

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
 Parish of Bienville, Calcasieu and Jackson, Louisiana
 Notes to the Financial Statements (Continued)

2. CASH AND CASH EQUIVALENTS (Continued)

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the related 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. At December 31, 1996, the District Attorney has \$172,211 in deposits (collected bank balances). These deposits are maintained in six financial institutions and are secured from risk by \$172,211 of federal deposit insurance.

3. RECEIVABLES

The following is a summary of receivables at December 31, 1996:

Class of Receivable	General Fund	Special Revenue Funds	Total
Due from other governments:			
Due from federal grants	\$15,671	\$15,127	\$30,798
Due from criminal court fund	13,043		13,043
Commissions collected by parish sheriffs	2,946		2,946
Accounts receivable	<u>682</u>		<u>682</u>
Total	<u>\$32,342</u>	<u>\$15,127</u>	<u>\$47,469</u>

4. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance January 1, 1996	Additions	Deletions	Balance December 31, 1996
Equipment and furniture	<u>\$326,993</u>	\$18,171	\$888	<u>\$345,276</u>
Total	<u>\$326,993</u>	<u>\$18,171</u>	<u>\$888</u>	<u>\$345,276</u>

5. PENSION PLAN

DISTRICT ATTORNEYS RETIREMENT SYSTEM (DARS)

Plan Description. The district attorney and assistant district attorneys are members of the Louisiana District Attorneys Retirement System (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana

Combining Schedule of Changes in Deposits Due Others - Agency Funds
For the Year Ended December 31, 1996

	Asset Sellers Agency Fund	Bond Proceeds Agency Fund	Total
DEPOSIT BALANCES AT BEGINNING OF YEAR	529,184	50198	579,382
ADDITIONS			
Retired assets	31,856		31,856
Agency owned bond forfeitures		14,148	14,148
Two percent bond proceeds		14,894	14,894
Interest	987		987
Total Deposits Available	<u>63,883</u>	<u>29,042</u>	<u>92,925</u>
REDUCTIONS			
Bienville Parish:			
Sheriff		1,475	1,475
Calcasieu Parish:			
Clerk of Court	6,879		6,879
Sheriff		2,820	2,820
Jackson Parish:			
Sheriff		2,914	2,914
Second Judicial District:			
Criminal Court Fund	1,971	375	2,347
District Attorney	631	7,565	8,197
District Court		6,835	6,835
Judges' Retiree Board		6,995	6,995
DAAT	<u>289</u>		<u>289</u>
Total Reductions	<u>8,685</u>	<u>18,249</u>	<u>26,934</u>
DEPOSIT BALANCES AT END OF YEAR	<u>552,186</u>	<u>52198</u>	<u>604,384</u>

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana

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Kenneth D. Falden & Co.
Certified Public Accountants

Kenneth D. Falden, CPA

Tim W. Stenderin, CPA

Members
Society of Louisiana
Certified Public Accountants

281 Eighth Street
Baton Rouge, La. 70814
(504) 289-1111
FAX (504) 289-7333

Members
American Institute of
Certified Public Accountants

INDEPENDENT AUDITORS' REPORT

To the Honorable Walter E. May, Jr., District Attorney
Second Judicial District
Bossier Parish, Louisiana

We have audited the accompanying general purpose financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Caliborne and Jackson, Louisiana, as of and for the year ended December 31, 1996. These general purpose financial statements are the responsibility of the District Attorney of the Second Judicial District'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, Government Auditing Standards issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-135, "Audit of State and Local Governments." These standards and OMB Circular A-135 require that we 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. 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 District Attorney of the Second Judicial District, parishes of Bienville, Caliborne and Jackson, Louisiana, as of December 31, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The financial information listed as supporting schedules in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Caliborne and Jackson, Louisiana. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements.


Kenneth D. Falden & Co.
Certified Public Accountants

Bossier Parish, Louisiana
June 18, 1997

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana

ALL FUND TYPES AND ACCOUNT GROUP
Combined Balance Sheet, December 31, 1996

	Governmental Fund Types		Fiduciary Fund Type	Account Group	Total (Memorandum Only)
	General Fund	Special Revenue Funds	Agency Funds	General Fixed Assets	
ASSETS					
Cash and cash equivalents	\$48,973	\$101,987	\$52,264		\$203,224
Receivables	32,063	15,127			47,190
Other assets		480			480
Fixed assets				319,864	319,864
TOTAL ASSETS	<u>\$81,036</u>	<u>\$117,594</u>	<u>\$52,264</u>	<u>\$319,864</u>	<u>\$570,758</u>
LIABILITIES AND FUND EQUITY					
Liabilities					
Accounts payable	\$18,526	\$1,394			\$19,920
Payroll deductions and withholdings payable	6,485	2,576			9,061
Retired assets pending judgment			52,264		52,264
Total liabilities	<u>25,011</u>	<u>3,970</u>	<u>52,264</u>	<u>70,056</u>	<u>79,177</u>
Fund equity					
Investment in general fixed assets				319,864	319,864
Fund balances - unreserved and undesignated	56,025	113,624			169,649
Total equity	<u>56,025</u>	<u>113,624</u>	<u>70,056</u>	<u>319,864</u>	<u>559,569</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$81,036</u>	<u>\$117,594</u>	<u>\$52,264</u>	<u>\$319,864</u>	<u>\$570,758</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT

Parishes of Bienville, Calcasieu and Acadian, Louisiana

GOVERNMENTAL FUNDS

Combined Statement of Revenues, Expenditures and

Changes in Fund Balances

For the Year Ended December 31, 1998

Statement 2

	General	Special Revenues	Total (Miscellaneous Ded.)
REVENUES			
Contributions	\$148,445	547,445	\$695,890
Federal grants	71,750	121,246	192,996
State grants	4,095		4,095
Interest	787	5,143	5,930
Other	262		262
Total revenues	<u>225,339</u>	<u>673,834</u>	<u>899,173</u>
EXPENDITURES			
Automobile	4,756		4,756
Advertising	698		698
Assessment dues	7,407		7,407
Contracted services	2,712	380	3,092
Insurance	2,818	9,200	12,018
Legal and accounting	26,512	1,808	28,320
Library	10,084		10,084
Office supplies	14,487	14,990	29,477
Post-kill interviews	66,519		66,519
Rentals	5,146	4,225	9,371
Repairs and maintenance	6,738	2,778	9,516
Salaries and related benefits	68,948	145,838	214,786
Seminars and conferences	12,475	3,726	16,201
Supplies	2,668		2,668
Telephone and utilities	21,770	14,168	35,938
Travel	2,900	4,818	7,718
Other	874		874
Capital outlay	4,308	2,672	6,980
Total expenditures	<u>256,237</u>	<u>128,826</u>	<u>385,063</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	<u>69,102</u>	<u>44,008</u>	<u>113,110</u>
OTHER FINANCING SOURCES (USES)			
Operating transfers in	28,004	27	28,031
Operating transfers out	107	(28,026)	(28,123)
Total other financing sources (uses)	<u>27,927</u>	<u>(27,999)</u>	<u>6,928</u>
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	<u>(3,825)</u>	<u>16,009</u>	<u>12,184</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>66,204</u>	<u>91,864</u>	<u>158,068</u>
FUND BALANCES AT END OF YEAR	<u>62,379</u>	<u>107,873</u>	<u>170,252</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
Notes to the Financial Statements
As of and for the Year Ended December 31, 1996

INTRODUCTION

The Second Judicial District is composed of the parishes of Bienville, Calcasieu and Jackson located in south-west Louisiana. As provided by Article V, Section 26 of the Louisiana Constitution of 1974, the District Attorney has charge of criminal prosecution by the State in his district, is the representative of the State before the grand jury in his district, and is legal adviser to the grand jury. He performs other duties as provided by law. The District Attorney is elected by the qualified electors of the judicial district for a term of six years.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying general purpose financial statements of the District Attorney of the Second Judicial District 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

Governmental Accounting Standards Board Statement No. 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. The basic criterion for including a potential component unit within the reporting entity is financial accountability. For financial reporting purposes, in conformance with GASB Statement No. 14, the District Attorney of the Second Judicial District includes all funds, account groups, or centers, that are within the oversight responsibility of the District Attorney. Oversight responsibility is determined on the basis of appointment of governing body, ability to significantly influence operations, accountability for fiscal matters, and the nature and significance of an organization's relationship with the primary government. Based on consideration of the foregoing criteria, the District Attorney is deemed to be a separate reporting entity. Certain units of local government over which the District Attorney exercises an oversight responsibility, such as the parish police jury, parish school board, other independently-elected officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the District Attorney.

C. FUND ACCOUNTING

The District Attorney uses funds and an account group 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 relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group 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 available financial resources.

Funds of the District Attorney are classified into two categories: governmental and fiduciary. The category governmental funds is divided into two fund types and there is one fiduciary fund category. A description of these fund classifications and their fund types follows:

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
Notes to the Financial Statements (Continued)

D. 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:

Revenues

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting refers to the timing of the measurements made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Governmental fund revenues are recognized when they become measurable and available as net current assets.

Commissions on fines are collected by the sheriff's departments and remitted to the District Attorney. Thereof, amounts remitted during the current period and amounts collected by the government agency during the current period and received within 60 days by the District Attorney, are recognized as revenue. Substantially all other commissions are recognized as revenue in the period collected.

Federal grant revenues of the Title IV-B (Special Revenue Fund consist of 1) a partial reimbursement of ex-gratia was reported to the Department of Social Services and remitted by the government agency, and 2) monies received from the Department of Social Services, which are a percentage of child support collections. Therefore, amounts remitted during the current period, amounts based upon current period expenditures and collections received within 60 days by the District Attorney, are recognized as revenue.

General Fund grant revenues are recognized in the period for which the grant was issued if received in time to pay current year-end liabilities.

Expenditures

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

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses).

E. BUDGETS

Budgets are adopted on a basis consistent with generally accepted accounting principals (GAAP). Annually appropriated budgets are adopted for the general and special revenue funds. The District Attorney approves all budget changes or amendments. At year end, all appropriations lapse. Budgeted amounts shown in financial statements are as originally adopted.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
Notes to the Financial Statements (Continued)

F. ENCUMBRANCES

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the District Attorney.

G. 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 short-term time deposits. Under state law, the District Attorney 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 District Attorney 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. At December 31, 1996, the District Attorney had no investments.

H. FIXED ASSETS

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. Public domain or infrastructures are not capitalized. No depreciation has been provided on general fixed assets. Ninety-eight per cent of the general fixed assets are valued at historical cost; two per cent of the asset values are estimated.

I. COMPENSATED ABSENCES

Employees earn from two weeks to five weeks of vacation leave annually, depending upon length of service; vacation leave does not accumulate. Employees earn twelve days of sick leave annually; six days of sick leave may be accumulated. The cost of current leave privileges, computed in accordance with GASB Codification Section 650, is recognized as a current-year expenditure in the General Fund when leave is actually taken. The amount of accumulated sick leave is immaterial to the financial statements and is not accrued.

J. TOTAL COLUMNS ON STATEMENTS

The total columns on the 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 is such data comparable to a consolidation.

2. CASH AND CASH EQUIVALENTS

At December 31, 1996, the District Attorney has cash and cash equivalents (bank balances) totaling \$183,214 as follows:

Demand deposits including interest-bearing	\$177,099
Prty cash	300
Time deposits	<u>5,815</u>
Total	<u>\$183,214</u>

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT

Parishes of Bienville, Calcasieu and Jackson, Louisiana

Notes to the Financial Statements (Continued)

5. PENSION PLAN (Continued)

Assistant district attorneys who earn, as a minimum, the amount paid by the state for assistant district attorneys and are under the age of 60 at the time of original employment and all district attorneys are required to participate in the System. For members who joined the System before July 1, 1993, and who elected not to be covered by the new provisions, the following applies: Any member with 20 or more years of creditable service, regardless of age may retire with a 3 percent benefit reduction for each year before age 55, provided that no reduction is applied if the member has 30 or more years of service. Any member with at least 18 years of service may retire at age 55 with a 3 percent benefit reduction for each year before age 58. In addition, any member with at least 10 years of service may retire at age 50 with a 3 percent benefit reduction for each year retiring below the age of 62. The retirement benefit is equal to 2 percent of the member's average final compensation multiplied by the number of years of his membership service, not to exceed 100 percent of his average final compensation.

For members who joined the System after July 1, 1993, or who elected to be covered by the new provisions, the following applies: Members are eligible to receive normal retirement benefits if they are age 60 and have 18 years of service credit, are age 55 and have 24 years of service credit, or have 30 years of service credit regardless of age. The normal retirement benefit is equal to 2.5 percent of the member's final-average compensation multiplied by years of membership service. A member is eligible for early retirement if he is age 55 and has 18 years of service credit. The early retirement benefit is equal to the normal retirement benefit reduced 2 percent for each year the member retires in advance of normal retirement age. Benefits may not exceed 100 percent of average final compensation. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana District Attorneys Retirement System, 2189 Decatur Street, New Orleans, Louisiana 70116-2891, or by calling (504) 547-8881.

Funding Policy. Plan members are required by state statute to contribute 7.8 percent of their annual covered salary and the district attorney is required to contribute at an actuarially determined rate. The current rate is 3.25 percent of annual covered payroll. Contributions to the System also include .2 percent of the net value-added taxes collected throughout the state and revenue sharing funds as appropriated by the legislature. The contribution requirements of plan members and the district attorney are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:503, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The district attorney's contributions to the System for the years ending December 31, 1996, 1995, and 1994, were \$1,896, \$1,894, and \$758, respectively, equal to the required contributions for each year.

PARISHIAL EMPLOYEES RETIREMENT SYSTEM (PERS)

Plan Description. Substantially all employees of the District Attorney, Second Judicial District are members of the Parishial Employees Retirement System of Louisiana (PERS), a multiple-employer (not-sharing), public employer retirement system (PERS), controlled and administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the district are members of Plan A.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
Note to the Financial Statements (Continued)

7. FEDERAL FINANCIAL ASSISTANCE PROGRAM (Continued)

The reimbursement payments are restricted by a formal agreement between the District Attorney and Department of Social Services and includes a budget of expected expenditures for each fiscal year ending June 30. The District Attorney submits reimbursement requests to the Department of Social Services on a monthly basis.

There are no restrictions on how income payments may be expended, except as may be required by state law for any other funds of the District Attorney. However, these payments, as well as the reimbursement payments, may be subjected to further review and audit by the federal grantor agency. No provision has been made in the financial statements for the reimbursement of any expenditures that may be disallowed as a result of such a review or audit.

8. LITIGATION

The District Attorney of the Second Judicial District is a defendant in various lawsuits filed by inmates. Although the outcome of these lawsuits is not presently determinable, in the opinion of the district attorney's legal counsel, the resolution of these matters will not have a material adverse effect on the financial condition of the Second Judicial District Attorney.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
Supplemental Information Schedule
For The Year Ended December 31, 1996

SPECIAL REVENUE FUNDS

Title IV-D Special Revenue Fund

The Title IV-D Special Revenue Fund consists of incentive payments and reimbursement grants from the Louisiana Department of Social Services, authorized by Act 107 of 1975, to establish family and child support programs compatible with Title IV-D of the Social Security Act. The purpose of the fund is to enforce the support obligations owed by absent parents to their families and children, to locate absent parents, to establish paternity, and to obtain family and child support.

Worthless Check Collection For Special Revenue Fund

The Worthless Check Collection For Special Revenue Fund consists of fees collected in accordance with Louisiana Revised Statute 16:15, which provides for a specific fee whenever the district attorney's office collects and processes a worthless check. Expenditures from this fund are at the sole discretion of the District Attorney and may be used to defray the salaries and the expenses of the office of the District Attorney but may not be used to supplement the salary of the District Attorney.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jefferson, Louisiana
SPECIAL REVENUE FUNDS

Combining Balance Sheet, December 31, 1996

	Title IV-D Fund	Wardens Check Collection Fee Fund	Total
ASSETS			
Cash and cash equivalents	\$67,523	\$34,464	\$100,987
Receivables	18,127		18,127
Other assets	480		480
TOTAL ASSETS	<u>\$86,130</u>	<u>\$34,464</u>	<u>\$120,594</u>
LIABILITIES AND FUND EQUITY			
Liabilities			
Accounts payable	\$1,994		\$1,994
Payroll deductions and withholdings payable	2,578		2,578
Total liabilities	<u>4,572</u>	<u>96000</u>	<u>100,572</u>
Fund Equity - fund balances:			
Unreserved - undesignated	79,078	34,464	113,542
Total fund equity	<u>79,078</u>	<u>34,464</u>	<u>113,542</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$86,130</u>	<u>\$34,464</u>	<u>\$120,594</u>

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
SPECIAL REVENUE FUNDS

Schedule 2

*Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances
 For the Year Ended December 31, 1996*

	Title IV-B Fund	Workless Check Collection Fee Fund	Total
REVENUES			
Commissions		\$47,662	\$47,662
Federal grants	211,546		211,546
Interest earnings	3,181	41	3,222
Total revenues	<u>214,727</u>	<u>47,703</u>	<u>262,430</u>
EXPENDITURES			
Contracted services	261		261
Insurance	9,200		9,200
Legal and accounting	1,600		1,600
Office supplies	4,965	10,005	14,970
Rentals	4,515		4,515
Repairs and maintenance	2,773		2,773
Scholarship and related benefits	163,839		163,839
Seminars and conferences	3,716		3,716
Telephone and utilities	14,368		14,368
Travel	4,818		4,818
Capital outlay	5,670		5,670
Total expenditures	<u>225,800</u>	<u>10,005</u>	<u>235,805</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>88,927</u>	<u>37,698</u>	<u>126,625</u>
OTHER FINANCING SOURCES (USES)			
Operating transfers in	37		37
Operating transfers out		(28,034)	(28,034)
Total other financing sources (use)	<u>37</u>	<u>(28,034)</u>	<u>(27,997)</u>
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	<u>89,000</u>	<u>9,664</u>	<u>98,664</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>72,265</u>	<u>14,799</u>	<u>87,064</u>
FUND BALANCES AT END OF YEAR	<u>\$73,075</u>	<u>\$24,464</u>	<u>\$97,539</u>

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**DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
PARISHES OF BIENVILLE, CLAIRBORNE AND JACKSON, LOUISIANA**

**GENERAL PURPOSE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 1994
WITH SUPPLEMENTAL INFORMATION SCHEDULES**

Under provisions of state law, this report is a public document. A copy of the report has been furnished to the audited, or reviewed, 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: 01.07.1995

KENNETH D. FOLDEN & CO.
CERTIFIED PUBLIC ACCOUNTANTS

200 EIGHTH STREET, MONROE, LA 70131
(225) 235-7111
FAX (225) 235-7112

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
 Parishes of Bienville, Calcasieu and Jackson, Louisiana
AGENCY FUNDS

Combining Balance Sheet, December 31, 1995

	Asset Services Fund	Bond Proceeds Fund	Total
ASSETS			
Cash and cash equivalents	502,164		502,164
TOTAL ASSETS	<u>502,164</u>	NONE	<u>502,164</u>
LIABILITIES			
Liabilities			
Several assets pending judgment	52,164		52,164
TOTAL LIABILITIES	<u>52,164</u>	NONE	<u>52,164</u>

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
GOVERNMENTAL FUNDS

Statement C

Combined Statement of Revenues, Expenditures and
Changes in Funds Balances - Budget (GAAP Basis) and Actual
For the Year Ended December 31, 1998

	General Fund			Special Revenue Funds		
	Budget	Actual	Variance - Favorable (Unfavorable)	Budget	Actual	Variance - Favorable (Unfavorable)
REVENUES						
Contributions	\$140,400	\$149,463	8,063	\$71,434	\$71,663	\$229
Federal grants	83,214	73,703	(10,511)	233,360	233,540	180
State grants		4,899	4,899			
Interest	1,851	781	(1,070)	1,354	1,053	(297)
Other	714	263	(451)			
Total revenues	186,179	227,913	(58,266)	245,948	278,256	32,308
EXPENDITURES						
Accountable	4,614	4,736	(122)			
Advertising	313	698	385			
Automation fees	8,054	7,881	173			
Contracted services	14,286	3,733	10,553	38,430	381	10,049
Insurance	1,511	2,811	1,300	8,233	5,283	(2,950)
Legal and accounting	25,000	30,913	5,913	1,890	1,880	(10)
Litigation	10,600	11,884	1,284			
Office supplies	10,000	10,497	497	30,735	14,980	(15,755)
Pre-trial services		60,579	60,579			
Printing	3,039	3,146	107	4,724	4,824	100
Repairs and maintenance	3,544	6,736	3,192	2,139	2,773	634
Salaries and related benefits	41,500	60,545	19,045	60,160	60,389	229
Supplies and consumables	10,000	11,471	1,471	214	2,786	2,572
Supplies	2,240	3,649	1,409			
Telephone and utilities	11,875	11,771	104	13,156	14,160	1,004
Travel	2,750	2,935	185	1,945	4,839	2,894
Training		856	856			
Other		856	856			
Capital outlay	15,200	4,599	(10,601)	549	3,673	3,124
Total expenditures	228,256	256,227	28,071	214,288	224,886	10,598
EXCESS (DEFICIENCY) OF REVENUES						
OVER EXPENDITURES	207	(28,314)	(28,521)	12,700	46,370	33,670
OTHER FINANCING SOURCES (USES)						
Operating transfers in		18,884	18,884		37	37
Operating transfers out		(37)	(37)		(18,884)	(18,921)
Total other financing sources (uses)	207	18,847	18,640	207	(18,847)	(19,011)
EXCESS (DEFICIENCY) OF REVENUES						
AND OTHER SOURCES OVER						
EXPENDITURES AND OTHER USES	207	(9,467)	(9,660)	12,700	14,523	1,823
FUND BALANCES AT BEGINNING OF YEAR	20,738	16,274	(14,464)	81,220	75,864	(5,356)
FUND BALANCES AT END OF YEAR	\$20,945	\$6,807	(\$14,138)	\$93,920	\$90,387	(\$3,533)

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEYS OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
Supplemental Information Schedule
For the Year Ended December 31, 1996

GENERAL

FEDERAL FINANCIAL ASSISTANCE PROGRAMS

In accordance with Office of Management and Budget Circular A-128, a schedule of federal financial assistance is presented.

Kenneth B. Fadden & Co.
Certified Public Accountants

Kenneth B. Fadden, CPA

Earl W. Anderson, CPA

Members
Society of Louisiana
Certified Public Accountants

201 Patsch Street
Monroe, La. 71101
(504) 236-7344
(504) 236-2007 FAX

Members
American Institute of
Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON SCHEDULE OF FEDERAL
FINANCIAL ASSISTANCE**

To the Honorable Walter E. Hay, Jr., District Attorney
Second Judicial District
Monroe, Louisiana

We have audited the general purpose financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, as of and for the year ended December 31, 1997, and have issued our report thereon dated June 18, 1997. These general purpose financial statements are the responsibility of the District Attorney of the Second Judicial District'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; Government Auditing Standards issued by the Comptroller General of the United States; and the provisions of Office of Management and Budget Circular A-118, "Audit of State and Local Governments." These standards and OMB Circular A-118 require that we 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. We believe that our audit provides a reasonable basis for our opinion.

Our audit was conducted for the purpose of issuing an opinion on the general purpose financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, taken as a whole. The accompanying schedule of federal financial assistance is presented for purposes of additional analysis and is not a required part of the general purpose financial statements. The information in that schedule has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.


Kenneth B. Fadden & Co.
Certified Public Accountants

Monroe, Louisiana
June 26, 1997

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
 Parishes of Bossier, Calcasieu and Jackson, Louisiana

Schedule of Federal Financial Assistance
 For The Year Ended December 31, 1996

Federal Grantor/Pass-Through Grantor/Program Name	CFDA Number	Expenditures/ Expenses
United States Department of Health and Human Resources		
Passed-Through Louisiana Department of Social Services -		
Child Support Enforcement		
Reimbursements	15,783	5171,647
Incentives	15,783	83,864
		<u>5255,511</u>
United States Department of Justice		
Passed-Through Louisiana Commission on Law Enforcement -		
Grant #96-BJ-B-09-0027	16,579	56,285
Grant #97-BJ-B-09-0044	16,579	59,648
Grant #95-BJ-B-20-0050	16,579	46,528
		<u>162,461</u>
Total		<u>6879,972</u>

Kenneth B. Folds & Co.
Certified Public Accountants

Kenneth B. Folds, CPA

Tel. 981-566-6100

Members
Society of Louisiana
Certified Public Accountants

201 Eighth Street
Jennings, LA. 70501
(504) 225-5226
FAX (504) 224-5225

Members
American Institute of
Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL
STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Honorable Walter E. May, Jr., District Attorney
Second Judicial District
Jennings, Louisiana

We have audited the general purpose financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, as of and for the year ended December 31, 1996, and have issued our report thereon dated June 26, 1997.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-128, "Audit of State and Local Governments." These standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, reliance and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, for the year ended December 31, 1996, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors and irregularities 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 structure and its operation that we consider to be material weaknesses as defined above.

This report is intended for the information of the District Attorney of the Second Judicial District and management. However, this report is a matter of public record and its distribution is not limited.



Kenneth D. Felder & Co.
Certified Public Accountants

Jonesboro, Louisiana
June 26, 1997

Kenneth D. Foblen & Co.
Certified Public Accountants

Kenneth D. Foblen, CPA

Ted W. Sandoz, CPA

Members
State of Louisiana
Certified Public Accountants

901 Eighth Street
Jamboree, La. 71344
(504) 235-7144
Telex 3144 205-144

Members
American Institute of
Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Honorable Walter E. May, Jr., District Attorney
Second Judicial District
Jamboree, Louisiana

We have audited the general purpose financial statements of the District Attorney of the Second Judicial District, an officer of Bienville, Calcasieu and Jackson, Louisiana, as of and for the year ended December 31, 1995, and have issued our report thereon dated June 26, 1997.

We conducted our audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-128, "Audits of State and Local Governments." Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

Compliance with laws, regulations, contracts and grants applicable to the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, is the responsibility of the District Attorney of the Second Judicial District's management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, we performed tests of the District Attorney of the Second Judicial District's compliance with certain provisions of laws, regulations, contracts and grants. However, our objective was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of non-compliance that are required to be reported under Government Auditing Standards.

We noted a certain immaterial instance of non-compliance that we have reported to the management of the District Attorney of the Second Judicial District in a separate letter dated June 26, 1997.

This report is intended for the information of the District Attorney of the Second Judicial District and management. However, this report is a matter of public record and its distribution is not limited.



Kenneth D. Foblen & Co.
Certified Public Accountants

Jamboree, Louisiana
June 26, 1997

Kenneth D. Follen & Co.
Certified Public Accountants

Kenneth D. Follen, CPA

Ted W. Sandholm, CPA

Members
Society of Louisiana
Certified Public Accountants

100 Fifth Street
Bossier, LA 71111
(504) 731-7344
FAX (504) 289-7111

Members
American Institute of
Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON THE INTERNAL
CONTROL STRUCTURE ISSUES IN ADMINISTRATIVE
FEDERAL FINANCIAL ASSISTANCE PROGRAMS**

To the Honorable Walter E. Hag, Jr., District Attorney
Second Judicial District
Bossier, Louisiana

We have audited the general purpose financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, as of and for the year ended December 31, 1996, and have issued our report thereon dated June 26, 1997.

We conducted our audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States; and Office of Management and Budget Circular A-128, "Audit of State and Local Governments." These standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

In planning and performing our audit for the year ended December 31, 1996, we considered the internal control structure of the District Attorney of the Second Judicial District, in order to determine our auditing procedures for the purpose of expressing our opinion on the District Attorney of the Second Judicial District's general purpose financial statements, and to report on the internal control structure in accordance with OMB Circular A-128. This report addresses our consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal financial assistance programs. We have addressed internal control structure policies and procedures relevant to our audit of the general purpose financial statements in a separate report dated June 26, 1997.

The management of the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the reported benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles, and that federal financial assistance programs are managed in compliance with applicable laws and regulations. Because of inherent limitations in any internal control structure, errors, irregularities, or instances of noncompliance may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures used in administering federal financial assistance programs into the following categories:

General Requirements

- Political activity
- Civil rights
- Cash management
- Allowable cost/need principles
- Drug-free workplace
- Administrative requirements

Specific Requirements

- Types of services allowed or unallowed
- Matching or level of effort
- Claims for advances and reimbursements
- Amounts claimed or used for matching

For all of the internal control structure categories listed above, we obtained an understanding of the design of relevant policies and procedures and determined whether they have been placed in operation, and we assessed control risk.

During the year ended December 31, 1994, the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, had no major federal financial assistance programs and expended 100 percent of its total federal financial assistance under the following nonmajor federal financial assistance programs: Child Support Enforcement and Louisiana Commission on Law Enforcement grants.

We performed tests of controls, as required by OMB Circular A-135, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that we have considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements and amounts claimed or used for matching that are applicable to the administrative nonmajor programs. Our procedures were limited in scope than would be necessary to render an opinion on these internal control structure policies and procedures. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure policies and procedures used in administering federal financial assistance would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that noncompliance with laws and regulations that would be material to a federal financial assistance program 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 structure and its operation that we consider to be material weaknesses as defined above.

This report is intended for the information of the District Attorney of the Second Judicial District and management. However, this report is a matter of public record, and its distribution is not limited.

Kenneth B. Fadden & Co.
Kenneth B. Fadden & Co.
Certified Public Accountants

Jonesboro, Louisiana
June 26, 1997

Kenneth D. Follen & Co.
Certified Public Accountants

Kenneth D. Follen, CPA

Ted W. Sautter, CPA

Members
Royal Institute of
Certified Public Accountants

100 Eighth Street
Monroe, La. 71201
1885-259-7200
Telex 208-1141

Members
American Institute of
Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
WITH THE GENERAL REQUIREMENTS APPLICABLE TO
FEDERAL FINANCIAL ASSISTANCE PROGRAMS**

To the Honorable Walter E. May, Jr., District Attorney
Second Judicial District
Monroe, Louisiana

We have audited the general purpose financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, as of and for the year ended December 31, 1990, and have issued our report thereon dated June 26, 1991.

We have applied procedures to test the District Attorney of the Second Judicial District's compliance with the following requirements applicable to its federal financial assistance programs, which are identified in the Schedule of Federal Financial Assistance, for the year ended December 31, 1990: political activity, cash management, Drug-free Workplace Act, civil rights, allowable cost/total principal's and administrative requirements.

Our procedures were limited to the applicable procedures described in the Office of Management and Budget's "Compliance Supplement for Single Audits of State and Local Governments." Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the District Attorney of the Second Judicial District's compliance with the requirements listed in the preceding paragraph. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of these procedures disclosed no material instances of noncompliance with the requirements listed in the second paragraph of this report. With respect to items not tested, nothing came to our attention that caused us to believe that the District Attorney of the Second Judicial District, parishes of Bienville, Calcasieu and Jackson, Louisiana, had not complied, in all material respects, with these requirements. Also, the results of our procedures did not disclose any immaterial instances of noncompliance with these requirements.

This report is intended for the information of the District Attorney of the Second Judicial District and management. However, this report is a matter of public record and its distribution is not limited.


Kenneth D. Follen & Co.
Certified Public Accountants

Monroe, Louisiana
June 26, 1991

Kenneth D. Fadden & Co.
Certified Public Accountants

Kenneth D. Fadden, CPA

Ted W. Keady, Jr., CPA

Members
Society of Louisiana
Certified Public Accountants

801 Eighth Street
Baton Rouge, LA 70801
(504) 383-1544
FAX (504) 201-1414

Members
American Institute of
Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
WITH SPECIFIC REQUIREMENTS APPLICABLE TO NONMAJOR
FEDERAL FINANCIAL ASSISTANCE PROGRAM TRANSACTIONS**

To the Honorable Walter E. May, Jr., District Attorney
Second Judicial District
Baton Rouge, Louisiana

We have audited the financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Caliborne and Jackson, Louisiana, as of and for the year ended December 31, 1996, and have issued our report thereon dated June 26, 1997.

In connection with our audit of the general purpose financial statements of the District Attorney of the Second Judicial District, parishes of Bienville, Caliborne and Jackson, Louisiana, and with our consideration of the District Attorney of the Second Judicial District's control structure used to administer federal financial assistance programs, as required by Office of Management and Budget Circular A-128, "Audits of State and Local Governments", we selected certain transactions applicable to certain nonmajor federal financial assistance programs for the year ended December 31, 1996.

As required by OMB Circular A-128, we have performed auditing procedures to test compliance with the requirements governing types of services allowed or disallowed, matching and level of effort that are applicable to these transactions. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the District Attorney of the Second Judicial District, parishes of Bienville, Caliborne and Jackson, Louisiana's, compliance with these requirements. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of these procedures disclosed no material instances of noncompliance with the requirements listed in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that the District Attorney of the Second Judicial District, parishes of Bienville, Caliborne and Jackson, Louisiana, had not complied, in all material respects, with these requirements. Also, the results of our procedures did not disclose any immaterial instances of noncompliance with these requirements.

This report is intended for the information of the District Attorney of the Second Judicial District and management. However, this report is a matter of public record and its distribution is not limited.

Kenneth D. Fadden & Co.
Kenneth D. Fadden & Co.
Certified Public Accountants

Baton Rouge, Louisiana
June 26, 1997

Kenneth D. Fadden & Co.
Certified Public Accountants

Kenneth D. Fadden, CPA

Ted W. Beaudette, CPA

Members
Society of Accountants
Certified Public Accountants

282 Eighth Street
Baton Rouge, La. 70804
(504)225-7200
FAX (504) 225-1415

Members
American Institute of
Certified Public Accountants

To the Honorable Walter E. May, Jr., District Attorney
Second Judicial District
Bossieres, Louisiana

In planning and performing our audit of the primary government financial statements of the District Attorney of the Second Judicial District, as of and for the year ended December 31, 1996, and to obtain reasonable assurance about whether the financial statements are free of material misstatement, we considered the following:

1. The internal control structure 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 structure; and,
2. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the District Attorney of the Second Judicial District's compliance with certain provisions of laws, regulations, and contracts. The objective of our audit was not to provide an opinion on overall compliance with such provisions. Accordingly, we did not express such an opinion.

During our audit, we became aware of certain matters involving immaterial noncompliance with laws and matters disclosed in the audit report, as of and for the year ended December 31, 1996. The memorandum that accompanies this letter summarizes our comments regarding these matters. (We previously reported on the District Attorney of the Second Judicial District's compliance with laws in our report dated June 26, 1997.) This letter does not affect our report dated June 26, 1997, on the financial statements of the District Attorney of the Second Judicial District.

Sincerely,



Kenneth D. Fadden & Co., CPAs
June 18, 1997

Exhibit

For the year ended December 31, 1996, the District Attorney of the Second Judicial District failed to adequately amend the budgeted expenditures of the General Fund. Failure to adequately amend the budgeted expenditures resulted in actual expenditures exceeding the budgeted expenditures by more than five percent. Louisiana Revised Statute 29:1218 requires that amendments shall be made whenever actual expenditures are exceeding the budgeted expenditures by five percent or more.

We recommend that the District Attorney of the Second Judicial District comply with Louisiana Revised Statute 29:1218.

In a letter dated June 26, 1997, the District Attorney of the Second Judicial District responded by stating that the General Fund's actual expenditures did exceed budgeted expenditures by more than five percent; this was strictly an oversight and that its budgeted expenditures will be maintained closely, in the future.

Chief Clerk's Findings

None.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
Supplemental Information Schedules
For the Year Ended December 31, 1996

AGENCY FUNDS

ASSET SECURE FUND

The Asset Secure Agency Fund accounts for the seizure and forfeiture of assets obtained through judgments. The seized assets are liquidated and distributed according to court order.

BOND PROCEEDS FUND

The Bond Proceeds Agency Fund accounts for the collection and settlement of judgments of bond forfeitures and for the receipt and settlement of Two Per Cent "Bond Fee" Proceeds. The Bond Forfeitures are collected and settled in accordance with Louisiana Revised Statute 15:571.01.

Two Per Cent "Bond Fee" Proceeds are disbursed to the District Attorney by the State Insurance Commissioner. The District Attorney then settles the bond fee proceeds according to Louisiana Revised Statute 22:1868.1.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT

Parishes of Bienville, Calcasieu and Jackson, Louisiana

Notes to the Financial Statements (Continued)

5. PENSION PLAN (Continued)

PARISHIAL EMPLOYEES RETIREMENT SYSTEMS (Continued)

All permanent employees working at least 28 hours per week who are paid wholly or in part by the District Attorney of the Second Judicial District are eligible to participate in the System. Under Plan A, employees who retire at or after age 68 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent of their final average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only before January 1, 1980, the benefit is equal to one per cent of final average salary plus \$24 for each year of supplemental-plan-only service earned before January 1, 1980.

Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System, Post Office Box 14619, Baton Rouge, Louisiana 70803-0619, or by calling (504) 922-1361.

Funding Policy. Under Plan A, members are required by state statute to contribute 9.8 percent of their annual covered salary and the District Attorney of the Second Judicial District is required to contribute at an actuarially determined rate. The current rate is 7.25 percent of annual covered payroll. Contributions to the System also include one-fourth of one percent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the District Attorney of the Second Judicial District are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:183, the employer contributions are determined by actuarial valuation for the prior fiscal year. The District Attorney of the Second Judicial District's contributions to the System under Plan A for the years ending December 31, 1996, 1995, and 1994, were \$17,827, \$17,174, and \$15,770, respectively, equal to the required contributions for each year.

**5. EXPENDITURES OF THE DISTRICT ATTORNEY NOT INCLUDED
IN THE ACCOMPANYING FINANCIAL STATEMENTS**

The accompanying financial statements do not include certain expenditures of the District Attorney paid out of the Bienville, Calcasieu or Jackson Parish Police Juries or directly by the state. A portion of the salaries of the District Attorney and assistant district attorneys are paid directly by the state. The parish police juries pay certain other expenditures of the District Attorney.

5. FEDERAL FINANCIAL ASSISTANCE PROGRAM

The District Attorney participates in the United States Department of Health and Human Services, Support Enforcement, Title IV-D Program, Catalog of Federal Domestic Assistance No. 13.783. This program is funded by indirect assistance payments, in the form of both incentive payments and reimbursements of a portion of certain expenditures, received from the Louisiana Department of Social Services. For the year ended December 31, 1995, the District Attorney for the Second Judicial District expended \$137,642 and \$85,994 in reimbursement and incentive payments, respectively.

DISTRICT ATTORNEY OF THE SECOND JUDICIAL DISTRICT
Parishes of Bienville, Calcasieu and Jackson, Louisiana
Notes to the Financial Statements (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. FUND ACCOUNTING (Continued)

GOVERNMENTAL FUND TYPES

Governmental funds account for the District Attorney's general activities, including the collection and disbursement of specific or legally restricted monies, and the acquisition of general fixed assets. Governmental funds of the District Attorney include:

General Fund

The General Fund was established in compliance with Louisiana Revised Statute 15:275.11, which provides that 12 percent of the fees collected and bonds forfeited be transmitted to the District Attorney to defray the necessary expenditures of his office.

Special Revenue Funds

Title IV-D Special Revenue Fund

The Title IV-D Special Revenue Fund consists of incentive payments and reimbursement grants from the Louisiana Department of Social Services, authorized by Act 137 of 1979, to establish family and child support programs compatible with Title IV-D of the work security act. The purpose of the fund is to enforce the support obligations owed by absent parents to their families and children, to locate absent parents, to establish paternity, and to obtain family and child support.

Worshipers Check Collection Fee Special Revenue Fund

The Worshipers Check Collection Fee Special Revenue Fund consists of fees collected in accordance with Louisiana Revised Statute 16:115, which provides for a specific fee whenever the district attorney's office collects and processes a worshiper's check. Expenditures from this fund are at the sole discretion of the district attorney and may be used to defray the salaries and the expenses of the office of the district attorney but may not be used to supplement the salary of the district attorney.

FIDUCIARY FUND TYPE

Fiduciary funds account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the District Attorney. The Fiduciary funds of the District Attorney are:

Agency Funds

Agency Funds account for assets held by the District Attorney on behalf of others as its agent. An Agency Fund is established in nature (assets equal liabilities) and does not involve measurement of results of operations.