

RECEIVED
LEGISLATIVE AUDITOR
06-JUN-20 AM 11:16

NINTH JUDICIAL DISTRICT COURT JUDICIAL EXPENSE FUND

ALEXANDRIA, LOUISIANA

DECEMBER 31, 2003

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audit and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7-28-04

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND**

DECEMBER 31, 2009

TABLE OF CONTENTS

	EXHIBIT	PAGE
Independent Auditor's Report		1-3
Required Supplemental Information - Part I Management's Discussion and Analysis		3-8
Basic Financial Statements		7
Government-Wide Financial Statements		8
Statement of Net Assets	A	9
Statement of Activities	B	10
Fund Financial Statements		11
Balance Sheet - Governmental Funds	C	12
Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Assets	D	13
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	E	14
Reconciliation of Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities	F	15
Notes to Financial Statements		16-24
	STATEMENT	
Required Supplemental Information - Part II		25
Budgetary Comparison Schedule		
General Fund - Non GAAP Basis	G	25
Child Support Fund	H	27
Juvenile Drug Court Fund	I	28
Court Development Fund	J	29
Families In Need of Services Fund	K	30
Other Report Required by Government Auditing Standards and Louisiana Governmental Audit Guide		31
Report on Compliance and an Internal Control over Financial Reporting Based on an Audit of Basic Financial Statements Performed in Accordance with Government Auditing Standards		32-34
Schedule of Findings and Questioned Costs		35-37
Management's Corrective Action Plan		38
Management's Summary Schedule of Prior Audit Findings		39



RYNIE MOORE HERRINGTON, LLP

CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

Judges of Ninth Judicial District Court
Judicial Expense Fund

We have audited the accompanying financial statements of the governmental activities and each major fund of the Ninth Judicial District Court, Judicial Expense Fund, Alexandria, Louisiana, a component unit of the Rapides Parish Police Jury, as of and for the year ended December 31, 2003, which collectively comprise the Ninth Judicial District Court, Judicial Expense Fund's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District Court's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the 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 opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and each major fund of the Ninth Judicial District Court, Judicial Expense Fund, as of December 31, 2003, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1 to the financial statements, the Ninth Judicial District Court, Judicial Expense Fund adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, Statement No. 37, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments: Omnibus*, and Statement No. 38, *Certain Financial Statement Note Disclosures*. Adoption of these statements results in a change in the format and content of the financial statements and additional note disclosures.

RYNIE MOORE HERRINGTON, LLP

RYNIE MOORE HERRINGTON, LLP

RYNIE MOORE HERRINGTON, LLP

RYNIE MOORE HERRINGTON, LLP

RYNIE MOORE HERRINGTON, LLP

RYNIE MOORE HERRINGTON, LLP

RYNIE MOORE HERRINGTON, LLP

RYNIE MOORE HERRINGTON, LLP

RYNIE MOORE HERRINGTON, LLP

1015 First Street - P.O. Box 12399 - Alexandria, LA 71305-2399

TE: (504) 441-1800 • FAX: (504) 441-2303 • WWW.PMH.HERRINGTON.COM





PWYS, MOORE & HERRINGTON, LLP

Judges of Ninth Judicial District Court
Judicial Expense Fund

In accordance with Government Auditing Standards, we have also issued our report dated May 20, 2004, on our consideration of the Judicial Expense Fund's internal control over financial reporting and our tests of its compliance with certain provisions of laws and regulations. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report, in considering the results of our audit.

The management's discussion and analysis and budgetary comparison information presented on pages 3 through 6 and 26 through 33, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

PwC, Moore & Herrington, LLP

Certified Public Accountants

May 20, 2004

REQUIRED SUPPLEMENTAL INFORMATION – PART I
MANAGEMENT'S DISCUSSION AND ANALYSIS

NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND

DECEMBER 31, 2003

MANAGEMENT'S DISCUSSION AND ANALYSIS

The following discussion and analysis of the Ninth Judicial District Court, Judicial Expense Fund's financial performance provide an overview of the financial activity for the year ended December 31, 2003. This analysis should give a snapshot of the financial health of the Ninth Judicial District Court's office as of that date.

USING THIS ANNUAL REPORT

The annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (on pages 9 and 10) provide information about the activities of the Ninth Judicial District Court as a whole and present a longer-term view of the District Court's finances. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. Since this is the first year the Statement of Net Assets and the Statement of Activities have been reported, data comparing the current year to the prior year will not be presented in this report.

Fund financial statements, which present information for specific activities or objectives begin on page 11. For the various funds shown, their statements tell how those services were financed as well as what remains for future spending. The fund financial statements also report the Court's operations in more detail than the Government-Wide Statements by providing information about the Court's most significant funds. The notes to Basic Financial Statements present information that help explain the transactions and balances shown in the Government-Wide Statements and the individual fund financial statements. The notes begin on page 16.

After the notes to Basic Financial Statements, this report contains some supplementary information. This information beginning on page 25 reports fund revenues and expenses and compares these to the budgets adopted by the Court. These funds are each reported in a separate column.

ANALYSIS OF THE COURT'S FINANCIAL STATEMENTS AS A WHOLE

The combined Net Assets of the Court as of December 31, 2003, was \$1.13 million. Assets at year-end were \$1.22 million compared to liabilities of only \$50 thousand.

The Statement of Activities for the year ended December 31, 2003, reflects a net increase of \$26 thousand in net assets for the year, and reflects program and general revenue of \$2.4 million and expenses of \$2.4 million.

NINTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND

DECEMBER 31, 2003

MANAGEMENT'S DISCUSSION AND ANALYSIS
 (Continued)

CONDENSED FINANCIAL INFORMATION

Since this is the first year the Statement of Net Assets and the Statements of Activities have been reported, data comparing the current year to the prior years will not be presented in this report.

NET ASSETS
 DECEMBER 31, 2003

Current assets	\$ 907,750
Capital assets	281,130
Total Assets	<u>1,218,880</u>
Current liabilities	64,839
Deferred revenue	28,581
Total Liabilities	<u>93,420</u>
Net assets	
Invested in capital assets	281,130
Unrestricted	624,351
Total Net Assets	<u>\$ 1,125,481</u>

CHANGES IN NET ASSETS
 YEAR ENDED DECEMBER 31, 2003

Program revenues	
Charges for services	\$ 74,704
Operating grants and contributions	1,912,695
General revenues	
Criminal court fees	72,641
Commissions and fees	334,556
Interest earnings	1,728
Total Revenues	<u>2,437,324</u>
Functions/Program expenses	
Judicial expense	1,702,157
Child support	386,621
Juvenile drug court	240,481
Domestic court development	93,489
Families in need of services	52,644
Total Expenses	<u>2,377,689</u>
Change in Net Assets	24,789
Net Assets, Beginning of Year	<u>1,100,692</u>
Net Assets, End of Year	<u>\$ 1,125,481</u>

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND**

DECEMBER 31, 2003

**MANAGEMENT'S DISCUSSION AND ANALYSIS
(Continued)**

GENERAL FUND BUDGETARY HIGHLIGHTS

The Court adopted balanced budgets for each of the various funds shown. Budgets are amended during the year to reflect actual and anticipated revenues and expenses.

CAPITAL ASSETS AND DEPRECIATION ALLOWANCES

Changes in capital assets, consisting of furniture and equipment, and accumulated depreciation are detailed on page 23. Net un depreciated assets was \$251,130 and represents approximately 45 percent of the original cost of the capital assets.

CURRENTLY KNOWN FACTS, DECISIONS, OR CONDITIONS

Additional courtroom and office facilities for the hearing officer - child support functions are presently being considered by the court, which would include expenditures from the child support fund for renovation and remodeling of facilities.

CONTACTING THE NINTH JUDICIAL DISTRICT COURT'S MANAGEMENT

This report is intended as a brief overview of the Court's financial condition. If you have specific questions about the report, contact Hope Belgard, P. O. Box 1431, Alexandria, LA 71305.

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)**

NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
STATEMENT OF NET ASSETS
DECEMBER 31, 2003

EXHIBIT A

ASSETS		
Cash and cash equivalents	\$ 582,002	
Investments - certificates of deposit	320,807	
Receivables	84,911	
Capital assets, net of depreciation		
Furniture and equipment	251,320	
Total Assets		\$ 1,239,880
LIABILITIES		
Accounts payable	20,724	
Intergovernmental payable	30,114	
Deferred revenue	30,551	
Total Liabilities		81,399
NET ASSETS		
Invested in capital assets		251,320
Unrestricted		974,351
<u>NET ASSETS</u>		<u>\$ 1,239,881</u>

The accompanying notes are an integral part of the financial statements.

**FIFTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 STATEMENT OF ACTIVITIES
 YEAR ENDED DECEMBER 31, 2003**

EXHIBIT B

FUNCTIONS/PROGRAMS	Program Revenues				Net (Expense) Revenue and Changes in Net Assets
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	
Governmental Activities					
Judicial Expense	\$ 1,702,157	\$ 84,803	\$ 1,498,143	\$	\$ (139,321)
Child Support	288,821	10,211	48,111		(233,699)
Juvenile Drug Court	240,401		242,129		1,059
Domestic Court Development	50,498		15,008		(18,489)
Families In Need of Services	82,818		82,327		(527)
Total Governmental Activities	\$ 2,377,695	\$ 95,024	\$ 1,813,808	\$	(369,187)
 GENERAL REVENUES					
Intergovernmental					
Judicial Expense - criminal court fees					72,641
Child Support - commissions and fees					334,588
Interest earnings					7,172
Total General Revenues					414,401
 CHANGES IN NET ASSETS					24,788
 NET ASSETS, BEGINNING OF YEAR					1,309,832
 NET ASSETS, END OF YEAR					\$ 1,334,620

The accompanying notes are an integral part of the financial statements.

FUND FINANCIAL STATEMENTS

NINTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 BALANCE SHEET
 GOVERNMENTAL FUNDS
 DECEMBER 31, 2003

(CONT'D)

	General Fund	Child Support Fund	Juvenile Drug Court Fund	Domestic Court Development Fund	Families in Steps (F) Services Fund	Total Governmental Funds
ASSETS						
Cash and cash equivalents	\$ 248,188	\$ 288,018	\$ 16,828	\$ 36,864	\$ 2,140	\$ 602,038
Investments—certificates of deposit		228,807				228,807
Receivables	17,848	83,056	14,807			115,711
Due from other funds	88,424					88,424
TOTAL ASSETS	\$ 442,668	\$ 599,881	\$ 31,635	\$ 36,864	\$ 2,140	\$ 1,083,988
LIABILITIES AND FUND EQUITY						
LIABILITIES						
Accounts payable	\$ 3,894	\$ 880	\$ 13,880	\$ 360	\$	\$ 19,014
Intergovernmental payable	5,889	21,204	800		1,421	29,114
Due to other funds		88,141				88,141
Deferred revenue			28,004			28,004
Total Liabilities	14,672	110,285	42,684	360	1,421	183,342
FUND EQUITY						
Fund Balance						
Unreserved / Unassigned	385,000	488,796		34,454	700	918,950
TOTAL LIABILITIES AND FUND EQUITY	\$ 442,668	\$ 599,881	\$ 42,684	\$ 34,804	\$ 2,140	\$ 1,083,988

The accompanying notes are an integral part of the financial statements.

NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
RECONCILIATION OF GOVERNMENTAL FUNDS
BALANCE SHEET TO THE STATEMENT OF NET ASSETS
DECEMBER 31, 2003

EXHIBIT D

Total fund balances - Governmental Funds \$ 874,351

Amounts reported for governmental activities in the Statement of Net Assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in Governmental Funds.

Cost of capital assets	\$ 582,417	
Less - Accumulated depreciation	<u>311,287</u>	<u>251,130</u>

NET ASSETS

\$ 1,125,491

The accompanying notes are an integral part of the financial statements.

NINTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
 GOVERNMENTAL FUNDS
 YEAR ENDED DECEMBER 31, 2003

EXHIBIT B

	General Fund	Child Support Fund	Juvenile Drug Court Fund	Domestic Violence Development Fund	Families In Need Of Services Fund	Total Governmental Funds
REVENUES						
Intergovernmental						
Court and administrative fees	\$ 234,974	\$	\$	\$	\$	\$ 234,974
On-behalf payments made by governmental entities	1,488,143					1,488,143
Other					83,321	83,321
Commissions		344,870				344,870
Grants		46,111	242,120	35,880		364,111
Interest	1,927	5,328			3	7,258
Total Revenues	<u>1,734,954</u>	<u>395,528</u>	<u>242,120</u>	<u>35,880</u>	<u>83,324</u>	<u>2,491,804</u>
EXPENDITURES						
Current	1,682,704	387,078	239,553	80,248	81,788	2,471,371
Capital outlay	27,830	13,028	2,120	2,280	1,844	47,042
Total Expenditures	<u>1,710,534</u>	<u>399,928</u>	<u>241,673</u>	<u>82,528</u>	<u>83,632</u>	<u>2,498,295</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	64,420	18,128	-	(17,648)	(1,408)	48,702
FUND BALANCES, BEGINNING OF YEAR	<u>303,833</u>	<u>473,650</u>	<u>-</u>	<u>53,000</u>	<u>2,135</u>	<u>832,618</u>
FUND BALANCES, END OF YEAR	<u>\$ 368,253</u>	<u>\$ 491,778</u>	<u>\$ -</u>	<u>\$ 35,352</u>	<u>\$ 1,727</u>	<u>\$ 897,110</u>

The accompanying notes are an integral part of the financial statements.

NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
RECONCILIATION OF GOVERNMENTAL FUNDS STATEMENT
OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES TO THE STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2003

EXHIBIT F

Net change in fund balances - Governmental Funds \$ 40,701

Amounts reported for governmental activities in the Statement of Activities are different because:

Capital outlays are reported in Governmental Funds as expenditures. However, in the Statement of Activities, the cost of these assets is allocated over the estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeds depreciation expense in the period.

Capital outlays	47,647		
Less - Depreciation expense	(6,940)		(15,913)

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES **\$ 24,758**

The accompanying notes are an integral part of the financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
DECEMBER 31, 2000**

NOTES TO BASIC FINANCIAL STATEMENTS

1. REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity:

The Judicial Expense Fund was created by Act 633 of the Regular Session of 1982, creating Louisiana R.S. 13:998-19. The purpose of the Fund is to account for additional court costs provided by the Act and to provide for the administration and expenditure of such monies.

The financial statements of the Ninth Judicial District Court, Judicial Expense Fund, have been prepared in conformity with accounting principles generally accepted in the United States of America (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. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards, which, along with subsequent GASB pronouncements (Statements and Interpretations) constitutes GAAP for governmental units.

In evaluating how to define the entity for financial purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. Generally, component units are legally separate organizations for which the elected officials or appointed board members of the primary government are financially accountable. Some of the criteria considered under "legally separate organization" are: the capacity for the organization to have its own name; the right for the organization to sue and be sued in its own name without recourse to the primary government; and, the right to buy, sell, lease, and mortgage property in its own name. Some of the criteria used to consider "financially accountable" include: appointment of a voting majority of the organization's governing body; ability for the primary government to impose its will on the organization; potential to provide specific financial benefits to or impose specific financial burdens on the primary government; and fiscal dependence of the organization. The Judicial Expense Fund is part of the operations of the district court system that is fiscally dependent on the Parish government. The nature of the relationship between the Judicial Expense Fund and the district court and the Parish government is significant. Therefore, the Judicial Expense Fund is determined to be a component unit of the Rapides Parish Police Jury. Only the operating activities of the Judicial Expense Fund are included in these financial statements.

Basis of Presentation

The Judicial Expense Fund's Basic Financial Statements consist of Government-Wide Financial Statements, including a Statement of Net Assets and a Statement of Activities, and Fund Financial Statements, which provide a more detailed level of financial information.

Government-Wide Financial Statements – The Government-Wide Financial Statements include the Statement of Net Assets and the Statement of Activities. These statements include all funds of the Judicial Expense Fund and report financial information for them as a whole. Individual funds are not displayed. The Statement of Net Assets presents the financial position of the governmental activities at year-end. The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Judicial Expense Fund's governmental activities. Direct expenses are those that are specifically associated with a function and therefore clearly identifiable to that particular function. The District Court does not allocate indirect expenses to functions in the Statement of Activities.

NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
DECEMBER 31, 2003

NOTES TO BASIC FINANCIAL STATEMENTS

The Statement of Activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which spot fees and other charges to users of the District Court services; (2) operating grants and contributions which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which fund the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to these program uses. For identifying to which function program revenue pertains, the determining factor for charges for services is which function generates the revenue. For grants and contributions, the determining factor is to which functions the revenues are restricted. Revenues not classified as program revenues are presented as general revenues, which include criminal court fees, commissions on child support collections, and interest. The comparison of program revenues and expenses identifies the extent to which each program is self-financing or draws from the general revenues of the District Court.

Fund Financial Statements – The accounting system is organized on the basis of funds. The financial transactions of the Judicial Expense Fund are recorded in individual funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing set of accounts that include its assets, liabilities, fund equity, revenues, and expenditures. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions.

Governmental funds are used to account for all of the Judicial Expense Fund's general activities, including the collection and disbursement of specifically or legally restricted monies in special revenue funds. The Fund Financial Statements report financial information by major funds and nonmajor funds, if any.

The following governmental funds are considered major funds:

General Fund - accounts for all of the general activities not accounted for in some other fund.

Special Revenue Funds

Child Support Fund - consists of fees received for the purpose of operating the child support office.

Juvenile Drug Court Fund - consists of funds received from the Louisiana Supreme Court Drug Court Office (SDCO) for use by the Drug Court for costs of drug testing and counseling.

Domestic Court Development Fund - consists of grants from the Rapides Foundation, Alexandria, Louisiana, to promote healthy behaviors, foster a safe and caring community, and build capacities that enable people to address local concerns and to support development of alternative procedures for divorce/custody cases, training of Lawyers and Mental Health Officials, and large scale public awareness education. Total grants awarded were \$210,000, of which \$135,000 was funded through December 31, 2002, with the remaining \$75,000 being funded during 2003.

Since the Judicial Expense Fund has only one fund that was determined to be nonmajor, management elected to provide major fund financial statement presentation for this fund.

NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
DECEMBER 31, 2000

NOTES TO BASIC FINANCIAL STATEMENTS

Families in Need of Support Fund - consists of funds received for the purpose of providing counseling and training for families in need.

The most significant of the Judicial Expense Fund's accounting policies are described as follows:

Basis of Accounting Measurement Focus

Government-Wide Financial Statements (GWFS)

The Government-Wide Financial Statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Non-exchange Transactions*.

Fund Financial Statements (FFS)

Major individual governmental funds are reported as separate columns in the fund financial statements. Fund financial statements report detailed information about the Judicial Expense Fund. The focus of governmental fund financial statements is on major funds rather than reporting funds by type.

Governmental Funds

All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets. Governmental funds are used to account for all of the general activities, including the collection and disbursement of earmarked monies (special revenue funds).

Governmental fund types use the modified accrual basis of accounting. 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 the amount is 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.

Those revenues susceptible to accrual are court and administrative fees, collection fees, grants receivable and interest revenue.

Budgets and Budgetary Accounting

The Judicial Expense Fund's General and Special Revenue Funds budgets are adopted by the District Judges. The District Judges make any amendments. All annual appropriations lapse at year-end.

NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
DECEMBER 31, 2003

NOTES TO BASIC FINANCIAL STATEMENTS

Change in Accounting Principle

The Ninth Judicial District Court, Judicial Expense Fund adopted, effective January 1, 2003, the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments*, Statement No. 37, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments: Condensed* and Statement No. 38, *Certain Financial Statement Note Disclosures*. Adoption of these statements result in a change in the format and content of the basic financial statements and additional note disclosures.

Cash and Cash Equivalents and Investments

Cash and cash equivalents include amounts in demand deposits, as well as short-term investments, with original maturity of three months or less from the date of acquisition. Under state law, the Judicial Expense Fund may deposit funds in demand deposits (interest-bearing or non-interest bearing), money market accounts, or time deposits with banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

Investments represent certificates of deposit with a maturity date more than three months from the date acquired. Investments are stated at cost, which approximates market value.

Receivables

Receivables are charged against income, as they become uncollectible. In the opinion of management, all accounts at year-end were considered collectible, and an allowance for doubtful accounts was not considered necessary.

Short-Term Interfund Receivables/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" on the balance sheet. Short-term interfund loans, if any, are classified as "Interfund receivables/payables".

Capital Assets

In the Government-Wide Financial Statements capital assets, including general capital assets, are capitalized and depreciated on a straight line method over their estimated useful lives. All purchased capital assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets, if any, are valued at their estimated fair market value on the date received. Expenditures that extend the useful lives of capital assets beyond their initial estimated useful lives or improve their efficiency or capacity are capitalized, whereas expenditures for repairs and maintenance are expensed.

In the Fund Financial Statements, general fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds.

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
DECEMBER 31, 2003**

NOTES TO BASIC FINANCIAL STATEMENTS

No provision is made for depreciation on general fixed assets in the Fund Financial Statements since the full cost is expensed at the time of purchase.

Deferred Revenues

The Judicial Expense Fund may report deferred revenues. Deferred revenues arise when potential revenues do not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when the Judicial Expense Fund receives resources before it has a legal claim to them, as when grant monies are received prior to the occurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met or when the Judicial Expense Fund has a legal claim to the resources, the liability for deferred revenue is removed from the balance sheet and revenue is recognized.

Net Assets

Net assets are reported as restricted when constraints placed on net asset use are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

In cases where restricted and unrestricted moneys are received by the Judicial Expense Fund for the same function or purpose, the restricted moneys are used first.

Interfund Transactions

In the governmental funds, 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 transfers are reported as operating transfers.

Interfund balances are eliminated in the Government-Wide Financial Statements.

Estimates

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

2. LEGAL COMPLIANCE - BUDGETS

As mentioned in Note 1, the General and Special Revenue Fund budgets are adopted by the District Judges. Formal budgetary integration is employed as a management control device during the year. Budgeted amounts presented in the accompanying financial statements disclose both the original adopted budget amounts and final budget amounts that include all subsequent amendments. As independently elected parish officials, budgetary control is exercised by the judges at the fund level.

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
DECEMBER 31, 2003**

NOTES TO BASIC FINANCIAL STATEMENTS

The following is a reconciliation of non-GAAP budgetary comparison financial statements to GAAP basic financial statements for the General Fund.

	Revenues	Expenditures	Excess of Revenues Over Expenditures
Non-GAAP budgetary basis (Exhibit G)	\$ 238,741	\$ 182,181	\$ 44,560
Adjustments - on-behalf payments made by other governmental entities			
RPPJ General Fund - court reporters	238,788	238,788	-
RPPJ Criminal Court Fund - secretaries and law clerks	583,173	583,173	-
State of Louisiana	<u>708,204</u>	<u>708,204</u>	<u>-</u>
GAAP basis (Exhibit G)	\$ 1,734,894	\$ 1,699,224	\$ 44,560

Actual costs exceeded budgeted expenditures in the Domestic Court Development Fund by \$248.

3. CASH AND CASH EQUIVALENTS AND INVESTMENTS

At December 31, 2003, the Judicial Expense Fund had cash and investments (book balances) totaling \$882,026 in demand deposit accounts and certificates of deposit held at local financial institutions. The bank balances totaled \$882,206. A summary of collateralization of bank balances is presented below.

Insured (federal deposit insurance)	\$ 600,000
Collateralized (category 1)	<u>282,206</u>
	\$ 882,206

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. 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 bank.

4. RECEIVABLES

	General Fund	Child Support Fund	Juvenile Drug Court Fund	Total Governmental Funds
Accounts	\$ 5,857			\$ 5,857
Interest		1,080		1,080
Intergovernmental				
Rapides Parish Sheriff	10,752			10,752
Louisiana Department of Social Services		28,442		28,442
Louisiana Supreme Court TAMF			34,927	34,927
State of Louisiana				
Office of Youth Development	1,340			1,340
Thirty-Fifth Judicial District Court		<u>2,513</u>		<u>2,513</u>
	<u>\$ 17,849</u>	<u>\$ 32,035</u>	<u>\$ 34,927</u>	<u>\$ 84,911</u>

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
DECEMBER 31, 2003**

NOTES TO BASIC FINANCIAL STATEMENTS

5. INTERFUND ASSETS/LIABILITIES

Due from/to other:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Child Support	\$ 90,141

Balances at December 31, 2003, resulted from the routine lag between the dates that interfund goods or services are provided and reimbursable expenditures occur. Transactions are recorded in the accounting system, and payments between funds are made to satisfy the balances.

6. CAPITAL ASSETS

	January 1, 2003	Additions	Deductions	December 31, 2003
Furniture and equipment:	\$ 620,419	\$ 47,947	\$ 5,349	\$ 662,417
Less:				
Accumulated depreciation	283,378	83,485	5,349	371,212
Capital Assets, Net	\$ 337,041	\$ (35,538)	\$ -	\$ 301,503

Depreciation expense was charged to functions as follows:

Judicial expense	\$ 39,363
Child support	18,698
Juvenile drug court	908
Domestic court development	3,489
Families in need of services	1,052
Total Depreciation Expense for Governmental Activities	\$ 63,483

7. OPERATING LEASE

Effective January 1, 1996, the Judicial Expense Fund entered into a contract with the Rapides Parish Police Jury for the purpose of leasing office space from the Police Jury.

The consideration for this lease is to be the payment by the Judicial Expense Fund of all labor and materials, all architectural and professional fees, all plumbing, electrical, heating, cooling, flooring and other contractual services, and all other expenses incurred in the remodeling of the office space. The title and interest in these improvements will remain with the Police Jury at the end of the lease term.

The term of this lease is for seven years, beginning January 1, 1999, and ending December 31, 2005.

As of December 31, 2003, the Judicial Expense Fund had incurred \$65,715 of improvements to its office space, of which \$61,378 was included in the Combined Statement of Revenues, Expenditures, and Changes in Fund Balances for the year ended December 31, 1999 and \$4,338 for the year ended December 31, 2001. There were no expenditures incurred in 1999, 2000, 2002, or 2003.

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
DECEMBER 31, 2023**

NOTES TO BASIC FINANCIAL STATEMENTS

8. EXPENDITURES OF THE JUDICIAL EXPENSE FUND NOT INCLUDED IN THE FINANCIAL STATEMENTS

The accompanying financial statements do not include certain expenditures of the office of the Judicial Expense Fund which are paid out of the funds of the Rapides Parish Police Jury General Fund and Criminal Court Fund in accordance with statutory requirements. These expenditures are summarized below:

Retired judges and widows	\$ 13,702
Telephone	18,163
Office supplies	10,204
Witness and juror's fees	120,326
Library materials	38,857
Criminal appeals	7,899
Equipment maintenance	3,373
Court reporter fees	62,247
Court reporter expenses	8,068
	<u>\$ 275,681</u>

Also, the general fixed assets used by the Judicial Expense Fund that are purchased with the Rapides Parish Police Jury's money are reported in the Police Jury's financial statements. General fixed assets purchased with the Judicial Expense Fund's General Fund or Special Revenue Fund revenues are reported in these financial statements.

9. RISK MANAGEMENT

The Ninth Judicial District Court – Judicial Expense Fund is exposed to various risks of loss related to damage to, theft of, and destruction of assets. The Rapides Parish Police Jury carries commercial insurance coverage on these assets. In addition, the Fund carries fidelity bonds on the clerks. No claims from these risks have exceeded commercial insurance coverage in any of the past three years.

REQUIRED SUPPLEMENTARY INFORMATION – PART II

NINTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 BUDGETARY COMPARISON (SCHEDULE) - NON-CLASS BASED
 GENERAL FUND
 YEAR ENDED DECEMBER 31, 2002

STATEMENT 9

	Budgeted Amounts			Variance with Final Budget Favorable (Unfavorable)
	Original	Final	Actual	
REVENUES				
Intergovernmental				
Court and administrative fees	\$ 228,000	\$ 228,000	\$ 234,814	\$ (8)
Interest	1,500	1,500	1,827	27
Total Revenues	<u>229,500</u>	<u>229,500</u>	<u>236,641</u>	<u>(8)</u>
EXPENDITURES				
Current				
General government				
Counseling and contract services	1,700	1,800	1,800	(20)
Insurance premiums	7,800	7,800	7,711	(71)
Parking fees	2,100	2,100	2,100	-
Legal and other professional	7,000	8,000	8,000	(200)
Office supplies, etc.	8,800	4,800	4,800	4,000
Computer supplies and expenses	8,500	8,489	8,489	-
Drug testing program and monitoring	500	500	500	44
Travel and training	10,000	10,000	14,000	(8)
Telephone and internet	10,900	10,900	11,811	(89)
Meeting and jury expense	5,800	5,500	5,440	60
Maintenance - equipment	8,800	8,800	8,702	48
Operating assistance to Rapides Parish Police Jury and Sheriff - Supplemental pay and benefits - clerks, reporters, and office support staff	85,000	87,000	86,134	876
Juvenile and teen programs	1,000	1,000	1,100	74
Court reporter expense	2,800	1,800	1,807	(7)
Capital outlay	27,800	27,800	27,800	(80)
Total Expenditures	<u>185,800</u>	<u>184,329</u>	<u>182,785</u>	<u>13,856</u>
EXCESS OF REVENUES OVER EXPENDITURES	27,840	42,171	44,560	13,438
FUND BALANCE, BEGINNING OF YEAR	<u>380,832</u>	<u>380,832</u>	<u>383,832</u>	<u>-</u>
FUND BALANCE, END OF YEAR	<u>\$ 241,472</u>	<u>\$ 249,203</u>	<u>\$ 249,203</u>	<u>\$ 12,422</u>

See independent auditor's report.

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
BUDGETARY COMPARISON SCHEDULE
CHILD SUPPORT FUND
YEAR ENDED DECEMBER 31, 1993**

STATEMENT B

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		<u>(Unfavorable)</u>
REVENUES				
Commissions	\$ 340,000	\$ 349,000	\$ 344,810	\$ (380)
Grant - Fathering Assistance Program		48,000	48,111	111
Interest	<u>1,000</u>	<u>5,000</u>	<u>5,000</u>	<u>(380)</u>
Total Revenues	341,000	398,000	395,628	(374)
EXPENDITURES				
Current				
Fathering Assistance Program:				
Contract services		42,375	42,375	-
Training expenses		5,700	5,700	-
Rental		400	400	-
Administrative fees and expenses		10,800	10,173	533
Insurance premium	300	180	180	80
Contract services	1,500	1,530	1,530	-
Office supplies, etc.	17,000	17,300	17,240	60
Computer supplies and expense	1,200	1,200	940	82
Travel and training	3,000	3,000	4,987	23
Maintenance - equipment	2,000	2,400	3,523	77
Membership fees and dues	500	700	680	15
Meeting expense	1,500	1,700	1,654	40
Reimbursement to Rapides Parish Police Jury - Salary and benefits - clerks, reporters, and office support staff	194,000	183,800	183,267	(977)
Administrative fees	100,700	100,800	100,844	(44)
Capital outlay	<u>14,000</u>	<u>14,000</u>	<u>13,850</u>	<u>850</u>
Total Expenditures	324,600	360,810	360,570	240
EXCESS OF REVENUES OVER EXPENDITURES	26,400	18,190	18,190	(64)
FUND BALANCE, BEGINNING OF YEAR	<u>475,600</u>	<u>475,600</u>	<u>475,600</u>	<u>-</u>
FUND BALANCE, END OF YEAR	<u>\$ 499,000</u>	<u>\$ 499,040</u>	<u>\$ 499,790</u>	<u>\$ (50)</u>

See independent auditor's report.

NINTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 BUDGETARY COMPARISON SCHEDULE
 JUVENILE DRUG COURT FUND
 YEAR ENDED DECEMBER 31, 2002

STATEMENT I

	Budgeted Amounts			Variance with Final Budget Favorable (Unfavorable)
	Original	Final	Actual	
REVENUES				
Intergovernmental - grant	\$ 242,280	\$ 242,280	\$ 242,100	\$ (80)
EXPENDITURES				
Current				
Consulting and contract services	83,080	85,800	84,250	744
Office supplies, etc.	2,080	1,800	1,718	(218)
Drug testing program	158,080	158,500	158,718	(718)
Travel and training	8,500	8,800	7,800	100
Capital outlay	2,700	2,700	2,858	(158)
Total Expenditures	242,280	242,200	242,138	80
EXCESS OF REVENUES OVER EXPENDITURES	-	-	-	-
FUND BALANCE (DEFICIT), BEGINNING OF YEAR	-	-	-	-
FUND BALANCE, END OF YEAR	\$ -	\$ -	\$ -	\$ -

See independent auditor's report.

**NINTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 BUDGETARY COMPARISON SCHEDULE
 DOMESTIC COURT DEVELOPMENT FUND
 YEAR ENDED DECEMBER 31, 2009**

STATEMENT 1

	<u>Budgeted Amounts</u>		Actual	Variance with Final Budget Favorable
	Original	Final		Unfavorable
REVENUES				
Grants	\$ 75,000	\$ 75,000	\$ 75,000	\$ -
EXPENDITURES				
Conferences				
Legal and other professional	28,000	29,800	28,980	(200)
Office supplies, etc.	700	900	510	(100)
Travel and training	18,000	17,800	17,521	(21)
Advertising and promotion	50,000	32,800	31,821	180
Web site and logo design	18,000	19,800	19,820	(20)
Capital outlay	2,000	2,000	2,580	-
Total Expenditures	<u>114,700</u>	<u>92,300</u>	<u>93,242</u>	<u>(248)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(18,700)	(17,300)	(17,242)	(248)
FUND BALANCE, BEGINNING OF YEAR	<u>52,000</u>	<u>52,000</u>	<u>52,833</u>	<u>-</u>
FUND BALANCE, END OF YEAR	<u>\$ 33,300</u>	<u>\$ 34,700</u>	<u>\$ 34,466</u>	<u>\$ (248)</u>

See Independent Auditor's report.

NINTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 BUDGETARY COMPARISON SCHEDULE
 FAMILIES IN NEED OF SERVICES FUND
 YEAR ENDED DECEMBER 31, 2003

STATEMENT K

	Budgeted Amounts			Variance with Final Budget Favorable (Unfavorable)
	Original	Final	Actual	
REVENUES				
Intergovernmental - Grant	\$ 52,800	\$ 52,080	\$ 52,321	\$ 241
Interest	5	5	2	(3)
Total Revenues	<u>52,805</u>	<u>52,085</u>	<u>52,323</u>	<u>238</u>
EXPENDITURES				
Current				
Counseling and certified services	17,700	17,700	17,083	617
Legal and professional fees	300	300	300	-
Computer supplies and expenses	1,800	1,800	943	857
Office supplies, etc.	1,500	1,500	1,588	(88)
Internet service	1,300	1,300	1,308	(8)
Operating assistance to Rapides Parish Police Jury supplemental pay and benefits, data, and office support staff	29,080	29,000	28,911	89
Meeting expenses	1,780	1,700	1,893	(193)
Capital outlay	1,820	1,820	1,844	(24)
Total Expenditures	<u>52,880</u>	<u>52,820</u>	<u>52,748</u>	<u>132</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,785)	(1,735)	(1,410)	325
FUND BALANCE, BEGINNING OF YEAR	<u>2,125</u>	<u>2,125</u>	<u>2,128</u>	<u>-</u>
FUND BALANCE, END OF YEAR	<u>\$ 350</u>	<u>\$ 350</u>	<u>\$ 708</u>	<u>\$ 358</u>

See independent auditor's report.

**OTHER REPORT REQUIRED BY
GOVERNMENT AUDITING STANDARDS AND
LOUISIANA GOVERNMENTAL AUDIT GUIDE**

**REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL
REPORTING BASED ON AN AUDIT OF BASIC FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AGENTING STANDARDS**



BYVNE, BROOKS & FERRIGNO, LLP

CIVIL PUBLIC ACCOUNTS

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF BASIC FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Judges of Ninth Judicial District Court
Judicial Expense Fund

We have audited the financial statements of the governmental activities and each major fund of the Ninth Judicial District Court, Judicial Expense Fund, Alexandria, Louisiana, a component unit of the Rapides Parish Police Jury, as of and for the year ended December 31, 2003, which collectively comprise the Judicial Expense Fund's basic financial statements and have issued our report thereon dated May 20, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 Judicial Expense Fund's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws and regulations, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no material instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Judicial Expense Fund's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Fund's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. The reportable conditions are described in the accompanying schedule of findings and questioned costs as findings 00-01, 00-02, and 00-03.

MEMPHIS OFFICE

NEW ORLEANS OFFICE

HOUSTON OFFICE

MEMPHIS OFFICE

NEW ORLEANS OFFICE

HOUSTON OFFICE

MEMPHIS OFFICE

NEW ORLEANS OFFICE

HOUSTON OFFICE



BYVNE, BROOKS & FERRIGNO, LLP • 1000 PINE STREET • SUITE 1000 • ALEXANDRIA, LA 70301-2000

PHONE: (504) 326-1000 • FAX: (504) 326-1001 • WWW.BYVNEBROOKS.COM



PAYNE, MOORE & HERBENICKTON, LLP

Judges of Ninth Judicial District Court
Judicial Expense Fund

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 within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe the reportable conditions listed above are not material weaknesses.

This report is intended solely for the information and use of management of Judicial Expense Fund and Louisiana Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties.

Payne, Moore & Herbenickton, LLP

Certified Public Accountants

May 20, 2004

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 2003**

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued:	Unqualified
Internal control over financial reporting:	
Material weaknesses identified?	_____ yes <u> </u> X no
Reportable conditions identified that are not considered to be material weaknesses?	<u> </u> X yes _____ none reported
Noncompliance material to financial statements noted?	_____ yes <u> </u> X no
Management's Corrective Action Plan	See Attached
Management's Summary Schedule of Prior Audit Findings	See Attached
Memoandum of Other Comments and Recommendations	Not Applicable
Federal Awards	Not Applicable

SECTION II - FINDINGS RELATED TO THE FINANCIAL STATEMENTS WHICH ARE REQUIRED TO BE REPORTED UNDER GOVERNMENT AUDITING STANDARDS

Criteria: 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, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with accounting principles generally accepted in the United States of America.

FINDING 03-01 - BANK RECONCILIATIONS

Condition: Monthly bank reconciliation reports for the Judicial General Expense and Child Support funds are not being properly reconciled to the cash receipts and expenditures report maintained for those funds.

Recommendation: We recommend that all bank accounts be properly reconciled on a monthly basis, and that these reconciliations be retained.

Management's Response: See Management's Corrective Action Plan.

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 2003**

FINDING 03-02 – CASH DISBURSEMENTS

Condition: In our test of invoices or statements supporting disbursement of funds, it was noted that some of the supporting documents were not cancelled by indicating the date paid and check number on the documents.

Recommendation: We recommend that documents supporting disbursements of funds be properly cancelled when paid.

Management's Response: See Management's Corrective Action Plan.

FINDING 03-03 – FILING OF IRS FORM 1099 – MISC.

Condition: Compensation payments made by the Domestic Court Development Funds for nonemployee compensation were not reported to the Internal Revenue Service on Forms 1099 – Misc as required by the U.S. Internal Revenue code and regulations thereunder.

Recommendation: Payments of \$600 or more annually for any nonemployee compensation should be properly reported on Internal Revenue Service Form 1099 as required.

Management's Response: See Management's Corrective Action Plan.

**NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MANAGEMENT'S CORRECTIVE ACTION PLAN
YEAR ENDED DECEMBER 31, 2003**

Ninth Judicial District Court, Judicial Expense Fund, respectfully submits the following corrective action plan for the year ended December 31, 2003.

Independent Public Accounting Firm:

Paine, Moore, & Herrington, LLP
P. O. Box 10090
Alexandria, LA 71315-0090

Audit period: January 1, 2003 to December 31, 2003

The findings from the December 31, 2003, schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the report.

FINDING 03-01 – BANK RECONCILIATIONS

Contact person responsible for corrective action: Judge Ryland.

Corrective action planned: We believe the reportable condition is not a material weakness.

Monthly reconciliation of all bank accounts will be prepared and properly reconciled to the cash receipts and expenditures report.

Anticipated completion date: June 30, 2004.

FINDING 03-02 – CASH DISBURSMENTS

Contact person responsible for corrective action: Judge Ryland.

Corrective action planned: We believe the reportable condition is not a material weakness.

Every effort will be made to indicate the date of payment and check number on all documents supporting disbursements.

Anticipated completion date: June 30, 2004.

FINDING 03-03 – FILING OF I.R.S. FORMS 1099 – MISC.

Contact person responsible for corrective action: Judge Ryland.

Corrective action planned: We believe the reportable condition is not a material weakness.

Payments totaling \$500 or more for nonemployee compensation will be reported on I.R.S. Form 1099 as required.

NINTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MANAGEMENT'S SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED DECEMBER 31, 2003

FINDING 03-01 BANK RECONCILIATION

Status: Unresolved. See Finding 03-01.

FINDING 03-02 RECONCILIATION OF ITEMIZED CATEGORY REPORTS

Status: Resolved.

FINDING 03-03 CASH DISBURSEMENTS

Status: Unresolved. See Finding 03-03.