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**Juvenile Court For The
Parish of Jefferson
State of Louisiana**

**Financial Statements
With Independent Auditor's Report Thereon**

Year Ended December 31, 1999

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

Release Date _____

TABLE OF CONTENTS

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT	1
------------------------------------	---

GENERAL PURPOSE FINANCIAL STATEMENTS

Combined Balance Sheet All Fund Types and Account Groups	3
---	---

Combined Statements of Revenue, Expenditures, and Changes in Fund Balance – All Governmental Fund Types.....	4
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Combined Statements of Revenue, Expenditures and Changes in Fund Balance – Budget (GAAP Basis) and Actual by Funds – All Governmental Fund Types.....	5
---	---

Notes to Financial Statements	6
-------------------------------------	---

SUPPLEMENTAL INFORMATION

General Fund Schedule of Administrative Expenditures	17
---	----

Special Revenue Funds Combined Balance Sheet	19
Combined Statements of Revenue, Expenditures, and Changes in Fund Balance.....	20
Schedule of Administrative and Program Expenditures.....	21

Agency Funds Combining Schedule of Changes in Deposit Balances Due to Others.....	23
---	----

General Fixed Asset Account Group Schedule of General Fixed Assets by Source	25
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COMPLIANCE SECTION

Independent Auditor's Report on Compliance and on Internal Control Over Financial Reporting based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	26
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Summary of Prior Year Findings	28
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CPA

*Certified Public
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INDEPENDENT AUDITOR'S REPORT

Members of the Court
Juvenile Court for the Parish of Jefferson
Jefferson Parish, Louisiana

Business



Taxes



Finance



Estates

I have audited the accompanying general purpose financial statements of Juvenile Court for the Parish of Jefferson, a component unit of Jefferson Parish, as of December 31, 1999, and for the year then ended. These general purpose financial statements are the responsibility of the Juvenile Court for the Parish of Jefferson's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Juvenile Court for the Parish of Jefferson as of December 31, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

My audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund and account group financial statements and schedules listed as supplemental information in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of Juvenile Court for the Parish of Jefferson. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Member:

Louisiana Bar Association

American Institute of
Certified Public
Accountants

Louisiana Society of
Certified Public
Accountants



In accordance with *Government Auditing Standards*, I have also issued a report dated May 2, 2000, on my consideration of Juvenile Court for the Parish of Jefferson's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Brian E. Adorno, CPA
A Professional Corporation

New Orleans, Louisiana
May 2, 2000

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS

DECEMBER 31, 1999

	Governmental Fund Types		Fiduciary Fund Types	Account Group	Total (Memorandum only)
	General	Special Revenue	Agency Funds	General Fixed Assets	
ASSETS AND OTHER DEBITS					
Cash and cash equivalents	\$ -	\$174,223	\$4,081	\$ -	\$178,304
Investments	618,835	-	-	-	618,835
Accounts receivable	-	7,102	-	-	7,102
Due from other funds	-	32,618	-	-	32,618
Due from other governments	-	2,494	-	-	2,494
Grant receivable	-	157,807	-	-	157,807
Refund receivable	-	29,295	-	-	29,295
Office furniture, equipment, and building improvements	-	-	-	1,230,118	1,230,118
TOTAL ASSETS AND OTHER DEBITS	\$618,835	\$403,539	\$4,081	\$1,230,118	\$2,256,573
LIABILITIES, FUND BALANCE, AND OTHER CREDITS					
<i>Liabilities</i>					
Due to other funds	\$32,618	\$ -	\$ -	-	\$32,618
Due to other governments	-	-	-	-	-
Accounts payable	-	268,041	-	-	268,041
Payroll taxes payable	-	334	-	-	334
Held for future disposition	-	-	4,081	-	4,081
<i>Total Liabilities</i>	<u>32,618</u>	<u>268,375</u>	<u>4,081</u>	<u>-</u>	<u>305,074</u>
<i>Fund Equity and Other Credits</i>					
Investment in general fixed assets	-	-	-	1,230,118	1,230,118
Fund balance reserved for Court building expansion	556,644	-	-	-	556,644
Fund balance reserved for computer, TASC and Drug Court operations	29,573	135,164	-	-	164,737
Fund balance designated, unreserved	-	-	-	-	-
Fund balance undesignated, unreserved	-	-	-	-	-
<i>Total Fund Equity and Other Credits</i>	<u>586,217</u>	<u>135,164</u>	<u>-</u>	<u>1,230,118</u>	<u>1,951,499</u>
TOTAL LIABILITIES, FUND EQUITY, AND OTHER CREDITS	\$618,835	\$403,539	\$4,081	\$1,230,118	\$2,256,573

The accompanying notes are an integral part of this statement.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

COMBINED STATEMENT OF REVENUE, EXPENDITURES, AND
CHANGES IN FUND BALANCE - ALL GOVERNMENTAL FUND TYPES

For the Year Ended December 31, 1999

	<u>Governmental Fund Types</u>		<u>Total (Memorandum only)</u>
	<u>General</u>	<u>Special Revenue</u>	
REVENUES			
Costs, fees, and fines	\$ -	\$ 721,125	\$ 721,125
Grant Revenue	-	442,212	442,212
Intergovernmental	1,818,075	-	1,818,075
Interest Income	34,639	-	34,639
TOTAL REVENUES	<u>1,852,714</u>	<u>1,163,337</u>	<u>3,016,051</u>
EXPENDITURES			
Current			
Administrative	1,818,075	439,727	2,257,802
Program	-	438,677	438,677
Capital outlay	-	394,795	394,795
Intergovernmental	-	41,667	41,667
TOTAL EXPENDITURES	<u>1,818,075</u>	<u>1,314,866</u>	<u>3,132,941</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	34,639	(151,529)	(116,890)
FUND BALANCE - BEGINNING OF YEAR	<u>551,578</u>	<u>286,693</u>	<u>838,271</u>
FUND BALANCE - END OF YEAR	<u>\$ 586,217</u>	<u>\$ 135,164</u>	<u>\$ 721,381</u>

The accompanying notes are an integral part of this statement.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

COMBINED STATEMENT OF REVENUE, EXPENDITURES, AND
CHANGES IN FUND BALANCE
BUDGET (GAAP BASIS) AND ACTUAL BY FUNDS

For the Year Ended December 31, 1999

	General Fund			Special Revenue Funds		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)
REVENUES						
Costs, fees, and fines	\$ -	\$ -	\$ -	\$ 721,125	\$ 719,918	\$ 1,207
Grant revenue	-	-	-	442,212	284,405	157,807
Intergovernmental	1,818,075	1,830,845	(12,770)	-	-	-
Interest Income	34,639	31,893	2,746	-	-	-
TOTAL REVENUES	<u>1,852,714</u>	<u>1,862,738</u>	<u>(10,024)</u>	<u>1,163,337</u>	<u>1,004,323</u>	<u>159,014</u>
EXPENDITURES						
Current						
Administrative	1,818,075	1,830,845	12,770	439,727	439,137	(590)
Program	-	-	-	438,677	348,338	(90,339)
Capital outlay	-	-	-	394,795	251,510	(143,285)
Intergovernmental	-	-	-	41,667	41,667	-
TOTAL EXPENDITURES	<u>1,818,075</u>	<u>1,830,845</u>	<u>12,770</u>	<u>1,314,866</u>	<u>1,080,652</u>	<u>(234,214)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	34,639	31,893	2,746	(151,529)	(76,329)	(75,200)
OTHER FINANCING SOURCES(USES)						
Operating Transfers In	-	-	-	-	-	-
Operating Transfers Out	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	34,639	31,893	2,746	(151,529)	(76,329)	(75,200)
FUND BALANCE - BEGINNING OF YEAR	<u>551,578</u>	<u>552,492</u>	<u>(914)</u>	<u>286,693</u>	<u>261,452</u>	<u>25,241</u>
FUND BALANCE - END OF YEAR	<u>\$ 586,217</u>	<u>\$ 584,385</u>	<u>\$ 1,832</u>	<u>\$ 135,164</u>	<u>\$ 185,123</u>	<u>\$ (49,959)</u>

The accompanying notes are an integral part of this statement.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

NOTES TO FINANCIAL STATEMENTS

December 31, 1999

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies of Juvenile Court for the Parish of Jefferson are described below.

Basis of Presentation

The accompanying financial statements of the Juvenile Court for the Parish of Jefferson have been prepared in conformity with generally accepted accounting principles as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Reporting Entity

The Juvenile Court for the Parish of Jefferson (the Court) was established by Act 110 of the Extraordinary Session of the 1958 Legislature. There are presently three divisions in the Court (Divisions A, B, and C). The Court is of limited jurisdiction with exclusive original jurisdiction over certain proceedings involving children and adults as set forth in the Louisiana Children's Code. The Court's geographic jurisdiction consists of the Parish of Jefferson.

GASB Statement 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. For financial reporting purposes, in conformity with GASB Statement 14, the financial statements of the Court include all funds and account groups that are within the oversight responsibility of the Court.

The three judges of the Court are independently elected officials and are legally independent of the government of Jefferson Parish. Under the provisions of GASB Statement 14, the Court reports as a component unit of Jefferson Parish, as the Court is fiscally dependent on the Parish for determination and approval of a substantial portion of the Court's budget and funding.

Fund Accounting

The Court uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Accounting (continued)

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable financial resources.

The Court's funds have been classified into two categories: governmental and fiduciary. Each category, in turn, is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

Governmental Funds

Governmental funds account for most of the Court's general activities, including the collection or disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and, as applicable, the servicing of general long-term obligations.

Governmental funds include:

- **General fund** – the general operating fund of an entity, which accounts for all financial resources, except those required to be accounted for in other funds. The Court's funding received from Jefferson Parish is accounted for in this fund.
- **Special revenue funds** – account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Court's Judicial Expense Fund, Drug Court Fund, and Truancy Assessment Services Center Fund are special revenue funds.
- **Debt service funds** – account for transactions relating to resources retained and used for the payment of principal and interest on those long-term obligations recorded in the general long-term debt account group. The Court has no debt service funds.
- **Capital projects funds** – account for financial resources received and used for the acquisition, construction, or improvement of capital facilities not reported in other governmental funds. The Court has no capital project's funds.

Fiduciary Funds

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. Fiduciary funds include:

- **Expendable trust funds** – accounted for in essentially the same manner as government funds. The resources, including both principal and earnings, may be expended. The Court has no expendable trust funds.

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Accounting (continued)

- Non-expendable trust funds – accounted for in essentially the same manner as proprietary funds (not included in these statements). The principal may not be expended. The Court has no non-expendable trust funds.
- Agency funds – account for assets held by the Court on behalf of others as their agent. Agency funds are custodial in nature, and do not involve measurement of results of operations. The Court’s Support Enforcement Fund and Fees and Assessments Fund are agency funds.

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets.

The modified accrual basis of accounting is used by all governmental funds types and agency funds. 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 be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due.

Other financing sources (uses) consist of transfers between funds that are not expected to be repaid. These other financing sources (uses) are recognized at the time the underlying events occur.

Budgets and Budgetary Accounting

The Court adopts a formal budget for its Judicial Expense special revenue fund on a basis consistent with generally accepted accounting principles. Several amendments were made to the Judicial Expense Fund for the year due to significant changes to revenues received and expenditures incurred.

The General Fund is used to account for expenditures made on the Court’s behalf by the Jefferson Parish Council. These expenditures are budgeted by the Council and expenditures are made at their discretion. There was one amendment to the General Fund budget during the year due to the reclassification of monies to be expended.

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Unexpended appropriations lapse at year-end. The Court does not utilize encumbrance accounting.

Cash and Cash Equivalents and Investments

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Court may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Under state law, the Court may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments are stated at cost.

Short-Term Interfund Receivable/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as due from other funds or due to other funds in the balance sheet. Short-term interfund loans are classified as interfund receivables or payables.

Advances to Other Funds

Noncurrent portions of long-term interfund loan receivables are reported as advances and are offset equally by a fund balance reserve account, which indicates that they do not constitute expendable available financial resources and, therefore, are not available for appropriation.

Fixed Assets

Fixed assets of governmental funds are recorded as expenditures at the time they are purchased or constructed, and the related assets are capitalized in the general fixed assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated cost if historical cost is not available.

The costs of normal maintenance and repairs that do not add to the value of assets or materially extend asset lives are not capitalized.

The general fixed asset account group is not a fund. It is concerned only with the measurement of financial position and does not involve measurement of results of operations.

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Compensated Absences

Eligible employees of the Juvenile Court for the Parish of Jefferson accrue vacation leave at varying rates based on their years of continuous service. Employees hired before April 26, 1986, may carry forward a maximum of ninety unused vacation days from one year to the next. Employees hired after April 26, 1986, may carry forward a maximum of twenty days. Employees of the Court accrue sick leave at a rate of 13 days per year. There is no limitation on the amount of sick leave that may be carried forward from one year to the next. At the time of retirement, sick leave can be converted into cash and/or service credit.

All eligible employees' salaries are paid by the Jefferson Parish Council and accruals relating to vacation leave are included in the financial statements of the Council.

Fund Equity

Reserves represent those portions of fund equity not appropriable for expenditures or legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

Interfund Transactions

Quasi-external transactions are accounted for as revenues or expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers.

Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles 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.

Total Columns on Combined Statements

Total columns on the general-purpose financial statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither are such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE B - CASH

At December 31, 1999, the carrying amount of the Court's deposits was \$178,304, and the bank balance was \$262,873. The bank balance is categorized as follows:

Amount insured by the FDIC, or collateralized with securities held by the Court's agent in the Court's name (Category 1)	\$100,000
Amount collateralized with securities held by the pledging financial institution's trust department or agent in the Court's name (Category 2)	\$162,873
Uncollateralized - includes balance that is collateralized with securities held by the pledging financial institution, but not in the Court's name (Category 3)	\$ -0-
Total bank balance	<u>\$262,873</u>

Under state law, these deposits must be insured 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.

NOTE C - INVESTMENTS

At December 31, 1999, the Court holds investments totaling \$618,835 as follows:

	<u>Carrying Amount</u>	<u>Market Value</u>
Louisiana Asset Management Pool (LAMP)	\$618,835	\$618,835
Total	\$618,835	\$618,835

In accordance with GASB Codification Section 150.165, the investment in LAMP at December 31, 1999, is not categorized in three risk categories provided by GASB Codification Section 150.164 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana, which was formed in 1993. The corporation is governed by a board of directors comprising the State Treasurer, representatives from various organizations of local government, the Government Finance

NOTE C – INVESTMENTS (continued)

Officers Association of Louisiana, and the Society of Louisiana CPAs. Only local governments having contracted to participate in LAMP may have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high-quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. According, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, the U.S. Government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by those securities. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with maturity in excess of 297 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances.

NOTE D – FIXED ASSETS

The following is a summary of changes in the general fixed asset account group during the year:

	Balance at January 1, 1999	Additions	Retirements	Balance at December 31, 1999
Office furniture and equipment	\$706,186	\$ 62,520	\$ 84,303	\$ 684,403
Building improvements	<u>213,440</u>	<u>332,275</u>	<u>-</u>	<u>545,715</u>
Total	<u>\$919,626</u>	<u>\$394,795</u>	<u>\$ 84,303</u>	<u>\$1,230,118</u>

Of the retirements listed during 1999, \$37,328 of this total was a result of implementing Jefferson Parish policy not requiring asset inventory to maintain cost for assets under \$1,000.

NOTE E – INTERFUND RECEIVABLES/PAYABLES

The Court has interfund receivables and payables at December 31, 1999.

	Due from <u>other funds</u>	Due to <u>other funds</u>
General fund	\$ -0-	\$ 32,618
Special Revenue – Judicial Expense Fund	<u>32,618</u>	<u>-0-</u>
Total	<u>\$ 32,618</u>	<u>\$ 32,618</u>

NOTE F – PENSION PLANS

All eligible employees of the Court are members of the Parochial Employees' Retirement System of Louisiana, and the Employees' Retirement System of Jefferson Parish, Louisiana. All costs relating to pension contributions are paid by the Jefferson Parish Council; therefore, such costs are not included in the accompanying financial statements, but are included in the financial statements of the Council.

NOTE G – COMPENSATION OF JUDGES

The Judges of the Court receive compensation from the State of Louisiana Judicial Branch, at a rate determined by state statute. As these funds are paid directly to the members of the Court, the expenditure does not appear in these financial statements, but appears in the financial statements of the State of Louisiana.

NOTE H – CHILD SUPPORT COURT COSTS

The Court collects court costs under the provisions of the Louisiana Children's Code, specifically LSA-Ch. C. art. 405D. Under the provisions of this statute, effective July 31, 1995, the Court assesses and collects court costs equal to 5% of all periodic child support payments paid through the registry of the Court. These payments are made by the paying parents in addition to their normal child support payment. For the year ending December 31, 1999, the Court collected \$616,018 in Child Support court costs.

NOTE I – FEDERAL AWARD/JUVENILE DRUG COURT PROGRAM

On June 30, 1999 Juvenile Court was awarded a \$400,000 grant from the US Department of Justice Office of Justice Programs. This grant was authorized under Title I of the Omnibus Crime Control and Safe Streets Act of 1968. Juvenile Court used these funds to establish a Juvenile Drug Court for male and female, non-violent, drug-abusing offenders age 13-16. This cost reimbursement program period was retroactive to December 1, 1998 and ends on November 30, 2000. During 1999, Juvenile Court received and expended \$15,635 of these funds. At December 31, 1999, the Court has listed as a receivable \$77,497 for cost reimbursements for expenditures made during 1999.

NOTE J - CONTRACTS/GRANTS

In addition to the federal award described in Note I, the Court also received a grant from the Baptist Community Ministries for the administration of the Juvenile Drug Treatment Court in the amount of \$75,000 for 1999.

During 1999, the state of Louisiana, the Board or Regents, Louisiana State University (LSU), and Jefferson Parish Juvenile Court jointly contracted to provide for the implementation of Act

NOTE J - CONTRACTS/GRANTS (continued)

1372 of the 1999 Regular Session which authorized the creation of truancy and assessment centers designed to address truancy problems by providing a physical location in two model parishes (Jefferson and Caddo) where personnel from local schools, law enforcement, courts exercising jurisdiction over juveniles, district attorneys, correction and substance abuse counselors, and family and child-serving agencies can work together in a coordinated effort to correct potential delinquent behavior before the chances for correction become insurmountable. Funds were appropriated by the Louisiana Legislature in Act 10 of the 1999 Regular Session to the Board of Regents for implementing the truancy and assessment center project. The Board of Regents entered into a contract with LSU to provide for the operations of truancy and assessment centers under the supervision and oversight of LSU, who subcontracted these activities with Jefferson Parish Juvenile Court. The term for the fulfillment of services to be performed is from August 15, 1999 to June 30, 2000 for the first year. LSU contracted to pay Juvenile Court an amount not to exceed a total of \$321,239. Payments are to be disbursed quarterly; these payments began September 1, 1999. As of December 31, 1999, Juvenile Court received \$80,310. A receivable of \$80,310 was recorded for the quarter ended December 31, 1999. The program is to last for three years with a view to being made permanent by the Legislature.

The Court also entered into an agreement with the State of Louisiana Department of Social Services Office of Community Services who administered the funds for the Families in Need of Services (FINS) program. This grant originally provided for a maximum contract amount of \$30,000. The contract was amended on March 1, 1999 to allow a maximum contract amount of \$73,935.

NOTE K – COOPERATIVE ENDEAVOR AGREEMENT

On October 12, 1999, the Court entered into an agreement with the Parish of Jefferson for the development, implementation, and utilization of an assessment instrument, a data collection process, and a Truancy and Assessment Services Center. Under the terms of the agreement, the Court is to provide all necessary personnel and supplies to ensure the implementation of the assessment instrument development and utilization, and to establish TASC and provide for its implementation. The Parish is to assist the Court in funding up to \$65,000 per year for a period of three years, the duration of the agreement. There is an option to renew this agreement for one additional year upon approval of the Council. The Court received \$39,525 under this agreement during 1999.

NOTE L – ECONOMIC DEPENDENCY

Juvenile Court for the Parish of Jefferson receives the majority of its revenues from funds provided through the Parish of Jefferson, and the State of Louisiana. If significant budget cuts

NOTE L – ECONOMIC DEPENDENCY (continued)

are made at the State or local level, the amount of funds the Court receives could be reduced significantly, with resultant adverse impact on its operations.

The Court is aware of no plans on the part of any of its funding sources to significantly reduce funding for the year ending December 31, 2000.

NOTE M – RESERVED AND DESIGNATED FUND BALANCES

The members of the Court have reserved \$556,644 of the General Fund fund balance for the expansion of the Court building. The remaining General Fund fund balance of \$29,573 has been designated for data processing and computer interface updates. The members of the Court has also designated \$135,164 of the Special Revenue Funds fund balance for the operation of the Truancy Assessment and Services Center and Drug Court.

NOTE N – FUND BALANCE DEFICIT

Special Revenue Fund

Juvenile Drug Treatment Court Fund – The Drug Court’s deficit in fund balance of \$92,940 is a result of inadequate revenue to cover expenditures made in 1999.

NOTE O – YEAR 2000 COMPLIANCE

The “Year 2000” Issue is the result of shortcomings in many electronic data processing systems and other electronic equipment that could have adversely affected the Court’s operations as early as fiscal year 1999.

Because of the Year 2000 Issue, Juvenile Court’s computer systems, other electronic equipment, and software have been upgraded over the past several years. These upgrades are believed by management to be Year 2000 compliant.

Because of the unprecedented nature of the Year 2000 Issue, its effects will not be fully determinable until the year 2000 and thereafter. Management can not absolutely assure that Juvenile Court is Year 2000 ready or that parties with whom the Court does business will be Year 2000 ready.

GENERAL FUND

The General Fund is used to account for expenditures of the Court made by the Jefferson Parish Council.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

GENERAL FUND

SCHEDULE OF ADMINISTRATIVE EXPENDITURES

For the Year Ended December 31, 1999

Salaries and employee benefits	\$1,690,725
Contract labor	97,139
Insurance	19,811
Professional services	8,106
Telephone	<u>2,294</u>
Total administrative expenditures	<u><u>\$1,818,075</u></u>

SPECIAL REVENUE FUNDS

This fund type is used to account for specific revenues that are restricted to expenditure for a particular purpose.

Judicial Expense Fund

The Judicial Expense Fund was created by Act 345 (1962), R.S. 14:74 (1950), and Revised Statutes 13:994 and 13:995. Various fees and court costs are collected in family neglect cases and are spent on general operating expenditures of the Court not paid from the general fund.

Juvenile Drug Treatment Court Fund

During 1999, the Juvenile Drug Treatment Court was implemented. Its objective is to reduce juvenile substance abuse and crime, reduce the school drop out rate, and improve child/parent relationships. The Drug Court received several grants during 1999. These monies are used to fund substance abuse treatment that is administered through Drug Court supervision and any related administrative costs necessary to meet the Drug Court's objectives. A substantial portion of the treatment services rendered by the Drug Court are conducted through the Jefferson Parish Human Services Authority.

Truancy Assessment and Services Center Fund

The Truancy Assessment and Services Center (TASC) was created by Act 1372 of the 1999 Regular Session of the Louisiana Legislature. TASC is a cooperative program among the Jefferson Parish Juvenile Court, Juvenile Services Department, School System, Human Services Authority, District Attorney, and Sheriff's Department to combat truancy problems among elementary school students in Jefferson Parish. TASC receives grants from various organizations for its operation and monies are spent on program and administrative costs necessary to achieve its program goals.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

SPECIAL REVENUE FUNDS

COMBINED BALANCE SHEET OF JUDICIAL EXPENSE,
DRUG COURT, AND TRUANCY ASSESSMENT CENTER

For the Year Ended December 31, 1999

	Judicial Expense	Drug Court	Truancy Assessment Center	Combined Totals
ASSETS AND OTHER DEBITS				
Cash and cash equivalents	\$ 174,223	\$ -	\$ -	\$ 174,223
Investments	-	-	-	-
Accounts receivable	7,102	-	-	7,102
Grant receivable	-	77,497	80,310	157,807
Refund receivable	-	29,295	-	29,295
Interfund transfers	57,969	(96,601)	38,632	0
Due from other funds	32,618	-	-	32,618
Due from Judicial Expense	-	-	-	-
Due from other governments	2,494	-	-	2,494
Office furniture, equipment, and building improvements	-	-	-	-
	\$ 274,406	\$ 10,191	\$ 118,942	\$ 403,539
TOTAL ASSETS AND OTHER DEBITS				
LIABILITIES, FUND BALANCE, AND OTHER CREDITS				
<i>Liabilities</i>				
Accounts payable	\$ 143,265	\$ 103,131	\$ 21,645	\$ 268,041
Payroll taxes payable	334	-	-	334
Held for future disposition	-	-	-	-
	143,599	103,131	21,645	268,375
<i>Fund Equity and Other Credits</i>				
Investment in general fixed assets	\$ -	\$ -	\$ -	\$ -
Fund balance reserved for intergovernmental transfers	-	-	-	-
Fund balance reserved for computer, TASC and Drug Court operations	37,867	-	97,297	135,164
Fund balance designated, unreserved	-	-	-	-
Fund balance undesignated, unreserved	92,940	(92,940)	-	-
	130,807	(92,940)	97,297	135,164
TOTAL LIABILITIES, FUND EQUITY, AND OTHER CREDITS				
	\$ 274,406	\$ 10,191	\$ 118,942	\$ 403,539

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

COMBINED STATEMENTS OF REVENUE, EXPENDITURES, AND
CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS

For the Year Ended December 31, 1999

	<u>Judicial Expense</u>	<u>Drug Court</u>	<u>Truancy Assessment</u>	<u>Totals</u>
REVENUES				
Costs, fees, and fines	\$ 721,125	\$ -	\$ -	\$ 721,125
Grant Revenue	73,935	168,132	200,145	442,212
Intergovernmental	-	-	-	-
Interest Income	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUES	795,060	168,132	200,145	1,163,337
EXPENDITURES				
Current				
Administrative	\$ 406,766	\$ 1,606	\$ 31,355	\$ 439,727
Program	133,995	259,466	45,216	438,677
Capital outlay	368,518	-	26,277	394,795
Intergovernmental	41,667	-	-	41,667
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENDITURES	950,946	261,072	102,848	1,314,866
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(155,886)	(92,940)	97,297	(151,529)
FUND BALANCE - BEGINNING OF YEAR	<hr/> 286,693	<hr/> -	<hr/> -	<hr/> 286,693
FUND BALANCE - END OF YEAR	<u>\$ 130,807</u>	<u>\$ (92,940)</u>	<u>\$ 97,297</u>	<u>\$ 135,164</u>

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

SPECIAL REVENUE FUNDS

SCHEDULE OF ADMINISTRATIVE & PROGRAM EXPENDITURES

For the Year Ended December 31, 1999

	<u>Judicial Expense</u>	<u>Drug Court</u>	<u>Truancy Assessment Center</u>	<u>Totals</u>
<u>Administrative Expenditures</u>				
Accounting Fees	\$ 17,961	\$ -	\$ -	\$ 17,961
Bank Service Charges	13	-	-	13
Bond Deposit	-	-	-	-
Building Service Charge	-	-	-	-
Computer Software Maintenance	78,579	686	2,091	81,356
Contract Labor	14,505	-	322	14,827
Miscellaneous	-	-	-	-
Office Supplies	54,069	920	8,616	63,605
Parking & Tolls	120	-	-	120
Postage	33,077	-	-	33,077
Program Study	-	-	-	-
Rent	31,257	-	4,212	35,469
Repairs & Maintenance	105,660	-	13,576	119,236
Security	6,171	-	-	6,171
Telephone	50,548	-	1,576	52,124
Travel & Training	12,658	-	870	13,528
Utilities	2,148	-	92	2,240
	<hr/>	<hr/>	<hr/>	<hr/>
Total Administrative Expenditures	406,766	1,606	31,355	439,727
 <u>Program Expenditures</u>				
Administrator	\$ 17,627	\$ 49,635	\$ -	\$ 67,262
Assessment Inst Development	-	-	23,300	23,300
Dues & Subscriptions	5,078	500	-	5,578
JPHSA Treatment Contract	-	169,863	-	169,863
Incentives	-	1,984	-	1,984
Law Books & Journals	43,357	-	-	43,357
Legal Fees	15,793	-	-	15,793
Meeting Expenditures	2,960	359	271	3,590
Payroll Taxes	1,065	-	-	1,065
Professional Fees	36,115	-	-	36,115
Representation	-	11,003	-	11,003
Travel & Training	-	26,122	-	26,122
Salaries & Wages	12,000	-	21,645	33,645
	<hr/>	<hr/>	<hr/>	<hr/>
Total Program Expenditures	133,995	259,466	45,216	438,677
 TOTAL ADMINISTRATIVE AND PROGRAM EXPENDITURES	 <u>\$ 540,761</u>	 <u>\$ 261,072</u>	 <u>\$ 76,571</u>	 <u>\$ 878,404</u>

AGENCY FUNDS

Agency funds are used to account for assets held by the Court as an agent for individuals and other governments and for other funds.

Support Enforcement Fund

The Support Enforcement Fund is used as a depository for funds remitted as child support payments. The funds are subsequently turned over to the beneficiary of the support payments, and fees collected are remitted to the appropriate agencies.

Fees and Assessments Fund

This fund is used as a depository for the collection of fines, fees, and costs assessed by the Court. These funds are subsequently distributed to the Court's Judicial Expense fund and various other parish and state agencies in accordance with applicable law.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

AGENCY FUNDS

COMBINING SCHEDULE OF CHANGES
IN DEPOSIT BALANCES DUE TO OTHERS

For the Year Ended December 31, 1999

	<u>Support Enforcement Fund</u>	<u>Fees and Assessments Fund</u>	<u>Total</u>
DEPOSIT BALANCES DUE TO OTHERS AT JANUARY 1, 1999	\$ 3,538	\$ 13,101	\$ 16,639
ADDITIONS			
Deposits:			
Support payments	14,952,039	-	14,952,039
Other	315,537	4,486	320,023
Fines collected	-	14,830	14,830
Fees collected	<u>616,713</u>	<u>200,550</u>	<u>817,263</u>
TOTAL ADDITIONS	<u>15,884,289</u>	<u>219,866</u>	<u>16,104,155</u>
REDUCTIONS			
Deposits settled to:			
Litigants	14,952,279	-	14,952,279
Juvenile Court Judicial Expense Fund	616,108	105,017	721,125
Other agencies	<u>315,377</u>	<u>127,932</u>	<u>443,309</u>
TOTAL REDUCTIONS	<u>15,883,764</u>	<u>232,949</u>	<u>16,116,713</u>
DEPOSIT BALANCES DUE TO OTHERS AT DECEMBER 31, 1999	<u><u>\$4,063</u></u>	<u><u>\$18</u></u>	<u><u>\$4,081</u></u>

GENERAL FIXED ASSET ACCOUNT GROUP

The account group is used to account for the inventory of fixed assets acquired and accumulated by the Court.

The investment reflecting the interest of the support enforcement fund is the residuary interest in fixed assets acquired using funds from its contract under the Title IV-D program of the Social Security Act with the Department of Social Services, which the Court elected not to renew effective July 1, 1995.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

SCHEDULE OF GENERAL FIXED ASSETS BY SOURCE

December 31, 1999

GENERAL FIXED ASSETS

Office furniture and equipment	\$684,403
Building improvements	<u>545,715</u>
TOTAL GENERAL FIXED ASSETS	<u><u>\$1,230,118</u></u>

INVESTMENT IN GENERAL FIXED
ASSETS BY SOURCE

General fund	\$21,841
Judicial expense fund	1,169,388
Support enforcement fund	12,612
Truancy Assessment Services Center	<u>26,277</u>
TOTAL INVESTMENT IN GENERAL FIXED ASSETS	<u><u>\$1,230,118</u></u>

CPA

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

Business



Taxes



Finance



Estates

Members of the Court
Juvenile Court for the Parish of Jefferson
Jefferson Parish, Louisiana

I have audited the general purpose financial statements and combining, individual fund and account group financial statements of Juvenile Court for the Parish of Jefferson, a component unit of Jefferson Parish, as of and for the year ended December 31, 1999, and have issued our report thereon dated May 2, 2000. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Juvenile Court for the Parish of Jefferson's general purpose financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material affect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered Juvenile Court for the Parish of Jefferson's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control

Member:

Louisiana Bar Association

American Institute of
Certified Public
Accountants

Louisiana Society of
Certified Public
Accountants



components does not reduce to a relatively low level the risk that material misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by an employee in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operations that I consider to be material weaknesses.

This report is intended for the information of the Judges of the Court, management and the Legislative Auditor. However, this report is a matter of public record and its distribution is not limited.

Brian E. Adorno, CPA
A Professional Corporation

New Orleans, Louisiana
May 2, 2000

**JUVENILE COURT FOR THE PARISH OF JEFFERSON
SUMMARY OF PRIOR YEAR FINDINGS
For the Year Ended December 31, 1999**

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

No findings had been reported.

Section II - Internal Control and Compliance Material to Federal Awards

No findings had been reported.

Section III - Management Letter

No findings had been reported.