcoming year.

CONTACTING THE COURT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the Court's finances and to show the Court's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City Court's offices at 2303 North 7th Street, West Monroe, Louisiana.

CITY COURT
OF WEST MONROE, LOUISIANA
STATEMENT OF NET POSITION
JUNE 30, 2021

	<u>Governmental Activities</u>
<u>ASSETS</u>	
Cash	\$ 777,956
Total Assets	<u>\$ 777,956</u>
Deferred Outflow of Resources	34,912
<u>LIABILITIES</u>	
Payroll Liabilities	\$ 128
Non-Current Liabilities	
Net Pension Liability	<u>109,504</u>
Total Liabilities	109,632
Deferred Inflow of Resources	1,052
<u>NET POSITION</u>	
Restricted Net Position	451,736
Unrestricted Net Position	<u>250,448</u>
Total Net Position	<u>\$ 702,184</u>

The notes to the financial statements are an integral part of this statement.

CITY COURT
OF WEST MONROE, LOUISIANA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021

<u>Activities</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense)</u>
		<u>Charges</u>	<u>Intergovernmental -</u>	<u>Revenue and Changes</u>
		<u>for</u>	<u>City of West</u>	<u>in Net Position</u>
		<u>Services</u>	<u>Monroe</u>	<u>Government Activities</u>
Judicial:				
Salaries/Related Expenses	\$ 565,382	\$ 396,014	\$ 589,200	\$ 419,832
Travel	7,601	-	-	(7,601)
Operating Expense	<u>384,461</u>	<u>-</u>	<u>-</u>	<u>(384,461)</u>
 Total Governmental Activities	 <u>\$957,444</u>	 <u>\$396,014</u>	 <u>\$ 589,200</u>	 <u>\$ 27,770</u>
 General Revenues:				
Interest				<u>144</u>
Change in Net Position				27,914
<u>Net Position July 1, 2020 (Restated)</u>				<u>674,270</u>
<u>Net Position June 30, 2021</u>				<u><u>\$ 702,184</u></u>

The notes to the financial statements are an integral part of this statement.

CITY COURT
OF WEST MONROE, LOUISIANA
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2021

<u>ASSETS</u>	<u>General Fund</u>	<u>Probation Fund</u>	<u>Civil Court Cost Fund</u>	<u>Total Governmental Funds</u>
Cash	\$ 263,833	\$ 62,387	\$ 451,736	\$ 777,956
<u>TOTAL ASSETS</u>	<u>\$ 263,833</u>	<u>\$ 62,387</u>	<u>\$ 451,736</u>	<u>\$ 777,956</u>
<u>LIABILITIES</u>				
Payroll Liabilities	\$ -	\$ 128	\$ -	\$ 128
Total Liabilities	-	128	-	128
<u>FUND BALANCE</u>				
Assigned Fund Balance	-	-	451,736	451,736
Unassigned Fund Balances	263,833	62,259	-	326,092
Total Fund Balances	263,833	62,259	451,736	777,828
<u>TOTAL LIABILITIES AND FUND BALANCES</u>	<u>\$ 263,833</u>	<u>\$ 62,387</u>	<u>\$ 451,736</u>	<u>\$ 777,956</u>

The notes to the financial statements are an integral part of this statement.

CITY COURT
OF WEST MONROE, LOUISIANA
RECONCILIATION OF GOVERNMENTAL
FUND BALANCES TO STATEMENT OF NET POSITION
JUNE 30, 2021

Total Governmental Fund Balances	\$ 777,828
 <i>Amounts reported for governmental activities in the statement of net position are different because:</i>	
Net Pension Liability	(109,504)
Deferred Outflows Related to Pensions	34,912
Deferred Inflows Related to Pensions	<u>(1,052)</u>
Total Deferred Inflows/Outflows Related to Pensions	33,860
 Net Position of Governmental Activities	 <u><u>\$ 702,184</u></u>

The accompanying notes are an integral part of this financial statement.

CITY COURT
OF WEST MONROE, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2021

	<u>General</u> <u>Fund</u>	<u>Probation</u> <u>Fund</u>	<u>Civil Court</u> <u>Cost Fund</u>	<u>Total</u> <u>Governmental</u> <u>Funds</u>
Revenues:				
Judges Fees	\$ 90,312	\$ -	\$ -	\$ 90,312
Intergovernmental - City of West Monroe	589,200	-	-	589,200
Probation Fees	-	41,093	-	41,093
Advanced Deposits	-	-	264,609	264,609
Interest	144	-	-	144
Total Revenues	<u>679,656</u>	<u>41,093</u>	<u>264,609</u>	<u>985,358</u>
Expenditures:				
Judge's Salary	93,162	-	-	93,162
Judge's Retirement	39,594	-	-	39,594
Salaries - Staff	311,451	24,288	-	335,739
Payroll Taxes	6,420	-	-	6,420
Security	-	2,040	-	2,040
Other Reductions	127,859	-	-	127,859
Travel	7,170	430	-	7,600
Supplies	3,471	267	-	3,738
City Marshal Fees	-	-	46,320	46,320
Refunds to Litigants	-	-	47,898	47,898
Civil Court Costs	-	-	156,606	156,606
Retirement	89,736	-	-	89,736
Total Expenditures	<u>678,863</u>	<u>27,025</u>	<u>250,824</u>	<u>956,712</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	793	14,068	13,785	28,646
Fund Balances at Beginning of Year (Restated)	<u>263,040</u>	<u>48,191</u>	<u>437,951</u>	<u>749,182</u>
Fund Balances at End of Year	<u>\$ 263,833</u>	<u>\$ 62,259</u>	<u>\$ 451,736</u>	<u>\$ 777,828</u>

The notes to the financial statements are an integral part of this statement.

CITY COURT
OF WEST MONROE, 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 JUNE 30, 2021

Net Change in Fund Balances - Total Governmental Funds	\$ 28,646
<i>Amounts reported for governmental activities in the statement of activities are different because:</i>	
Pension net expenditures - GASB 68	<u>(732)</u>
Change in Net Position in Governmental Activities	<u>\$ 27,914</u>

The accompanying notes are an integral part of this financial statement.

CITY COURT
OF WEST MONROE, LOUISIANA
STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2021

	<u>Custodial Funds</u>
<u>ASSETS</u>	
Cash	<u>\$ 4,580</u>
<u>TOTAL ASSETS</u>	<u><u>\$ 4,580</u></u>
<u>LIABILITIES</u>	
Deposits Due to Others	<u>\$ -</u>
<u>TOTAL LIABILITIES</u>	<u><u>\$ -</u></u>
<u>NET POSITION</u>	
Restricted for:	
Individuals, organizations, and other governments	<u>\$ 4,580</u>
<u>TOTAL NET POSITION</u>	<u><u>\$ 4,580</u></u>

The notes to the financial statements are an integral part of this statement.

CITY COURT
OF WEST MONROE, LOUISIANA
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FOR THE YEAR ENDED JUNE 30, 2021

	Custodial Funds
Additions:	
Restitution Recipients	\$ 19,477
Total Additions	19,477
Reductions:	
Restitution Recipients	20,201
Total Reductions	20,201
Net increase (decrease) in fiduciary net position	(724)
Net Position - Beginning (Restated)	5,304
Net Position - Ending	\$ 4,580

The notes to the financial statements are an integral part of this statement.

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 1 - Summary of Significant Accounting Policies

The City Court of West Monroe, Louisiana, (the “City Court”), is a component unit of the City of West Monroe, Louisiana. As provided for by Chapter 7 of Title 13 of the Louisiana Revised Statutes, the City Court has jurisdiction in all civil matters in the City of West Monroe, Louisiana including all of Ward Five of Ouachita Parish. The criminal jurisdiction of the City Court is limited to offenses committed within the city limits of West Monroe, Louisiana, which are not punishable by imprisonment and hard labor. The City Judge is elected for six-year terms.

A. Financial Reporting Entity

As a governing authority of the city, for reporting purposes, the City of West Monroe, Louisiana, is the financial reporting entity for the city. The financial reporting entity consists of (a) the primary government (city), (b) organizations for which the 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.

Government Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the City of West Monroe, Louisiana 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 organization’s governing body, and:
 - a. The ability of the city 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 city.
2. Organizations for which the city does not appoint a voting majority but are fiscally dependent on the city.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organizations is not included because of the nature or significance of the relationship.

Because of item 2 above, the City Court of West Monroe, Louisiana, was determined to be a component unit of the City of West Monroe, Louisiana, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Court and do not present information on the City, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 1 - Summary of Significant Accounting Policies (continued)

B. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Basis of accounting refers to when revenues and expenditures/expenses are recognized in the accounts and reported in the financial statements. The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when liabilities are incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current *financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

C. Fund Accounting

The Court uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

Funds of the Court are classified into two categories: governmental funds and fiduciary (agency) funds. These funds are described as follows:

Governmental Funds

Governmental funds account for all or most of the Court's general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid. The difference between a governmental fund's assets and liabilities is reported as fund balance. In general, fund balance represents the accumulated expendable resources which may be used to finance future period programs or operations of the Court. All of the City Court's funds are considered major funds. The Court reports the following governmental funds:

General Fund – The General Fund accounts for fees earned by the Judge, which are transferred from the Civil Court Cost Fund and are used to pay a portion of the Judge's salary and other costs of operating the City Court.

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 1 - Summary of Significant Accounting Policies (continued)

C. Fund Accounting (continued)

Probation Fund – The Probation Fund accounts for the collection of monthly probation fees levied on certain defendants. The probation fees are used to reimburse the City of West Monroe for the salary of the probation officer.

Civil Court Cost Fund – The Civil Court Cost Fund accounts for the Court's share of court costs assessed by the City Court as authorized by Louisiana Statute R.S. 13:1899C, collections of traffic fines, and collections of court-imposed fines remitted to the City Court.

Fiduciary Funds

Fiduciary funds' reporting focuses on net position and changes in net position. The only funds accounted for in this category by the Court are custodial funds. The Court maintains one custodial fund: the Restitution Fund.

Restitution Fund – The Restitution Fund accounts for assets held by the Court as an agent for others pending court action.

These funds are custodial in nature, have an economic resources measurement focus, and use the accrual basis of accounting. In addition, the custodial funds are not available to support the Court's operations.

D. Measurement Focus and Basis of Accounting

Fund Financial Statements

The amounts reflected in the Governmental Funds are accounted for using a current financial resources measurement focus. 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 balance reports on the sources and uses of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of the Court's operations. For the year ended June 30, 2021, there were no differences between the fund financial statements and the government-wide financial statements.

The amounts reflected in the 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 Court considers all revenues available if they are collected within 60 days after the fiscal year end.

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 1 - Summary of Significant Accounting Policies (continued)

D. Measurement Focus and Basis of Accounting (continued)

Revenues

Recordings, cancellations, criminal costs, and other fees, charges and commissions for services are recorded in the year in which they are earned.

Interest income on time deposits is recorded when susceptible to accrual.

Substantially all other revenues are recorded when received by the Court.

Based on the above criteria, recordings, criminal costs, and other fees, charges, and commissions for service are treated as susceptible to accrual.

Expenditures

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

Salaries and related payroll taxes and benefits are recorded when employee services are provided to the Court.

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid are accounted as other financing sources (uses) and are recognized when the underlying events occur.

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the Court as a whole. These statements include all non-fiduciary activities of the Court. Information contained in these columns reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenditures, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs, regardless of when cash is received or disbursed.

Program Revenues

Program revenues included in the Statement of Activities are derived directly from Court users as a fee for services; program revenues reduce the cost of the function to be financed from the Court's general revenues.

E. Cash and Cash Equivalents

Cash includes amounts in demand deposits and interest-bearing demand deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less when purchased. Under state law, the Court may deposit

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 1 - Summary of Significant Accounting Policies (continued)

funds in demand deposits, interest bearing demand deposits, 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.

F. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires 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 and expenditures during the reporting period. Actual results could differ from those estimates.

G. Fund Equity

GASB Statement No. 54 establishes standards for five fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in government funds. The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form – prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned and unassigned.

Restricted Fund Balance – This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the city aldermen and the Court – the government’s highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the city aldermen and the Court remove the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned Fund Balance – This classification reflects the amounts constrained by the court’s “intent” to be used for specific purposes but are neither restricted nor committed. The court’s management has the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the general fund, that are not classified as nonspendable and are neither restricted nor committed.

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 1 - Summary of Significant Accounting Policies (continued)

Unassigned Fund Balance – This fund balance is the residual classification for the general fund. It is also used to report negative fund balances in other governmental funds.

G. Fund Equity (continued)

When both restricted and unrestricted resources are available for use, it is the court’s policy to use externally restricted resources first, then unrestricted resources – committed, assigned and unassigned – in order as needed.

Note 2 - Budgets and Budgetary Accounting

A budget is prepared by the City Court for the portion of revenues and expenses not paid for by the on behalf payment from the City of West Monroe. The detail of this payment is shown in Note 6.

Note 3 - Cash

Custodial Credit Risk – Deposits

The custodial credit risk is the risk that in the event of a bank failure, the Court’s deposits may not be returned to it. The Court’s policy to ensure there is no exposure to this risk is to require each financial institution to pledge its own securities to cover any amount in excess of Federal Depository Insurance Coverage. Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Court that the fiscal agent bank has failed to pay deposited funds upon demand. Accordingly, the Court has no custodial risk related to its deposits at June 30, 2021.

At June 30, 2021, the City Court had cash (book balances) totaling \$782,536 as follows:

Bank Balances	<u>\$ 817,355</u>
Federal Deposits Insurance	\$ 330,375
Pledged Securities (Uncollateralized)	<u>1,178,862</u>
Total	<u>1,509,237</u>
Amount Over (Under) Pledged	<u>\$ 691,882</u>
Governmental Funds:	
General Fund	\$ 263,833
Probation Fund	62,387
Civil Court Cost Fund	<u>451,736</u>
Total Governmental Funds	<u>777,956</u>

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 3 - Cash (continued)

Fiduciary (Custodial) Funds:	
Restitution Fund	4,580
Total Fiduciary (Custodial) Funds	4,580
Total – All Funds	\$ 782,536

These deposits are stated at cost, which approximates market value. 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 securities are held in the name of the Court in a holding or custodial bank that is mutually acceptable to both parties.

Note 4 - Changes in Fiduciary Net Position

A summary of changes in fiduciary net position follows:

	<u>Balance at</u> <u>Beginning</u> <u>of Year</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance at</u> <u>End</u> <u>of Year</u>
Restitution Recipients, Civil Court, West Monroe, Louisiana	5,304	19,477	20,201	4,580

Note 5 - Expenditures of the Court Paid by the City

The Court's administrative office is located in a building owned by the City of West Monroe. The costs of maintaining and operating the building, as required by statute, are paid by the City government and are not included in the accompanying financial statements.

Note 6 - On-Behalf Payments

The City of West Monroe provides a substantial amount of fiscal support to the Court for its operations. The City of West Monroe made on-behalf payments of \$589,200 for the Court for the year ended June 30, 2021, as follows:

Salaries (including sick pay and vacation pay)	\$ 357,255
Fringe Benefits	175,835
Operating expenses	56,110
Total	\$589,200

The City of West Monroe makes contributions to the Municipal Employees' Retirement System of Louisiana on behalf of the employees of the City Court of West Monroe.

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 7- Pension and Retirement Plans

LOUISIANA STATE EMPLOYEES' RETIREMENT SYSTEM

The City Judge is eligible to participate in the Louisiana State Employees' Retirement System (LASERS), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees. LASERS provides benefits for certain elected officials and officials appointed by the governor. Eligibility for full retirement is based on years of credible service and age as established by state statute and vary depending on date of which you were first hired, employer and job classification. The basic annual retirement benefit amount is 2-1/2 to 3-1/2 percent of average compensation multiplied by the number of years of creditable service. Average compensation is defined as the member's average annual earned compensation for the highest thirty-six to sixty consecutive months of employment based on date of hire. Judges, court officers, and certain elected officials receive an additional annual retirement benefit equal to 1% of average compensation multiplied by the number of years of creditable service in their respective capacity. The system also provides death and disability benefits. Benefits are established by state statute.

Deferred Retirement Option Plan (DROP) is eligible to employees at retirement age that allows them to continue to work and draw their salary for a period of up to three years. Amounts that would have been distributed monthly to you at retirement are deposited and tracked separately from your normal retirement. At the end of three years, the amount can withdrawn as a lump sum or distributed monthly.

Disability and survivor benefits are also available.

Funding Policy - State statute requires covered employees to contribute 11.50 percent of their salaries to the system. The City Court is required to contribute 42.50 percent of covered employees' salaries. 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 City Court's contribution to the plan for the years ending June 30, 2021, 2020 and 2019 were \$18,555, \$19,868 and \$17,707, respectively, equal to the required contributions for the year.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana State Employees' Retirement System, 3401 United Plaza Blvd., Baton Rouge, Louisiana 70809, or by calling (225) 922-0600.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2021, the City Court reported a liability of \$109,504 for its proportionate share of the net pension liability for the LASERS plan. The net pension liability was measured as of June 30, 2020 and the method used to calculate the net pension liability was determined by an actuarial valuation as of that date.

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 7 - Pension and Retirement Plans (continued)

The City Court's proportion of the net pension liability was based on a projection of the City Court's long-term share of contributions to the LASERS pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2020, the City Court's proportion was .00132%, which was a decrease from its proportion measured as of June 30, 2019 by .00005%.

For the year ended June 30, 2021, the City Court recognized pension expense of \$14,109 including employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions.

At June 30, 2021, the City Court reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ (1,052)
Changes of assumptions	350	-
Net difference between projected and actual earnings on pension plan investments	16,007	-
Changes in proportion and differences between Employer contributions and proportionate share of contributions	-	-
Employer contributions subsequent to the measurement date	18,555	-
Total	\$ 34,912	\$ (1,052)

The City Court reported a total of \$18,555 as deferred outflow of resources related to pension contributions made subsequent to the measurement period of June 30, 2020 which will be recognized as a reduction in net pension liability in the year ended June 30, 2021.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as an increase (decrease) in pension expense as follows:

Year	LASERS
2021	\$ 2,039
2022	4,616
2023	4,947
2024	3,703
	<u>\$ 15,305</u>

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 7 - Pension and Retirement Plans (continued)

Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2020 is as follows:

Valuation Date	June 30, 2020
Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Expected Remaining Service Lives	2 years
Investment Rate of Return	7.55%, net of investment expense
Salary Increases	Various between 2.6 and 3.6%
Projected inflation increases	2.3% per annum
Mortality	The RP-2014 Blue Collar (males/females) and White Collar (females) Healthy Annuitant Tables projected on a fully generational basis by Mortality Improvement Scale MP-2018. Mortality rates based on the RP-2000 Disabled Retiree Mortality Table, with no projection for mortality improvement
Termination, Disability and Retirement	Termination, disability, and retirement assumptions were projected based on a five-year (2014-2018) experience study of the System's members for 2019
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The projected benefit payments do not include provisions for potential future increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.3% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 8.25% for 2020. Best estimates of geometric real rates of return for each major asset class included in the System's target asset allocation as of June 30, 2020 are summarized in the following table:

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 7 - Pension and Retirement Plans (continued)

<u>Asset Class</u>	<u>Long-Term Expected Portfolio Real Rate of Return</u>
Cash	-0.59%
Domestic Equity	4.79%
International Equity	5.83%
Domestic Fixed Income	1.76%
International Fixed Income	3.98%
Alternative Investments	6.69%
Risk Parity	4.20%
Total Fund	5.81%

Discount Rate

The discount rate used to measure the total pension liability was 7.55%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by PRSAC taking into consideration the recommendation of the System's actuary. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Employer's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following table presents the City Court's proportionate share of the net pension liability (NPL) using the discount rate of each Retirement System as well as what the City Court's proportionate share of the NPL would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate used by each of the Retirement Systems:

	<u>1.0% Decrease</u>	<u>Current Discount Rate</u>	<u>1.0% Increase</u>
LASERS			
Rates	6.55%	7.55%	8.55%
WM City Court Share-NPL	\$ 134,563	\$ 109,504	\$ 88,238

CITY COURT
OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021

Note 8 - Prior Period Adjustment – New Accounting Standard

For the year ended June 30, 2021, the Court implemented the following pronouncement: GASB Statement No. 84, *Fiduciary Activities*. This statement establishes criteria for identifying fiduciary activities for all state and local governments and requires governments with activities meeting the criteria to present a statement of fiduciary net position and a statement of changes in fiduciary net position. With the change, the Civil Court Cost Fund, which had previously been shown as a fiduciary fund, was released to a special revenue fund requiring a restatement in net position as noted below:

Government Activities

Net Position as previously stated at July 1, 2020	\$236,319
Net Change of Net Position due to Reclassification of Civil Court Cost Fund to Special Revenue Fund	<u>437,951</u>
Net Position at July 1, 2020 (Restated)	<u>\$674,270</u>

Note 9 - Subsequent Events

Subsequent events have been evaluated through December 30, 2021, which is the day the financial statements were available to be issued, and it has been determined that no significant events have occurred for disclosure.

CITY COURT OF WEST MONROE
MONROE, LOUISIANA
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET (GAAP BASIS) AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Revenues & Expenditures</u>	<u>Variance With Final Budget - Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Program revenues:				
Judges Fees	\$ 100,000	\$ 85,000	\$ 90,312	\$ 5,312
Probation Fees	45,000	38,500	41,093	2,593
Interest	-	-	144	144
	<u>145,000</u>	<u>123,500</u>	<u>131,549</u>	<u>8,049</u>
EXPENDITURES				
Judiciary - Current:				
Judge's Salary	47,500	53,620	43,658	9,962
Judge's Retirement	21,000	18,555	18,555	-
Salaries - Staff	15,000	11,820	16,629	(4,809)
Payroll Taxes	3,500	2,875	2,022	853
Security	1,800	2,170	2,040	130
Other Reductions	5,655	7,024	6,143	881
Travel	7,110	-	7,601	(7,601)
Supplies	2,000	2,410	5,623	(3,213)
	<u>103,565</u>	<u>98,474</u>	<u>102,271</u>	<u>(3,797)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	41,435	25,026	29,278	4,252
FUND BALANCE AT BEGINNING OF YEAR	<u>311,231</u>	<u>311,231</u>	<u>311,231</u>	<u>-</u>
FUND BALANCE AT END OF YEAR	<u>\$ 352,666</u>	<u>\$ 336,257</u>	<u>\$ 340,509</u>	<u>\$ 4,252</u>

See accompanying notes to Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP) Basis and Actual.

CITY COURT OF WEST MONROE
MONROE, LOUISIANA
NOTES TO SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES – BUDGET (GAAP BASIS) AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2021

NOTE 1 – BUDGETARY POLICIES

The proposed budget for the General Fund and Probation Fund is prepared on the modified accrual basis of accounting. The budget is then legally adopted by the judge and amended during the year, as necessary. The budget is established and controlled by the judge at the object level of expenditure. Appropriations lapse at year-end and must be reappropriated for the following year to be expended. The budget adopted by the Court does not include the Court's expenditures budgeted annually by the City of West Monroe.

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

CITY COURT
OF WEST MONROE, LOUISIANA
Schedule of Proportionate Share of Net Pension Liability
LASERS
For the Year Ended June 30, 2021

<u>Year Ended June 30,</u>	<u>Employer's Proportion of the Net Pension Liability (Asset)</u>	<u>Employer's Proportionate Share of the Net Pension Liability (Asset)</u>	<u>Employer's Covered Employee Payroll</u>	<u>Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Employee Payroll</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</u>
2015	0.0015%	\$ 91,105	\$ 44,058	206.78%	65.02%
2016	0.0014%	96,173	44,659	215.35%	62.70%
2017	0.0015%	116,218	45,761	253.97%	57.70%
2018	0.0015%	104,667	45,658	229.24%	62.50%
2019	0.0014%	97,730	44,157	221.32%	64.03%
2020	0.0014%	99,473	48,816	203.77%	62.90%
2021	0.0013%	109,504	43,658	250.82%	58.00%

This schedule is to be built prospectively. Until a full 10-year trend is compiled, the schedule will show information for those years for which data is available, beginning with FYE June 30, 2015.

* The amounts presented have a measurement date of the previous fiscal year end.

CITY COURT
OF WEST MONROE, LOUISIANA
Schedule of Proportionate Share of Net Pension Liability
LASERS
For the Year Ended June 30, 2021

Year Ended June 30,	Contractually Required Contribution ¹	Contributions in Relation to Contractually Required Contribution ²	Contribution Deficiency (Excess)	Employer's Covered Employee Payroll ³	Contributions as a % of Covered Employee Payroll
2015	\$ 18,284	\$ 18,284	\$ -	\$ 44,058	41.50%
2016	17,015	17,015	-	44,659	38.10%
2017	17,389	17,389	-	45,761	38.00%
2018	18,309	18,309	-	45,658	40.10%
2019	17,707	17,707	-	44,157	40.10%
2020	19,868	19,868	-	48,816	40.70%
2021	18,555	18,555	-	43,658	42.50%

This schedule is to be built prospectively. Until a full 10-year trend is compiled, the schedule will show information for those years for which data is available, beginning with FYE June 30, 2015.

For reference only:

¹ *Employer contribution rate multiplied by employer's covered employee payroll*

² *Actual employer contributions remitted to LASERS*

³ *Employer's covered employee payroll amount for the fiscal year ended noted.*

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INDEPENDENT AUDITORS' 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

Honorable Judge Jim Norris,
City Court of West Monroe, Louisiana

We have audited, in accordance with the 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, the component unit financial statements of the governmental activities and the aggregate remaining fund information and each major fund of the City Court of West Monroe, Louisiana, a component unit of the City of West Monroe, Louisiana, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City Court of West Monroe, Louisiana's component unit financial statements and have issued our report thereon dated December 30, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Court's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purposes of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Court's internal control. Accordingly, we do not express an opinion on the effectiveness of the Court's internal control.

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. *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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Honorable Judge Jim Norris,
City Court of West Monroe, Louisiana
Page 2

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Court's component unit 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*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Cameron Hines & Company (APAC)

West Monroe, Louisiana
December 30, 2021

**CITY COURT OF
WEST MONROE, LOUISIANA
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2021**

We have audited the component unit financial statements of City Court of West Monroe, Louisiana as of and for the year ended June 30, 2021, and have issued our report thereon dated December 30, 2021. 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. Our audit of the financial statements as of June 30, 2021, resulted in an unmodified opinion.

Section I- Summary of Auditors' Results

A. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Material Weakness ___ yes X no
 Significant Deficiencies not considered to be
 Material Weaknesses ___ yes X no

Compliance

Compliance Material to Financial Statements ___ yes X no

B. Federal Awards – None

Material Weakness Identified ___ yes ___ no
 Significant Deficiencies not considered to be
 Material Weaknesses ___ yes ___ no

Type of Opinion on Compliance For Major Programs (No Major Programs)

Unmodified ___ Modified ___
 Disclaimer ___ Adverse ___

Are there findings required to be reported in accordance with the Uniform Guidance? N/A

C. Identification of Major Programs: N/A

Name of Federal Program (or cluster)
 AL Number(s)

Dollar threshold used to distinguish between Type A and Type B Programs. N/A

Is the auditee a “low-risk” auditee, as defined by the Uniform Guidance? N/A

Section II- Financial Statement Findings - No matters were reported.

Section III- Federal Award Findings and Questioned Costs - N/A

CITY COURT OF
WEST MONROE, LOUISIANA
SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2021

Section I- Internal Control and Compliance Material to the Financial Statements

This section is not applicable for this entity.

Section II- Internal Control and Compliance Material to Federal Awards

This section is not applicable for this entity.

Section III- Management Letter

No management letter was issued.

CITY COURT OF WEST MONROE, LOUISIANA
SCHEDULE OF COMPENSATION, REIMBURSEMENTS, BENEFITS
AND OTHER PAYMENTS TO OR ON BEHALF OF AGENCY HEAD
FISCAL YEAR ENDING JUNE 30, 2021

Agency Head
Honorable Judge Jim Norris

<u>City of West Monroe</u>	<u>Salary</u>	<u>Other Benefits</u>	<u>Total</u>
Salary	\$ 49,504		\$ 49,504
Health Insurance (Employer Share)		8,500	8,500
Retirement (Employer Share)		21,039	21,039
Gym Membership		240	240
Life Insurance Premium		102	102
Medicare Tax		691	691
Long Term Disability Premium		218	218
 <u>City Court of West Monroe</u>			
Salary	43,658		43,658
Retirement (Employer Share)		18,555	18,555
Continuing Legal Education: Per Diem and Mileage		350	350
Registration Fees and Dues		2,800	2,800
 <u>Ouachita Parish Police Jury</u>			
Salary	<u>9,828</u>		<u>9,828</u>
	<u>\$ 102,990</u>	<u>\$ 52,495</u>	<u>\$ 155,485</u>

CITY COURT OF WEST MONROE, LOUISIANA
Justice System Funding Schedule - Receiving Entity
As Required by Act 87 of the 2020 Regular Legislative Session
For the Year Ended June 30, 2021

Cash Basis Presentation	First Six Month Period Ended <u>12/31/2020</u>	Second Six Month Period Ended <u>6/30/2021</u>
Receipts From:		
City Court of West Monroe (Civil Court Cost Fund), Civil Fees	<u>\$ 40,788</u>	<u>\$ 49,524</u>
Total Receipts	<u><u>\$ 40,788</u></u>	<u><u>\$ 49,524</u></u>

CITY COURT OF WEST MONROE, LOUISIANA
Justice System Funding Schedule - Collecting/Disbursing Entity
As Required by Act 87 of the 2020 Regular Legislative Session
For the Year Ended June 30, 2021

	First Six Month Period Ended <u>12/31/2020</u>	Second Six Month Period Ended <u>6/30/2021</u>
Cash Basis Presentation		
Beginning Balance of Amounts Collected (i.e. cash on hand)	\$ 491,748	\$ 505,372
Add: Collections		
Civil Fees	128,065	136,544
Restitution	5,352	14,125
Probation/Parole/Supervision Fees	21,280	19,813
Subtotal Collections	<u>154,697</u>	<u>170,482</u>
Less: Disbursements to Governments & Nonprofits		
City Court of West Monroe (Judge's Accrued Cost Fund) - Civil Fees	40,788	49,524
Judicial College Fund - Civil Fees	286	258
Louisiana State Treasurer - Civil Fees	14,846	13,442
City Marshal of West Monroe - Civil Fees	24,960	21,360
Accession Parish Sheriff - Civil Fees	25	25
Assumption Parish Sheriff - Civil Fees	34	34
Avoyelles Parish Sheriff - Civil Fees	29	27
Bienville Parish Sheriff - Civil Fees	53	50
Caddo Parish Sheriff - Civil Fees	506	486
Caldwell Parish Sheriff - Civil Fees	197	190
City of Bastrop Marshal - Civil Fees	15	15
Claiborne Parish Sheriff - Civil Fees	15	15
DeSoto Parish Sheriff - Civil Fees	18	18
East Baton Rouge Parish Sheriff - Civil Fees	4,015	3,857
Franklin Parish Sheriff - Civil Fees	219	210
Jackson Parish Sheriff - Civil Fees	240	230
Jefferson Parish Sheriff - Civil Fees	31	29
Lafayette Parish Sheriff - Civil Fees	68	66
Lincoln Parish Sheriff - Civil Fees	300	289
Livingston Parish Sheriff - Civil Fees	28	27
Louisiana Secretary of State - Civil Fees	306	294
Madison Parish Sheriff - Civil Fees	77	73
Morehouse Parish Sheriff - Civil Fees	196	188
Natchitoches Parish Sheriff - Civil Fees	1	-
Orleans Parish Sheriff - Civil Fees	107	103
Ouachita Parish Clerk of Court - Civil Fees	384	368
Ouachita Parish School Board - Civil Fees	90	87
Ouachita Parish Sheriff - Civil Fees	9,548	9,173
Rapides Parish Sheriff - Civil Fees	18	18
Richland Parish Sheriff - Civil Fees	394	378

CITY COURT OF WEST MONROE, LOUISIANA
Justice System Funding Schedule - Collecting/Disbursing Entity
As Required by Act 87 of the 2020 Regular Legislative Session
For the Year Ended June 30, 2021 (continued)

Cash Basis Presentation	First Six Month Period Ended 12/31/2020	Second Six Month Period Ended 6/30/2021
Second Circuit Court of Appeals - Civil Fees	167	160
St. Mary Parish Sheriff - Civil Fees	61	58
St. Tammany Parish Sheriff - Civil Fees	36	35
Union Parish Sheriff - Civil Fees	362	348
Webster Parish Sheriff - Civil Fees	48	47
West Carroll Parish Sheriff - Civil Fees	121	116
Less: Amounts Retained by Collecting Agency		
Probation/Parole/Supervision Fees	15,486	11,714
Civil Fees	525	553
Less: Disbursements to Individuals/3rd Party Collection or Processing Agencies		
Civil Fee Refunds	19,550	28,348
Restitution Payments to Individuals (additional detail is not required)	6,075	14,126
Other Disbursements to Individuals (additional detail is not required)	848	812
Subtotal Disbursements/Retainage	<u>141,073</u>	<u>157,151</u>
Total: Ending Balance of Amounts Collected but not Disbursed/Retained (i.e. cash on hand)	<u>\$ 505,372</u>	<u>\$ 518,703</u>