

Third Judicial District Public Defender Fund
Parishes of Lincoln and Union, Louisiana

Financial Statements
For the Fiscal Year Ended June 30, 2022



**Third Judicial District Public Defender Fund
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For the Fiscal Year Ended June 30, 2022**

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INDEPENDENT AUDITORS' REPORT

Third Judicial Public Defender Fund

Ruston, Louisiana

Opinions

We have audited the accompanying financial statements of the governmental activities and aggregate remaining fund information of the Third Judicial District Public Defender Fund as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Fund's basic financial statements as listed in the table of contents.

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 aggregate remaining fund information of the Third Judicial District Public Defender Fund, as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

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*. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Third Judicial District Public Defender Fund, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Third Judicial District Public Defender Fund's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Third Judicial District Public Defender Fund's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Third Judicial District Public Defender Fund's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4-7 and 21-22 be presented to supplement the basic financial statements. Such information is the responsibility and management and, 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.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of compensation, reimbursements, benefits and other payments to agency head on page 23, the accompanying Act 87 Justice System Funding Schedule – Receiving Entity on page 24, are presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 21, 2022, on our consideration of the Third Judicial District Public Defender Fund’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 the 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 Third Judicial District Public Defender Fund’s internal control over financial reporting and compliance.

Cameron, Hines & Company (APAC)

West Monroe, Louisiana
December 21, 2022

Third Judicial District Public Defender Fund Management's Discussion And Analysis For The Fiscal Year Ended June 30, 2022

The management of the Third Judicial District Public Defender Fund offers readers of the Third Judicial District Public Defender Fund (Fund) financial statements this narrative overview and analysis of the financial activities of the Fund for the fiscal year ended June 30, 2022. This management discussion and analysis ("MD&A") is designed to provide an objective analysis of the Fund's financial activities based on currently known facts, decisions, and conditions. It is intended to provide readers with a broad overview of the Fund's finances. It is also intended to provide readers with an analysis of the Fund's short-term and long-term activities based on information presented in the financial report and fiscal policies that have been adopted by the Fund. Specifically, this section is designed to assist the reader in focusing on significant financial issues, provide an overview of the Fund's financial activity, identify changes in the Fund's financial position (its ability to address the next and subsequent year challenges), identify any material deviations from the financial plan (the approved budget), and identify individual fund issues or concerns.

FINANCIAL HIGHLIGHTS

- The assets of the Fund, on a government-wide basis, exceeded its liabilities at June 30, 2022 by \$920,224. Of this amount, \$519,837 is unrestricted. Assets exceeded liabilities by \$1,111,012 at June 30, 2021. Of this amount, \$708,957 was unrestricted.
- The Fund's total net position decreased by \$190,788 for the fiscal year ended June 30, 2022. The Fund's total net position increased by \$360,238 for the fiscal year ended June 30, 2021.
- The unassigned fund balance of the general fund was \$519,837 at June 30, 2022 and \$708,957 at June 30, 2021 or 80.39% and 72.28% of the total general fund expenditures, respectively.
- The general fund reported \$189,120 excess of expenditures over revenues at June 30, 2022. The general fund reported \$41,817 excess of expenditures over revenues at June 30, 2021.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Fund's basic financial statements. The Fund's basic financial statements consist of the government-wide financial statements, fund financial statements, and notes to the financial statements. This report also contains other supplementary information, which is in addition to the basic financial statements themselves.

Government-Wide Financial Statements

Government-wide financial statements are designed by GASB Statement No. 34 to change the way in which governmental financial statements are presented. It now provides readers with a concise "entity-wide" Statement of Net Assets and Statement of Activities, which seek to give the user of the financial statements a broad overview of the Fund's financial position and results of operations in a manner similar to private sector businesses.

**Third Judicial District Public Defender Fund
Management's Discussion And Analysis
For The Fiscal Year Ended June 30, 2022**

The statement of net position presents information on all of the Fund's assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private sector companies. The difference between the two is reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Fund is improving or weakening.

The statement of activities presents information which shows how the government's net assets changed during this fiscal year. All changes in net assets are reported as soon as the underlying event occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g. uncollected fines).

Government-wide Financial Analysis

As noted earlier, net assets may, over time, serve as a useful indicator of a government's financial position. At the close of the most recent period, the Fund's assets exceeded its liabilities by \$920,224 (net position); this represents a decrease of \$101,869 from the last fiscal year. Of this total net position amount, \$519,837 is unrestricted net position. The Fund's net assets are comprised of \$519,837 from governmental activities. The following is a condensed statement of the Third Judicial District Public Defender Fund's net assets as of June 30, 2022:

	Governmental-Type Activities		Total	
	2022	2021	2022	2021
Assets				
Current & Other Assets	\$ 523,960	\$ 711,360	\$ 523,960	\$ 711,360
Capital Assets (net)	<u>400,387</u>	<u>402,055</u>	<u>400,387</u>	<u>402,055</u>
Total Assets	<u>924,347</u>	<u>1,113,415</u>	<u>924,387</u>	<u>1,113,415</u>
Liabilities				
Other Liabilities	\$ 4,123	\$ 2,403	\$ 4,123	\$ 2,403
Long-term Liabilities	-	-	-	-
Total Liabilities	<u>4,123</u>	<u>2,403</u>	<u>4,123</u>	<u>2,403</u>
Net Position				
Invested in Capital Assets, net	400,387	402,055	400,387	402,055
Unrestricted	<u>519,837</u>	<u>708,957</u>	<u>519,837</u>	<u>708,957</u>
Total Net Position	<u>\$ 920,224</u>	<u>\$ 1,111,012</u>	<u>\$ 920,224</u>	<u>\$ 1,111,012</u>

The Fund has an unrestricted net position of \$519,837, which may be used to meet the government's on-going obligation to citizens and creditors.

The Fund had no long-term debt.

**Third Judicial District Public Defender Fund
Management's Discussion And Analysis
For The Fiscal Year Ended June 30, 2022**

The following is a summary of the statement of activities:

	Governmental-Type Activities		Total	
	2022	2021	2022	2021
Revenue				
Program Revenue	\$ 456,704	\$ 528,121	\$ 456,704	\$ 528,121
Grant Funds	-	409,887	-	409,887
General Revenue & Transfers	800	988	800	988
Total Revenue	<u>457,504</u>	<u>938,996</u>	<u>457,504</u>	<u>938,996</u>
Expenses				
Judicial	577,219	529,997	577,219	529,997
General & Administrative	71,073	48,761	71,073	48,761
Total Expenses	<u>648,292</u>	<u>578,758</u>	<u>648,292</u>	<u>578,758</u>
 Increase (Decrease) in Net Assets	 (190,788)	 360,238	 (190,788)	 360,238
 Net Assets, Beginning	 <u>1,111,012</u>	 <u>750,774</u>	 <u>1,111,012</u>	 <u>750,774</u>
 Net Assets, Ending	 <u>\$ 920,224</u>	 <u>\$ 1,111,012</u>	 <u>\$ 920,224</u>	 <u>\$ 1,111,012</u>

Total revenues decreased \$481,492, or 51.28% from the prior period.

Expenses increased \$69,534, or 12.01% from the prior period.

Governmental Activities

The governmental activities of the Fund include judicial activities. Revenues associated with support for public defenders such as fees and grants are sufficient for the funding of these activities.

Business-type Activities

The Fund does not have any business-type activities.

Fund Financial Statements – Governmental Funds

The fund financial statements provide more detailed information about the Fund's most significant funds – not the Fund as a whole. Funds are accounting devices that the Fund uses to keep track of specific sources of funding and spending for a particular purpose.

The Fund adopts an annual budget for the General Fund. A statement of revenues, expenditures, and changes in fund balance for the General Fund is presented in the Required Supplemental Information (Schedule 1), which compares actual revenues and expenditures to the original budget and amended budget (if applicable) figures.

**Third Judicial District Public Defender Fund
Management's Discussion And Analysis
For The Fiscal Year Ended June 30, 2022**

Financial Analysis of the Fund's Governmental Fund

The Third Judicial District Public Defender Fund's governmental fund (General Fund) reported an ending fund balance of \$519,837, which is a decrease of \$189,120. The entire ending fund balance of \$519,837 is unreserved.

General Fund Budgetary Highlights

The difference between the General Fund final budgeted revenues and actual revenues for the year ended June 30, 2022, totaled \$102,899, a positive variance. The actual expenditures were less than the final budgeted expenditures for the year ended June 30, 2021, by \$110,765, a positive variance.

Capital Asset and Debt Administration

The Fund invested \$6,044 in capital assets during the fiscal year ended June 30, 2022.

Current Financial Factors

The Fund is working diligently to gain more revenue while decreasing expenses.

Request for Information

This financial report is designed to provide a general overview of the Third Judicial District Public Defender Fund's finances for all with an interest in the government's operations. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

Rick Lane Candler, District Public Defender
Third Judicial District Public Defender Fund
609 North Trenton Street
Ruston, LA 71270

Basic Financial Statements

Third Judicial District Public Defender Fund
Statement of Net Position
June 30, 2022

	Governmental Activities
Assets	
Cash and Equivalents	\$ 488,718
Receivables	35,242
Capital Assets, net of accumulated depreciation	400,387
Total Assets	\$ 924,347
 Liabilities	
Accounts Payable	\$ 4,123
Total Liabilities	4,123
 Net Position	
Invested in Capital Assets, net of Related Debt	400,387
Unrestricted	519,837
Total Net Position	\$ 920,224

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

**Third Judicial District Public Defender Fund
Statement of Activities
For The Fiscal Year Ended June 30, 2022**

	<u>Program Revenues</u>				<u>Net (Expense) Revenue and Changes in Net Assets</u>		
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Capital Grants and Contributions</u>	<u>Operating Grants and Contributions</u>	<u>Primary Government</u>		
					<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Primary Government:							
Governmental Activities:							
Judiciary	\$ 648,292	\$ 13,984	\$ -	\$ 7,500	\$ (626,808)	\$ -	\$ (626,808)
Total Governmental Activities	\$ 648,292	\$ 13,984	\$ -	\$ 7,500	\$ (626,808)	\$ -	\$ (626,808)
Business-Type Activities:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Business-Type Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Primary Government	\$ 648,292	\$ 13,984	\$ -	\$ 7,500	\$ (626,808)	\$ -	\$ (626,808)

General Revenues:

Court Costs on Fines	435,220	-	435,220
Interest Income	800	-	800
Total General Revenues, Special Items, and Transfers	436,020	-	436,020
Changes in Net Position	(190,788)	-	(190,788)
Net Position - Beginning	1,111,012	-	1,111,012
Net Position - Ending	\$ 920,224	\$ -	\$ 920,224

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

**Third Judicial District Public Defender Fund
Balance Sheet - Governmental Fund
June 30, 2022**

	General Fund
Assets	
Cash and equivalents	\$ 488,718
Receivables	35,242
Total Assets	\$ 523,960
 Liabilities And Fund Equity	
Liabilities	
Accounts Payable and Accrued Liabilities	\$ 4,123
Total Liabilities	4,123
 Fund Equity	
Fund Balance - Unassigned	\$ 519,837
Total Fund Equity	519,837
 Total Liabilities And Fund Equity	 \$ 523,960

Reconciliation to Statement of Net Position:

Amounts reported for Governmental Activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore not reported in the funds.

Total Fund Balances - Governmental Funds	\$ 519,837
Cost of Capital Assets	408,879
Less: Accumulated Depreciation	(8,492)
 Net Position of Governmental Activities	 \$ 920,224

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

Third Judicial District Public Defender Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Fund
For The Fiscal Year Ended June 30, 2022

Revenues	
State Government	
General Appropriations	\$ 7,500
Special Appropriations	-
Local Government	
Statutory Fines, Forfeitures, Fees, Court Costs, etc,	435,220
Charges for Services	13,984
Investment Earnings	800
Total Revenues	<u>457,504</u>
Expenditures - Judicial	
Personnel Services and Benefits	
Salaries	31,000
Payroll Taxes	5,443
Total	<u>36,443</u>
Travel and Training	
Travel	113
Total	<u>113</u>
Operating Services	
Books & Publications	-
Insurance	4,439
Office Supplies & Expenses	5,014
Repairs & Maintenance	3,064
Utilities and Telephone	6,831
Other	7
Total	<u>19,355</u>
Professional Services	
Contract Services - Attorneys	567,125
Contract Services - Other	17,544
Total	<u>584,669</u>
Capital Outlay	
Capital Outlay	6,044
Total	<u>6,044</u>
Total Expenditures	<u>646,624</u>
Excess of Expenditures over Revenues	(189,120)
Fund Balance:	
Beginning of Period	<u>708,957</u>
End of Period	<u>\$ 519,837</u>
Total Change in Fund Balances - Governmental Funds	\$ (189,120)
<i>Amounts reported for governmental activities in the Statement of Activities are different because:</i>	
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:	
Capital assets purchased capitalized	6,044
Depreciation expense	(7,712)
Change in Net Position of Governmental Activities	<u>\$ (190,788)</u>

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

Third Judicial District Public Defender Fund
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2022

INTRODUCTION

The Third Judicial District Public Defender Fund, established in compliance with Louisiana Revised Statutes 15:144-149, provides counsel to represent indigents (needy individuals) in criminal and quasi-criminal cases at the district level. The judicial district encompasses the parishes of Lincoln and Union. House Bill No. 436, adopted in the 2007 Regular Legislative Session created Louisiana Public Defender Funds within each judicial district, transferring all obligations, duties, powers, and responsibilities from the previous boards. Revenues to finance the Fund's operations are provided primarily from court costs on fines imposed by the various courts within the district. The Fund has one employee and has contracts with its District Defender and other attorneys to provide legal services to indigents.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying basic financial statements of the Third Judicial District Public Defender Fund have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Fund (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*, issued in June 1999.

B. REPORTING ENTITY

The public defender fund is part of the operations of the Louisiana Public Defender Board. The accompanying financial statements present information only on the funds maintained by the Third Judicial District Public Defender Fund.

C. FUND ACCOUNTING

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

Governmental Funds

Governmental funds account for all or most of the Third Judicial District Public Defender Fund'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 Fund. The following are the Fund's governmental funds:

Third Judicial District Public Defender Fund
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2022

General fund – the primary operating fund of the Third Judicial District Public Defender Fund and it accounts for all financial resources, except those required to be accounted for in other funds. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to Fund policy.

D. MEASUREMENT FOCUS/BASIS OF ACCOUNTING

Fund Financial Statements (FFS)

The amounts reflected in the General Fund 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 balances report on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of Third Judicial District Public Defender Fund operations.

The amounts reflected in the General Fund 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 Third Judicial District Public Defender Fund considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Court costs on fines and forfeitures are recorded in the year they are collected by the appropriate courts. Fees from indigents are recorded when received. Interest income is recorded in the year in which it is earned.

Expenditures

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

Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and the Statement of Activities display information about the Fund as a whole. These statements include all the financial activities of the Third Judicial District Public Defender Fund. Information contained in these statements reflect the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

Third Judicial District Public Defender Fund
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2022

Program Revenues – Program revenues included in the column labeled Statement of Activities are derived directly from Fund users as a fee for services; program revenues reduce the cost of the function to be financed from the Fund’s general revenues.

E. 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 governmental 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 of the District Defender – the government’s highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the District Defender removes 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 District Defender’s “intent” to be used for specific purposes, but are neither restricted nor committed. The District Defender 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.

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

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

Third Judicial District Public Defender Fund
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2022

F. BUDGETS

The Third Judicial District Public Defender Fund uses the following budget practices:

The Fund adopted a budget for the year ended June 30, 2022 for the General Fund. The Fund follows the following procedures in establishing the budgetary data reflected in the financial statements. During the May meeting, the chief public defender submits to the board members a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them. During the June meeting, the budget is legally enacted through passage of an ordinance. The public is invited to attend all meetings. The chief public defender is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the board members. Appropriations lapse at the end of the year.

G. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Third Judicial District Public Defender Fund may deposit 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.

H. INVESTMENTS

Investments are limited by Louisiana Revised Statute (R.S.) 33:2955 and the Fund's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

GASB Statement No.31 requires the Fund to report investments at fair value in the balance sheet, except as follows:

1. Investments in *nonparticipating* interest-earning contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, should be reported using a cost-based measure, provided that the fair value of those contracts is not significantly affected by the impairment of the credit standing of the issuer or other factors.
2. The Fund may report at amortized cost money investments and participating interest-earning investment contracts that have a remaining maturity at time of purchase of one year or less, provided that the fair value of those investments is not significantly affected by the impairment of the credit standing of the issuer or other factors. Money market investments are short-term, highly liquid debt instruments that include U.S. Treasury obligations. Interest-earning investment contracts include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts.

I. COMPENSATED ABSENCES

The Third Judicial District Public Defender Fund does not have a formal leave policy.

**Third Judicial District Public Defender Fund
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2022**

J. 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.

K. 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 Fund maintains a threshold of \$500 or more for capitalizing capital assets.

Capital assets are reported in the government-wide financial statements but not in the fund financial statements. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes by the Fund, 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:

Description	Estimated Lives
Buildings	40 Years
Furniture and Fixtures	5-10 Years
Equipment	5-20 Years

2. CASH AND CASH EQUIVALENTS

At June 30, 2022, the Third Judicial District Public Defender Fund had cash and cash equivalents (book balances) totaling \$488,718 as follows:

Interest-bearing demand deposits	\$ <u>488,718</u>
Total	\$ <u>488,718</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. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Third Judicial District Public Defender Fund
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2022

At June 30, 2022, the Third Judicial District Public Defender Fund had \$515,854 in deposits (collected bank balances). These deposits are secured from risk by \$312,126 of federal deposit insurance and \$0 of pledged securities held by the custodial bank in the name of the fiscal agent bank. (GASB Category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, R.S. 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 Third Judicial District Public Defender Fund that the fiscal agent has failed to pay deposited funds upon demand.

3. RECEIVABLES

The receivables of \$35,242 at June 30, 2022, are as follows:

<u>Class of Receivable</u>	<u>General Fund</u>
Union Parish Court costs on fines	\$ 4,562
Lincoln Parish Court costs on fines	17,441
Ruston City Marshal Court Cost on fines	<u>13,239</u>
Total	<u>\$ 35,242</u>

4. CHANGES IN CAPITAL ASSETS

The Fund's capital asset activity for the fiscal year ended June 30, 2022 consisted of:

	<u>Balance June 30, 2021</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2022</u>
Capital Assets:				
Office Furniture & Equipment	\$ 4,681	\$ 703	\$ -	\$ 5,384
Building & Improvements	<u>398,154</u>	<u>5,341</u>	<u>-</u>	<u>403,495</u>
Total Capital Assets	<u>402,835</u>	<u>6,044</u>	<u>-</u>	<u>408,879</u>
 Less: Accumulated Depreciation	 <u>780</u>	 <u>7,712</u>	 <u>-</u>	 <u>8,492</u>
 Net Capital Assets	 <u>\$ 402,055</u>	 <u>\$ (1,668)</u>	 <u>\$ -</u>	 <u>\$ 400,387</u>

Depreciation for the fiscal year ended June 30, 2022 was \$7,712.

5. ACCOUNTS, SALARIES, AND OTHER PAYABLES

The payables of \$4,123 at June 30, 2022, consisted of accounts payable of \$2,957, and payroll tax liabilities of \$1,166.

Third Judicial District Public Defender Fund
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2022

6. GOVERNMENTAL FUND REVENUES AND EXPENDITURES

For the fiscal year ended June 30, 2022, the major sources of governmental fund revenues and expenditures were as follows:

Revenues

State Government	
Appropriations – General	\$ 7,500
Total	7,500
Local Government	
Statutory fines, forfeitures, fees court costs, other	435,220
Total	435,220
Charges for Services	13,984
Investment Earnings	800
Miscellaneous	-
Total Revenues	\$ 457,504

Expenditures

Personnel Services and Benefits	
Salaries	\$ 31,000
Payroll Taxes and Benefits	5,443
Total Personnel Services and Benefits	36,443
Travel and Training	
Travel	113
Operating Services	
Insurance	\$ 4,439
Office Supplies and Expenses	5,014
Repairs and Maintenance	3,064
Utilities and Telephone	6,831
Other	7
Total Operating Services	19,355
Professional Services	
Contract Services – Attorney & Legal	567,125
Contract Services – Other	17,544
Total Professional Services	584,669
Capital Outlay	6,044
Total Expenditures	\$ 646,624

7. SUBSEQUENT EVENTS

Date of Management Evaluation

Management has evaluated subsequent events through December 21, 2022, the date on which the financial statements were available to be issued.

Supplemental Information

**Third Judicial Public Defender Fund
Budgetary Comparison Schedule
General Fund
For The Year Ended June 30, 2022**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues				
State Government				
General Appropriations	\$ -	\$ -	\$ 7,500	\$ 7,500
Special Appropriations	-	-	-	-
Local Government				
Statutory Fines, Forfeitures, Fees, Court Costs, etc,	551,903	551,903	435,220	(116,683)
Charges for Services	6,000	6,000	13,984	7,984
Investment Earnings	2,500	2,500	800	(1,700)
Total Revenues	<u>560,403</u>	<u>560,403</u>	<u>457,504</u>	<u>(102,899)</u>
Expenditures - Judicial				
Personnel Services and Benefits				
Salaries	31,200	31,200	31,000	200
Payroll Taxes	3,120	3,120	5,443	(2,323)
Travel and Training				
Travel	1,500	1,500	113	1,387
Operating Services				
Books & Publications	1,000	1,000	-	1,000
Insurance	-	-	4,439	(4,439)
Office Supplies & Expenses	1,250	1,250	5,014	(3,764)
Repairs & Maintenance	-	-	3,064	(3,064)
Utilities and Telephone	13,500	13,500	6,831	6,669
Other	-	-	7	(7)
Professional Services				
Contract Services - Attorneys	669,819	669,819	567,125	102,694
Contract Services - Other	36,000	36,000	17,544	18,456
Capital Outlay				
Capital Outlay	-	-	6,044	(6,044)
Total Expenditures	<u>757,389</u>	<u>757,389</u>	<u>646,624</u>	<u>110,765</u>
Excess of Expenditures over Revenues	(196,986)	(196,986)	(189,120)	7,866
Fund Balance:				
Beginning of Period	708,957	708,957	708,957	-
End of Period	<u>\$ 511,971</u>	<u>\$ 511,971</u>	<u>\$ 519,837</u>	<u>\$ 7,866</u>

See independent auditors' report.

**Third Judicial District Public Defender Fund
Notes to Budgetary Comparison Schedule
For the Fiscal Year Ended June 30, 2022**

(1) Summary of Significant Accounting Policies

The Fund annually adopts a budget for the General Fund. All appropriations are legally controlled at the Fund level for operations. In May, 2021, the Fund prepared and presented its original budget to the Louisiana Public Defender Board.

The budgetary data, as presented in the financial statements for all funds with annual budgets, compare the expenditures with the amended budgets (if any). All budgets are presented on the modified accrual basis of accounting. Accordingly, the accompanying Budgetary Comparison Schedule for the Fund presents actual expenditures in accordance with the accounting principles generally accepted in the United States on a basis consistent with the legally adopted budgets as amended. Unexpended appropriations on annual budgets lapse at the end of each fiscal year.

Third Judicial District Public Defender Fund
Schedule of Compensation, Reimbursements, Benefits, and Other Payments to
Agency Head
For The Fiscal Year Ended June 30, 2022

Schedule 2

Agency Head:

	Rick Candler
District Public Defender	

Purpose:

Salary	\$ 90,000
Benefits - Payroll Taxes and Insurance	-
Travel	-
Reimbursements	1,362
Total Compensation, Benefits and Other Payments	\$ 91,362

See independent auditors' report.

THIRD JUDICIAL DISTRICT PUBLIC DEFENDER FUND
Justice System Funding Schedule - Receiving Entity
As Required by Act 87 of the 2020 Regular Legislative Session
For the Year Ended June 30, 2022

Cash Basis Presentation	First Six Month Period Ended 12/31/2021	Second Six Month Period Ended 6/30/2022
Receipts From:		
Lincoln Parish Sheriff, Bond Fees	\$ 23,670	\$ -
Third Judicial District Attorney, Bond Fees	9,867	594
Lincoln Parish Sheriff, Court Costs and Court Fees	95,974	132,595
Union Parish Sheriff, Court Costs and Court Fees	33,197	38,082
Ruston City Marshal, Court Costs and Court Fees	62,505	70,945
Total Receipts	\$ 225,213	\$ 242,216

See independent auditors' report.

CAMERON, HINES & COMPANY

(A Professional Accounting Corporation)

Certified Public Accountants

104 Regency Place

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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*

Third Judicial District Public Defender Fund
Parishes of Lincoln and Union, 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 financial statements of the governmental activities, and each major fund of the Third Judicial District Public Defender Fund, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Third Judicial District Public Defender Fund's basic financial statements, and have issued our report thereon dated December 21, 2022.

Internal Control Over Financial Reporting

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Third Judicial District Public Defender Fund's financial statements are free from 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 one instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* as item 2022-01.

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 21, 2022

**Third Judicial District Public Defender Fund
Schedule of Findings and Responses
For The Year Ended June 30, 2022**

We have audited the financial statements of the Third Judicial District Public Defender Fund as of and for the year ended June 30, 2022, and have issued our report thereon dated December 21, 2022. 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, 2022, resulted in an unmodified opinion.

Section I- Summary of Auditors' Reports

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

	<u>Yes</u>	<u>No</u>
<u>Internal Control</u>		
Material Weaknesses		X
Significant Deficiencies		X
<u>Compliance</u>		
Noncompliance Material to Financial Statements	X	

B. Federal Awards – N/A

C. Identification of Major Programs: N/A

**Third Judicial District Public Defender Fund
Schedule of Findings and Responses
For The Year Ended June 30, 2022**

Section II- Financial Statement Findings

22-01 Budget Authority and Control

Condition:

It was noted that actual revenues on the general fund were below the total budgeted revenues by more than five percent.

Criteria:

Under Louisiana law, statute 39:1311 requires that the budget must be amended when actual revenues and other sources, within a fund, are below budgeted revenues and other sources by more than five percent.

Cause:

The Third Judicial District Public Defender Fund failed to amend the budget.

Effect:

The Third Judicial District Public Defender Fund is not in compliance with the state budget law.

Recommendation:

The Third Judicial District Public Defender Fund should monitor its revenues and amend the budget before year end.

Response:

The Third Judicial District Public Defender Fund will continue to monitor the budget and amend it as necessary in the future.

Section III-Federal Award Findings and Question Costs

This section is not applicable for this entity.

**Third Judicial District Public Defender Fund
Schedule of Prior Year Findings
For the Year Ended June 30, 2022**

Internal Control and Compliance Material to the Financial Statements

There were no findings reported for the year ended June 30, 2021.

Management Letter

No management letter was issued.

**Third Judicial Public Defender Fund
Management's Corrective Action Plan
For The Year Ended June 30, 2022**

Section II- Financial Statement Findings

22-01 Budget Authority and Control

Condition:

It was noted that actual revenues on the general fund were below the total budgeted revenues by more than five percent.

Recommendation:

The Third Judicial District Public Defender Fund should monitor its revenues and amend the budget before year end.

Response:

The Third Judicial District Public Defender Fund will continue to monitor the budget and amend it as necessary in the future.