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Judicial Expense Fund for the Family Court  
of the Parish of East Baton Rouge  
A Component Unit of the City of Baton Rouge  
Parish of East Baton Rouge, Louisiana  
Year Ended December 31, 1992

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 7-29-96

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March 12, 1996

Independent Auditor's Report

Judicial Expense Fund for the Family Court  
of the Parish of East Baton Rouge  
Baton Rouge, Louisiana

We have audited the accompanying general purpose financial statements of the Judicial Expense Fund for the Family Court, of the Parish of East Baton Rouge, a component unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana as of and for the year ended December 31, 1995. These general purpose financial statements are the responsibility of the Fund'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 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 general purpose financial statements are free of material misstatements. 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 general purpose 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 in the first paragraph present fairly, in all material respects, the financial position of the Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge, as of December 31, 1995 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 a report dated March 12, 1996 on our consideration of the Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge's internal control structure and a report dated March 12, 1996 on its compliance with laws and regulations.

Yours truly,

*Hawthorn, Weymouth & Carroll, L.L.P.*

Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge  
 A Component Unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana  
 Combined Balance Sheet - All Fund Types and Account Groups  
 December 31, 1995

**A S S E T S**

	Governmental Fund Type General Fund	Account Group General Fund Assets	Total (Memorandum Only)
Cash	\$56,200		\$56,200
Certificates of deposit	65,136		65,136
Receivable from Clerk of Court's office	3,094		3,094
Receivable from City/Parish	3,218		3,218
Interest receivable	625		625
General fixed assets	—	\$72,683	72,683
<b>Total assets</b>	<b><u>88,273</u></b>	<b><u>72,683</u></b>	<b><u>160,956</u></b>

**Liabilities and Fund Equity**

**Liabilities**

Accounts payable	\$832		\$832
State withholdings	941		941
Accrued payroll	3,827		3,827

**Fund Equity**

Investment in general fixed assets		\$72,683	72,683
Fund balance - unreserved	81,676	—	81,676
<b>Total liabilities and fund equity</b>	<b><u>88,273</u></b>	<b><u>72,683</u></b>	<b><u>160,956</u></b>

The accompanying notes are an integral part of these statements.

**Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge**  
**A Component Unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana**  
**Statement of Revenue and Expenditures and Changes in Fund Balance**  
**General Fund**  
**Year Ended December 31, 1995**

<b>Revenue</b>	
Court fees	\$71,032
<b>Other Financing Sources</b>	
City/Parish	101,235
Interest income	<u>1,824</u>
	<b>103,129</b>
<b>Total revenue and other financing sources</b>	<b>774,141</b>
<b>Expenditures</b>	
Current	
General Government	
Salaries	158,448
Supplemental pay	23,557
Employer's portion of Medicare	2,225
Parking fees	1,000
Contractual services	1,600
Professional fees	1,855
Supplies	235
Telephone	547
Bank service charges	151
Miscellaneous	1,339
Capital outlay	<u>1,692</u>
	<b>204,287</b>
<b>Excess of Revenue and Other Financing Sources Over Expenditures</b>	<b>569,854</b>
<b>Fund Balance, January 1</b>	<u>22,822</u>
<b>Fund Balance, December 31</b>	<b>23,676</b>

The accompanying notes are an integral part of these statements.

**Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge**  
**A Component Unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana**  
**Notes to Financial Statements**  
**December 31, 1995**

**Note 1-Summary of Significant Accounting Policies**

The Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge was established in 1980 under Act No. 505 which was an amendment to Title 13 of the Louisiana Revised Statutes of 1950. The Expense Fund was established for the purpose of paying expenses for the Family Court deemed necessary by the Judges for efficient operations of the court.

**A. Basis of Presentation**

The accompanying financial statements of the Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

**B. Fund Accounting**

The Judicial Expense Fund uses funds and account groups to report on its financial position and 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 or an account group is an accounting entity with a self-balancing set of accounts established to record the financial position and results of operations of a specific governmental activity. The Judicial Expense Fund maintains the following fund types and account groups:

Governmental Fund Type, the General Fund, which is used to record the general operations of the Judicial Expense Fund.

General Fund Assets Account Group, which is used to account for property and equipment purchased by the General Fund.

The combined financial statements include total columns that aggregate the financial statements of the fund type and account group. The columns are labeled "Memorandum Only" because the totals are not comparable to a consolidation in that interfund transactions are not eliminated.

**Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge**  
**A Component Unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana**  
**Notes to Financial Statements**  
**December 31, 1995**

**Note 1-Summary of Significant Accounting Policies (Continued)**

**C. Reporting Entity**

Section 1000 of the GASB Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification) established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Oversight responsibility by the Judicial Expense Fund is determined on the basis of the accountability for fiscal matters under the control of the Judicial Expense Fund's administrator and judges of the Family Court.

Because the operations of the Family Court are funded by East Baton Rouge City/Parish government, the Fund was determined to be a component unit of the City of Baton Rouge, the governing body of the City/Parish and the governmental body with oversight responsibility. The accompanying financial statements present information only on the funds maintained by the Judicial Expense Fund and do not present information on the City of Baton Rouge, the general government services provided by that governmental unit, or the other governmental units that comprise the governmental reporting entity.

**D. Basis of Accounting**

Basis of accounting refers to when revenue and expenditures or expenses 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. Their revenue is recognized when it becomes measurable and available as net current assets. Court fees are considered measurable when in the hands of the clerk of court and are considered revenue at that time.

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

**E. Fixed Assets**

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group rather than in governmental funds and are recorded as expenditures in the governmental fund types at the time purchased. No depreciation has been provided on general fixed assets. All fixed assets are recorded at historical cost. The Fixed Asset Account Group is not a "fund." It is concerned only with the measurement of financial position. It is not involved with the measurement of results of operations.

**Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge**  
**A Component Unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana**  
**Notes to Financial Statements**  
**December 31, 1995**

**Note 1-Summary of Significant Accounting Policies (Continued)**

**F. Budgets and Budgetary Accounting**

The expense fund does not use budgeting as part of its financial reporting.

**G. Investments**

Investments, which consist of certificates of deposit, are stated at cost.

**Note 2-Cash and Investments**

Cash and investments, which consist entirely of checking accounts and certificates of deposit, are fully insured by the Federal Deposit Insurance Corporation. These deposits are stated at cost, which approximates market.

**Note 3-Changes in General Fixed Assets**

A summary of the changes in general fixed assets follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deductions</u>	<u>Ending Balance</u>
Equipment and furniture	\$26,738	\$3,682		\$30,421
Law library	4,767			4,767
Building improvements	7,482	—	—	7,482
<b>Total general fixed assets</b>	<b><u>\$38,987</u></b>	<b><u>3,682</u></b>	<b><u>—</u></b>	<b><u>42,669</u></b>

**Note 4-Retirement**

Employees of the Family Court participate in the Employees' Retirement System-City of Baton Rouge and Parish of East Baton Rouge. The City/Parish makes the employer's portion of contributions as required by the City's charter. The employees are required to make a contribution of 8% of their salaries.

**Note 5-Per-Diem Paid to Judges**

Judges are not paid a per-diem or given compensation through the Judicial Expense Fund.



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March 12, 1996

**Report on the Internal Control Structure Based on an Audit of  
General Purpose Financial Statements Performed in Accordance with  
Government Auditing Standards**

Judicial Expense Fund for the Family Court  
of the Parish of East Baton Rouge  
Baton Rouge, Louisiana

We have audited the general purpose financial statements of the Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge, a component unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana as of and for the year ended December 31, 1995, and have issued our report thereon dated March 12, 1996.

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 general purpose financial statements are free of material misstatement.

The management of the Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge 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 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 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 Judicial Expense Fund of the Family Court for the Parish of East Baton Rouge, for the year ended December 31, 1993, 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 or 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 Judges, management, and Legislative Auditor. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Yours truly,

*Haitham, Wagnon & Connell, C.P.A.*

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March 12, 1996

**Report on Compliance Based on an Audit of General Purpose  
Financial Statements Performed in Accordance With  
Government Auditing Standards When the Auditor's  
Procedures Disclose No Material Instances of Noncompliance**

Judicial Expense Fund for the Family Court  
of the Parish of East Baton Rouge  
Baton Rouge, Louisiana

We have audited the general purpose financial statements of the Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge, a component unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana as of and for the year ended December 31, 1995, and have issued our report thereon dated March 12, 1996.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing 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 general purpose financial statements are free of material misstatement.

Compliance with laws, regulations and contracts applicable to the Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge, is the responsibility of the Judicial Expense Fund'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 Judicial Expense Fund for the Family Court of the Parish of East Baton Rouge's compliance with certain provisions of laws, regulations and contracts. 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 noncompliance that are required to be reported herein under Government Auditing Standards.

This report is intended for the information of the Judges, management, and the Legislative Auditor. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Yours truly,

*Hawthorn, Wainworth & Carroll, L.L.P.*