

97701808
9149

**OFFICIAL
FILE COPY**

DO NOT SIGN OUT

Official necessary
return this page
and the PLACE
BACK IN FILE

**FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND**

Parishes of Franklin, St. Landry, and West Carroll, Louisiana

**General Purpose Financial Statements
With Independent Auditor's Report
As of and for the Year Ended
December 31, 1998
With Supplemental Information Schedules**

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

Release Date ~~FEB 2 1999~~



FIFTH JUDICIAL DISTRICT -
 JUDICIAL EXPENSE FUND
 Parishes of Franklin, Richmond,
 and West Carroll, Louisiana

General Purpose Financial Statements
 With Independent Auditor's Report
 As of and for the Year Ended December 31, 1998
 With Supplemental Information Schedules

C O N T E N T S

| | <u>Statement</u> | <u>Page No.</u> |
|--|------------------|-----------------|
| Independent Auditor's Report | | 3 |
| General Purpose Financial Statements: | | |
| Combined Balance Sheet - All Fund Types and Account Groups | A | 6 |
| Governmental Fund Type: | | |
| Combined Statement of Revenues, Expenditures, and Changes in Fund Balances | B | 7 |
| Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (Cash Basis) and Actual - General Fund | C | 8 |
| Notes to the Financial Statements | | 9 |
| | <u>Schedule</u> | <u>Page No.</u> |
| Supplemental Information Schedules | | |
| Special Revenue Funds: | | |
| Combining Balance Sheet | 1 | 20 |
| Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances | 2 | 23 |

FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND
Parishes of Franklin, Richmond,
and West Carroll, Louisiana
Contents, December 31, 1998

C O N T E N T S (CONT'D)

**Independent Auditor's Reports Required by
Government Auditing Standards**

| | | |
|---|---|----|
| Independent Auditor's Report on Compliance and Internal Control Over Financial Reporting | | 34 |
| Schedule of Findings and Questioned Costs | 3 | 36 |
| Summary Schedule of Prior Audit Findings | 4 | 27 |



Independent Auditor's Report

**HONORABLE H. RUDOLPH MCINTYRE, JR.,
GLYNN D. ROBERTS, AND GLENN W. STRONG,
JUDGES OF THE FIFTH JUDICIAL DISTRICT**
Parishes of Franklin, Richland, and West Carroll, Louisiana

I have audited the general purpose financial statements of the Fifth Judicial District - Judicial Expense Fund, a component unit of the Franklin, Richland, and West Carroll Police Juries, as of December 31, 1998, and for the year then ended, as listed in the table of contents. These general purpose financial statements are the responsibility of the Fifth Judicial District - Judicial Expense Fund'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 and Government Auditing Standards, issued by the Comptroller General of the United States. Those 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 general purpose financial statements 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 the Fifth Judicial District - Judicial Expense Fund as of December 31, 1998, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

OFFICE OF THE AUDITOR GENERAL
STATE OF LOUISIANA
PUBLIC ACCOUNTANTS

OFFICE OF THE AUDITOR GENERAL
STATE OF LOUISIANA
PUBLIC ACCOUNTANTS

OFFICE OF THE AUDITOR GENERAL
STATE OF LOUISIANA
PUBLIC ACCOUNTANTS

THE PROFESSIONAL BUREAU
NEW ORLEANS,
LOUISIANA 70112
PHONE 504.581.6161
FAX 504.581.6160
FOR INFORMATION

FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND
Parishes of Franklin, Richland,
and West Carroll, Louisiana
Independent Auditor's Report,
December 31, 1998

My audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The supplemental information schedules listed in the table of contents are presented for the purpose of additional analysis and are not a required part of the general purpose financial statements of the Fifth Judicial District - Judicial Expense Fund. 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.

In accordance with Government Auditing Standards, I have also issued a report dated January 20, 1999, on the Fifth Judicial District - Judicial Expense Fund's compliance with laws, regulations, and contracts, and my consideration of the agency's internal control over financial reporting.



West Monroe, Louisiana
January 20, 1999

**GENERAL PURPOSE FINANCIAL STATEMENTS
(OVERVIEW)**

FIFTH JUDICIAL DISTRICT -
 JUDICIAL EXPENSE FUND
 Parish of Franklin, Richland,
 and West Carroll, Louisiana

ALL FUND TYPES AND ACCOUNT GROUPS

Combined Balance Sheet, December 31, 1998

| | GOVERNMENTAL -- FUND TYPE -- | | PERMANENT FUND | ACCRETION GROUP - GENERAL FUND ASSETS | TOTAL MEMORANDUM (095) |
|--|---------------------------------|-----------------------------|--|---|------------------------------|
| | GENERAL FUND | SPECIAL REVENUE FUNDS | TYPE - CHILD SUPPORT AGENCY FUND | | |
| ASSETS | | | | | |
| Cash and cash equivalents | \$49,740 | \$128,928 | \$8,867 | | \$187,535 |
| Receivables | 3,747 | 3,300 | | | 6,247 |
| Due from state | 880 | | | | 880 |
| Due from Child Support Fund | | 8,867 | | | 8,867 |
| Office furnishings and equipment | | | | \$113,052 | 113,052 |
| TOTAL ASSETS | <u>\$54,347</u> | <u>\$140,295</u> | <u>\$8,867</u> | <u>\$113,052</u> | <u>\$316,561</u> |
| LIABILITIES AND FUND EQUITY | | | | | |
| Liabilities: | | | | | |
| Accounts payable | \$3,117 | | | | \$3,117 |
| Payroll taxes payable | | \$1,372 | | | 1,372 |
| Due to Hearing Officer Fund | | | \$8,867 | | 8,867 |
| Total Liabilities | <u>3,117</u> | <u>1,372</u> | <u>8,867</u> | <u>NONE</u> | <u>13,356</u> |
| Fund Equity: | | | | | |
| Investment in general fund assets | | | | \$113,052 | 113,052 |
| Fund balances - unreserved - unassigned | \$1,230 | \$38,923 | | | 190,153 |
| Total Fund Equity | <u>\$1,230</u> | <u>\$38,923</u> | <u>NONE</u> | <u>\$113,052</u> | <u>\$193,205</u> |
| TOTAL LIABILITIES AND FUND EQUITY | <u>\$54,347</u> | <u>\$140,295</u> | <u>\$8,867</u> | <u>\$113,052</u> | <u>\$316,561</u> |

The accompanying notes are an integral part of this statement.

FIFTH JUDICIAL DISTRICT -
 JUDICIAL EXPENSE FUND
 Parishes of Franklin, Richland,
 and West Carroll, Louisiana
 GOVERNMENTAL FUND TYPE

Combined Statement of Revenues, Expenditures,
 and Changes in Fund Balances
 For the Year Ended December 31, 1998

| | GENERAL FUNDS | SPECIAL REVENUE FUNDS | TOTAL - BIRMINGHAM (000's) |
|--|------------------|-----------------------------|----------------------------------|
| REVENUES | | | |
| Intergovernmental - local funds | | \$10,800 | \$10,800 |
| Fees, charges, and commissions for services: | | | |
| Filing fees | \$28,000 | | 28,000 |
| Court costs | 32,068 | 95,757 | 117,825 |
| Fines and forfeitures | | 32,500 | 32,500 |
| Use of money and property - interest earnings | 1,895 | 3,079 | 4,974 |
| Other revenues | 89 | | 89 |
| Total revenues | <u>62,152</u> | <u>132,136</u> | <u>194,288</u> |
| EXPENDITURES | | | |
| General government - judicial: | | | |
| Current: | | | |
| Personal services and related benefits | | 108,558 | 108,558 |
| Operating services | 32,104 | 1,354 | 33,458 |
| Materials and supplies | 20,884 | 936 | 21,820 |
| Travel and other charges | 3,457 | 1,864 | 4,321 |
| Capital outlay | 492 | 689 | 1,181 |
| Total expenditures | <u>57,937</u> | <u>110,901</u> | <u>168,838</u> |
| EXCESS OF REVENUES OVER EXPENDITURES | <u>4,215</u> | <u>21,235</u> | <u>25,454</u> |
| OTHER FINANCING SOURCE (Use) | | | |
| Operating transfers in | | 2,400 | 2,400 |
| Operating transfers out | (2,400) | | (2,400) |
| Total other financing sources (use) | <u>(2,400)</u> | <u>2,400</u> | <u>0</u> |
| EXCESS OF REVENUES AND OTHER SOURCE OVER EXPENDITURES AND OTHER USE | <u>1,815</u> | <u>23,635</u> | <u>25,454</u> |
| FUND BALANCES AT BEGINNING OF YEAR | <u>47,853</u> | <u>114,216</u> | <u>162,069</u> |
| FUND BALANCES AT END OF YEAR | <u>\$51,730</u> | <u>\$138,851</u> | <u>\$190,581</u> |

The accompanying notes are an integral part of this statement.

**FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND
Parishes of Franklin, Richland,
and West Carroll, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL FUND**

**Statement of Revenues, Expenditures,
and Changes in Fund Balance -
Budget (Cash Basis) and Actual
For the Year Ended December 31, 1998**

| | BUDGET | ACTUAL | VARIANCE FAVORABLE UNFAVORABLE |
|--|-----------------|-----------------|--------------------------------------|
| REVENUES | | | |
| Fees, charges, and commissions for services: | | | |
| Filing fees | \$26,700 | \$28,185 | \$1,485 |
| Court costs | 30,000 | 32,988 | 2,988 |
| Use of money and property - interest earnings | 2,200 | 1,895 | (305) |
| Other revenues | | 89 | 89 |
| Total revenues | <u>\$58,900</u> | <u>\$62,957</u> | <u>3,487</u> |
| EXPENDITURES | | | |
| General government - judicial: | | | |
| Current: | | | |
| Personal services and related benefits | 24,000 | | 24,000 |
| Operating services | 20,680 | 20,880 | 20,740 |
| Materials and supplies | 21,000 | 18,800 | 2,131 |
| Travel and other charges | | 2,680 | (2,680) |
| Capital outlay | 1,000 | 3,156 | (1,56) |
| Total expenditures | <u>\$66,680</u> | <u>\$44,516</u> | <u>\$22,164</u> |
| EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES | (7,780) | 7,995 | 47,695 |
| OTHER FINANCING USE | | | |
| Operating transfers out | _____ | (2,000) | (2,000) |
| EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES AND OTHER USE | (7,780) | 5,995 | 45,295 |
| FUND BALANCES AT BEGINNING OF YEAR | <u>\$4,109</u> | <u>\$4,185</u> | <u>76</u> |
| FUND BALANCES AT END OF YEAR | <u>\$4,402</u> | <u>\$45,740</u> | <u>\$41,338</u> |

The accompanying notes are an integral part of this statement.

FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND
Parishes of Franklin, Richland,
and West Carroll, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 1998

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As provided by Article V, Section 15 of the Louisiana Constitution of 1974, the judges of the Fifth Judicial District serve a six-year term. The judicial district shall have original jurisdiction of all civil and criminal matters, including felony cases and cases involving title to immovable property, probate and succession matters, and other matters as provided by law. The Fifth Judicial District encompasses the parishes of Franklin, Richland, and West Carroll, Louisiana.

A. REPORTING ENTITY

As governing authorities of the parishes, for reporting purposes, the Franklin, Richland, and West Carroll Parish Police Juries are considered separate financial reporting entities. The financial reporting entity consists of (a) the primary government (the police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Franklin, Richland, and West Carroll Parish Police Juries for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entities is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the police jury to impose its will on that organization and/or

**FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND**

**Parishes of Franklin, Richland,
And West Carroll, Louisiana**

Notes to the Financial Statements (Continued)

- b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the Franklin, Richland, and West Carroll Parish police juries maintain and operate the parish contributions in which the district judges' offices are located, the Fifth Judicial District - Judicial Expense Fund was determined to be a component unit of the police juries, the financial reporting entities. The accompanying financial statements present information only on the funds maintained by the Fifth Judicial District - Judicial Expense Fund and do not present information on the police juries, the general government services provided by these governmental units, or the other governmental units that comprise the financial reporting entities.

B. FUND ACCOUNTING

The district 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.

A fund is a separate accounting entity with a self-balancing set of accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities (general fixed assets and general long-term debt) that are not recorded in the "funds" because they do not directly affect net expendable available financial resources. They are concerned only with the measurement of financial position, not with the measurement of results of operations.

Funds are classified into three categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are

**FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND**
Parishes of Franklin, Richland,
And West Carroll, Louisiana
Notes to the Financial Statements (Continued)

used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The district's current operations require the use of the following fund types:

Governmental Funds

**General Fund - Judicial
Expense Fund**

The General Fund, as provided by Louisiana Revised Statute 13:598.43, is the principal fund and is used to account for the operations of the judges' offices. The fund's primary sources of revenues are court costs on civil suits and proceedings, criminal convictions, bond forfeitures, and filing fees.

Special Revenue Funds

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Fiduciary Fund Type - Child Support Agency Fund

The Child Support Agency Fund is used to account for assets held by the district as an agent for other governments and other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**C. GENERAL FIXED ASSETS AND
LONG-TERM OBLIGATIONS**

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in the governmental funds. General fixed assets provided by the police jury are not recorded in the general

**FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND**

**Parishes of Franklin, Richland,
And West Carroll, Louisiana**

Notes to the Financial Statements (Continued)

Fixed assets account group. All fixed assets are valued at actual historical costs. No depreciation has been provided on general fixed assets. There are no long-term obligations at December 31, 1988.

II. BASIS OF ACCOUNTING

The 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 for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used for reporting all governmental fund types and fiduciary fund type 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. The district uses the following practices in recognizing and reporting revenues and expenditures:

Revenues

Fees, charges, and commissions for services are recorded when the district is entitled to the funds.

Fines and forfeitures are recorded in the year they are collected by the tax collector.

Interest income on time deposits is recorded when the time deposits have matured and the interest is available.

Interest income on demand deposits is recorded in the month earned and credited to the account.

Substantially all other revenues are recorded when they become available.

FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND
Parishes of Franklin, Richland,
And West Carroll, Louisiana
Notes to the Financial Statements (Continued)

Based on the above criteria, fees, charges, and commissions for services and fines and forfeitures have been treated as susceptible to accrual.

Expenditures

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

Other Financing Sources (Uses)

Transfers between funds which are not expected to be repaid are accounted for as other financing sources (uses) and are recognized when the underlying events occur.

E. BUDGET PRACTICES

Proposed budgets, prepared on the cash basis of accounting, are made available for public inspection no later than fifteen days prior to the beginning of each fiscal year. The budget is then formally adopted by the chief judge. Appropriations lapse at year-end and must be reappropriated for the following year to be expended. All changes in the budget must be approved by the chief judge.

For the year ended December 31, 1998, a budget was adopted for the Judicial Expense Fund only, as provided by Louisiana Revised Statute 39:1302 of the Louisiana Local Government Budget Act.

Formal budgetary integration is not employed as a management control device during the year. Budgeted amounts included in the accompanying financial statements include the original adopted budget amounts. There were no budget encumbrances. The following schedule reconciles the excess of revenues over expenditures as shown on the budget comparison Statement C to the same amounts shown on Statement B (GAAP Basis) for the General Fund.

**FIFTH JUDICIAL DISTRICT -
 JUDICIAL EXPENSE FUND**
 Parish of Franklin, Richland,
 And West Carroll, Louisiana
 Notes to the Financial Statements (Continued)

| | |
|--|----------------|
| Excess of revenues over expenditures (budget basis) | \$5,795 |
| Adjustments: | |
| Receivables | (254) |
| Due from state | 950 |
| Payables | <u>(7,044)</u> |
| Excess of revenues over expenditures (GAAP basis) | <u>\$4,177</u> |

F. CASH AND CASH EQUIVALENTS

Under state law, the district may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The judges may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 1998, the district has cash and cash equivalents totaling \$187,325 as follows:

| | |
|-----------------|------------------|
| Demand deposits | \$187,325 |
| Time deposits | <u> 0,000</u> |
| Total | <u>\$187,325</u> |

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. Deposit balances (bank balances) at December 31, 1998 total \$187,321 and are fully secured by federal deposit insurance.

G. VACATION AND SICK LEAVE

The Fifth Judicial District - Judicial Expense Fund has no annual and sick leave policy.

FIFTH JUDICIAL DISTRICT -
 JUDICIAL EXPENSE FUND
 Parishes of Franklin, Richland,
 And West Carroll, Louisiana
 Notes to the Financial Statements (Continued)

II. RISK MANAGEMENT

The court is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and injuries to employees. To handle each risk of loss, the court maintains commercial insurance policies covering automobiles, workers's compensation and surety bond coverage. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended December 31, 1998.

I. TOTAL COLUMNS ON THE COMBINED STATEMENTS

Total columns on the combined statements are captioned Monocolumns Only to indicate that they are presented only to facilitate financial analysis (overview). Data in these columns do not present 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.

1. RECEIVABLES

The General Fund receivables of \$6,247 at December 31, 1998, are as follows:

| Class of Receivable | Special | | Total |
|--|--------------|---------|---------|
| | General Fund | Revenue | |
| Fees, charges, and commissions for services: | | | |
| Filing fees | \$2,145 | | \$2,145 |
| Court costs | 1,602 | | 1,602 |
| | | \$2,500 | 2,500 |
| Fines | | | |
| Total | \$3,747 | \$2,500 | \$6,247 |

FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND
Parishes of Franklin, Richland,
And West Carroll, Louisiana
Notes to the Financial Statements (Continued)

3. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in office furnishings and equipment for the year ended December 31, 1988 follows:

| | |
|----------------------------|------------------|
| Balance, January 1, 1988 | \$111,883 |
| Additions | 1,168 |
| Deletions | <u>NONE</u> |
| Balance, December 31, 1988 | <u>\$113,052</u> |

The beginning balance has been adjusted by \$2,585 to reflect additions not recognized in prior years.

4. PENSION PLAN

Substantially all employees of the Fifth Judicial District - Judicial Expense Fund are members of the Parochial Employees Retirement System of Louisiana (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. The judge's secretary is a member of Plan A.

All permanent employees working at least twenty-eight hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at average age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 per cent of their final average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only before January 1, 1980, the benefit is equal to one per cent of final average salary plus \$24 for each year of supplemental-plan-only service earned before January 1, 1980, plus 3 per cent of final average salary for each year of service credited after the revision date. Final average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefits accrued to their date of termination. The system also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the

**FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND**
Parishes of Franklin, Richland,
And West Carroll, Louisiana

Notes to the Financial Statements (Continued)

Parochial Employees' Retirement System of Louisiana, Post Office Box 14639, Baton Rouge, Louisiana
70898-0639, or by calling (504) 938-1361.

Under Plan A, members are required by state statute to contribute 9.50 per cent of their annual covered salary and the Fifth Judicial District - Judicial Expense Fund is required to contribute at an actuarially determined rate. The current rate is 7.75 per cent of annual covered payroll. Contributions to the system also include one-fourth of one per cent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the Fifth Judicial District - Judicial Expense Fund are established and may be amended by state statute. As provided by Louisiana Revised Statute 13:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Fifth Judicial District - Judicial Expense Fund's contributions to the System under Plan A for the years ending December 31, 1998, 1997, and 1996, were \$2,088, \$1,983, and \$1,754, respectively, equal to the required contributions for each year.

5. CHANGES IN CHILD SUPPORT AGENCY FUND

A summary of changes in balances due to others for the year ended December 31, 1998, follows:

| | |
|------------------------------|--------------------|
| Balance at January 1, 1998 | NONE |
| Additions: | \$1,853,469 |
| Reductions: | <u>(1,853,469)</u> |
| Balance at December 31, 1998 | <u>NONE</u> |

6. LITIGATION AND CLAIMS

The Fifth Judicial District - Judicial Expense Fund is not involved in any litigation at December 31, 1998, nor is it aware of any unasserted claims.

**FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND**
Parishes of Franklin, Richland,
And West Carroll, Louisiana
Notes to the Financial Statements (Continued)

**7. EXPENDITURES OF THE FIFTH JUDICIAL
DISTRICT - JUDICIAL EXPENSE FUND
NOT INCLUDED IN THE FINANCIAL STATEMENTS**

The accompanying financial statements do not include certain expenditures, e.g. judge's salaries and secretary's salaries of the judges domiciled in Franklin and West Carroll Parishes. These expenditures are paid out of the funds of the criminal court, the parish police juries, or directly by the state.

SUPPLEMENTAL INFORMATION SCHEDULES

FIFTH JUDICIAL DISTRICT -
JUDICIAL EXPENSE FUND
Parishes of Franklin, Richland,
and West Carroll, Louisiana

SUPPLEMENTAL INFORMATION SCHEDULES
As of and For the Year Ended December 31, 1998

SPECIAL REVENUE FUNDS

RICHLAND PARISH DISTRICT JUDGE'S FUND

The Richland Parish District Judge's Fund is used to account for the salary of the secretary for the judge domiciled in Richland Parish. Financing is provided by a portion of fines collected for the Criminal Court Fund of the parish.

SPECIAL EXCESSIVE COSTS FUND

The Special Excessive Costs Fund was established in accordance with Louisiana Revised Statute 15:511.15. Surplus monies in the Fifth Judicial District Criminal Court Fund are deposited into this special fund by motion of the district attorney and with the concurrence of the chief judge of the Fifth Judicial District. The total amount of monies deposited into this fund shall not exceed fifty thousand dollars in any calendar year. Monies in this fund are only used to defray excessive costs incurred in first degree murder cases or very serious felony trials wherein venue has been changed.

HEARING OFFICER FUND

The Hearing Officer Fund accounts for a 5 percent fee assessed in non support cases which go through the state's Child Support Enforcement program. These fees are used to pay the salary of the hearing officers appointed by the judges of the Fifth Judicial District to hear support and support related matters and will be other expenditures incurred in connection with the implementation of this procedure.

FIFTH JUDICIAL DISTRICT -
 JUDICIAL EXPENSE FUNDS
 Parishes of Franklin, Richland,
 and West Carroll, Louisiana
 SPECIAL REVENUE FUNDS

Combining Balance Sheet, December 31, 1998

| | FOURTH AND FIFTH DISTRICT JUDGES | SPECIAL EXECUTIVE COMMITTEE | HEARING OFFICER | TOTAL |
|---|---|-----------------------------------|--------------------|------------------|
| ASSETS | | | | |
| Cash | \$33,865 | \$20,410 | \$74,653 | \$128,928 |
| Receivables | 2,500 | | | 2,500 |
| Due from Child Support Fund | | | 8,867 | 8,867 |
| TOTAL ASSETS | <u>\$36,365</u> | <u>\$20,410</u> | <u>\$83,520</u> | <u>\$140,295</u> |
| LIABILITIES AND FUND EQUITY | | | | |
| Payroll taxes payable | 67 | | \$1,370 | \$1,437 |
| Fund Equity - fund balance - unreserved - undesignated | <u>36,365</u> | <u>\$20,410</u> | <u>\$82,150</u> | <u>138,927</u> |
| TOTAL LIABILITIES AND FUND EQUITY | <u>\$36,365</u> | <u>\$20,410</u> | <u>\$83,520</u> | <u>\$140,295</u> |

FIFTH JUDICIAL DISTRICT -
 JUDICIAL EXPENSE FUND
 Parish of Franklin, Richland,
 and West Carroll, Louisiana
 SPECIAL REVENUE FUNDS

Combining Schedule of Revenues, Expenditures,
 and Changes in Fund Balances
 For the Year Ended December 31, 1998

| | REGULAR PARISH DISTRICT REVENUE | SPECIAL EXCISE/TY TAXES | PROBONO SERVICES | TOTAL |
|--|--|-------------------------------|---------------------|------------------|
| REVENUES | | | | |
| Intergovernmental - local funds | \$10,800 | | | \$10,800 |
| Fees, charges, and commissions for services - court costs | | | \$83,357 | \$83,357 |
| Fines and forfeitures | 32,900 | | | 32,900 |
| Use of money and property - interest earnings | <u>1,085</u> | <u>644</u> | <u>1,360</u> | <u>3,079</u> |
| Total revenues | <u>44,785</u> | <u>644</u> | <u>84,717</u> | <u>130,146</u> |
| EXPENDITURES | | | | |
| General government - judicial: | | | | |
| Current: | | | | |
| Personal services and related benefits | 27,778 | | 67,778 | 95,556 |
| Operating services | 241 | | 1,073 | 1,314 |
| Materials and supplies | 314 | | 622 | 936 |
| Travel and other charges | 687 | | 1,177 | 1,864 |
| Capital outlay | | | 689 | 689 |
| Total expenditures | <u>29,022</u> | <u>NOONE</u> | <u>71,339</u> | <u>100,361</u> |
| EXCESS OF REVENUES OVER EXPENDITURES | 5,363 | 644 | 13,378 | 21,777 |
| OTHER FINANCING SOURCE (Use) | | | | |
| Opening transfers in | 2,400 | | | 2,400 |
| EXCESS OF REVENUES AND OTHER SOURCE OVER EXPENDITURES | <u>7,763</u> | <u>644</u> | <u>13,378</u> | <u>24,177</u> |
| FUND BALANCES AT BEGINNING OF YEAR | <u>28,508</u> | <u>19,766</u> | <u>66,383</u> | <u>114,745</u> |
| FUND BALANCES AT END OF YEAR | <u>\$36,263</u> | <u>\$20,410</u> | <u>\$82,150</u> | <u>\$138,973</u> |

**Independent Auditor's Reports Required
by Government Auditing Standards**

The following independent auditor's report on compliance with laws, regulations and contracts and internal control is presented in compliance with the requirements of *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Louisiana Governmental Audit Guide*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.



**Independent Auditor's Report on Compliance and
Internal Control Over Financial Reporting**

HONORABLE E. RUDOLPH MCINTYRE, JR.,
GLYNN D. ROBERTS, AND GLENN W. STRONG,
JUDGES OF THE FIFTH JUDICIAL DISTRICT
Parishes of Franklin, Richland, and West Carroll, Louisiana

I have audited the general purpose financial statements of the Fifth Judicial District - Judicial Expense Fund, a component unit of the Franklin, Richland, and West Carroll police juries, as of and for the year ended December 31, 1998 audited and have issued my report thereon dated January 30, 1999. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Fifth Judicial District - Judicial Expense Fund's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial amounts. However, providing an opinion on compliance with these provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the Fifth Judicial District - Judicial Expense Fund's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected while a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

VERNON R. COON
AUDITOR GENERAL OF LOUISIANA
POLICE JURISDICTIONS
JUDICIAL DISTRICTS
COUNTY POLICE
GOVERNMENT
POLICE JURISDICTIONS
GOVERNMENT
POLICE JURISDICTIONS
GOVERNMENT
POLICE JURISDICTIONS
GOVERNMENT
POLICE JURISDICTIONS
GOVERNMENT

110 PROFESSIONAL BLDG.,
NEW ORLEANS,
LOUISIANA 70112
PHONE 584-2222
TELE FIVE SIX-NINE
FAX 584-2222
E-MAIL: VRCOON@LSGOV.GOV

HONORABLE E. RUDOLPH MCINTYRE, JR.,
GLYNN D. ROBERTS, AND GLENN W. STRONG,
JUDGES OF THE FIFTH JUDICIAL DISTRICT
Parishes of Iberville, Richland, and West Carroll, Louisiana
Independent Auditor's Report on Compliance
And Internal Control Over Financial Reporting, etc.
December 31, 1998

This report is intended for the information of the Fifth Judicial District - Judicial Expense Fund. This is not intended to limit the distribution of this report, which is a matter of public record.



West Monroe, Louisiana
January 20, 1999

FIFTH JUDICIAL DISTRICT - JUDICIAL EXPENSE FUND
Parishes of Franklin, Richland, and West Carroll, Louisiana

Schedule of Findings and Questioned Costs
For the Year Ended December 31, 1998

A. SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unqualified opinion on the general purpose financial statements of Fifth Judicial District - Judicial Expense Fund.
2. No instances of noncompliance material to the financial statements of Fifth Judicial District - Judicial Expense Fund were disclosed during the audit.
3. No reportable conditions relating to the audit of the financial statements are reported in the Independent Auditor's Report on Internal Control.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

None

FIFTH JUDICIAL DISTRICT - JUDICIAL EXPENSE FUND
Parishes of Franklin, Richland, and West Carroll, Louisiana

Summary Schedule of Prior Audit Findings
For the Year Ended December 31, 1998

There were no audit findings reported in the audit for the year ended December 31, 1997.