

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

Honorable Douglas H. Allen
Eighth Judicial District Judge
Winnfield, LA 71480

We have audited the financial statements of the Eighth Judicial District Court Judicial Expense Fund as of and for the year-ended December 31, 1996, and have issued our report thereon dated June 25, 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements.

Compliance with laws, regulations, contracts, and grants applicable to the Eighth Judicial District Court Judicial Expense Fund is the responsibility of the management of the Judicial Expense Fund. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatements, we performed tests of the Judicial Expense Fund's compliance with certain provisions of laws, regulations, contracts, and grants. However, it should be noted that 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 noncompliance that are required to be reported under Government Auditing Standards.

This report is intended solely for the use of management, and should not be used for any other purpose. This restriction is not intended to limit the distribution of this report, which is a matter of public record.



White & Bates
Winnfield, Louisiana
June 25, 1997

or irregularities in accounts that would be material in relation to the 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 solely for the use of management, and should not be used for any other purpose. This restriction is not intended to limit the distribution of this report, which is a matter of public record.



White & Bates
Winnfield, Louisiana
June 25, 1997

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

Honorable Douglas H. Allen
Eighth Judicial District Judge
Winnfield, Louisiana 70483

We have audited the financial statements of the Eighth Judicial District Court Judicial Expense Fund for the year ended December 31, 1996, and have issued our report thereon dated June 25, 1997.

We conducted our audit in accordance with generally accepted auditing standards and *Government Accounting Standards*, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

The management of the Eighth Judicial District Court Judicial Expense Fund is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of control 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 recorded in accordance with management's authorization and recorded properly to permit the preparation of 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 financial statements of the Eighth Judicial District Court Judicial Expense Fund 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 risks in order to determine our auditing procedures for the purpose of expressing our opinion on the 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 reportable condition in which the design or operation of one or more of the specific internal control structure elements does not reduce to a relatively low level the risk that errors

**INDEPENDENT AUDITORS' REPORTS REQUIRED BY
GOVERNMENT ACCOUNTING STANDARDS**

The following independent auditors' reports on internal control and compliance are presented in compliance with the requirements of Government Accounting Standards (Standards for Audit of Governmental Organizations, Programs, Activities, and Functions), issued by the Comptroller General of the United States and the Louisiana Governmental Audit Guide, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

**EIGHTH JUDICIAL DISTRICT COURT JUDICIAL EXPENSE FUND
COMPONENT UNIT OF WINN PARISH POLICE JURY**

**NOTES TO FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED DECEMBER 31, 1996**

3. CHANGES IN GENERAL FIXED ASSETS

The following is a summary of changes in general fixed assets of the Judicial Expense Fund for the year ended December 31, 1996:

	Balance 01/01/96	Additions	Deletions	Balance 12/31/96
Office Furniture	\$ 6,898	\$ -	\$ -	\$ 6,898
Office Equipment	28,657	—	—	28,657
Total	\$35,555	\$ -	\$ -	\$35,555

4. CHANGES IN GENERAL LONG-TERM OBLIGATIONS

The following is a summary of the long-term obligation transactions during the year:

	Capital Leases
Long-term obligations payable at January 1, 1996	\$ 673
Additions	-
Deletions	1,673
Long-term obligations payable at December 31, 1996	<u>\$ -</u>

5. OTHER DISCLOSURES

There were no subsequent events, losses, or related party transactions that require disclosure in these notes to the December 31, 1996 financial statements.

(Continued)

EIGHTH JUDICIAL DISTRICT COURT JUDICIAL EXPENSE FUND
COMPONENT UNIT OF WINN PARISH POLICE JURY

NOTES TO FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED DECEMBER 31, 1996

F. ACCOUNTS RECEIVABLE

All receivables are reported at their gross value and, where applicable, are reduced by the estimated portion that is reported to be uncollectible. Uncollectible amounts are recognized as bad debts through the establishment of an allowance account at the time information becomes available which would indicate the uncollectibility of the receivable. At December 31, 1996 no amounts were deemed uncollectible.

G. FIXED ASSETS

Fixed assets are recorded as expenditures at the time purchased, and the related assets are capitalized (reported) in the general fixed assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost. Fixed assets include only those assets purchased by the Judicial Expense Fund, and do not reflect assets of the court obtained from other sources.

H. 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 on the governmental funds when due.

I. TOTAL COLUMN ON COMBINED STATEMENTS

The total column on the balance sheet is captioned *Memorandum Only* to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial positions in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

J. USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. RECEIVABLES

The receivables from the Winn Parish Sheriff and the Winn Parish Clerk of Court at December 31, 1996 represent amounts due the Judicial Expense Fund for criminal and civil fees which were earned during December of 1996 but were not received until subsequent to year-end.

(Continued)

EIGHTH JUDICIAL DISTRICT COURT JUDICIAL EXPENSE FUND
COMPONENT UNIT OF WYNN PARISH POLICE JURY

NOTES TO FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED DECEMBER 31, 1996

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 records of the Judicial Expense Fund are maintained on the cash basis of accounting. However, the fund reported in the accompanying financial statements has been converted to the modified accrual basis of accounting using the following practices in recording revenues and expenditures:

Revenues - Fees collected in the form of asset sales and fines are recorded as revenues in the year in which such fees are earned.

Expenditures - Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general long-term debt which is recognized when due.

Other Financing Sources - Any other types of transactions are accounted for as other financing) sources, such as sales of fixed assets, long-term debt proceeds, capital lease transactions, et cetera. These other financing sources are recognized at the time the underlying events occur.

D. BUDGETARY PRACTICES

As required by Louisiana Revised Statutes, the Judicial Expense Fund prepared and legally adopted a budget for the General Fund for the year ended December 31, 1996. The proposed budget was prepared using generally accepted accounting principles, which is consistent with the basis of accounting used in the preparation of the accompanying financial statements. The proposed budget was made available for public inspection of December 15, 1995. All budget appropriations lapse at year-end.

Federal budget integration within the accounting process is not employed as a management control device. The Judicial Expense Fund does not use encumbrance accounting. Budgeted amounts included in the financial statements include the original adopted budget and all subsequent amendments.

E. CASH

The Judicial Expense Fund's carrying amount of deposits with financial institutions was \$ 1,074 at December 31, 1996. The bank balance at December 31, 1996 was \$ 2,000. All cash balances of the Judicial Expense Fund are insured by Federal Deposit Insurance.

(Continued)

EIGHTH JUDICIAL DISTRICT COURT JUDICIAL EXPENSE FUND
COMPONENT UNIT OF WING PARISH POLICE JURY

NOTES TO FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED DECEMBER 31, 1998

1. 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.

The Judicial Expense Fund is a part of the district court system. Because the district court system is fiscally dependent on the police jury for office space and courtrooms, the Judicial Expense Fund was determined to be a component unit of the Wing Parish Police Jury, 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 police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. BASIS OF PRESENTATION

The accompanying component unit financial statements of the Judicial Expense Fund have been prepared in accordance 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.

C. FUND ACCOUNTING

The Judicial Expense Fund uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions 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 Judicial Expense Fund are classified as governmental funds. Governmental funds account for the Judicial Expense Fund general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fund assets, and the servicing of general long-term obligations. The Judicial Expense Fund maintains the following governmental fund:

General Fund - The General Fund is the principal fund of the Judicial Expense Fund and is used to account for all fees collected and all disbursements made by the Judicial Expense Fund.

(Continued)

EIGHTH JUDICIAL DISTRICT COURT JUDICIAL EXPENSE FUND
COMPONENT UNIT OF WINN PARISH POLICE JURY

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1986

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Eighth Judicial District Court Judicial Expense Fund (the "Judicial Expense Fund") was established by Act 116 of the 1985 Session of the Louisiana Legislature to be effective January 1, 1986. This act provides for the collection of fees in the form of court costs and fees. The Winn Parish Clerk of Court is to place all sums collected or received under this act in a separate account over which the judge of the Eighth Judicial District Court has control over all disbursements made therefrom. The Act provides that these monies may be used to pay salaries for court reporters and such secretarial, clerical, research, administrative or other personnel as are deemed necessary to expedite the business and functions of the court. In addition, the judge may utilize the monies in the Judicial Expense Fund to pay all or any part of the cost of establishing or maintaining a law library for the court, or for buying or maintaining any type of equipment, supplies, or other items consistent with the efficient operation of the court, except for the payment of the judge's salary.

The following is a summary of the more significant accounting policies:

A. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the Winn Parish Police Jury is the financial reporting entity for Winn Parish. The financial reporting entity consists of (a) the primary Government (police jury), (b) organizations for which the primary government is financially 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 Winn Parish Police Jury 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 police jury 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 police jury.
2. Organizations for which the police jury does not appoint a voting majority but are financially dependent on the police jury.

(Continued)

**EIGHTH JUDICIAL DISTRICT COURT JUDICIAL EXPENSE FUND
COMPONENT UNIT OF WINN PARISH POLICE JURY**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET (GRAP BASIS) AND ACTUAL - GOVERNMENTAL FUND TYPE.**

GENERAL FUND

FOR THE YEAR ENDED DECEMBER 31, 1996

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES:			
Court Costs Collected	\$ 6,908	\$ 6,750	\$ 158
Fees and Forfeits	15,808	15,810	2
TOTAL REVENUES	<u>21,716</u>	<u>22,560</u>	<u>844</u>
EXPENDITURES:			
Current			
Operating Services	18,808	19,481	(673)
Materials and Supplies	3,800	3,307	493
Travel and Other Charges	3,500	2,475	1,025
Debt Service			
Principal	607	607	-
Interest	42	42	-
TOTAL EXPENDITURES	<u>23,757</u>	<u>26,312</u>	<u>(2,555)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(2,041)</u>	<u>(3,752)</u>	<u>(1,711)</u>
FUND BALANCE AT BEGINNING OF YEAR	<u> 7,176</u>	<u> 7,176</u>	<u> -</u>
FUND BALANCE AT END OF YEAR	<u>\$ 5,135</u>	<u>\$ 3,424</u>	<u>\$ (1,711)</u>

The accompanying notes are an integral part of this statement.

STATEMENT A

EIGHTH JUDICIAL DISTRICT COURT JUDICIAL EXPENSE FUND
COMPONENT UNIT OF WISN PARISH POLICE JURYBALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 1996

ASSETS	GOVERNMENTAL	ACCOUNT	TOTALS (MEMORANDUM)
	FUND	GROUP	
	GENERAL	GENERAL	
	FUND	FIXED	(MEMORANDUM)
		ASSETS	ONLY
CASH	\$ 1,094		\$ 1,094
RECEIVABLES			
Winn Parish Sheriff (Note 2)	2,120		2,120
Winn Parish Clerk of Court (Note 2)	520		520
OTHER ASSETS	150		150
GENERAL FIXED ASSETS (Note 1)	—	\$65,523	\$65,523
TOTAL ASSETS	\$ 4,784	\$65,523	\$ 70,307
LIABILITIES AND FUND EQUITY			
LIABILITIES	—	—	—
FUND EQUITY:			
Investment in General Fixed Assets		\$65,523	\$ 65,523
Fund Balance - Unreserved	\$ 4,784	—	4,784
TOTAL FUND EQUITY	4,784	65,523	70,307
TOTAL LIABILITIES AND FUND EQUITY	\$ 4,784	\$65,523	\$ 70,307

The accompanying notes are an integral part of this statement.

COMPONENT UNIT FINANCIAL STATEMENTS

June 15, 1997

INDEPENDENT AUDITORS' REPORT

Honorable Douglas H. Allen
Eighth Judicial District Judge
Winnfield, Louisiana 71483

We have audited the accompanying financial statements of the Eighth Judicial District Court Judicial Expense Fund, a component unit of the West Parish Police Jury, as of and for the year ended December 31, 1996, as listed in the table of contents. These financial statements are the responsibility of the management of the Eighth Judicial District Court Judicial Expense Fund. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. 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 financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Eighth Judicial District Court Judicial Expense Fund as of December 31, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.



White & Bates

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**EIGHTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND**

**WENNFIELD, LOUISIANA
ANNUAL FINANCIAL REPORT
DECEMBER 31, 1966**

Under provisions of state law, this report is a public document. A copy of the report has been submitted 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: MAY 30 1967