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MANAGER'S OFFICE - CITY CODED OF BARRINGER
A Component Unit of the City of Hammond
BARRINGER, LOUISIANA

REPORT ON AUDIT
OF GENERAL PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1988

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

Release Date NOV 2 8 1988

MANAGER'S OFFICE - CITY COUNTY OF FRENCH
18 COMPTON WALK OF THE CITY OF BARRINGER
BARRINGER, LOUISIANA

REPORT ON AUDIT
OF GENERAL PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1988

CONTENTS

	EXHIBIT	PAGE
INDEPENDENT AUDITOR'S REPORT	-	1
GENERAL PURPOSE FINANCIAL STATEMENTS (COMBINED STATEMENTS - DISCRETION)		
Combined Balance Sheet - All Fund Types and ACCOUNT GROUPS	A	3
Statement of Revenue, Expenditures, and Changes in Fund Balance - General Fund	B	4
Statement of Revenue, Expenditures, and Changes in Fund Balance - Budget 1988* Budget and Actual - General Fund	C	5
Notes to Financial Statements	-	6 - 15
OTHER INDEPENDENT AUDITOR'S REPORTS AND FINDINGS AND RECOMMENDATIONS		
Independent Auditor's Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of General Purpose Financial Statements Performed in accordance with Government Auditing Standards	-	16 - 19
Findings and Recommendations	-	20
Corrective Action Plan for Current Year Audit Findings	-	20
Summary Schedule of Prior Audit Findings	-	25

Durnin & James

REGISTERED PUBLIC ACCOUNTANTS

John H. Durnin, CPA
Frank R. James, CPA
74 Professional Corporation

Members
Fellowship of
Certified Accountants

Charles H. Malvern, CPA
Raymond C. Gandy, CPA

Member
Audit Committee
Fellowship of Accountants

August 17, 1988

INDEPENDENT AUDITOR'S REPORT

The Honorable V. Gordon Ruffolo, Jr.
Marshal, City Court of Hammond
Hammond, Louisiana

We have audited the accompanying general purpose financial statements of the Marshal's Office-City Court of Hammond, a component unit of the City of Hammond, Louisiana, as of June 30, 1988, and for the year then ended, as listed in the table of contents. These financial statements are the responsibility of the Marshal's Office - City Court of Hammond's management. 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 and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the accounts 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 statements 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 Marshal's Office - City Court of Hammond as of June 30, 1988, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued our report dated August 17, 1988, on our consideration of the Marshal's Office - City Court of Hammond's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

The financial information for the preceding year which is included for comparative purposes was taken from the financial report for that year in which we expressed an unqualified opinion on the general purpose financial statements of the Marshal's Office - City Court of Hammond.

Respectfully submitted,


DURNIN & JAMES
CPAs

GENERAL PURPOSE FINANCIAL STATEMENTS
COMBINED STATEMENTS - OVERVIEW

MANAGER'S OFFICE - CITY CODE OF SAUNDERS
 (A Component Part of the City of Saunders)
 SAUNDERS, OREGON

PERIOD: 1

COMBINED BALANCE SHEET - BAL. FROM TOTAL AND ACCOUNT GROUPS

Year 12, 1979

	CONVENTIONAL		PRIMARY		SPECIAL USES		TOTALS	
	1979 BAL.	1979 ADJ.	1979 BAL.	1979 ADJ.	1979 BAL.	1979 ADJ.	1979 BAL.	1979 ADJ.
ASSETS								
Cash and Cash Equivalents								
Due from Other Governments								
Due from Other Funds	119,494	4,491					124,985	
Other Equipment	28,881		3,120				31,991	
Other Equipment	200						200	
Accounts Payable					54,129		54,129	
					28,297		28,297	
Total Assets	148,575	4,491	3,120		82,426		134,413	4,491
LIABILITIES								
Accounts Payable	4,429						4,429	
Accrued Liabilities	22,024						22,024	
Due to Other Funds	8,125		169				8,294	
Other Payables								
Accounts Held For Future Disposition			2,411				2,411	
Total Liabilities	34,578		2,580				37,158	
FUND EQUITY								
Component 12 General Fund Assets					19,197		19,197	
Fund Balance - Designated	113,997						113,997	
Total Fund Equity	113,997				19,197		133,194	
Total Liabilities and Fund Equity	148,575	4,491	3,120		101,653		147,607	4,491

The accompanying notes are an integral part of this statement.

WARDEN'S OFFICE - CITY COURT OF MONROE
 An Essential Unit of the City of Hammond
 Hammond, Louisiana

EXHIBIT B

STATEMENT OF REVENUES, EXPENDITURES AND
 FINANCIAL POSITION - GENERAL FUND

For the Year Ended June 30, 1988
 With Comparative Amounts for Year Ended June 30, 1987

	1988 10.	1987 10.
	<u>1988</u>	<u>1987</u>
Revenues:		
Criminal Court Fees	\$138,000	\$123,400
City of Hammond Appropriations	200,000	200,000
Interest Earned	4,048	4,330
On delinquent payments by State	<u>18,500</u>	<u> </u>
Total Revenues	359,548	327,730
Expenditures:		
General Government		
Salaries and Related Benefits:		
Sergeant	\$ 27,700	\$ 27,800
Deputies	188,400	172,300
Payroll Taxes	28,700	28,400
Retirement Contributions	28,200	28,600
Employee Insurance	28,700	22,700
Insurance	22,850	28,850
Automobile	22,400	21,800
Office Supplies and Telephone	43,800	24,600
Legal and Accounting	4,200	4,200
Other Expenditures	27,200	28,800
Capital Outlay	25,000	8,200
Debt Service	<u> </u>	<u> </u>
Total Expenditures	\$425,800	\$385,200
Excess Deficit of Revenues Over Expenditures	\$145,400	\$ 42,530
Fund Balance At Beginning of Year	280,620	280,600
Fund Balance At End of Year	<u>\$426,020</u>	<u>\$323,130</u>

The accompanying notes are an integral part of this statement.

MEMORIAL'S OFFICE - CITY CLERK OF HAMMOND
 IN COMPLIANCE WITH THE CITY OF HAMMOND
 HAMMOND, LOUISIANA

EXHIBIT C

STATEMENT OF REVENUES, EXPENDITURES AND
 CASH BALANCE - MEMORIAL'S OFFICE
 AND ACTING - GENERAL FUND

FOR THE YEAR ENDED JUNE 30, 1966

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u> <u>PROGRAMS</u> <u>UNASSIGNED</u>
Revenues:			
Prinical Credit from			
City of Hammond Appropriations	\$120,000	\$120,000	-
Interest Earned	0,000	4,048	4,048
On behalf payments by State		<u>18,888</u>	<u>18,888</u>
Total Revenues	\$120,000	\$132,936	\$12,936
Expenditures:			
General Government			
Salaries and Related Benefits:			
Marshal	\$ 27,768	\$ 27,768	-
Deputy	180,817	180,800	17
Payroll Taxes	19,517	20,700	1,183
Retirement Contributions	21,000	20,287	713
Emploiment Insurance	27,000	28,703	1,703
Insurance	27,848	22,863	4,985
Automobile	21,000	21,437	437
Office Supplies and Telephone	20,454	45,856	25,402
Legal and Accounting	4,400	4,400	-
Other Expenditures	10,000	27,038	17,038
Capital Outlay	0,000	10,000	10,000
Other Services			
Total Expenditures	\$324,587	\$428,008	\$103,421
Surplus (Deficit) of Revenues Over Expenditures	0	\$104,928	\$104,928
Fund Balance At Beginning of Year	148,427	148,427	
Fund Balance At End of Year	\$148,427	\$253,355	\$104,928

The accompanying notes are an integral part of this statement.

MANAGER'S OFFICE - CITY COURT OF MONROE
 IS COMPOSED PART OF THE CITY OF MONROE
 MONROE, LOUISIANA

INDEX TO FINANCIAL STATEMENTS

June 30, 1999

	<u>PAGE</u>
Introduction	v
1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES	7
A. BASIS OF PRESENTATION	7
B. REPORTING ENTITY	7 - 8
C. FUND ACCOUNTING	8 - 9
D. BASIS OF ACCOUNTING	9
E. REVENUE	10
F. CASH AND CASH EQUIVALENTS	10
G. INTERESTS	10
H. DEFERRED ITEMS	10
I. FIXED ASSETS	16
J. DEFERRED AMORTISE	13
K. LONG-TERM OBLIGATIONS	13
L. TOTAL COLUMNS ON STATEMENTS	13
2. CASH AND CASH EQUIVALENTS	10 - 12
3. INTERFUND RECEIVABLES AND PAYABLES	10 - 13
4. FUND FUND CODES GOVERNMENTAL ENTITY	13
5. CHANGES IN GENERAL FIXED ASSETS	13
6. EMPLOYER DEFERRED PLAN	13 - 16
7. ON BEHALF PAYMENTS MADE BY STATE OF LOUISIANA	16

MARSHAL'S OFFICE - CITY COURT OF HENNING
18 Component Bldg of the City of Hammond
Hammond, Louisiana

REPORT TO FINANCIAL STATEMENTS

JUNE 30, 1998

INTRODUCTION

The Marshal's Office - City Court of Hammond (hereinafter referred to as "Marshal's Office") is separate and apart from the City Court of Hammond and was created under the authority of LA-S.S. 13:1870-1812. The purpose of the Marshal's Office is for executing the orders and mandates of the City Court of Hammond to include making arrests, preserving the peace, processing judgments and garnishments and similar functions. The Marshal's Office has jurisdiction within the BORNEO WARD of Tangipahoa Parish. The Marshal's Office presently employs thirteen people to include the Marshal, four clerical Deputy Marshals, seven road Deputy Marshals and one courtroom clerk. The Marshal's Office presently maintains an office in the Hammond City Hall building. Revenues for the Marshal's Office include court costs assessed on all criminal cases handled by the City Court of Hammond and appropriations from the City of Hammond. Revenues are used in defraying the costs of operating the Marshal's Office. Major expenditures of the Marshal's Office include salaries and related benefits, automobile expenditures, insurance and general office expenditures.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying financial statements of the Marshal's Office, City Court of Hammond have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

B. REPORTING ENTITY

As the governing authority of the City, for reporting purposes, the City of Hammond is the financial reporting entity for Hammond, Louisiana. The financial reporting entity consists of (a) the primary government, (b) all 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. 34 established criteria for determining which component units should be considered part of the City of Hammond 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

MANAGER'S OFFICE - CITY COURT OF HAMMOUD
A COMPONENT UNIT of the City of Hammond
Hammond, Louisiana

NOTES TO FINANCIAL STATEMENTS CONTINUED

JUNE 30, 1988

- a. The ability of the City of Hammond 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 City of Hammond.
2. Organizations for which the City of Hammond does not appoint a voting majority but are financially dependent on the City.
 3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

The City Marshal is an independently elected official and is part of the operations of the City of Hammond Court System. The City of Hammond Court System is financially dependent on the City of Hammond for office space and courtrooms. In addition, the City of Hammond provided the Marshal's Office with such appropriations for the year ended June 30, 1988, totaling \$228,880. The amount represents 50% of all revenues received by the Marshal's Office. The substance of the relationship between the City of Hammond Court System and the City of Hammond is that the City of Hammond has approval authority over its capital budget and operating budget. In addition, the nature and significance of the relationship between the City of Hammond Court System and the City of Hammond is such that omission from the City of Hammond's financial statements would render the financial statements incomplete or misleading. We conclude that the Marshal's Office-City of Hammond is a component unit of the City of Hammond.

C. FUND ACCOUNTING

The Marshal's Office 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.

MARSHAL'S OFFICE - CITY CODED OF MEMPHIS
is Component Unit of the City of Memphis
Memphis, Louisiana

NOTE TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 1988

Funds of the Marshal's Office are classified as governmental funds. Governmental funds account for the Marshal's Office's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds of the Marshal's Office include:

Governmental Fund -

General Fund -- the general operating fund of the Marshal's Office and accounts for all financial resources, except those required to be accounted for in other funds.

Fiduciary Fund -

Civil Agency Fund -- the Civil Agency Fund is used to account for assets held by the Marshal's Office as an agent for individuals or private organizations. The Civil Agency Fund is custodial in nature because equal distributions and does not involve measurement of results of operations.

B. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its management 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 - Revenues are generally recognized when they become measurable and available on the current account. Criminal Court fees, appropriations from the City of Memphis and interest revenues are recorded when due. Substantially all other revenues are recorded when received.

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: (1) accumulated unpaid vacation, sick pay, and other employee amounts which are not accrued (Note 1)(2), and (2) expendable operating supplies which are recorded as expenditures at the time of purchase under the "purchase method" (Note 1)(2).

MARSHAL'S OFFICE - CITY COUNTY OF MONROE
is Component Unit of the City of Monroel
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS CONTINUED

June 30, 1998

E. BUDGETS

The Marshal's Office is not required under the provisions of LSA-R.S. 39:1300-15, to adopt a budget. However, the Marshal's Office did prepare a budget for the year ended June 30, 1998, on a basis consistent with generally accepted accounting principles as applied to governmental units. Formal budgetary integration is not employed as a management control device. Budgeted amounts are as originally adopted. All budgetary appropriations lapse at the end of each year.

F. CASH AND CASH EQUIVALENTS

Cash and cash equivalents include amounts in demand deposits, interest bearing demand deposits, money market accounts and time deposits. Under state law, the Marshal's Office 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 Marshal's Office may invest in United States bonds, Treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments are stated at cost.

G. INVENTORIES

The Marshal's Office utilizes the "purchase method" of accounting for supplies whereby expendable operating supplies are recognized as expenditures when purchased. The Marshal's Office did not record any inventory as June 30, 1998.

H. DEFERRED FEES

The Marshal's Office recognized expenditures for insurance and similar services extending over more than one accounting period when paid.

I. 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. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost.

MARSHAL'S OFFICE - CITY COUNTY OF RAMMOOD
A Component Unit of the City of Rammood
Rammood, Louisiana

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 1998

4. COMPENSATED ABSENCES

The Marshal's Office has the following policy relating to vacation and sick leave:

All full-time Marshal's Office employees who are paid on a salary basis and work a regular full-time work week earn sick leave and annual leave. Employees with less than one year of service earn five days of sick leave. Employees with one year or more of service earn twelve days of sick leave each year. Employees may accumulate all unused sick leave but the employee's right to unused sick leave benefits does not vest. Therefore, the Marshal's Office recognizes an expenditure for sick leave benefits when payments are made to employees.

Employees earn from one to four weeks of annual leave each year depending on length of service. Employees are required to take a minimum of one week of vacation during each year. However, an employee may accumulate up to two week of annual leave each year up to a maximum of thirty days. All days accumulated in excess of thirty days are lost. The employee's rights to annual leave vest with a maximum of thirty days unused annual leave payable upon termination.

The cost of current leave privileges, computed in accordance with GASB statement No. 14, is recognized as a current-year expenditure in the General Fund when leave actually accrues. The cost of leave privileges not requiring current recognition has been recorded at June 30, 1998.

5. LONG-TERM OBLIGATIONS

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

6. TOTAL CHANGE IN STATEMENTS

The total column 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.

7. CASH AND CASH EQUIVALENTS

At June 30, 1998, the Marshal's Office had cash and cash equivalents (bank balances)

MARSHAL'S OFFICE - CITY COURT OF SHREVEPORT
 A Component Unit of the City of Shreveport
 Shreveport, Louisiana

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 1998

totaling \$103,058 as follows:

General Deposits	\$ 5,128
Interest Bearing Demand Deposits	-
Money Market Accounts	87,778
Time Deposits	10,152
Total	<u>\$103,058</u>

The deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting 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. As June 30, 1998, the Marshal's Office had \$145,288, respectively, in deposits (collateral bank balances). These deposits are secured as follows:

	CONFIRMED BANK BALANCE FORM NO. 1286	SECURED INTEREST	BALANCE AVAILABLE
Bank balances	\$145,288	\$145,288	\$ -
Secitized - securities in the name of and held by the fiscal agent pledged to the Marshal's Office			76,828
Amount of FDIC insurance and pledged securities over cash and investment bank balances			\$ 68,432

Even though the pledged securities are considered uncollateralized category 3 under the provisions of GASB Statement 3, Louisiana Revised Statute 29:1228 imposes a statutory requirement on the custodial bank to subscribe and sell the pledged securities within 10 days of being notified by the Marshal's Office that the fiscal agent has failed to pay deposited funds upon demand.

3. INTEREST RECEIVABLES AND PAYABLES

The following is a summary of amounts due from and due to other funds at June 30, 1998:

MARSHAL'S OFFICE - CITY COURT OF HARRISSON
18 Campaign Hall of the City of Harrison
Harrison, Louisiana

STATE TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 1968

	<u>FOR 1968</u>	<u>1967 TO</u>
General Funds:		
Civil Agency Fund	\$ 100	\$ 2,218
Civil Agency Funds		
General Fund	<u>2,322</u>	<u>100</u>
Total All Funds	<u>\$ 2,422</u>	<u>\$ 2,318</u>

4. DUE FROM OTHER GOVERNMENTAL UNITS

Accounts due from other governmental units at June 30, 1968, consisted of the following:

District Court Fees Due From Harrison City Court	\$12,081
---	----------

An allowance for uncollectible accounts is required at June 30, 1968.

5. CHARGES ON GENERAL FIXED ASSETS

A summary of charges in general fixed assets at June 30, 1968, follows:

	Balance July 1, 1967	Expenses	Depreciation	Balance June 30, 1968
Office Equipment	\$28,128	\$ 4,081	-	\$32,209
Automobiles	26,827	22,282	18,823	24,092
Total	<u>\$54,955</u>	<u>\$26,363</u>	<u>\$18,823</u>	<u>\$38,692</u>

6. EMPLOYEE PENSION PLAN

The Marshal's Office provides pension benefits for all of its full-time employees through a joint contributory, Municipal Employees' Retirement System (MERS). The Municipal Employees' Retirement System, State of Louisiana, is the administrator of a cost-sharing, multiple-employer plan.

The Municipal Employees' Retirement System, State of Louisiana was established by Act 364 of the 1964 regular session of the Legislature of the State of Louisiana, to provide retirement benefits to employees of all incorporated villages, towns and cities within the state, which did not have their own retirement system and which elected to become members of the System.

The system is administered by a Board of Trustees composed of nine members, six of whom shall be active and contributing members of the system with at least ten years creditable service, elected by the members of the system; one of whom shall be the

MAYORAL OFFICE - CITY COURT OF MONROE
IS COMPOSUAL UNIT OF THE CITY OF MONROE
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS DISCLOSED

June 28, 1998

president of the Louisiana Municipal Association who shall serve as an ex-officio member during his term; one of whom shall be the Chairman of the Senate Retirement Committee, and one of whom shall be the Chairman of the House Retirement Committee of the Legislature of Louisiana.

Act 4824 of the year 1978 established by the Legislature of the State of Louisiana provides an optional method for municipalities to exempt Social Security and cover under supplementary benefits in the Municipal Employees' Retirement System, effective on and after June 28, 1978.

Effective October 3, 1978, under Act 4824, the "regular plan" and the "supplemental plan" were replaced, and are now known as Plan "A" and Plan "B". Plan A combines the original plan and the supplemental plan for those municipalities participating in both plans, while Plan B participates in only the original plan. The Mayoral Office is a member of Plan B. As June 30, 1998, there were sixty-nine contributing members in Plan A.

Membership is mandatory as a condition of employment beginning on the date employed if the employee is on a permanent basis working at least thirty-five hours per week, not participating in another public funded retirement system and under age sixty (60) at date of employment. Those individuals paid jointly by a participation employer and the parish are not eligible for membership in the system with exceptions as outlined in the statutes.

Any member of Plan B can retire providing he meets one of the following criteria:

- A. Age 50 with thirty (30) or more years of creditable service.
- B. Age 55 with twenty-five (25) years of creditable service.
- C. Age 60 with a minimum of ten (10) years of creditable service.
- D. Under age 60 with ten (10) years of creditable service eligible for disability benefits.
- E. Survivor's benefits require five (5) years creditable service at death of member.

Generally, the monthly amount of the retirement allowance for any member of Plan B shall consist of an amount equal to three percent of the member's final compensation multiplied by the years of creditable service. However, under certain conditions as outlined in the statutes, the benefits are limited to specified amounts. The plan provisions are adopted by the governing body of the entities, within the options available in the state statutes governing MEMS and within the actuarial contracts also in the statutes.

The contribution rate for employees is 7.15% of earnable compensation and is

MARSHAL'S OFFICE - CITY COURT OF MONROE
A Component Unit of the City of Monroe
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS FURNISHED

June 30, 1988

established by STATE STATUTE.

The employer contribution rate is 3.75% of members earnings. The System also receives 1/3 of 1% of ad valorem taxes collected within the respective parishes except for Orleans. Tax levies are apportioned between Plan A and Plan B in proportion to relative of plan participants. The System also receives revenues sharing funds each year as appropriated by the legislature. These additional sources of income are used as additional employer contributions. The remaining employer contributions are determined according to actuarial requirements and are set annually.

The Marshal's Office's total payroll in the fiscal year ended June 30, 1988, was \$288,284, and the Marshal's Office's contributions were based on a payroll of \$282,881. Both the Marshal's Office and the covered employees made the required contributions, amounting to \$27,278. There were no related party transactions.

Fund Information

Contributions required by state statute:

Fiscal Year	Required Contribution	Percentage Contribution
June 30 1986	\$22,174	100%
1987	\$26,404	100%
1988	\$27,278	100%

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 Municipal Employees Retirement System of Louisiana, 9009 Office Park Boulevard, Baton Rouge, Louisiana 70809, or by calling (225)923-4810.

All employees of the Marshal's Office are also members of the Social Security System. Employees contribute 3.20% of their covered payroll up to statutory limits. For the year ended June 30, 1988, contributions totaled \$18,482.

7. ON BEHALF PAYMENTS MADE BY STATE OF LOUISIANA

For the year ended June 30, 1988, the State of Louisiana made on behalf payments in the form of supplemental pay to the Marshal and deputies. In accordance with ORS 24, the Marshal's Office has recorded \$18,528 of on behalf payments as revenue and an expense in the General Fund.

OTHER DEPARTMENT AGENTS' REPORTS
AND FINDINGS AND RECOMMENDATIONS

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

Durnin & James

REGISTERED PUBLIC ACCOUNTANTS

John M. Durnin, CPA
James G. James, CPA
74 Professional Corporation

Member
American Institute of
Certified Public Accountants

Charles E. Maloney, CPA
Raymond J. Gossage, CPA

Member
Institute of Certified
Financial Planners

August 17, 1998

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON
INTERNAL CONTROL OVER FINANCIAL REPORTING BASED IN
PART ON THE RESULTS OF OUR FINANCIAL STATEMENTS
PERFORMANCE IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

The Honorable W. Gordon Anderson, Jr.
Marshal, City Court of Hammond
Hammond, Louisiana

We have audited the general purpose financial statements of the Marshal's Office - City Court of Hammond, a component unit of the City of Hammond, Louisiana, as of and for the year ended June 30, 1998, and have issued our report thereon dated August 19, 1998. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Marshal's Office - City Court of Hammond's financial statements are free of material misstatement, we performed tests of the compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Marshal's Office - City Court of Hammond's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters relating to any weaknesses relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Marshal's Office - City Court of Hammond's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings and recommendations as item number 00-2.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a sufficiently low level the risk that misstatements in amounts 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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe none of the reportable conditions described above is a material weakness.

This report is intended for the use of management and the Business Legislative Auditors. This restriction is not intended to limit the distribution of this report which, upon acceptance by the Marshal's Office - City Court of Birmingham is a matter of public record.

Respectfully submitted,


DURBIN & JAMES
CPA's

FIGURES AND ACKNOWLEDGMENTS

Marshal's Office - City Court of Hammond

COMPUTER YEAR 2000 FINDINGS

For the Year Ended June 30, 1998

FINDINGS AND RECOMMENDATIONS

28-2

FINDING

During our audit and review of the internal controls of the Marshal's Office - City Court of Hammond, we found that the Year 2000 issue has not been addressed.

RECOMMENDATION

We recommend that the impact of Year 2000 issues on the Marshal's Office computer systems and applications and other electronic systems be considered and that a formal, written remediation plan be developed.

MANAGEMENT'S RESPONSE

In management's corrective action plan dated October 22, 1998, the Marshal's Office - City Court of Hammond stated that the Chief Deputy, Marlene Binkow, is responsible to review all computer systems and other electronic systems (radio, telephone, etc.) to make sure each system is Year 2000 compliant. A written report will be issued to the Marshal, Gordon Anderson, for his review.

COGNITIVE ACTION PLAN FOR CURRENT YEAR ACHIEVEMENT

Marshal's Office - City Court of Hammond

CORRECTIVE ACTION PLAN FOR CURRENT YEAR ADULT PROBATION
 For the Year Ended June 30, 1998

Ref.#	Description of Finding	Correction Action Plan	Name of Contact Person	Anticipated Completion Date
88-1	Year 2002 not addressed.	A formal evaluation will be performed.	Marlene Kistner	03/13/98

STANDARD SCHEDULE OF BRICK BUILT FIREWORKS

