

CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements, (Continued)

December 31, 1996

Note 6 **Employee Retirement Systems**

All individuals who work at City Court of Houma, Louisiana are primarily paid by the Terrebonne Parish Consolidated Government and are consequently members of the State Parochial Employee's Retirement System of Louisiana and the Louisiana State Employee's Retirement System. GASB requires certain disclosures for employers who maintain retirement plans for their employees. All individuals employed at the City Court of Houma, Louisiana are primarily compensated by others who disclose the required retirement plan information in their separately issued financial statements. The retirement plan mentioned above is administered and controlled by a separate board of trustees.

Note 7 **Reimbursed Court Costs**

An agreement has been entered into with the Terrebonne Parish Consolidated Government whereby required court costs such as work-release program expenses and district attorney fees will be reimbursed when paid by the General Fund. These expenditures are deducted from the fees collected for the Terrebonne Parish Consolidated Government when paid.

The Terrebonne Parish Consolidated Government pays certain operating costs of the City Court of Houma, Louisiana. These costs are not recognized as expenditures by the City Court of Houma, Louisiana and accordingly, are not included in the general purpose financial statements. For the year ended December 31, 1996, these costs consisted of salaries and benefits, supplies and materials, other services and charges, and repairs and maintenance which amounted to approximately \$330,519.

***SUPPLEMENTARY SCHEDULES
AND INFORMATION***



**CITY COURT OF MONROE
MONROE, LOUISIANA**

Notes to Financial Statements, (Continued)

December 31, 1996

Note 3 *Due to Other Governmental Units*

Amounts due to other governmental units at December 31, 1996, consisted of the following:

| | |
|-------------------------------------|-----------------|
| Louisiana State Treasury Department | \$2,938 |
| District Attorney's Office | 7,233 |
| Total | \$10,171 |

Note 4 *Changes in General Fixed Assets*

A summary of changes in general fixed assets are as follows:

| | Balance 12/31/95 | Additions | Adjustment | Balance 12/31/96 |
|------------------------------------|---------------------|-----------------|-------------|---------------------|
| Furniture, fixtures, and equipment | <u>\$223,785</u> | <u>\$ 3,987</u> | <u>\$65</u> | <u>\$227,737</u> |

Note 5 *Interfund Receivables and Payables Balances*

Amounts due from and due to other funds are summarized below:

| | Due from | Due to |
|---------------|-------------|-------------|
| General Fund | \$55 | |
| Revenue Fund | | \$13 |
| Bond Fund | | 3 |
| Civil Fund | | 39 |
| Total: | \$55 | \$55 |

CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements, (Continued)

December 31, 1998

Note 3 **Deposits and Investments (Continued)**

- (c) Mutual or trust funds, which are registered with the Securities and Exchange Commission under the Security Act of 1933 and the Investment Act of 1940 and which have underlying investments consisting solely of and limited to securities of the United States government or its agencies.

The City Court of Houma, Louisiana's investments are categorized below as an indication of the level of risk assumed at year-end:

- **Category 1** includes investments that are insured or registered as for which the securities are held by the City Court of Houma, Louisiana or its agent in the City Court of Houma, Louisiana's name.
- **Category 2** includes uninsured and unregistered investments for which the securities are held by the counterpart's trust department or agent in the City Court of Houma, Louisiana's name.
- **Category 3** includes uninsured and unregistered investments for which the securities are held by the counterpart, or by its trust department or agent, but not in the City Court of Houma, Louisiana's name.

During the year, the City Court of Houma, Louisiana's investments consisted of U.S. Government Securities:

Balances at December 31, 1998 were as follows:

| Securities Type | Credit Risk Category | | | Carrying Amount | Market Value |
|----------------------------|----------------------|-----|-----------|-----------------|--------------|
| | 1 | 2 | 3 | | |
| U.S. Government Securities | \$0 | \$0 | \$528,788 | \$528,788 | \$528,021 |

CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements, (Continued)

December 31, 1996

Note 7 **Deposits and Investments (Continued)**

Deposits at December 31, 1996 were as follows:

| Credit Risk Category | Bank Balances | Carrying Balances |
|---|------------------|----------------------|
| (1) Insured or collateralized by securities held by the City Court of Houma or its agent in the City Court's name | 288,816 | 288,816 |
| (2) Collateralized with securities held by the pledging institutions trust departments in the City Court of Houma's name | | |
| (3) Uncollateralized or collateralized with securities held by the pledging institutions, but not in the City Court of Houma's name | | |
| Totals | 288,816 | 288,816 |

Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement 3, Louisiana Revised Statute 50:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the City Court of Houma that the fiscal agent has failed to pay deposited funds upon demand.

The City Court of Houma may invest idle funds as authorized by Louisiana Statutes, as follows:

- (A) United States bonds, treasury notes, certificates, or any other federally insured investments.
- (B) Time certificates of deposit of state banks organized under the laws of Louisiana and national banks having their principal office in the state of Louisiana.

CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements, (Continued)

December 31, 1996

Note 1 Summary of Significant Accounting Policies (Continued)

L. Total columns on Combined Statements - Overview

The total columns on the combined statements - overview are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present the financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

Note 2 Deposits and Investments

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States, certificates of deposit of state or national banks having their principal office in Louisiana or any other federally insured investment.

State law also requires that these deposits be fully collateralized at all times. Acceptable collateralization includes the FDIC/PRIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana, and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

Under the provisions of the GASB, pledged securities which are not in the name of the governmental unit are considered uncollateralized.

*COMBINING FINANCIAL STATEMENTS
OF INDIVIDUAL FUNDS*



Honorable Jack Thibodeau Fungy, Judge
City Court of Houma
Houma, Louisiana
Page 2

This report is intended for the information of the management, and other regulatory agencies.
However, this report is a matter of public record and its distribution is not limited.

Stagni & Company

Thibodaux, Louisiana
April 8, 1997



CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements, (Continued)

December 31, 1996

Note 1 Summary of Significant Accounting Policies (Continued)

d. Operating Budgetary Basis

The City Court of Houma, Louisiana, follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Formal budgetary integration is employed as a management control device during the year for the General Fund. The adopted budget is prepared on a cash basis. The statement of revenues, expenditures, and changes in fund balances - budget and actual present comparisons of legally adopted budgets with actual data on a budgetary basis. Since accounting principles applied for purposes of developing data on a budgetary basis differ significantly from those used to present general purpose financial statements in conformity with generally accepted accounting principles, a reconciliation of differences in the excess (deficiency) of revenues and other financing sources over expenditures and other financing uses is presented as follows:

| | |
|---------------------|----------|
| Budgetary basis | \$33,587 |
| Adjustments to GAAP | (5,950) |
| GAAP basis | \$27,637 |

2. Unaid appropriations budgeted for the General Fund lapse at the end of the year.
3. The budget amounts shown in the general purpose financial statements are the final authorized amounts as revised during the year.

AGENCY FUNDS

Civil Cost Fund - The Civil Cost Fund is maintained for the purpose of collecting advanced costs on civil, small claims, and eviction cases. When the fees are earned by the Judge, Marshal, Sheriff's, etc., they are disbursed and any excess of advanced costs realized by the plaintiff is refunded.

Escrow Fund - The Escrow Fund is maintained to allow defendants to pay fines and costs on an installment basis. When the entire amount sentenced has been collected, the cash is disbursed to the appropriate recipients.

Bond Fund - The Bond Fund is maintained to account for bonds deposited with the Court.



**CITY COURT OF HOUMA
HOUMA, LOUISIANA**

Combining Balance Sheet
All Agency Funds

December 31, 1998

| | <u>Civil Court Fund</u> | <u>Balance Fund</u> | <u>Bond Fund</u> | <u>Total</u> |
|--|---------------------------------|-------------------------|----------------------|------------------|
| ASSETS | | | | |
| Cash | \$35,879 | \$13,880 | \$3,417 | \$53,176 |
| Investments | <u>281,395</u> | <u>64,385</u> | | <u>345,780</u> |
| Total assets | <u>\$317,274</u> | <u>\$78,265</u> | <u>\$3,417</u> | <u>\$398,956</u> |
| LIABILITIES | | | | |
| Due to other governmental units | \$2,938 | | | \$2,938 |
| Due to General Fund | 39 | \$13 | \$3 | 55 |
| Bonds held for future disposition | | | 3,414 | 3,414 |
| Balance funds held for future disposition | | 77,842 | | 77,842 |
| Civil funds held for future disposition | <u>314,158</u> | | | <u>314,158</u> |
| Total liabilities | <u>\$317,274</u> | <u>\$78,265</u> | <u>\$3,417</u> | <u>\$398,956</u> |

**CITY COURT OF HOUMA
HOUMA, LOUISIANA**

**Statement of Changes in Assets and Liabilities
All Agency Funds**

December 31, 1985

| | <u>Balance</u> 12/31/84 | <u>Additions</u> | <u>Deletions</u> | <u>Balance</u> 12/31/85 |
|--|----------------------------|------------------|------------------|----------------------------|
| CIVIL COST FUND | | | | |
| Assets | | | | |
| Cash | \$18,126 | \$261,740 | \$243,082 | \$36,784 |
| Investments | <u>215,585</u> | <u>64,680</u> | <u></u> | <u>280,265</u> |
| Total assets | <u>\$233,711</u> | <u>\$326,420</u> | <u>\$243,082</u> | <u>\$317,049</u> |
| Liabilities | | | | |
| Due to other governmental units | \$2,088 | \$12,521 | \$11,681 | \$2,928 |
| Due to General Fund | 6,243 | 414 | 6,010 | 38 |
| Civil funds held for future disposition | <u>208,880</u> | <u>208,015</u> | <u>145,374</u> | <u>271,525</u> |
| Total liabilities | <u>\$217,211</u> | <u>\$320,950</u> | <u>\$163,065</u> | <u>\$275,493</u> |
| ESCHROW FUND | | | | |
| Assets | | | | |
| Cash | \$18,685 | \$170,901 | \$267,308 | \$193,488 |
| Investments | <u>62,611</u> | <u>88,282</u> | <u>37,538</u> | <u>113,455</u> |
| Total assets | <u>\$81,296</u> | <u>\$259,183</u> | <u>\$304,846</u> | <u>\$306,943</u> |
| Liabilities | | | | |
| Due to General Fund and Escrow funds held for future disposition | \$34 | \$178 | \$197 | \$13 |
| | <u>81,162</u> | <u>(282,425)</u> | <u>(247,208)</u> | <u>(77,662)</u> |
| Total liabilities | <u>\$81,196</u> | <u>\$259,691</u> | <u>\$247,603</u> | <u>\$27,281</u> |

(Continued on next page)

**CITY COURT OF HOUMA
HOUMA, LOUISIANA**

Statement of Changes in Assets and Liabilities
All Agency Funds

December 31, 1998

| | <u>Balance 12/31/97</u> | <u>Additions</u> | <u>Debituses</u> | <u>Balance 12/31/98</u> |
|--------------------------------------|-----------------------------|------------------|------------------|-----------------------------|
| BOND FUND | | | | |
| Assets | | | | |
| Cash | <u>\$7,243</u> | <u>\$15,070</u> | <u>\$12,505</u> | <u>\$8,817</u> |
| Total assets | <u>\$7,243</u> | <u>\$15,070</u> | <u>\$12,505</u> | <u>\$8,817</u> |
| Liabilities | | | | |
| Due to General Fund | \$0 | \$00 | \$71 | \$0 |
| Bonds held for future disposition | <u>7,243</u> | <u>15,433</u> | <u>12,554</u> | <u>8,814</u> |
| Total liabilities | <u>\$7,243</u> | <u>\$15,433</u> | <u>\$12,525</u> | <u>\$8,817</u> |

*INTERNAL CONTROL
AND
COMPLIANCE SECTION*





STAGNI & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS - CONSULTANTS

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

Honorable Jule Thaddeus Fagnon, Judge
City Court of Houma
Houma, Louisiana

We have audited the general purpose financial statements of the City Court of Houma, Louisiana, a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 1996 and have issued our report thereon dated April 8, 1997. That report was qualified because of a lack of disclosure relating to the Judge's Earned Fees Account.

We have 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.

In planning and performing our audit of the general purpose financial statements of City Court of Houma, Louisiana for the year ended December 31, 1996, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

The management of the City Court of Houma, 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 expected benefits and related costs of internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control structure. 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 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 effect of the design and operation of policies and procedures may deteriorate.

Honorable Julie Thaddeus Furgay, Judge
City Court of Houma
Houma, Louisiana
Page 3

In planning and performing our audit of the general purpose financial statements of City Court of Houma, 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.

We rated certain matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

A material weakness is a reportable 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.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we rated the following reportable condition that we believe to be material weaknesses. These conditions were considered in determining the nature, timing, and extent of the procedures to be performed in our audit of the financial statements of City Court of Houma, Louisiana, for the year ended December 31, 1996.

The Court does not maintain a subsidiary listing of funds held for future disposition in the Civil Cost Fund or Excise Fund. The above fund consists of fines, costs, and other advanced costs collected from civil cases and represent a liability to the City Court of Houma, Louisiana.





STAGNI & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS – CONSULTANTS

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

Honorable Jack Thibodeau Pongry, Judge
City Court of Houma
Houma, Louisiana

We have audited the general purpose financial statements of the City Court of Houma, Louisiana, a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 1996, and have issued our report thereon dated April 8, 1997. That report was qualified because of a lack of disclosure relating to the Judge's Personal Fees Account.

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.

Compliance with laws, regulations, contracts, and grants applicable to the City Court of Houma, Louisiana is the responsibility of the City Court of Houma, Louisiana's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the City Court of Houma, Louisiana's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audits of the general purpose financial statements 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 indicate that, with respect to the items tested, City Court of Houma, Louisiana, complied, in all material respects, with the provisions referred to in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that the City Court of Houma, Louisiana had not complied, in all material respects, with those provisions.

Honorable Judge Theobald Ferguson, Judge
City Court of Houma
Houma, Louisiana
Page 3

This report is intended for the information of management and other regulatory agencies. However, this report is a matter of public record and its distribution is not limited.

Slayton & Company

Thibodaux, Louisiana
April 8, 1997



**CITY COURT OF HOUMA,
HOUMA, LOUISIANA.**

Statement of Revenues, Expenditures, and Changes in Fund
Balances - Budget (Cash Basis)
and Actual - General Fund

For the Year Ended December 31, 1988

| | Budget | Actual | Favorable (Disfavorable) Variance |
|---|----------------|----------------|---|
| REVENUES | | | |
| Charges for services: | | | |
| Court costs and fees | 2100,000 | 2187,004 | (87,004) |
| Juvetile costs and fees | 12,000 | 2,118 | (9,882) |
| Civil fees | 68,000 | 81,181 | (13,181) |
| City fees retained | 20,240 | 20,497 | 257 |
| State grant received | 24,000 | 24,000 | 0 |
| Miscellaneous: | | | |
| Interest | 24,540 | 21,048 | (3,492) |
| Other | 3,720 | 2,240 | (1,480) |
| Total revenues | <u>304,900</u> | <u>311,284</u> | <u>(6,616)</u> |
| EXPENDITURES | | | |
| Current: | | | |
| Reimbursement to Parishes: | | | |
| Parish Consolidated Government | 111,540 | 110,000 | (1,540) |
| Salaries and employee benefits | 54,100 | 60,883 | (6,783) |
| Office supplies and expenditures | 10,000 | 10,181 | (181) |
| Postage | 0,000 | 0,000 | 0 |
| Law books | 2,200 | 2,700 | (500) |
| Professional fees | 0,250 | 0,000 | 250 |
| Telephone | 0,000 | 0,000 | 0 |
| Computer expenditures | 0,720 | 0,700 | 20 |
| Community work program | 0,000 | 0,004 | (4) |
| Consulting services | 24,000 | 28,400 | (4,400) |
| Contract labor | 1,100 | 0,000 | 1,100 |
| Education and training | 1,440 | 13,895 | (12,455) |
| Uniforms and clothing allowance | 3,070 | 1,032 | 2,038 |
| Insurance | 1,000 | 1,400 | (400) |
| Miscellaneous | 10,000 | 22,077 | (12,077) |
| Equipment repairs and maintenance | 0,840 | 0,400 | 440 |
| Total current expenditures | <u>211,240</u> | <u>280,708</u> | <u>(69,468)</u> |
| Capital outlay | 10,000 | 0,000 | 10,000 |
| Total expenditures | <u>321,240</u> | <u>280,708</u> | <u>(40,532)</u> |
| EXCESS OF REVENUES OVER EXPENDITURES | 13,660 | 30,576 | (16,916) |
| FUND BALANCES | | | |
| Beginning of year | 140,212 | 130,472 | (9,740) |
| End of year | <u>313,872</u> | <u>301,048</u> | <u>(12,824)</u> |

See notes to financial statements.

**CITY COURT OF HOUMA
HOUMA, LOUISIANA**

Combined Balance Sheet - All Fund Types and Accounts Group

December 31, 1989

| | Developmental Fund Types (continued) | | Industry Fund Types Agency Fund | | Account Group (continued) | | Totals | |
|--|--------------------------------------|-----------------|---------------------------------|------------------|---------------------------|------------------|------------|------------------|
| | Fund | Balance | Fund | Balance | Account Group | Balance | Memorandum | Balance |
| ASSETS | | | | | | | | |
| Cash | \$10,085 | \$10,085 | \$24,479 | \$24,479 | | | | \$34,564 |
| Investments | 11,228 | 11,228 | 348,890 | 348,890 | | | | 360,118 |
| Due from other funds | | | | | | | | 10 |
| Prepaid assets | | | | | | | | 234,287 |
| Amounts to be provided for | | | | | | | | |
| - depreciation | | | | | | | | |
| - insurance | | | | | | | | |
| - taxes | | | | | | | | |
| Total assets | \$21,313 | \$21,313 | \$263,378 | \$263,378 | \$234,137 | \$234,137 | \$ | \$527,518 |
| LIABILITIES | | | | | | | | |
| Accounts payable and accrued expenses | | \$180 | | | | | | \$180 |
| Due to other governmental units | | | | | | | | |
| Due to Transoceanic Health Consultants | | \$1,065 | | | | | | \$1,065 |
| - contract | | \$,449 | | | | | | \$,449 |
| - other | | 7,213 | | | | | | 4,019 |
| Due to bondholders | | 6,873 | | | | | | 12 |
| Due to others | | | | \$2,998 | | | | 2,417 |
| Due to other funds | | | | | | | | 17,842 |
| Amounts held for future operations | | | | | | | | \$44,190 |
| - Capital funds held for future operations | | | | | | | | \$44,190 |
| Total liabilities | \$8,188 | \$8,188 | \$200,426 | \$200,426 | \$234,137 | \$234,137 | \$ | \$44,805 |
| NET ASSETS | | | | | | | | |
| Investment in general fund assets | | \$17,125 | | | | | | \$17,125 |
| Fund balance - nonspending, unexpended | | \$4,188 | | | | | | \$4,188 |
| Total net assets | \$21,313 | \$21,313 | \$263,378 | \$263,378 | \$234,137 | \$234,137 | \$ | \$21,313 |

See notes to financial statements

CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements, (Continued)

December 31, 1996

Note 1 Summary of Significant Accounting Policies (Continued)

f. Fixed Assets and Long-Term Debt, Continued

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, net in the governmental funds. The account group is established to account for the unamortized general obligation indebtedness.

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

g. Vacation and Sick Leave

Annual vacation leave may not be accrued or deferred to a later time. It must be taken during the calendar year or anniversary year in which it was earned. Amounts due to employees for annual vacation leave at December 31, 1996 are not material in relation to the financial statements of the City Court of Houma, Louisiana.

Sick leave may be earned at a rate of 80 hours per year and may be accumulated to a maximum of 480 hours; however, it does not vest with the employee.

h. Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments are recorded in the fund general ledgers, is not utilized by City Court of Houma, Louisiana.



STAGNI & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS – CONSULTANTS

INDEPENDENT AUDITOR'S REPORT

To the Honorable Judge Thaddeus Fongay, Judge
City Court of Houma
Houma, Louisiana

We have audited the accompanying general purpose financial statements of the City Court of Houma, Louisiana, a component unit of Terrebonne Parish Consolidated Government, as of December 31, 1996, and for the year then ended. These general purpose financial statements are the responsibility of City Court of Houma, Louisiana'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 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 general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the Judge's Earned Fees Account, which should be included in order to conform with generally accepted accounting principles. The amounts that also do be recorded as assets, liabilities, revenues, and expenditures in the Special Revenue Fund Type is not known.

In our opinion, except for the effects on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of City Court of Houma, Louisiana as of December 31, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.



CITY COURT OF HOUMA

Financial Report,

Internal Control and Compliance Reports

December 31, 1996

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 APR 24 1997



FINANCIAL SECTION



CITY COURT OF HOUMA
HOUMA, LOUISIANA

Statement of Revenues, Expenditures, and
 Changes in Fund Balance - General Fund

For the Year Ended December 31, 1990

| | <u>General Fund</u> |
|--|-------------------------|
| REVENUES | |
| Charges for services: | |
| Court costs and fees | \$173,760 |
| Juvenile costs and fees | 7,710 |
| Civil fees | 72,533 |
| Fees retained | 26,467 |
| State grants received | 25,890 |
| Miscellaneous: | |
| Interest | 24,855 |
| Other | 3,242 |
| Total revenues | <u>328,557</u> |
| EXPENDITURES | |
| Current: | |
| Reimbursement to Terrebonne Parish Consolidated Government | 117,220 |
| Salaries and employee benefits | 28,883 |
| Office supplies and expenditures | 18,154 |
| Postage | 8,080 |
| Law books | 5,710 |
| Professional services | 3,080 |
| Telephone | 5,587 |
| Computer expenditures | 3,782 |
| Community work program | 2,891 |
| Counseling services | 28,480 |
| Contract labor | 180 |
| Education and seminars | 13,080 |
| Uniform and clothing allowance | 1,520 |
| Insurance | 1,480 |
| Miscellaneous | 22,183 |
| Equipment repairs and maintenance | 7,428 |
| Total current expenditures | <u>298,578</u> |
| Capital outlay | 5,087 |
| Total expenditures | <u>303,665</u> |
| EXCESS OF REVENUES OVER EXPENDITURES | 27,692 |
| FUND BALANCES | |
| Beginning of year | 138,436 |
| End of year | <u>\$166,128</u> |

See notes to financial statements.

CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements

December 31, 1996

Note 1 **Summary of Major/Basic Accounting Policies**

The accounting policies of the City Court of Houma, Louisiana conform to generally accepted accounting principles as applicable to governmental units, except as noted in the following summary of the more significant policies:

a. Reporting Entity

City Court of Houma, Louisiana is a component unit of the Terrebonne Parish Consolidated Government as defined by GASB 14. City Court judges and marshals are independently elected officials. City Court of Houma, Louisiana is fiscally dependent on the Terrebonne Parish Consolidated Government for office space and courtrooms. The substance of the relationship between City Court of Houma, Louisiana and Terrebonne Parish Consolidated Government is that Terrebonne Parish Consolidated Government has approval authority over its capital budget.

b. Fund Accounting

The accounting system is organized and operated on a fund basis whereby a separate self-balancing set of accounts is maintained for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. The various funds in the financial statements in this report are grouped into two broad categories as follows:

Governmental Fund Types

General Fund - The General Fund is used to account for all financial resources and expenditures of the City Court of Houma, Louisiana except those required to be accounted for in other funds.

CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements, (Continued)

December 31, 1996

Note 1 Summary of Significant Accounting Policies (Continued)

b. Fund Accounting, Continued

Fiduciary Fund Types

Agency Funds - Agency Funds are used to account for assets held by the City Court of Houma, Louisiana as an agent for individuals, private organizations, other governments, and/or other funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations.

c. Basis of Accounting

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

The governmental fund types and fiduciary fund types are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Charges for services are recorded when earned since they are measurable and available. Miscellaneous revenues are recorded as revenues when received in cash by the City Court of Houma, Louisiana because they are generally not measurable until actually received.

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

**CITY COURT OF HOUMA
HOUMA, LOUISIANA**

*Financial Report,
Internal Control and Compliance Reports*

December 31, 1986

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Financial Report,

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December 31, 1996



Honorable Judge Theobald Fargay, Judge
City Court of Houma
Houma, Louisiana
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Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining financial statements of individual funds and supplementary schedules and information, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the combined general purpose financial statements of the City Court of Houma, Louisiana. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, except for the effect on the supplementary information of the omission described in the third paragraph, the supplementary information is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Snyder & Company

Thibodaux, Louisiana
April 8, 1993



CITY COURT OF HOUMA
HOUMA, LOUISIANA

Notes to Financial Statements, (Continued)

December 31, 1986

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

c. Bad Debts

The general purpose financial statements for the City Court of Houma, Louisiana contain no allowance for bad debts. Uncollectible amounts are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operations of the funds.

f. Fixed Assets and Long-Term Debt

The accounting and reporting treatment applied to the fixed assets associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally reported on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Fixed assets used in governmental fund type operations (general fund assets) are accounted for in the General Fixed Asset Account Group, rather than in the governmental funds. No depreciation has been provided on general fixed assets.

All fixed assets acquired are valued at historical cost. Donated fixed assets are valued at their estimated fair value on the date donated.

**CITY COURT OF BOUMA
BOUMA, LOUISIANA**

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