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JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
AMITE, LOUISIANA

REPORT ON AUDIT OF  
GENERAL PURPOSE FINANCIAL STATEMENTS

For the 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 JUL 7 9 2000

JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

GENERAL PURPOSE FINANCIAL STATEMENTS

For the Year Ended December 31, 1999

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June 8, 2000

## INDEPENDENT AUDITOR'S REPORT

The Honorable Bruce C. Bennett, Chief Judge  
and Honorable Judges  
Twenty-First Judicial District Court  
Amite, Louisiana

We have audited the accompanying general purpose financial statements of the Judicial Expense Fund of the Twenty-First Judicial District Court as of and for the year ended December 31, 1999, as listed in the table of contents. These general purpose financial statements are the responsibility of the Judicial Expense Fund of the Twenty-First Judicial District Court's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the 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. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Judicial Expense Fund of the Twenty-First Judicial District Court as of December 31, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued our report dated June 8, 2000, on our consideration of the Judicial Expense Fund of the Twenty-First Judicial District Court's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contract and grants.

Respectfully submitted,

*Durnin & James*

DURNIN & JAMES, CPA'S, P.C.

GENERAL PURPOSE FINANCIAL STATEMENTS  
(COMBINED STATEMENTS - OVERVIEW)

JUDICIAL EXPENSE FUND OF THE  
 TWENTY-FIRST JUDICIAL DISTRICT COURT  
 Amite, Louisiana

BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
 December 31, 1999

	<u>GOVERNMENTAL FUNDS</u>		<u>ACCOUNT GROUPS</u>	<u>TOTALS</u>	
	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE FUND</u>	<u>GENERAL FIXED ASSETS</u>	<u>(MEMORANDUM ONLY)</u>	
				<u>1999</u>	<u>1998</u>
<b>ASSETS</b>					
<b>Assets:</b>					
Cash and cash equivalents	\$433,328	\$481,307	\$ -	\$ 914,635	\$ 777,107
Receivable	23,948	-	-	23,948	20,760
Due from other governments (net of allowances for uncollectibles)	89,862	-	-	89,862	99,639
Due from other funds	-	2,196	-	2,196	-
Fixed assets	-	-	<u>328,728</u>	<u>328,728</u>	<u>290,068</u>
<b>TOTAL ASSETS</b>	<b><u>\$547,138</u></b>	<b><u>\$483,503</u></b>	<b><u>\$328,728</u></b>	<b><u>\$1,359,369</u></b>	<b><u>\$1,187,574</u></b>
<b>LIABILITIES AND FUND EQUITY</b>					
<b>Liabilities:</b>					
Accounts payable	\$ 62,100	\$133,835	\$ -	\$ 195,935	\$ 228,052
Due to other funds	<u>2,196</u>	-	-	<u>2,196</u>	-
<b>Total Liabilities</b>	<b>\$ 64,296</b>	<b>\$133,835</b>	<b>\$ -</b>	<b>\$ 198,131</b>	<b>\$ 228,052</b>
<b>Fund Equity:</b>					
Investment in general fixed assets	\$ -	\$ -	\$328,728	\$ 328,728	\$ 290,068
Fund balances:					
Unreserved - undesignated	<u>482,842</u>	<u>349,668</u>	-	<u>832,510</u>	<u>669,454</u>
<b>Total Fund Equity</b>	<b><u>\$482,842</u></b>	<b><u>\$349,668</u></b>	<b><u>\$328,728</u></b>	<b><u>\$1,161,238</u></b>	<b><u>\$ 959,522</u></b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b><u>\$547,138</u></b>	<b><u>\$483,503</u></b>	<b><u>\$328,728</u></b>	<b><u>\$1,359,369</u></b>	<b><u>\$1,187,574</u></b>

The accompanying notes are an integral part of this statement.

JUDICIAL EXPENSE FUND OF THE  
 TWENTY-FIRST JUDICIAL DISTRICT COURT  
 Amite, Louisiana

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND  
 CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES

For the Year Ended December 31, 1999

	GENERAL FUND	SPECIAL REVENUE FUND	TOTALS (MEMORANDUM ONLY)	
			1999	1998
<b>REVENUES</b>				
Fees:				
Civil Court	\$ 69,492	\$ -	\$ 69,492	\$ 68,650
Criminal Court	121,275	-	121,275	106,774
Criminal Court - DOC	3,926	-	3,926	3,210
Criminal probation supervision fees	184,704	-	184,704	158,105
Bond Forfeiture Rebates	21,553	-	21,553	-
Support enforcement fees	-	383,274	383,274	399,774
Reimbursement from criminal court fund	84,131	-	84,131	93,061
Intergovernmental Grant	-	26,255	26,255	28,000
Interest earned	10,286	9,095	19,381	22,258
Other income	-	-	-	(115)
<b>Total Revenues</b>	<b>\$495,367</b>	<b>\$418,624</b>	<b>\$913,991</b>	<b>\$879,717</b>
<b>EXPENDITURES</b>				
Current:				
Administrator's contract	\$ 41,525	\$ -	\$ 41,525	\$ 43,406
Salaries and related	42,091	1,250	43,341	39,716
General office expenditures	76,877	22,941	99,818	58,065
Repairs and maintenance	1,277	-	1,277	2,663
Telephone	43,439	1,078	44,517	39,669
Law library, books and cassettes	5,048	734	5,782	3,026
Travel, training and meetings	13,316	14,116	27,432	18,875
Vehicle Expense	17,000	-	17,000	-
Co-operative endeavor agreement	-	-	-	-
Accounting, auditing and professional fees	15,061	2,808	17,869	14,020
Court reporters	10,055	265	10,320	99,058
Contracted law clerks	-	36,204	36,204	23,174
Insurance	8,785	1,193	9,978	5,019
Probation officer contract	124,854	-	124,854	85,247
Hearing officer contract	-	62,964	62,964	63,370
Drug Court	5,875	-	5,875	-
Stenographer, bailiff, public defender minute clerk and other clerks	1,000	83,537	84,537	73,229
Data Processing	5,834	705	6,539	6,982
FINS program expenditures	-	71,596	71,596	70,746
Other	19	828	847	3,271
Capital outlay	13,541	25,119	38,660	22,436
<b>Total Expenditures</b>	<b>\$425,597</b>	<b>\$325,338</b>	<b>\$750,935</b>	<b>\$671,972</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$ 69,770</b>	<b>\$ 93,286</b>	<b>\$163,056</b>	<b>\$207,745</b>
Other Financing Sources (Uses):				
Operating Transfers In (Out)	-	-	-	-
<b>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</b>	<b>\$ 69,770</b>	<b>\$ 93,286</b>	<b>\$163,056</b>	<b>\$207,745</b>
<b>FUND BALANCE:</b>				
Beginning of Year	\$413,072	\$256,382	\$669,454	\$461,702
End of Year	\$482,842	\$349,668	\$832,510	\$669,454

The accompanying notes are an integral part of this statement.



JUDICIAL EXPENSE FUND OF THE  
 TWENTY-FIRST JUDICIAL DISTRICT COURT  
 Amite, Louisiana

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES - BUDGET (GAAP) BASIS AND ACTUAL -  
ALL GOVERNMENTAL FUND TYPES  
 For the Year Ended December 31, 1999

	<u>GENERAL FUND</u>			<u>SPECIAL REVENUE FUND</u>		
	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>REVENUES</b>						
Fees:						
Civil Court	\$ 70,000	\$ 69,492	\$( 508)	\$ -	\$ -	\$ -
Criminal Court	136,000	121,275	(14,725)	-	-	-
Criminal Court - DOC	2,000	3,926	1,926	-	-	-
Criminal probation supervision fees	172,000	184,704	12,704	-	-	-
Bond Forfeiture Rebates	16,100	21,553	5,453	-	-	-
Support enforcement fees	-	-	-	293,891	383,274	89,383
Reimbursement from Criminal Court Fund	80,000	84,131	4,131	-	-	-
Intergovernmental Grant	-	-	-	52,509	26,255	(26,254)
Interest earned	6,500	10,286	3,786	7,000	9,095	2,095
Other income	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$482,600</b>	<b>\$495,367</b>	<b>\$ 12,767</b>	<b>\$ 353,400</b>	<b>\$ 418,624</b>	<b>\$ 65,224</b>
<b>EXPENDITURES</b>						
Current:						
Administrator's contract	\$ 39,000	\$ 41,525	\$( 2,525)	\$ -	\$ -	\$ -
Salaries and related	42,000	42,091	( 91)	1,600	1,250	350
General office expenditures	108,900	76,877	32,023	28,310	22,941	5,369
Repairs and maintenance	2,000	1,277	723	500	-	500
Telephone	47,000	43,439	3,561	1,800	1,078	722
Law library, books and cassettes	5,500	5,048	452	1,000	734	266
Travel, training and meetings	16,500	13,316	3,184	17,000	14,116	2,884
Vehicle Expense	9,400	17,000	( 7,600)	-	-	-
Co-operative endeavor	-	-	-	1,500	-	1,500
Accounting, auditing and professional fees	16,700	15,061	1,639	2,000	2,808	( 808)
Court reporters	26,100	10,055	16,045	35,000	265	34,735
Contracted law clerks	-	-	-	47,500	36,204	11,296
Insurance	8,000	8,785	( 785)	300	1,193	( 893)
Probation officer contract	122,200	124,854	( 2,654)	-	-	-
Hearing officer contract	500	-	500	63,000	62,964	36
Drug Court	1,800	5,875	( 4,075)	-	-	-
Stenographer, bailiff, public defender, minute clerk, and other clerks	600	1,000	( 400)	80,500	83,537	( 3,037)
Data processing	8,500	5,834	2,666	5,700	705	4,995
FINS program expenditures	-	-	-	66,700	71,596	( 4,896)
Other	-	19	( 19)	1,200	828	372
Capital outlay	16,200	13,541	2,659	62,255	25,119	37,136
Debt service-principal	1,000	-	1,000	-	-	-
<b>Total Expenditures</b>	<b>\$471,900</b>	<b>\$425,597</b>	<b>\$ 46,303</b>	<b>\$ 415,865</b>	<b>\$ 325,338</b>	<b>\$ 90,527</b>

(CONTINUED)

JUDICIAL EXPENSE FUND OF THE  
 TWENTY-FIRST JUDICIAL DISTRICT COURT  
 Amite, Louisiana

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES - BUDGET (GAAP) BASIS AND ACTUAL -  
ALL GOVERNMENTAL FUND TYPES (CONTINUED)  
 For the Year Ended December 31, 1999

	<u>GENERAL FUND</u>			<u>SPECIAL REVENUE FUND</u>		
	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 10,700	\$ 69,770	\$ 59,070	\$(62,465)	\$ 93,286	\$155,751
Other Financing Sources (Uses): Operating Transfers In (Out)	-	-	-	-	-	-
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	\$ 10,700	\$ 69,770	\$ 59,070	\$(62,465)	\$ 93,286	\$155,751
<b>FUND BALANCE:</b>						
Beginning of Year	\$413,072	\$413,072	\$ -	\$256,382	\$256,382	\$ -
End of Year	<u>\$423,772</u>	<u>\$482,842</u>	<u>\$ 59,070</u>	<u>\$193,917</u>	<u>\$349,668</u>	<u>\$155,751</u>

The accompanying notes are an integral part of this statement.



JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

For the Year Ended December 31, 1999

NOTES TO THE FINANCIAL STATEMENTS

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JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended December 31, 1999

**INTRODUCTION**

The Judicial Expense Fund of the Twenty-First Judicial District Court (hereafter referred to as "Judicial Expense Fund") was established on July 8, 1981 by Act No. 437, Subsection A of Section 996.6 of Title 13 of the Louisiana Revised Statutes of 1950 by the Legislature of Louisiana. This original Act was amended by Act 1985, Number 64, Section 1.

The Amended Act provides for the collection of fees or costs in addition to all other fees or costs now or hereafter provided by law. The Clerks of Court of the Twenty-First Judicial District Court shall collect from every person filing any type of civil suit or proceeding and who is not otherwise exempted by law from the payment of court costs, a sum to be determined by Judges of said district, sitting en banc, which sum shall not exceed ten dollars, subject; however, to the provisions of Louisiana Code of Civil Procedure, Article 5181, et seq.; and, in all criminal cases over which the Twenty-First Judicial District Court has jurisdiction, there shall be taxed as costs against every defendant who is convicted after trial or after he pleads guilty or who forfeits his bond, a sum likewise determined, but which shall not exceed ten dollars, which shall be in addition to all other fines, costs or forfeitures lawfully imposed, and which shall be transmitted to the said clerk for further disposition in accordance herewith.

The judges, en banc, of the Twenty-First Judicial District Court may pay each of their court reporters a salary from the judicial expense fund. The judges, en banc, may further appoint such secretarial, clerical, research, administrative or other personnel as they deem necessary to expedite the business and function of the court and pay all or any part of the salaries of such personnel out of the monies in the judicial expense fund. In like manner, the judges may utilize the monies in the judicial expense fund to pay all or any part of the cost of establishing and maintaining a law library for the court, or for buying and maintaining any type of equipment, supplies or other items consistent with the proper administration and efficient operation of the court.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. BASIS OF PRESENTATION**

The accompanying general purpose financial statements of the Judicial Expense Fund have been prepared in conformity with generally accepted accounting principles (GAAP) 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.

**B. REPORTING ENTITY**

As the governing authority of the parish, for reporting purposes, the Tangipahoa Parish Council is the financial reporting entity for Tangipahoa Parish. The financial reporting entity consists of (a) the primary government (council), (b) organizations for which the primary government is financially

JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the Tangipahoa Parish Council for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
  - a. The ability of the Parish Council to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Parish Council.
2. Organizations for which the Parish Council does not appoint a voting majority but are fiscally dependent on the Council.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the Judicial Expense Fund's revenues are self-generated, the Judicial Expense Fund is not fiscally dependent on the council. The Judicial Expense Fund was determined not to be a component unit of the Tangipahoa Parish Council, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Judicial Expense Fund and do not present information on the Parish Council, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

**C. FUND ACCOUNTING**

The accounts of the Judicial Expense Fund are organized on the basis of two funds and two account groups, each of which is considered a separate accounting entity. The operations of the fund are accounted for with a separate set of self-balancing accounts that comprises its assets, liabilities, fund balance, revenues, and expenditures. Funds of the Judicial Expense Fund are classified as governmental funds. Governmental funds account for the Judicial Expense Fund's general activities, including the collection and disbursement of specific or legally restricted monies and the acquisition or construction of general fixed assets. Governmental funds of the Judicial Expense Fund include:



JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

1. General Fund - the general operating fund of the Judicial Expense Fund accounts for all financial resources, except those required to be accounted for in other funds.
2. Special Revenue Fund - accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

**D. FIXED ASSETS AND LONG-TERM LIABILITIES**

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus.

All governmental fund type operations are accounted for on a spending or "financial flow" measurement focus and only current assets and current liabilities are generally included on their balance sheet.

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, and are recorded as expenditures in the governmental fund types when purchased. No depreciation has been provided on the general fixed assets.

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-term Debt Account Group.

The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-term Debt Account Group. The Judicial Expense Fund had no long-term debt at December 31, 1999.

**E. BASIS OF ACCOUNTING**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by the governmental funds. The governmental funds use the following practices in recording revenues and expenditures:

JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Revenues

Substantially all governmental fund revenues (fees, grants and interest earned) are accounted for using the modified accrual basis of accounting. The revenues are recognized when they become measurable and available as net current assets. An exception to this rule is criminal probation supervision fees which are recorded as revenue when received.

Expenditures

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

**F. BUDGETS AND BUDGETARY ACCOUNTING**

The Judicial Expense Fund adopted an operating budget for the general fund and the special revenue fund for the fiscal year ended December 31, 1999. The budget for the general fund and the special revenue fund is adopted on the modified accrual basis of accounting consistent with generally accepted accounting principles (GAAP).

The Judicial Expense Fund follows these procedures in establishing the budgetary data reflected in these financial statements:

1. The Fund Administrator prepares a proposed budget and submits it to the Judges of the Twenty-First Judicial District Court for their review no later than fifteen days prior to the beginning of each fiscal year.
2. A meeting is then held with the Fund Administrator and the Judges to review the proposed budget and formal adoption is made by majority vote of the Judges of the Twenty-First Judicial District Court. The budget for 1999 was adopted by the Judges on October 7, 1998.
3. Copies of the adopted budget are kept on file for public inspection.
4. Budgetary amendments due to increases or decreases in revenues or expenditures over amounts estimated require majority vote of the Judges of the Twenty-First Judicial District Court. The General Fund budget for the year ended December 31, 1999, was amended by majority vote of the Judges on October 13, 1999. The Court Support Fund budget for the year ended December 31, 1999, was amended by majority vote of the Judges on November 3, 1999.
5. All budgetary appropriations lapse at the end of each year.
6. Formal budgetary integration is not employed.

JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**G. ENCUMBRANCES**

The Judicial Expense Fund does not utilize encumbrance accounting.

**H. CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include amounts in demand deposits, interest bearing demand deposits and time certificates of deposit. Under state law, the Judicial Expense Fund 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.

**I. INVENTORIES**

The Judicial Expense Fund has no inventory on hand at December 31, 1999. Expendable supplies in the General Fund are recorded as expenditures at the time the supplies are purchased.

**J. PREPAID ITEMS**

The Judicial Expense Fund did not record any prepaid items at December 31, 1999.

**K. FIXED ASSETS**

Fixed assets are recorded as expenditures at the time purchased, and the related assets are capitalized in the general fixed assets account group. Public domain or infrastructures are not capitalized. Interest costs incurred during construction are not capitalized. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical costs.

**L. COMPENSATED ABSENCES**

All full-time employees earn ten (10) days of annual leave and ten (10) days of sick leave after one year of service. Unused sick leave and annual leave is not accumulated. At December 31, 1999, there were no employee leave benefits requiring recognition in accordance with GASB Statement No. 16. As of December 31, 1999, there were no full-time employees of the Judicial Expense Funds. All full-time employees are carried on the payroll of other governmental units and are covered under their related pension plans.

**M. LONG-TERM OBLIGATIONS**

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due.



JUDICIAL EXPENSE FUND OF THE  
 TWENTY-FIRST JUDICIAL DISTRICT COURT  
 Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**N. TOTAL COLUMN ON COMBINED STATEMENT**

The total column on the combined statement is captioned Memorandum Only to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position or results of operations, in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

**2. CASH AND CASH EQUIVALENTS**

For reporting purposes, cash and cash equivalents include demand deposits and time certificates of deposits. Under Louisiana law the Fund may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, any other state in the union, or under the laws of the United States. Further, the Fund may invest in time deposits or certificates of deposit of state banks organized under Louisiana law and national banks having principal offices in Louisiana.

As reflected in the accompanying combined balance sheet, the Fund had cash and cash equivalents totaling \$914,635 at December 31, 1999. Cash and cash equivalents are stated at cost, which approximates market. These deposits must be secured under state law by federal deposit insurance or the pledge of securities owned by the bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the bank. The following is a summary of cash and cash equivalents as confirmed by financial institutions at December 31, 1999, with the related federal deposit insurance and pledged securities. The cash and cash equivalents at December 31, 1999, were secured as follows:

	CONFIRMED BANK BALANCES DEC. 31, 1999	FDIC INSURANCE	PLEGGED SECURITIES (CATEGORY 3)
Demand Deposits	\$ -	\$ -	\$ -
Interest Bearing Demand Deposits	353,048	200,000	153,048
Time Certificates Deposit	<u>563,954</u>	<u>332,534</u>	<u>231,420</u>
Total	<u>\$917,002</u>	<u>\$532,534</u>	<u>\$384,468</u>

**3. RECEIVABLES**

Receivables represent accrued interest on certificates of deposit, court filing fees, and support account fees earned in 1999 and received in 2000 from the following:

JUDICIAL EXPENSE FUND OF THE  
 TWENTY-FIRST JUDICIAL DISTRICT COURT  
 Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total</u>
Fees:			
Clerk of Court:			
Tangipahoa Parish	\$ 2,065	\$ -	\$ 2,065
Livingston Parish	3,320	-	3,320
St. Helena Parish	<u>510</u>	<u>-</u>	<u>510</u>
Civil Court Fees	<u>\$ 5,895</u>	<u>\$ -</u>	<u>\$ 5,895</u>
Sheriffs:			
Tangipahoa Parish	\$11,163	\$ -	\$11,163
Livingston Parish	5,820	-	5,820
St. Helena Parish	<u>620</u>	<u>-</u>	<u>620</u>
Criminal Court Fees	<u>\$17,603</u>	<u>\$ -</u>	<u>\$17,603</u>
Other	<u>\$ 450</u>	<u>\$ -</u>	<u>\$ 450</u>
Total Receivables	<u>\$23,948</u>	<u>\$ -</u>	<u>\$23,948</u>

No allowance for uncollectible receivables is required at December 31, 1999.

**4. DUE FROM OTHER GOVERNMENTAL UNIT**

Due from other governments consists of unsecured loans in the amount of \$89,862. The outstanding balances as of December 31, 1999 consist of the following:

District Attorney	\$ 7,518
Livingston Parish Council	24,783
Tangipahoa Parish Council	<u>57,561</u>
Subtotal	\$89,862
Less: Allowance For Uncollectible Amounts	<u>-</u>
Total	<u>\$89,862</u>

**5. CHANGES IN GENERAL FIXED ASSETS**

A summary of changes in general fixed assets for the year ended December 31, 1999 follows:

JUDICIAL EXPENSE FUND OF THE  
 TWENTY-FIRST JUDICIAL DISTRICT COURT  
 Amite, Louisiana

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

	Balance January <u>1, 1999</u>	<u>Additions</u>	<u>Deductions</u>	Balance December <u>31, 1999</u>
Furniture & Fixtures	\$ 30,928	\$ 2,973	\$ -	\$ 33,901
Equipment	<u>259,140</u>	<u>35,687</u>	<u>-</u>	<u>294,827</u>
Total	<u>\$290,068</u>	<u>\$38,660</u>	<u>\$ -</u>	<u>\$328,728</u>

**6. PENSION PLAN**

All employees of the Judicial Expense Fund are members of the social security system.

In addition to employee payroll deduction, the Judicial Expense Fund remits funds to match the employee contributions. The Fund's portion of contributions to the social security system for the year ended December 31, 1999, totaled \$1251. The Judicial Expense Fund does not have any liability for employee pension benefits.

**7. LEASES**

The Judicial Expense Fund records operating leases as current expenditures in the accompanying financial statements. The following is an analysis of significant operating leases at December 31, 1999:

On April 27, 1995, the Judicial Expense Fund entered into a month-by-month lease for office rent in Livingston Parish. The lease provides for rental of \$500 per month commencing May 1, 1995, and can be terminated at any time.

On January 2, 1996, the Judicial Expense Fund entered into a twelve month lease for office rent in Tangipahoa Parish. The lease provides for rental of \$300 per month commencing January 2, 1996, through January 2, 1997; thereafter, for \$350 per month until December, 1998. At that time, this office moved next door for more space. The office rent is now \$800 per month, until terminated.

Since these two leases may be terminated at any time, the Judicial Expense Fund has no required future annual commitments under these leases.

**8. LITIGATION**

There is no litigation pending against the Judicial Expense Fund at December 31, 1999.

JUDICIAL EXPENSE FUND OF THE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

9. FINS PROGRAM

The Families in Need of Services Special Revenue Fund (FINS) is used to account for the receipt and disbursement of funds collected for reducing the number of children who enter the juvenile justice system or the foster care system. The FINS Fund is included in the Special Revenue Fund.

Selected data for the FINS Fund follows:

Revenues:	
Intergovernmental grant	\$52,509
Less portion of grant shared with the City Court of Hammond	<u>26,254</u>
Revenue recognized	26,255
Expenditures	<u>71,596</u>
Excess of Expenditures Over Revenues	<u>\$45,341</u>

The excess of Expenditures over Revenues was absorbed by other Special Revenue Fund Revenues.

OTHER INDEPENDENT AUDITOR'S REPORTS  
AND FINDINGS AND RECOMMENDATIONS

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND  
ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS





# Durnin & James

CERTIFIED PUBLIC ACCOUNTANTS  
A Professional Corporation

HAMMOND, LA • AMITE, LA

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Certified Public Accountants

June 8, 2000

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING BASED ON AN AUDIT OF GENERAL PURPOSE  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS

The Honorable Bruce C. Bennett, Chief Judge  
and Honorable Judges  
Twenty-First Judicial District Court  
Amite, Louisiana

We have audited the general purpose financial statements of the Judicial Expense Fund of the Twenty-First Judicial District Court, Amite, Louisiana, as of and for the year ended December 31, 1999, and have issued our report thereon dated June 8, 2000. We conducted our 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 the Judicial Expense Fund of the Twenty-First Judicial District Court's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instance of noncompliance that is required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Judicial Expense Fund of the Twenty-First Judicial District Court's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting

JUDICIAL EXPENSE FUND OF THE  
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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 components does not reduce to a relatively low level the risk that 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 employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

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

Respectfully submitted,

DURNIN & JAMES, CPA's, P.C.

FINDINGS AND RECOMMENDATIONS

JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

CURRENT YEAR AUDIT FINDINGS  
For the Year Ended December 31, 1999

FINDINGS AND RECOMMENDATIONS

NONE

CORRECTIVE ACTION PLAN FOR CURRENT YEAR AUDIT FINDINGS

JUDICIAL EXPENSE FUND OF THE  
TWENTY-FIRST JUDICIAL DISTRICT COURT  
Amite, Louisiana

CORRECTIVE ACTION PLAN FOR CURRENT YEAR AUDIT FINDINGS

For the Year Ended December 31, 1999

<u>Ref.#</u>	<u>Description of Finding</u>	<u>Corrective Action Plan</u>	<u>Name of Contact Person</u>	<u>Anticipated Completion Date</u>
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NONE



SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

JUDICIAL EXPENSE FUND OF THE  
 TWENTY-FIRST JUDICIAL DISTRICT COURT  
 Amite, Louisiana

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

For the Year Ended December 31, 1999

Fiscal Year Findings Initially Occurred	Corrective Action Taken	Plan Corrective Action - Partial Corrective Action Taken	Additional Explanation
Ref.#	<u>Description of Findings</u>	<u>Partial Corrective Action Taken</u>	<u>Explanation</u>

None