

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

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General Purpose Financial Statements
For the Year Ended June 30, 1997
With Supplemental Information Schedule

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made and PLACED
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<p>Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or designated 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.</p>		
<p>Release Date: SEP 10 1997</p>		

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

TRANSMITTAL LETTER
ANNUAL GENERAL PURPOSE FINANCIAL STATEMENTS

August 28, 1987

Office of the Legislative Auditor
Attention: Ms. Dorothy Miller
Post Office Box 94387
1800 North Third Street
Baton Rouge, Louisiana 70804-9387

Dear Ms. Miller:

In accordance with Louisiana Revised Statute 24:254, enclosed are the annual financial statements for the East Carroll Parish Clerk of Court for the period ended June 30, 1987. The report includes all funds under the control and oversight of the clerk of court. The accompanying financial statements have been prepared in accordance with generally accepted accounting principles.

Sincerely,


Charles Andrew Quast
Clerk of Court

Enclosure

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

ANNUAL GENERAL PURPOSE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED JUNE 30, 1997
WITH SUPPLEMENTAL INFORMATION SCHEDULES

Required by R.S. 24:514 to be filed with the
Office of the Legislative Auditor within 90
days after the close of the fiscal year.

AFFIDAVIT

Personally came and appeared before the undersigned authority, Edna Bishop Brock, East Carroll Parish Clerk of Court, who, duly sworn, deposes and says, that the financial statements herewith given present fairly the financial position of the East Carroll Parish Clerk of Court, as of June 30, 1997, and the results of operations for the year then ended, in accordance with generally accepted accounting principles, applied on a basis consistent with that of the preceding year.



Sworn to and subscribed before me, this 20th day of August, 1997.



NOTARY PUBLIC

Parish Clerk of Court and
1404-B Highway 7040,
East Carroll Parish, Louisiana
Edna Bishop Brock
806 First Street
Lake Providence, LA 71254
(504) 594-2889

Clerk of Court

Address

Phone No.

Albritton & Lee

A Professional Accounting Corporation
First Office Box 2094 - 70007
1500 Maple Avenue - Monroe, Louisiana 70607

W.J. "Jack" Albritton, CPA
Rae M. Lee, CPA

FILED 1987

FILE 1988-081-0177

Division of
Revenue Analysis of
Certified Public Accountants
Group of Louisiana
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

John Bishop Brouk, Clerk of Court
East Carroll Parish Courthouse
Lake Providence, Louisiana

We have audited the accompanying balance sheet of the East Carroll Parish Clerk of Court, Lake Providence, Louisiana as of June 30, 1997, and the related statements of revenues and expenditures, and changes in fund balances for the year then ended. These financial statements are the responsibility of the East Carroll Parish Clerk of Court. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to in the first paragraph above present fairly, in all material respects, the financial position of the East Carroll Parish Clerk of Court as of June 30, 1997, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.



Albritton & Lee
Certified Public Accountants

August 28, 1997
Monroe, Louisiana

Albritton & Lee

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1988 South Avenue - Monroe, Louisiana 71101

W.L. "Bud" Albritton, CPA
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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF THE GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Edna Bishop Brock, Clerk of Court
East Carroll Parish Courthouse
Lake Providence, Louisiana

We have audited the financial statements of the East Carroll Parish Clerk of Court, Lake Providence, Louisiana, for the year ended June 30, 1987, and have issued our report thereon dated August 28, 1987. As part of our examination, we made a study and evaluation of the system of internal control systems used in administering the financial affairs, to the extent we considered necessary, to evaluate the system as by generally accepted auditing standards, standards for financial and compliance audits contained in the Standards for Audits of Governmental Organizations, Programs, Activities and Functions, issued by the U.S. General Accounting Office, and *Audits of State and Local Governments*. For the purpose of this report, we have classified the significant internal accounting and administrative controls used in administering the financial affairs of the clerk of court in the following categories: accounts-receivables, disbursements, bank deposits, and fixed asset control.

The Clerk of East Carroll Parish is responsible for establishing and maintaining a system of internal control. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of control procedures. The objective of a system is to provide management with reasonable, but not absolute assurance, that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with general accepted accounting principles.

Because of inherent limitations in any system of internal accounting control, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation system to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate. Our study included all of the applicable control categories listed above. Our study and evaluation included considering the types of errors and irregularities that could occur, determining whether the necessary procedures are prescribed and are being followed satisfactorily, and evaluating any weaknesses.

Our study and evaluation was more limited than would be necessary to express an opinion on the system of internal accounting control used in administering the financial affairs of the East Carroll Clerk of Court. Accordingly, we do not express an opinion on the system of internal accounting control used in administering the financial affairs of the East Carroll Parish Clerk of Court. However, our study and evaluation disclosed no condition that we believe to be a material weakness.

This report is intended solely for the use of management, the State Planning Office and the Legislative Auditor and should not be used for any other purpose. This restriction is not intended to limit the distribution of this report which, upon acceptance by the East Carroll Clerk of Court, is a matter of public record.



Bertie Lee
Auditor & Lee
Certified Public Accountants

Monroe, Louisiana
August 28, 1997

Albritton & Lee

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1900 Double Avenue - Monroe, Louisiana 70501

PC, "Char" Albritton, CPA
Ray G. Lee, CPA

318-387-1977

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Certified Public Accountants

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

Edna Bishop Brack, Clerk of Court
East Carroll Parish Courthouse
Lake Providence, Louisiana

We have audited the general purpose financial statements of the East Carroll Parish Clerk of Court, Lake Providence, Louisiana as of and for the year ended June 30, 1997 and have issued our report thereon dated August 28, 1997. Our examination was made in accordance with generally accepted auditing standards and the standards for financial and compliance audits contained in the Standards for Audits of Governmental Organizations, Programs, Activities and Functions, issued by the U.S. General Accounting Office, Audits of State and Local Governments, and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The East Carroll Parish Clerk of Court is responsible for compliance with laws and regulations. In connection with my examination referred to above, we selected and tested transactions and records from all areas under the clerk's authority. The purpose of my testing of transactions and records was to obtain reasonable assurance that the East Carroll Parish Clerk of Court, had, in all material respects, administered its funds in compliance with laws and regulations, including those pertaining to financial reports and claims for advances and reimbursements, noncompliance with which we believe could have a material effect on the financial statements taken as a whole.

In our opinion, for the year ended June 30, 1997, the East Carroll Parish Clerk of Court, Lake Providence, Louisiana administered all of its funds and accounts groups in compliance, in all material respects, with laws and regulations, including those pertaining to financial reports and claims for advances and reimbursements, noncompliance with which we believe could have been in violation of the laws and regulations.


Albritton & Lee
Certified Public Accountants

August 28, 1997
Monroe, Louisiana



ACCOUNT GROUPS

GENERAL FIXED ASSETS	GENERAL LONG-TERM DEBT	TOTAL (MEMORANDUM ONLY)
\$ -	\$ -	\$ 180,868
-	-	93,080
-	-	8,531
-	-	140
70,186	-	70,186
<u>-</u>	<u>7,878</u>	<u>7,878</u>
<u>\$ 70,186</u>	<u>\$ 7,878</u>	<u>\$ 282,133</u>
\$ -	\$ -	\$ 710
-	7,878	7,878
-	-	140
<u>-</u>	<u>-</u>	<u>87,262</u>
-	7,878	98,690
70,186	-	70,186
-	-	188,868
<u>-</u>	<u>-</u>	<u>7,878</u>
<u>70,186</u>	<u>-</u>	<u>186,133</u>
<u>\$ 70,186</u>	<u>\$ 7,878</u>	<u>\$282,133</u>

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL FUND (SALARY)

Statement of Revenues, Expenditures,
 and Changes in Fund Balance
 For the Year Ended June 30, 1993

REVENUES	
Licenses and permits - marriage	\$ 1,075
Fees, charges, and commissions for services:	
Court costs, fees, and charges	126,300
Fees for recording legal documents	64,478
Fees for certified copies of documents	2,314
Charges for use of Photocopier	8,439
Elections	6,448
Miscellaneous	50
Use of money and property - interest earnings	8,336
Miscellaneous	11,727
Total Revenues	<u>228,962</u>
EXPENDITURES	
General government:	
Personal services and related benefits	200,178
Operating services	11,190
Material and supplies	8,854
Capital Outlay	-
Travel and conventions	6,780
Total Expenditures	<u>226,902</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	940
FUND BALANCE AT BEGINNING OF YEAR	115,807
FUND BALANCE AT END OF YEAR	<u>216,747</u>

The accompanying notes are an integral part of this statement.

Statement C

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL FUND (SALARY)

Statement of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
For the Year Ended June 30, 1997

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES			
Recording	\$ 69,000	\$ 64,476	\$ (4,524)
Cancellation	8,000	7,457	(543)
Mortgages	6,000	6,368	368
Marriage Licenses	1,200	1,875	(124)
Notary	1,500	1,544	48
Certified Copies	2,800	3,124	(324)
Photocopies	8,500	8,839	(339)
Court Attendance	2,500	2,440	(60)
Criminal Fees	21,000	21,527	527
Suits	87,000	88,587	(817)
Interest	8,000	8,306	306
Filations	7,000	6,408	(592)
Clerk's Reimbursement	11,500	11,727	227
Miscellaneous	-----	-----50	-----50
Total Revenues	218,500	218,862	(218)
EXPENDITURES			
Salaries			
Clerk	57,500	57,209	291
Deputies	92,000	91,556	444
Other Supplies	8,500	8,616	(116)
Insurance	25,100	25,186	(86)
Travel			
Clerk's Allowance	9,600	5,551	4,049
Travel and Convention	300	308	(8)
Capital Outlay	-	-	-
Other Expenditures:			
Division Expense	2,300	3,214	(914)
Clerk's Comp. Fund	2,200	2,212	(12)
Auto Supplies	3,100	3,141	(41)
Microfilming	1,700	1,327	(373)
Miscellaneous	1,800	950	850
Unemployment Taxes	2,700	2,349	(351)

(CONTINUED)

The accompanying notes are an integral part of this statement.

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana
GOVERNMENTAL FUND TYPE - GENERAL FUND (SALARY)

Statement of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
For the Year Ended June 30, 1997

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
Retirement	\$ 16,100	\$ 16,062	\$ 38
Sec. of State - ICC	9,200	9,289	(89)
Marriage License Fees	500	523	(23)
Total Expenditures	<u>218,200</u>	<u>228,043</u>	<u>488</u>
EXCESS OF REVENUES OVER EXPENDITURES	700	940	240
FUND BALANCE AT BEGINNING OF YEAR	<u>115,000</u>	<u>115,000</u>	—
FUND BALANCE AT END OF YEAR	<u>\$115,700</u>	<u>\$115,940</u>	<u>\$ 240</u>

(CONCLUDED)

The accompanying notes are an integral part of this statement.

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

INTRODUCTION

As provided by Article V, Section 28 of the Louisiana Constitution of 1974, the clerk of court serves as the ex-officio notary public; the recorder of mortgages, mortgages, and other acts, and has other duties and powers provided by law. The clerk of court is elected for a term of four years.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying financial statements of the East Carroll Parish Clerk of Court have been prepared in conformity with generally accepted accounting principles (GAAP) 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.

B. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the East Carroll Parish Police Jury is the financial entity for East Carroll Parish. The financial reporting entity consists of (a) the primary government, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which 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 Statement No. 14 established criteria by determining which component units should be considered part of the East Carroll Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity 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
 - 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.

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

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 police jury furnishes the office space, utilities, and some of the equipment used in the office, the clerk of court was determined to be a component unit of the East Carroll Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the clerk of court and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

C. FUND ACCOUNTING

The clerk of 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 aggregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the clerk of court are classified into two categories: governmental and fiduciary. These funds are described as follows:

General Fund

The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the clerk of court and is used to account for the operations of the clerk's office. The various fees and charges due to the clerk's office are accounted for in this fund. General operating expenditures are paid from this fund.

Agency Funds

The Advance Deposit and Registry of Court Agency Funds are used to account for assets the clerk of court holds for others. Agency funds are custodial in nature (asset equal liabilities) and do not involve measurement of results of operations.

EAST CARROLL PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

D. BASIS OF ACCOUNTING

Basis of accounting refers to when 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. The governmental funds are accounted for using a flow of current financial resources measurement focus. The accompanying general purpose financial statements have been prepared on the modified accrual basis of accounting. The Governmental Fund uses the following practices in recording revenues and expenditures:

Revenues

Recording, cancellations, court attendance, criminal cost, et cetera, are recorded in the year in which they are earned.

Interest income on investments is recorded when the investments have matured and the income is available.

Substantially, all other revenues are recorded when received.

Expenditures

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

Fixed assets used in government fund type operations (general fixed assets) are accounted for in the general fixed assets group, rather than in the General Fund. General fixed assets provided by the parish police jury are not recorded within the general fixed assets account group. Fixed assets are valued at historical cost. No depreciation has been provided on general fixed assets.

E. BUDGETARY PRACTICES

The clerk of court has the following budgetary practices:

The annual budget is adopted using the prior years revenues and expenditures as a guide. The budget is reviewed and adjusted every six months for extraordinary revenues or expenses. The budget presented in Statement C is shown on the accrual basis of accounting.

Formal budgetary integration is employed as a management control device during the year. Budgeted amounts included in the accompanying financial statements include the original adopted budget amounts and all subsequent amendments.

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

F. CASH, CASH EQUIVALENTS, AND INVESTMENTS

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

G. COMPENSATED ABSENCES

The clerk of court has the following policy related to vacation and sick leave:

Employees accrue 30 days annual leave each year and 12 days sick leave each year. There is no limit on the accumulation of annual leave, but a 30 day limit on sick leave. Upon retirement or death, employees are paid for all unused annual and sick leave.

At June 30, 1997, employees of the clerk of court had accumulated and vested \$7,878.36 of employee leave benefits, which was computed in accordance with GASB Codification Section 360. Of this amount, none is recorded as an obligation of the General Fund and \$7,878.36 is recorded within the general long-term obligations account group.

The cost of current leave privileges, computed in accordance with the previous codification, totaled zero. Of this amount, none has been recorded as current year expenditure of the General Fund and all transferred to the general long-term obligations account group as an obligation not requiring current resources.

H. LONG-TERM OBLIGATIONS

Long-term obligations expected to be financed from the General Fund are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the General Fund when due.

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

I. FUND EQUITY

Reserves

Reserves represent those portions of fund equity not appropriate for expenditure or legally segregated for a specific future use.

Designated Fund Balances

Designated fund balances represent tentative plans for future use of financial resources.

1. TOTAL COLUMNS ON THE BALANCE SHEET - OVERVIEW

The total column on the balance sheet is captioned Memorandum Only 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.

2. RECEIVABLES

The breakdown of the General Receivables at June 30, 1997, as shown on Statement A, is as follows:

Cancellations	\$ 70
Car. Copies	54
Notary	75
Court Attendance	160
Mortgage Certificates	140
Photo Copies	138
Recordings	<u>1,728</u>
Total	<u>\$2,365</u>

3. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance July 1, 1996	Additions	Deletions	Balance June 30, 1997
Equipment	\$ 69,135	\$ 1,050	\$ 0	\$ 70,185
Total	\$ 69,135	\$ 1,050	\$ 0	\$ 70,185

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

4. PENSION PLAN

Substantially all employees are members of the Clerks of Court Retirement and Relief Fund, a multiple-employer public employee retirement system (PERS), controlled and administered by a separate board of trustees. The total payroll for employees of the East Carroll Parish Clerk of Court covered by the System for the year ended June 30, 1997 was \$146,022.24; the East Carroll Parish Clerk's total payroll was \$128,758.38.

All regular employees earning at least \$100 per month and who are under the age of 60 at the time of original employment are required to participate in the System. Employees who retire at or after age 55 with at least 12 years of credited service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent of their final-average salary for each year of credited service, not to exceed 100 percent of their final-average salary. 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 12 years of service and do not withdraw their employee contributions may retire at or after age 55 and receive the benefits accrued to their date of termination. The System also provides death and disability benefits.

Benefits are established by state statute.

Contributions to the System include one-fourth of one percent of the taxes shown to be collectible by the tax rolls of each parish. State statute requires covered employees to contribute a percentage of their salaries to the System. As provided by Louisiana Revised Statute 11:903, the employer's contribution, as determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior year. For the current year, state statute required the employee to contribute 8.25% of their salary to the System and required the employers to contribute 11.80% of each employee's salary as an employer match. The total actuarially required contribution for the year ended June 30, 1997, is 18.32% of the total payroll of all covered members.

For the East Carroll Parish Clerk, the actuarially required contribution for the year ended June 30, 1997, was \$28,108.40 which consisted of \$15,062.48 as the employer contribution and \$12,045.92 from covered employees. The actuarially required contribution by the East Carroll Parish Clerk and employees for the year ended June 30, 1996, is \$26,751.27, which represents .003328 percent of the total actuarially required contribution of all participating employees. The actual contribution made to the System by the East Carroll Parish Clerk was \$28,108.40 which consisted of \$12,045.92 as the employee contribution and \$16,062.48 as the employer contribution.

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

The "pension benefit obligation" is a standardized disclosure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure, which is the actuarial present value of credited projected benefits, is intended to help users assess the System's funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among PERS and employers. The System does not make separate measurements of assets and pension benefit obligations for individual employees. The pension benefit obligation at June 30, 1996 for the System as a whole, determined through actuarial valuation performed as of that date, was \$178,287,080. The System's net assets available for benefits on that date were \$188,196,803, leaving an unfunded pension benefit obligation of \$71,100,247. The pension benefit obligation is presented as of June 30, 1996, because the June 30, 1997, information is not available.

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is presented in the System's June 30, 1985 comparative annual financial report. The East Carroll Parish Clerk of Court does not guarantee the benefits granted by the System.

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

8. CAPITAL LEASES

The clerk of court records leases under capital leases as an asset and an obligation in the accompanying financial statements. The clerk of court had no such operating leases for the year ended June 30, 1997.

9. CHANGES IN GENERAL LONG-TERM OBLIGATIONS

The following is a summary of the long-term obligations transactions during the year.

There was only one long-term obligation as of June 30, 1997 which was for uncompensated absence in the amount of \$7,878.

7. LITIGATION AND CLAIMS

At June 30, 1997, the clerk of court was not a defendant in any litigation seeking damages.

8. EXPENSES OF THE CLERK PAID BY THE PARISH POLICE JURY

Certain operation expenditures of the clerk's office are paid by the parish police jury. The expenditures are summarized as follows:

The Police Jury paid the electric bills for the clerk's office, and provided office space.

9. RELATED PARTY TRANSACTIONS

There were no related party transactions to disclose as required by FASB 57.

10. CHANGES IN AGENCY FUND BALANCES

A summary of changes in agency fund unencumbered deposits follows:

	Unencumbered Deposits at Beginning of Year	Additions	Reductions	Unencumbered Deposits at End of Year
Agency funds:				
Advance Deposit Fund	\$ 80,828	\$145,993	\$179,385	\$ 147,436
Registry of Court Fund	14,244	-	4,585	9,361
Total	<u>\$ 95,072</u>	<u>\$145,993</u>	<u>\$183,970</u>	<u>\$ 156,797</u>

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Notes to the Financial Statements
For the Year Ended June 30, 1997

11. EXCESS FUND BALANCE

Louisiana Revised Statute 15:785 requires that every four years (at the close of the term) effect the clerk of court must pay the parish treasurer (the portion of the General Fund's fund balance that exceeds one-half of the revenues of the clerk's last year of his/her term in office). At June 30, 1997, \$1,943.00 is due the parish treasurer as this amount has not been paid subsequent to the clerk's last term in office.

12. SUBSEQUENT EVENTS

There were no events that occurred after the close of the fiscal year and before the issuance of this report that would have a material effect on the East Carroll Parish Clerk of Court.

EAST CARROLL PARISH CLERK OF COURT
Lake Providence, Louisiana

Supplemental Information Schedule
For the Year Ended June 30, 1997

FIDUCIARY FUND TYPE - AGENCY

ADVANCE DEPOSIT FUND

The Advance Deposit Fund, as provided by Louisiana Revised Statute 15:842, is used to account for advance deposits on suits filed by litigants. The advances are refundable to the litigant after all costs have been paid.

REGISTRY OF COURT FUND

The Registry of Court Fund, as provided by Louisiana Revised Statute 13:479, is used to account for funds which have been ordered by the court to be held until judgment has been rendered in court litigation. Withdrawals of the funds can be made only upon order of the court.

EAST CARROLL PARISH CLERK OF COURT
 Lake Providence, Louisiana
FIDUCIARY FUND - AGENCY FUND

Combining Balance Sheet
 June 30, 1997

	ADVANCE DEPOSIT FUND	REGISTRY OF COURT FUND	TOTAL
ASSETS			
Cash	\$ 46,238	\$ 9,369	\$ 55,607
Investments	28,000	-	28,000
Accounts Receivable	6,163	-	6,163
Total Assets	<u>\$ 80,401</u>	<u>\$ 9,369</u>	<u>\$ 89,770</u>
LIABILITIES AND FUND EQUITY			
Due to General Fund	\$ 140	\$ 138	\$ 278
Due to others	87,362	-	87,362
Unreconciled Deposits	-	9,201	9,201
Total Liabilities	<u>\$ 87,502</u>	<u>\$ 9,339</u>	<u>\$ 96,841</u>

EAST CARROLL PARISH CLERK OF COURT
 Lake Providence, Louisiana
FIDUCIARY FUND - AGENCY FUND

Schedule of Charges in Unsettled Deposits
 For the Year Ended June 30, 1997

	ADVANCE DEPOSITS FUNDS	REGISTRY OF COURT FUND
UNSETTLED DEPOSITS AT BEGINNING OF YEAR	\$ 80,855	\$ 14,244
ADDITIONS		
Deposits:		
Suits and successions	144,854	-
Miscellaneous	<u>3,128</u>	<u>-</u>
Total additions	148,982	14,244
REDUCTIONS		
Clerk's costs - Local	86,528	-
Satisfactions to litigants	20,834	4,983
Annex, curators, and notarial fees	719	-
Witness, appraisers, keepers, etc.	916	-
Sheriff's fees	13,772	-
Other reductions - by order of court	<u>12,589</u>	<u>-</u>
Total reductions	139,358	4,983
UNSETTLED DEPOSITS AT END OF YEAR	\$ 89,479	\$ 9,505