

AVENUE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

SCHEDULE OF GENERAL FIXED ASSETS BY SOURCE

December 31, 1999

GENERAL FIXED ASSETS

Office furniture and equipment	\$668,243
Building improvements	<u>803,469</u>
TOTAL GENERAL FIXED ASSETS	<u>\$1,471,712</u>

INVESTMENT IN GENERAL FIXED
ASSETS BY SOURCE

General fund	\$40,806
Judicial expense fund	787,807
Support/enforcement fund	<u>18,108</u>
TOTAL INVESTMENT IN GENERAL FIXED ASSETS	<u>\$876,721</u>

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Compensated Absences (continued)

Employees of the Court accrue sick leave at a rate of 15 days per year. There is no limitation on the amount of sick leave that may be carried forward from one year to the next. At the time of retirement, sick leave can be converted into cash and/or service credit.

All eligible employees' salaries are paid by the Jefferson Parish Council and accruals relating to vacation leave are included in the financial statements of the Council.

Fund Equity

Reserves represent those portions of fund equity not appropriable for expenditures or legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

Interfund Transactions

Quasi-external transactions are accounted for as revenues or expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers.

Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from these estimates.

Total Columns on Combined Statements

Total columns on the general purpose financial 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 are such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE B - CASH

At December 31, 1996, the carrying amount of the Court's deposits was \$63,068, and the bank balance was \$199,300. The bank balance is categorized as follows:

NOTE B - CASH (continued)

Amount insured by the FDIC, or collateralized with securities held by the Court's agent in the Court's name (Category 1)	\$600,000
Amount collateralized with securities held by the pledging financial institution's trust department or agent in the Court's name (Category 2)	\$ 90,302
Uncollateralized - includes balance that is collateralized with securities held by the pledging financial institution, but not in the Court's name (Category 3)	\$ -0-
Total bank balance	\$690,302

Under state law, these deposits must be insured 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.

NOTE C - INVESTMENTS

At December 31, 1996, the Court holds investments totaling \$373,194 as follows:

	Carrying Amount	Market Value
Louisiana Asset Management Pool (LAMP)	\$373,194	\$373,194
Total	\$373,194	\$373,194

In accordance with GASB Codification Section 150.163, the investment in LAMP at December 31, 1996, is not categorized in three risk categories provided by GASB Codification Section 150.164 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana which was formed in 1993. The corporation is governed by a board of directors comprising the State Treasurer, representatives from various organizations of local government, the Government Finance Officers Association of Louisiana, and the Society of Louisiana CPAs. Only local governments having contracted to participate in LAMP may have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the

NOTE C - INVESTMENTS (continued)

placement of public funds in short-term, high-quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, the U.S. Government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by these securities. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of securities with a maturity in excess of 297 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances.

NOTE D - FIXED ASSETS

The following is a summary of changes in the general fixed asset account group during the year:

	Balance at January 1, 1996	Additions	Retirements	Balance at December 31, 1996
	<u>1996</u>			<u>1996</u>
Office furniture and equipment	\$513,180	\$213,909	\$171,869	\$555,220
Building improvements	<u>180,468</u>	<u>331,000</u>	<u>-</u>	<u>511,468</u>
Total	<u>\$693,648</u>	<u>\$544,909</u>	<u>\$171,869</u>	<u>\$1,066,688</u>

The Court failed to comply with state statutory bid requirements established in the purchase of \$132,187 of computer hardware and software during the year ended December 31, 1996. The general purpose financial statements do not, however, include an adjustment for any liability that may result from the actions of the Court in relation to not obtaining competitive bids.

The Court also failed to comply with state statutory surplus property laws mandated in the disposition of \$130,948 of computer hardware traded-in for partial payment of the aforementioned asset purchase during the year ended December 31, 1996. The general purpose financial statements do not, however, include an adjustment for any liability that may result from the actions of the Court in relation to not properly disposing of surplus property.

The Court did follow the provisions of state bid laws and surplus property laws in the purchase and disposition of other major assets during the year ended December 31, 1996.

NOTE E - INTERFUND RECEIVABLES/PAYABLES

The Court has interfund receivables and payables which cancel each other.

	Due from other funds	Due to other funds
General Fund	\$ -0-	\$92,618
Special Revenue - Judicial Expense Fund	92,618	-----0-
Total	\$92,618	\$92,618

NOTE F - PENSION PLANS

All eligible employees of the Court are members of the Parochial Employees' Retirement System of Louisiana, and the Employees' Retirement System of Jefferson Parish, Louisiana. All costs relating to pension contributions are paid by the Jefferson Parish Council; therefore, such costs are not included in the accompanying financial statements, but are included in the financial statements of the Council.

NOTE G - COMPENSATION OF JUDGES

The Judges of the Court receive compensation from the State of Louisiana Judicial Branch, at a rate determined by state statute. As these funds are paid directly to the members of the Court, the expenditure does not appear in these financial statements, but appears in the financial statements of the State of Louisiana.

NOTE H - CHILD SUPPORT COURT COSTS

The Court collects court costs under the provisions of the Louisiana Children's Code, specifically LSA-Ch. C, art. 409D. Under the provisions of this statute, effective July 31, 1985, the Court assesses and collects court costs equal to 5% of all periodic child support payments paid through the registry of the Court. These payments are made by the paying parents in addition to their normal child support payments. For the year ending December 31, 1986, the Court collected \$531,084 in Child Support court costs.

NOTE I - INTERGOVERNMENT TRANSFER COMMITMENT

In connection with a contract entered into by Parish of Jefferson for the construction of new Juvenile Justice Center, the Court agreed to pay the Parish of Jefferson the sum of \$100,000

NOTE I - INTERGOVERNMENT TRANSFER COMMITMENT (continued)

per year for ten years in monthly payments of \$8,333, beginning the 1st day of June, 1989.

In connection with this commitment, the Court has reserved \$100,000 of its General Fund fund balance for the subsequent year payment requirement.

NOTE J - ECONOMIC DEPENDENCY

Juvenile Court for the Parish of Jefferson receives the majority of its revenues from funds provided through the Parish of Jefferson, and the State of Louisiana. If significant budget cuts are made at the State or local level, the amount of funds the Court receives could be reduced significantly, with resultant adverse impact on its operations.

The Court is aware of no plans on the part of any of its funding sources to significantly reduce funding for the year ending December 31, 1997.

NOTE K - DESIGNATED FUND BALANCES

In an effort to maintain the facilities of the Court, the members of the Court have designated \$350,000 of the General Fund fund balance for various capital improvements.

SUPPLEMENTAL INFORMATION

GENERAL FUND

The General Fund is used to account for expenditures of the Court made by the Jefferson Parish Council.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

GENERAL FUND

SCHEDULE OF ADMINISTRATIVE EXPENDITURES

For the Year Ended December 31, 1998

Salaries and employee benefits	\$1,421,298
Postage	17,808
Contract labor	59,895
Insurance	31,814
Professional services	13,787
Telephone	10,525
Repairs and maintenance	<u>0</u>
Total administrative expenditures	<u>\$1,555,127</u>

SPECIAL REVENUE FUNDS

This fund type is used to account for specific revenues that are restricted to expenditures for a particular purpose.

Judicial Expense Fund

The Judicial Expense Fund was created by Act 245 (1962), R.S. 14:74 (1963), and Revised Statutes 13:664 and 13:665. Various fees and court costs are collected in family neglect cases and are spent on general operating expenditures of the Court not paid from the general fund.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

SPECIAL REVENUE FUND

SCHEDULE OF ADMINISTRATIVE AND JUDICIAL EXPENDITURES

For the Year Ended December 31, 1988

Administrative Expenditures	
Accounting fees	\$ 12,784
Bank service charge	180
Building service charge	28,782
Computer software maintenance	72,121
Contract labor	8,183
Miscellaneous	888
Office supplies	62,674
Parking & Tolls	1,587
Payroll taxes	1,449
Postage	18,859
Professional fees	44,463
Public relations	314
Rent	57,250
Repair and maintenance	40,487
Salaries and wages	78,408
Telephones	23,174
Travel and training	<u>12,818</u>
Total Administrative expenditures	586,938
Judicial Expenditures	
Dues and subscriptions	\$ 9,288
Legal fees	9,571
Meeting expenditures	4,883
Travel and training	7,085
Law books and journal	<u>6,885</u>
Total Judicial expenditures	37,712
TOTAL ADMINISTRATIVE AND JUDICIAL EXPENDITURES	<u>\$ 624,650</u>

AGENCY FUNDS

Agency funds are used to account for assets held by the Court as an agent for individuals and other governments and for other funds.

Support Enforcement Fund

The Support Enforcement Fund is used as a depository for funds received as child support payments. The funds are subsequently turned over to the beneficiary of the support payments, and fees collected are remitted to the appropriate agencies.

Fees and Assessments Fund

This fund is used as a depository for the collection of fines, fees, and costs assessed by the Court. These funds are subsequently distributed to the Court's Judicial Expense fund and various other parish and state agencies in accordance with applicable law.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and Cash Equivalents and Investments

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Court 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 Court 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.

Short-Term Interfund Receivable/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as due from other funds or due to other funds in the balance sheet. Short-term interfund loans are classified as interfund receivables or payables.

Advances to Other Funds

Noncurrent portions of long-term interfund loan receivables are reported as advances and are offset equally by a fund balance reserve account, which indicates that they do not constitute expendable available financial resources and, therefore, are not available for appropriation.

Fixed Assets

Fixed assets of governmental funds are recorded as expenditures at the time they are purchased or constructed, and the related assets are capitalized in the general fixed assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated cost if historical cost is not available.

The costs of normal maintenance and repairs that do not add to the value of assets or materially extend asset lives are not capitalized.

The general fixed asset account group is not a fund. It is concerned only with the measurement of financial position and does not involve measurement of results of operations.

Compensated Absence

Eligible employees of the Assessor's Court for the Parish of Jefferson accrue vacation leave at varying rates based on their years of continuous service. Employees hired before April 26, 1985, may carry forward a maximum of ninety unused vacation days from one year to the next. Employees hired after April 26, 1985, may carry forward a maximum of twenty days.

GENERAL FIXED ASSET ACCOUNT GROUP

The account group is used to account for the inventory of fixed assets acquired and accumulated by the Court.

The investment reflecting the interest of the support enforcement fund is the residuary interest in fixed assets acquired using funds from its contract under the Title IV-D program of the Social Security Act with the Department of Social Services which the Court elected not to renew effective July 1, 1999.

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COMPLIANCE SECTION

BRIAN E. ADORNO

4180 Canal de Gallic Drive
 Metairie Square - Suite 1172
 New Orleans, Louisiana 70114

Phone (504) 411-3111
 Fax (504) 411-0100

INDEPENDENT AUDITOR'S REPORT ON THE INTERNAL CONTROL STRUCTURE IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Business

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Taxes

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Finance

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Estates

Members of the Court

Juvenile Court for the Parish of Jefferson
 Jefferson Parish, Louisiana

I have audited the general purpose financial statements and the combining, individual fund, and account group financial statements of Juvenile Court for the Parish of Jefferson, as of and for the year (December 31, 1996, and have issued my report thereon dated June 26, 1997.

I conducted my 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 I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of Juvenile Court for the Parish of Jefferson is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with 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 internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions, or that the effectiveness of the design and operation of policies and procedures may deteriorate.

Member:
 Louisiana Bar Association

Accountant for the State of
 Louisiana Public
 Accountant

Assistant Secretary of
 Certified Public
 Accountants

In planning and performing my audit of the general purpose financial statements of *Juvenile Court for the Parish of Jefferson* for the year ended December 31, 1996, I obtained an understanding of the internal control structure. With respect to the internal control structure, I obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and I assessed control risk in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, I do not express such an opinion.

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

I noted the following reportable conditions:

Asset Management

State Bid Law

Condition:

When testing for fixed asset additions, I noted that computer hardware and software acquisitions of approximately \$122,197 purchased during 1996 were made without use of the statutory bid requirements mandated under state law.

Criteria:

Asset management and internal control procedures should include policies regarding adherence to, and documentation of compliance with, state mandated purchasing requirements for all asset acquisitions over \$5,000.

Effect:

Fixed assets including property, plant, and equipment may be purchased at prices in excess of those which might be paid when vendors bid against other competitive vendors for the same or comparable products.

Cause:

Legal counsel consultation has not been acquired on major asset purchases for interpretation of bid laws relative to proposed asset purchases.

State Surplus Property Law

Condition:

As part of the same transactions noted above for the acquisition of computer hardware and software, appraised nearly \$170,248 of computer hardware previously owned by the Court was traded in by the Court in part consideration for the acquisition price of the newly acquired equipment. Since the bid process went unutilized in the acquisition of the new equipment, the equipment traded constitutes surplus property, and under state law must be disposed of through auction or transferred for use elsewhere in government.

Criteria:

Asset management and internal control procedure should include policies regarding adherence to, and documentation of compliance with state mandated surplus property disposition laws.

Effect:

Fixed assets, namely property, plant and equipment, should be disposed of or utilized at their highest and best value for local government, and failure to abide by these laws may result in the under-utilization of the value of government assets including a loss of revenue.

Cause:

Legal counsel consultation has not been required on unusual or irregular asset dispositions for which alternative surplus property dispositions should be explored.

A material weakness is a reportable condition in which the design or operation of one or more of the specific 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.

My 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, I believe none of the reportable conditions described above is a material weakness since other more routine asset purchases and dispositions were handled in compliance with state law and internal control policy and procedure.

I noted other matters involving the internal control structure and its operation that I have reported to the management of Ascension Court for the Parish of Jefferson in a separate letter dated June 26, 1997.

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

Ernest E. Adams, CPA
A Professional Corporation

New Orleans, Louisiana
June 28, 1987

BRIAN E. ADORNO

4440 Grand Avenue
Bossier Square - Suite 201
Metairie, Louisiana 70001Phone (504) 414-1272
Fax (504) 414-0588INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
WITH LAWS AND REGULATIONS IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS

Business

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Taxes

+

Finance

+

Estate

Members of the Court
Juvenile Court for the Parish of Jefferson
Jefferson Parish, Louisiana

I have audited the general purpose financial statements and the combining, individual fund, and account group financial statements of Juvenile Court for the Parish of Jefferson as of and for the year ended December 31, 1996, and have issued my report thereon dated June 26, 1997.

I conducted my 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 I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Members:

List and the document

American Institute of
Certified Public
AccountantsLouisiana Society of
Certified Public
Accountants

Compliance with laws, regulations, contracts, and grants applicable to Juvenile Court for the Parish of Jefferson is the responsibility of the Court's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of the Court's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of my audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, I do not express such an opinion.

The results of my tests disclosed the following instances of noncompliance that are required to be reported herein under Government Auditing Standards for which the ultimate resolution cannot reasonably be determined. Accordingly, no provision for any liability that may result has been recognized in the Juvenile Court Parish of Jefferson's December 31, 1996 financial statements.



Asset Management

State Bid Law

Conditions

When testing for fixed asset additions, I noted that computer hardware and software acquisitions of approximately \$122,197 purchased during 1996 were made without one of the statutory bid requirements mandated under state law.

Criteria

Asset management and internal control procedures should include policies regarding adherence to, and documentation of compliance with, state mandated purchasing requirements for all asset acquisitions over \$5,000.

Effect

Fixed assets including property, plant, and equipment may be purchased at prices in excess of those which might be paid when vendors bid against other competitive vendors for the same or comparable products.

Cause

Legal counsel consultation has not been required on major asset purchases for interpretation of bid laws relative to proposed asset purchases.

State Surplus Property Law

Conditions

As part of the same transactions noted above for the acquisition of computer hardware and software, approximately \$190,348 of computer hardware previously owned by the Court was traded in by the Court as part consideration for the acquisition price of the newly acquired equipment. Since the bid process went unutilized in the acquisition of the new equipment, the equipment traded constituted surplus property, and under state law must be disposed of through auction or transferred for use elsewhere in government.

Criteria

Asset management and internal control procedure should include policies regarding adherence to, and documentation of compliance with, state mandated surplus property disposition laws.

Effect

Fixed assets, namely property, plant and equipment, should be disposed of or utilized at the highest and best value for local government, and failure to abide by these laws may result in the under-utilization of the value of government assets including a loss of revenue.

Caution:

Legal counsel consultation has not been required on unusual or irregular asset dispositions for which alternative surplus property dispositions should be explored.

I considered these instances of non-compliance in forming my opinion on whether Jefferson Parish Juvenile Court general purpose financial statements are presented fairly, in all material respects, in conformity with generally accepted accounting principles, and this report does not affect my report dated June 26, 1997, on those general purpose financial statements.

This report is intended for the information of the Judges of the Court, management, and Legislative Auditor of the State of Louisiana. However, this report is a matter of public record and its distribution is not limited.

Ernie E. Adams, CPA
A Professional Corporation

New Orleans, Louisiana
June 28, 1997

June 26, 1997

Honorable Nancy Amato Keenan
Honorable Ann Mary Keller
Honorable Andrea Price James
Juvenile Court for the Parish of Jefferson

Business

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Taxes

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Finance

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Estate

In planning and performing my audit of Juvenile Court for the Parish of Jefferson for the year ended December 31, 1996, I considered the Court's internal control structure and compliance with laws and regulations in order to determine my auditing procedures for the purpose of expressing my opinion on the Court's financial statements and not to provide assurance on the internal control structure.

Compliance with laws, regulations, contracts, and grants applicable to Juvenile Court for the Parish of Jefferson is the responsibility of the Court's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Court's compliance with certain provisions of laws, regulations, contracts, and grants. However, my objective was not to provide an opinion on overall compliance with such provisions.

Under the terms of our mutual agreement with the Legislative Auditor of the State of Louisiana, I am required to report all instances of noncompliance with laws and regulations applicable to the Court, unless those instances of noncompliance are clearly inconsequential.

During the course of my audit, I noted the following instances of noncompliance with state law which we did not consider material, due to the facts and circumstances surrounding the noncompliance:

Judicial Expense Fund Budget

Finding:

The Court adopts a budget for its Judicial Expense Fund based on the prior year's actual revenue and expenditures. State law, specifically the Local Government Budget Act (LSA-RS 39:1330), requires that the chief administrative officer advise the governing authority, in writing, when actual plus projected expenditures within a fund are expected to exceed the budget by more than five percent.

Member

Associated for Association

Association Institute of
Certified Public
AccountantsAssociation Society of
Certified Public
Accountants


I noted no official written notifications or amendments made to the Judicial Expense Fund Budget, although revenues and expenditures increased substantially as a result of the budget reflecting the effects of the Court's participation in the IV-03 contract for the prior year.

Recommendation:

I recommend that the Judicial Administrator continue to closely monitor the Judicial Expense Fund budget and that the Judges adopt a formal resolution approving the original budget and any amendments as required.

During the course of my audit, I noted the following matters involving internal control structure and its operation that were not reportable due to only isolated instances of non-compliance.

Cash Disbursements

Finding:

While testing cash disbursements, I noted that supporting invoices did not always indicate approval for payment by a responsible officer. The Judicial Administrator informed us that he reviews all supporting documents prior to signing the checks, and indicates approval on invoices in amounts above a predetermined amount. I noted no inappropriate expenditures on items tested.

Response:

The Judicial Administrator has been substantially in compliance with this prior year recommendation since the completion of the prior year audit report.

It should be noted that during the year ended December 31, 1996, the Court was found to be in compliance with all other findings discussed in the prior year's report regarding internal control structure and operation.

This report is intended for the information of the Judges of the Court, management, and the Legislative Auditor for the State of Louisiana.

I thank you for the cooperation given me during the course of my audit, and wish to express my gratitude to James Housharr and Louise Kelly for their cooperation.

Sincerely,

Brian E. Adams, CPA

A Professional Corporation

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JUVENILE COURT FOR THE
PARISH OF JEFFERSON
STATE OF LOUISIANA

FINANCIAL STATEMENTS

WITH INDEPENDENT AUDITOR'S REPORT THEREON

Year Ended 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 4/10/97 1997

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

AGENCY FUNDS

COMBINED SCHEDULE OF CHANGES
IN DEPOSIT BALANCES DUE TO OTHERS

For the Year Ended December 31, 1995

	Support Enforcement Fund	Fees and Assessments Fund	Total
DEPOSIT BALANCES DUE TO OTHERS AT JANUARY 1, 1995	11,292	12,064	23,356
ADDITIONS:			
Deposits:			
Support payments	11,000,574	-	11,000,574
Other	187,349	4,438	191,787
Fines collected	-	11,899	11,899
Fees collected	521,894	225,501	747,395
TOTAL ADDITIONS:	<u>11,689,817</u>	<u>241,838</u>	<u>11,931,655</u>
REDUCTIONS:			
Deposits settled to:			
Ligants	11,321,187	-	11,321,187
Juvenile Court Judicial Expense Fund	521,185	193,808	714,993
Other agencies	187,253	85,840	273,093
TOTAL REDUCTIONS:	<u>11,989,625</u>	<u>279,648</u>	<u>12,269,273</u>
DEPOSIT BALANCES DUE TO OTHERS AT DECEMBER 31, 1995	<u>\$15,485</u>	<u>\$13,501</u>	<u>\$28,986</u>

INDEPENDENT AUDITOR'S REPORT

Members of the Court
Juvenile Court for the Parish of Jefferson
Jefferson Parish, Louisiana

I have audited the accompanying general purpose financial statements of Juvenile Court for the Parish of Jefferson as of December 31, 1996, and for the year then ended. These general purpose financial statements are the responsibility of the Juvenile Court for the Parish of Jefferson's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards; *Governor Auditing Standards*, issued by the Comptroller General of the United States. These standards require that I 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. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Juvenile Court for the Parish of Jefferson as of December 31, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

My audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund and account group financial statements and schedules listed as supplemental information in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of Juvenile Court for the Parish of Jefferson. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Business

Taxes

Finance

Ethics

Member:

Governor for President

American Institute of

Certified Public

Accountants

Governor Society of

Certified Public

Accountants



NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Accounting (continued)

- **Non-expendable trust funds** – accounted for in essentially the same manner as proprietary funds (not included in these statements). The principal may not be expended. The Court has no non-expendable trust funds.
- **Agency funds** – account for assets held by the Court on behalf of others as their agent. Agency funds are custodial in nature, and do not involve measurement of results of operations. The Court's Support Enforcement Fund and Fees and Assessments Fund are agency funds.

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are 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 all governmental funds types and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due.

Other financing sources (uses) consist of transfers between funds that are not expected to be repaid. These other financing sources (uses) are recognized at the time the underlying events occur.

Budgets and Budgetary Accounting

The Court adopts a formal budget for its Judicial Expense special revenue fund on a basis consistent with generally accepted accounting principles. There were no amendments to the Judicial Expense Fund budget for the year ended December 31, 1996.

The General Fund is used to account for expenditures made on the Court's behalf by the Jefferson Parish Council. These expenditures are budgeted by the Council and expenditures are made at their discretion. There was one amendment to the General Fund budget during the year due to the reclassification of monies to be expended.

Unexpended appropriations lapse at year end. The Court does not utilize encumbrance accounting.

FINANCIAL SECTION

In accordance with Government Auditing Standards, I have also issued a report dated June 26, 1997, on my consideration of Kavonka Coam for the Parish of Jefferson's internal control structure and a report dated June 26, 1997, on its compliance with laws and regulations.

Ernie E. Adams, CPA
A Professional Corporation

New Orleans, Louisiana
June 26, 1997

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS

DECEMBER 31, 1999

	Governmental Fund Types		Fiduciary Fund Types	Account Group	Total (Memorandum only)
	General	Special Revenue	Agency Funds	General Fund Balances	
ASSETS AND OTHER DEBITS					
Cash and cash equivalents	\$ -	\$29,494	\$23,804	\$ -	\$53,298
Investments	173,794	-	-	-	173,794
Accounts receivable	-	9,782	-	-	9,782
Due from other funds	-	92,619	-	-	92,619
Due from other governments	-	3,900	-	-	3,900
Office furniture, equipment, and building improvements	-	-	-	788,711	788,711
TOTAL ASSETS AND OTHER DEBITS	<u>\$173,794</u>	<u>\$126,795</u>	<u>\$23,804</u>	<u>\$788,711</u>	<u>\$1,113,104</u>
LIABILITIES, FUND BALANCE, AND OTHER CREDITS					
LIABILITIES					
Due to other funds	\$29,494	\$ -	\$ -	\$ -	\$29,494
Due to other governments	-	3,900	-	-	3,900
Payroll taxes payable	-	1,749	-	-	1,749
Funds for future disbursements	-	-	23,804	-	23,804
Total Liabilities	<u>\$29,494</u>	<u>\$5,649</u>	<u>\$23,804</u>	<u>\$ -</u>	<u>\$78,947</u>
Fund Equity and Other Credits					
Investments in general fixed assets	-	-	-	788,711	788,711
Fund balance reserved for intergovernmental transfers	100,000	-	-	-	100,000
Fund balance designated, unreserved	380,000	-	-	-	380,000
Fund balance undesignated, unreserved	38,794	149,746	-	-	188,540
Total Fund Equity and Other Credits	<u>\$457,794</u>	<u>149,746</u>	<u>\$ -</u>	<u>\$788,711</u>	<u>\$1,396,251</u>
TOTAL LIABILITIES, FUND EQUITY, AND OTHER CREDITS	<u>\$487,288</u>	<u>\$155,395</u>	<u>\$23,804</u>	<u>\$788,711</u>	<u>\$1,455,198</u>

The accompanying notes are an integral part of this statement.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

COMBINED STATEMENT OF REVENUE, EXPENDITURES, AND
CHANGES IN FUND BALANCE - ALL GOVERNMENTAL FUND TYPES

For the Year Ended December 31, 1995

	Governmental Fund Types		Total (Memorandum only)
	General	Special Revenues	
REVENUES			
Certs, fees, and fines	\$ -	\$ 691,481	\$ 691,481
Intergovernmental	1,200,411	-	1,200,411
Interest income	29,487	-	29,487
TOTAL REVENUES	<u>1,229,918</u>	<u>691,481</u>	<u>1,921,399</u>
EXPENDITURES			
Current			
Administrative	1,200,411	288,539	1,488,950
Judicial	-	38,549	38,549
Capital outlay	-	214,270	214,270
Intergovernmental	-	190,800	190,800
TOTAL EXPENDITURES	<u>1,200,411</u>	<u>692,158</u>	<u>1,892,569</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	29,487	(130,677)	(101,190)
FUND BALANCE - BEGINNING OF YEAR	<u>408,189</u>	<u>271,716</u>	<u>679,905</u>
FUND BALANCE - END OF YEAR	<u>\$ 437,676</u>	<u>\$ 141,039</u>	<u>\$ 578,715</u>

The accompanying notes are an integral part of this statement.

JENNIFER COUNTY FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

COMBINED STATEMENT OF REVENUE, EXPENDITURES, AND
CHANGE IN FUND BALANCE
BUDGET (COMPARED) AND ACTUAL BY FUNDS

For the Year Ended December 31, 2008

	General Fund			Special Revenue Funds		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)
REVENUES						
Costs, fees, and fines	\$ -	\$ -	\$ -	\$ 681,499	\$ 458,883	\$ 222,616
Intergovernmental	1,585,407	1,588,231	(2,824)	-	138,840	(138,840)
Invested income	20,487	-	20,487	-	-	-
TOTAL REVENUES	<u>1,605,994</u>	<u>1,588,231</u>	<u>(17,237)</u>	<u>681,499</u>	<u>597,723</u>	<u>83,776</u>
EXPENDITURES						
Current						
Administrative	1,882,411	1,588,500	293,911	388,528	482,317	84,789
Juvenile	-	-	-	39,549	84,385	44,836
Capital outlay	-	-	-	214,078	95,524	(118,554)
Intergovernmental	-	-	-	600,889	-	(600,889)
TOTAL EXPENDITURES	<u>1,882,411</u>	<u>1,588,500</u>	<u>293,911</u>	<u>602,964</u>	<u>662,226</u>	<u>(59,262)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>20,487</u>	<u>-</u>	<u>20,487</u>	<u>(121,465)</u>	<u>(64,503)</u>	<u>(56,017)</u>
OTHER FINANCING SOURCES (USES)						
Operating Transfers In	-	-	-	-	321,207	(321,207)
Operating Transfers Out	-	-	-	-	(278,252)	278,252
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>43,955</u>	<u>(24,955)</u>
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	<u>20,487</u>	<u>-</u>	<u>20,487</u>	<u>(121,465)</u>	<u>(20,548)</u>	<u>(100,972)</u>
FUND BALANCE - BEGINNING OF YEAR	<u>488,888</u>	<u>488,888</u>	<u>-</u>	<u>271,718</u>	<u>271,718</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ 488,888</u>	<u>\$ 488,888</u>	<u>\$ 20,487</u>	<u>\$ 149,253</u>	<u>\$ 251,170</u>	<u>\$ (200,244)</u>

This accuracy relying notes are an integral part of this statement.

JUVENILE COURT FOR THE PARISH OF JEFFERSON
STATE OF LOUISIANA

NOTES TO FINANCIAL STATEMENTS

December 31, 1996

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies of Juvenile Court for the Parish of Jefferson are described below.

Basis of Presentation

The accompanying financial statements of the Juvenile Court for the Parish of Jefferson have been prepared in conformity with generally accepted accounting principles 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.

Reporting Entity

The Juvenile Court for the Parish of Jefferson (the Court) was established by Act 110 of the Extraordinary Session of the 1950 Legislature. There are presently three divisions in the Court (Divisions A, B, and C). The Court is of limited jurisdiction with exclusive original jurisdiction over certain proceedings involving children and adults as set forth in the Louisiana Children's Code. The Court's geographic jurisdiction consists of the Parish of Jefferson.

GASB Statement 14 established a basis for determining the governmental reporting entity and component units that should be included within the reporting entity. For financial reporting purposes, in conformity with GASB Statement 14, the financial statements of the Court include all funds and account groups that are within the oversight responsibility of the Court.

The three judges of the Court are independently elected officials and are legally independent of the government of Jefferson Parish. Under the provisions of GASB Statement 14, the Court reports as a component unit of Jefferson Parish, as the Court is fiscally dependent on the Parish for determination and approval of a substantial portion of the Court's budget and funding.

Fund Accounting

The 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 related to certain government functions or activities.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Accounting (continued)

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, 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.

The Court's funds have been classified into two categories: governmental and fiduciary. Each category, in turn, is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

Governmental Funds

Governmental funds account for most of the Court's general activities, including the collection or disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term obligations. Governmental funds include:

- **General fund** - the general operating fund of an entity, which accounts for all financial resources, except those required to be accounted for in other funds. The Court's funding received from Jefferson Parish is accounted for in this fund.
- **Special revenue funds** - account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Court's Judicial Expense Fund is a special revenue fund.
- **Debt service funds** - account for transactions relating to resources retained and used for the payment of principal and interest on these long-term obligations recorded in the general long-term debt account group. The Court has no debt service funds.
- **Capital projects funds** - account for financial resources received and used for the acquisition, construction, or improvement of capital facilities not reported in other governmental funds. The Court has no capital projects funds.

Fiduciary Funds

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. Fiduciary funds include:

- **Expendable trust funds** - accounted for in essentially the same manner as government funds. The resources, including both principal and earnings, may be expended. The Court has no expendable trust funds.