



*Financial Report*  
*Office of the*  
*District Attorney of the*  
*Thirty-Fourth Judicial District*

*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.

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District Attorney of the  
Thirty-Fourth Judicial District

December 31, 1996

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**COMBINED BALANCE SHEET -  
GOVERNMENTAL FUND TYPE**

**Office of the  
District Attorney of the  
Thirty-Fourth Judicial District**

December 31, 1996

	Governmental Fund Type		Total (Memorandum Only)
	General	Incentive Special Revenue	
<b>Assets</b>			
Cash and cash equivalents	\$ 653,145	\$ 83,418	\$ 736,563
Receivables:			
Commissions on fines	2,394		2,394
Bond forfeitures	4,896		4,896
Bond premium fee	21,212		21,212
Court costs	1,678		1,678
Accrued interest	4,501	1,229	5,730
<b>Total assets</b>	<b>\$ 687,026</b>	<b>\$ 84,647</b>	<b>\$ 771,673</b>
<b>Liabilities</b>			
Funds due to other governmental entities	\$ 76,964		\$ 76,964
Bond forfeiture refund payable	26,720		26,720
<b>Total liabilities</b>	<b>103,684</b>		<b>103,684</b>
<b>Fund Equity</b>			
Fund equity - fund balances - unreserved	583,342	\$ 84,647	667,989
<b>Total liability and fund equity</b>	<b>\$ 687,026</b>	<b>\$ 84,647</b>	<b>\$ 771,673</b>

See notes to financial statements.

**STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE -  
GOVERNMENTAL FUND TYPE**

Office of the  
District Attorney of the  
Thirty-Fourth Judicial District

For the year ended December 31, 1996

	<u>Governmental Fund Type</u>		
	<u>General</u>	Title IV-D Incentives Special Revenue	Total (Memorandum Only)
<b>Revenues</b>			
Commissions on fines	\$ 20,913		\$ 20,913
Bond forfeitures - Act 52 of 1994	4,814		4,814
Bond premium fee - Act 834 of 1993	20,244		20,244
Court costs - Act 293 of 1986	21,020		21,020
Use of money and property - Interest earnings	22,398	\$ 3,569	25,967
Other revenue	<u>2,078</u>		<u>2,078</u>
<b>Total revenues</b>	<b>91,469</b>	<b>3,569</b>	<b>95,038</b>
<b>Expenditures</b>			
General government - judicial - office expense	<u>352</u>		<u>352</u>
<b>Excess of Revenues Over Expenditures</b>	<b>91,117</b>	<b>3,569</b>	<b>94,686</b>
<b>Fund Balance</b>			
Beginning of year	<u>492,025</u>	<u>81,078</u>	<u>573,103</u>
End of year	<u>\$ 583,142</u>	<u>\$ 84,647</u>	<u>\$ 667,789</u>

See notes to financial statements.

## NOTES TO FINANCIAL STATEMENTS

Office of the  
District Attorney of the  
Thirty-Fourth Judicial District

December 31, 1996

## Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As provided by Article V, Section 26 of the Louisiana Constitution of 1974, the District Attorney has charge of every criminal prosecution by the state in his district, is the representative of the state before the grand jury in his district, and is the legal advisor to the grand jury. He performs other duties as provided by law. The District Attorney is elected by the qualified electors of the judicial district for a term of six years. The judicial district encompasses the parish of St. Bernard, Louisiana. Salaries and other general operating expenditures are paid and reported by the St. Bernard Parish Government.

The accounting policies of the Office of the District Attorney of the Thirty-Fourth Judicial District (the Office) conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of significant accounting policies:

## a) Reporting Entity

The Office is not included as a component unit in any other financial statements. The Office maintains funds to account for specific programs as described below. The activities of the Office have been reviewed and it was determined that there are no potential component units which should be included in the Office's general purpose financial statements.

## b) Fund Accounting

The government uses funds 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 related to certain governmental functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**b) Fund Accounting (Continued)**

**Governmental Funds**

Governmental Funds are those through which most governmental functions of the Office are financed. The acquisition, use and balances of the Office's expendable financial resources and the related liabilities are accounted for through Governmental Funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The following is the Governmental Funds of the Office.

**General Fund** - The General Fund was established in compliance with Louisiana Revised Statute 15:571.11, which provides that a percentage of the fines collected and bonds forfeited within the judicial district be transmitted to the District Attorney to defray the necessary expenses of the Office.

**Title IV-D Incentive Special Revenue Fund** - The Title IV-D Incentive Special Revenue Fund consists of incentive payments from the Louisiana Department of Health and Hospitals, as authorized by Act 117 of 1973, to establish family and child support programs compatible with Title IV-D of the Social Security Act. The purpose of the program is to enforce the support obligation owed by absent parents to their families and children, to locate absent parents, to establish paternity, and to obtain family and child support. As discussed in Note 4, the contract for Title IV-D Incentive Fund was canceled and was not renewed as of December 31, 1996.

**c) Basis of Accounting**

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

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**c) Basis of Accounting (Continued)**

All Governmental Funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available to net current assets. Commissions on fines, Act 250 court costs, Act 83-4 bond premium fees, Act 52 bond facilities, and Title IV-D incentive payments are recorded in the year they are earned. Interest on investments is recorded when earned. Any interest not received at year end is accrued as a receivable. Other revenues are recognized when received.

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

**d) Operating Budgetary Data**

The District Attorney did not adopt budgets for the General Fund and Special Revenue Fund for the year ended December 31, 1996, because the District Attorney did not anticipate any expenditures in these funds. Therefore, the accompanying general purpose financial statements of the Office do not include a comparison of revenues and expenditures to budget.

**e) Bad Debts**

The general purpose financial statements of the Office contain no allowance for bad debts. Uncollectible receivables 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 operation of the funds.

**f) General Fixed Assets**

Fixed assets of the Office are accounted for in the general fixed assets account group of the St. Bernard Parish Government. Therefore, the accompanying financial statements do not include a general fixed assets account group.



**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**g) Encumbrances**

Encumbrance accounting, under which purchase orders, contracts and other commitments are recorded in the fund general ledgers, is not utilized by the Office.

**h) Total Column on Combined Statements - Overview**

The total column on the combined statements - overview is captured merely to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position or results of operations, 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 - CASH AND CASH EQUIVALENTS**

At December 31, 1996, the District Attorney has cash and cash equivalents totaling \$736,563 as follows:

Demand deposits	\$299,664
Savings accounts	52,000
Time deposits	<u>384,900</u>
Total	<u>\$736,563</u>

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.

**Note 2 - CASH AND CASH EQUIVALENTS (Continued)**

State law also requires that deposits of all political subdivisions be fully collateralized at all times. Acceptable collateralization includes the FDICPSLIC insurance and the market value of securities purchased and pledged to the political subdivisions. 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.

During the year the Office's investments consisted of interest bearing demand, savings and time deposits. The deposits in excess of the FDIC insurance are collateralized by securities held by unaffiliated banks in the name of the financial institution pledged to the Office.

**Note 3 - FUNDS DUE TO OTHER GOVERNMENTAL ENTITIES**

Amounts due to other governmental entities, in accordance with Act 834 of 1999 and Act 52 of 1994, at December 31, 1996 consisted of the following:

	<u>Act 834</u>	<u>Act 52</u>	<u>Total</u>
St. Bernard Sheriff's Office	\$ 5,300	\$13,140	\$18,440
Judicial Court Fund	5,300	-	5,300
14th Judicial District Indigent Defender Board	5,300	6,240	11,540
Criminal Court	-	41,665	41,665
<b>Totals</b>	<b>\$15,900</b>	<b>\$61,045</b>	<b>\$76,945</b>

Note 4 - FEDERAL FINANCIAL ASSISTANCE

The Office previously participated in the United States Department of Health and Human Services Child Support Enforcement, Title IV-D Program, Catalog of Federal Domestic Assistance No. 13.780. This program is funded by indirect assistance payments in the form of incentive payments received from the Louisiana Department of Health and Hospitals (LDHH). Effective December 1991, the District Attorney decided to discontinue the contract with the LDHH which provided funding for these services. Thus, the LDHH now administers this portion of the program and accordingly, no incentive payments were appropriated to the Office in 1996.

There are no restrictions on how the incentive payments may be expended, except as may be required by state law for any other funds of the Office. However, these payments may be subject to further review and audit by the federal grantor agency. No provision has been made in the financial statements for the reimbursement of any expenditures that may be disallowed as a result of such a review or audit.

**SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS**



Bourgeois, Beaumont

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

To the District Attorney of the  
Thirty-Fourth Judicial District,  
Chalmette, Louisiana.

We have audited the general purpose financial statements of the Office of the District Attorney of the Thirty-Fourth Judicial District (the Office) as of and for the year ended December 31, 1996, and have issued our report thereon dated May 28, 1997.

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

The District Attorney is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by the District Attorney 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 the District Attorney 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 the District Attorney'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 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 condition 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 Office 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 the 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 and 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 District Attorney, the State of Louisiana and the Legislative Auditor for the State of Louisiana. However, this report is a matter of public record and its distribution is not limited.

*Bougeois Bennett, LLC.*

*Certified Public Accountants.*

New Orleans, La.,  
May 28, 1997.



Bourgeois Bennett

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

To the District Attorney of the  
Thirty-Fourth Judicial District,  
Chalmette, Louisiana.

We have audited the general purpose financial statements of Office of the District Attorney of the Thirty-Fourth Judicial District (the District Attorney) as of and for the year ended December 31, 1996, and have issued our report thereon dated May 28, 1997.

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

Compliance with laws and regulations applicable to the Office is the responsibility of the District Attorney. As part of obtaining reasonable assurance above whether the general purpose financial statements are free of material misstatement, we performed tests of the Office's compliance with certain provisions of laws and regulations. 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 District Attorney, the State of Louisiana and the Legislative Auditor for the State of Louisiana. However, this report is a matter of public record and its distribution is not limited.

*Bourgeois Bennett, L.L.C.*

Certified Public Accountants

New Orleans, La.,  
May 28, 1997.