

RECEIVED
LEGISLATIVE AUDITOR

SEP 22 11 58 AM '07

OFFICIAL
FILE COPY

DO NOT SEND OUT

THIS DOCUMENT CONTAINS UNCLASSIFIED INFORMATION

Public Information
exempt from the
open and public
access law (PAI)

The Honorable Kelly, Irvie and Madrick
Judges, City of Shreveport City Court
Financial Statements
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: 7-24-06

Mayo & Culbertson

a Corporation of Certified Public Accountants

City Clerk
City of Shreveport, Louisiana
December 31, 1995

Contents

Auditor's Report	1
General Purpose Financial Statements	
Condensed Balance Sheet	
All Fund Types and Account Groups	2
Condensed Statement of Revenues, Expenditures and	
Changes in Fund Balance, All Governmental Fund Types	3
Statement of General Fixed Assets and Changes in General Fixed Assets	4
Notes To Financial Statements	5-7
Internal Control Report	8-9
Compliance Report	10

MAVO & CULBERTSON
A CORPORATION OF DELAWARE PUBLIC ACCOUNTANTS

WALTER A. MAVO, CPA
T. MARK CULBERTSON, III, CPA

MAVO & CULBERTSON, P.C.A.

MEMPHIS
ADMINISTRATIVE CENTER IN CHARLES PETERSON ANNEX BUILDING
SOUTHWEST CORNER OF LEXINGTON CHARLES PETERSON ANNEX
208-223-8900

800 GIBSON STREET, SUITE 200
MEMPHIS, TENNESSEE 38103

INDEPENDENT AUDITOR'S REPORT

The Honorable Kelly, Irvin and Madrilak
Judges, City of Shreveport City Court
Shreveport, Louisiana

We have audited the accompanying general purpose financial statements of The City Court of the City of Shreveport ("City Court") a component unit of the City of Shreveport, as of and for the year ended December 31, 1993, as listed in the table of contents. These general purpose financial statements are the responsibility of the City Court 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, the financial and compliance segments of Government Auditing Standards, issued by the Comptroller General of the United States and the Louisiana Governmental Audit Guide. 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. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in the notes, the financial statements present only the Fund and Account Group of the City Court and are not intended to present fairly the financial position of the City of Shreveport, Louisiana, and the results of its operations and cash flows of its proprietary and similar trust fund types in conformity with generally accepted accounting principles.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the City Court as of December 31, 1993, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Walter A. Mavo
Walter A. Mavo
April 3, 1994

Receipt Acknowledged
Legislative Auditor

W. Madrilak

CITY COURT
CITY OF BIRMGHAM
COMBINED BALANCE SHEET-ALL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1995

	GENERAL FUND		SPECIAL FUND	
	GENERAL	RESERVE	GENERAL	RESERVE
	ASSETS	LIABILITIES	ASSETS	LIABILITIES
	FOUNDS	FOUNDS	FOUNDS	FOUNDS
ASSETS				
Cash in bank	\$ 1,838,795	488,074		2,326,867
Other assets	1,405	408		1,813
Computer equipment			83,268	83,268
Office equipment			91,168	91,168
Office fixtures			34,973	34,973
Building improvements			24,863	24,863
Total assets	<u>1,840,200</u>	<u>490,960</u>	<u>274,466</u>	<u>2,518,216</u>
LIABILITIES AND FUND EQUITY				
Liabilities:				
Case cost advances-hold for future disposition		400,963		400,963
Accounts Payable	21,028			21,028
Total liabilities	<u>21,028</u>	<u>400,963</u>	<u>0</u>	<u>422,110</u>
Fund equity:				
Investment in general			274,466	274,466
Fund balance:				
Unreserved	1,819,172			1,819,172
Total fund equity	<u>1,820,678</u>	<u>0</u>	<u>274,466</u>	<u>2,103,094</u>
Total liabilities and fund equity	<u>1,841,706</u>	<u>400,963</u>	<u>274,466</u>	<u>2,518,216</u>

CITY COURT
 CITY OF SHREVEPORT
 COMBINED STATEMENT OF REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCE
 ALL GOVERNMENTAL FUND TYPES-SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDED DECEMBER 31, 1995

Revenues:		
Court fees	\$	446,535
Interest		67,869
Total revenues		<u>514,404</u>
Expenditures:		
Administration		372,319
Capital outlay		46,815
Total Expenditures		<u>419,134</u>
Revenues over expenditures		295,270
Fund balance-beginning		<u>1,245,248</u>
Fund balance-ending		<u>1,540,518</u>

CITY COURT
CITY OF BIRMINGHAM
STATEMENT OF GENERAL FIXED ASSETS
AS OF DECEMBER 31, 1993

General fixed assets		
Computer equipment	\$	83,300
Office equipment		91,158
Office furniture		74,973
Building improvements		<u>24,000</u>
Total general fixed assets		<u>273,431</u>
Investment in general fixed assets		
Judge's ret. fund		37,413
Circuit court fund		<u>0</u>
		<u>37,413</u>

STATEMENT OF CHANGES IN GENERAL FIXED ASSETS
FOR THE YEAR ENDED DECEMBER 31, 1993

	BEGINNING		DECREASES	ENDING	
	BALANCE	ADDITIONS		BALANCE	ADDITIONS
General fixed assets					
Computer equipment	62,694	20,606			83,300
Office equipment	65,733	25,425			91,158
Office furniture	74,973				74,973
Building improvements	<u>24,000</u>				<u>24,000</u>
Total general fixed assets	<u>227,400</u>	<u>46,031</u>		<u>0</u>	<u>273,431</u>

City Court
City of Shreveport
Notes to Financial Statements
for the year ended December 31, 1995

Summary of Significant Accounting Policies

The accounting and reporting policies of the City Court conform to generally accepted accounting principles (GAAP) as applicable to governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:514 and to the guides set forth in the Louisiana Governmental Audit Guide, and to the NTPA, Industry Audit Guide, Auditors of State and Local Governmental Units.

Financial Reporting Entity:

Section 2100 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. For financial reporting purposes, in conformance with GASB Codification Section 2100, the City Court includes all funds, account groups, et cetera, that are within the oversight responsibility of the City Court. The City Court is a component unit of the City of Shreveport, Louisiana, which by statute, funds the operations of the City Court. This report includes all funds and account groups which are controlled by or dependent on the City Court. Control by or dependence on the City Court was determined on the basis of authority of general oversight responsibility. The scope of this audit includes only those funds and does not include operations costs paid directly by the City of Shreveport on behalf of the City Court.

Fund Accounting:

The City Court 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 financial resources. Funds of the City Court are grouped, in the financial statements of this report, into two generic fund types and two broad fund categories as follows:

Governmental Funds

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue resources (other than special assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specific purposes. Governmental funds account for all or most of the City Court general activities, including the collection and disbursement of specific or legally restricted monies and the acquisition or construction of general fixed assets.

Fiduciary Funds

Fiduciary funds account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the City Court. Fiduciary funds include Trust and Agency Funds. Trust and Agency Funds are used to account for assets held by the City Court in a trustee capacity or as an agent for individuals, other governments, and/or other funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

City Court
City of Silver Spring
Notes to Financial Statements
For the year ended December 31, 1998

Account Groups

General Fixed Assets

The accounting and reporting treatment applied to the fixed assets and associated with a fund are determined by its measurement focus. All governmental fund type operations are accounted for on a spending or "financial flow" measurement focus and only current assets and current liabilities are generally included on their balance sheets.

Fixed Assets

Fixed Assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, and are recorded as expenditures in the governmental fund type when purchased. The Court's Office has elected to capitalize fixed assets consisting of equipment and building improvements. No depreciation has been provided on general fixed assets.

Basis of Accounting:

Basis of accounting refers to when revenues 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 accrual basis of accounting. Their revenues are recognized when they become measurable and available as not current assets. Gross receipts are considered "measurable" when in the hands of collecting governments and are recognized as revenue at that time.

Anticipated receipts of such receipts are recorded as liabilities and reductions of revenue when they are measurable and their validity seems certain. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

Budgets and Budgetary Accounting:

The City Court has not adopted a budget for the Special Revenue fund. The City Court performs only a ceremonial function in the case of agency funds and therefore a budget for these funds is not appropriate. In the areas that the City Court were to have authorization or commitments relating to executive contracts for goods or services, they would be accounted for and reported consistently.

Cash

The City Court classifies demand and time deposits as cash. The carrying amount of the deposits under control of the City Court with financial institutions was \$1,258,827 and the bank balance was \$1,159,800. The bank balance is categorized as follows:

Amount insured by the FDIC	\$ 1,127,779
Amount collateralized with securities held by pledging financial institution's trust department in City Court's name (FDIC's 2008 Interest Pk. 8)	1,131,721
Total Bank Balance	<u>2,259,500</u>

City Court
 City of Sheepsport
 Notes to Financial Statements
 for the year ended December 31, 1995

Fixed Assets:

Infrastructure assets are reported at historical cost in accordance with the capitalization policies of the City Court. Activity for general fixed assets which are capitalized is summarized below:

	Balance Beginning	Additions	Deletions	Balance Ending
Equipment	\$ 300,376	44,000	0	344,376
Improvements to Building	<u>24,863</u>	<u>0</u>	<u>0</u>	<u>24,863</u>
Totals	<u>\$ 325,239</u>	<u>\$ 44,000</u>	<u>\$ 0</u>	<u>\$ 373,488</u>

Changes in Agency Fund Deposits Due Officers:

A summary of changes in agency fund deposits due officers follows:

	Balance Beginning	Additions	Deletions	Balance Ending
Agency Fund	\$ 320,373	144,608	39,492	425,489
Totals	<u>\$ 320,373</u>	<u>\$ 144,608</u>	<u>\$ 39,492</u>	<u>\$ 425,489</u>

Interest Costs on Fixed Assets:

The City Court pays no interest on fixed assets and therefore does not capitalize interest costs on fixed assets.

MAYO & CULBERTSON
A CORPORATION OF CALIFORNIA PUBLIC ACCOUNTANTS

BRUCE A. MAYO, CPA
T. WOOD CULBERTSON, II., CPA

BARRY WASHINGTON ADAMS, CPA

MEMPHIS
AMERICAN INSTITUTE CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN CERTIFIED PUBLIC ACCOUNTANTS
114 250 0042

411 HUNTER STREET, SUITE 200
MEMPHIS, TENNESSEE 38102

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL
STRUCTURE BASED ON AN ASSESSMENT OF GENERAL PURPOSE
FINANCIAL STATEMENTS PREPARED IN ACCORDANCE WITH
GENERALLY ACCEPTED STANDARDS**

The Honorable Kelly, Irvin and Mathick
Judges, City of Monroeville City Court
Monroeville, Louisiana

We have audited the financial statements of City Court, City of Monroeville, Louisiana, for the year ended December 31, 1995, and have issued our report thereon dated April 3, 1996.

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.

The management of the City Court 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 reliable, 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 general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any system of internal control structure, errors or irregularities may occur that are not detected. Also, projections 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 City Court for the year ended December 31, 1995, 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 noted certain weaknesses involving the internal control structure and its operation that we consider to be reportable conditions under the standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters relating to one or more of 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.

There is little segregation of duties with respect to control over certain receiving functions. This condition is caused by a limited operating budget and administrative staff. A small administrative staff also results in incompatible duties being performed by the same person.

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 sufficiently 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 believe none of the reportable conditions described above is a material weakness.

This report is intended for the information of management and the City Council of the City of Deerport. However, this report is a matter of public record, and its distribution is not limited.



Jeffrey A. Kautsky

April 3, 1996

Mayo & Cullenbrosy
A CORPORATION ORGANIZED UNDER THE LAWS OF MISSISSIPPI

MEMPHIS

AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
INSTITUTE OF LUISIANA CERTIFIED PUBLIC ACCOUNTANTS
300 DELAWARE

BENJAMIN A. MAYO, CPA
T. WALTER CULLENBROS, JR., CPA

300 Avenue C, Suite 200
Baton Rouge, Louisiana 70801

Senior Vice-President, Accountants, CPAs

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

The Honorable Kelly, Irvin and Blalock
Judges, City of Shreveport City Court
Shreveport, Louisiana

We have audited the general purpose financial statements of the City Court, City of Shreveport, Louisiana for the year ended December 31, 1995, and have issued our report thereon dated April 3, 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 financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to the City Court, is the responsibility of the City Court management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the City Court's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audit 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 test disclosed no instances of non-compliance that are required to be reported under Government Auditing Standards.

This report is intended for the information of management and the City Council of the City of Shreveport. However, this report is a matter of public record and its distribution is not limited.



Mayo & Cullenbrosy
April 3, 1996