

JIMMY DOVE, CITY MARSHAL
CITY OF SHREVEPORT, LOUISIANA
FINANCIAL STATEMENTS
DECEMBER 31, 1993

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

Release Date 7-28-94

JIMMY DOWE, CITY MARSHAL

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INDEPENDENT AUDITOR'S REPORT

Jimmy Dove, City Marshal
City of Shreveport City Court
Shreveport, Louisiana

I have audited the accompanying general purpose financial statements of Jimmy Dove, Marshal of the City of Shreveport, Louisiana ("City Marshal"), a component unit of the City of Shreveport, as of December 31, 2003, and for the year then ended. These general purpose financial statements are the responsibility of the City Marshal management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial and compliance segments of Government Auditing Standards, issued by the Comptroller General of the United States and the Louisiana Governmental Audit Guide. These standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

As discussed in Note 1, the financial statements present only the governmental and fiduciary funds of the City Marshal and are not intended to present fairly the financial position of the City of Shreveport, Louisiana, and the results of its operations and cash flows of its operations and cash flows of its proprietary fund types in conformity with accounting principles generally accepted in the United States of America.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the City Marshal as of December 31, 2003, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The required supplemental information, as listed in the table of contents, is not a required part of the general purpose financial statements, but is supplementary information required by the Governmental Accounting Standards Board. This required supplemental information is the responsibility of the City Marshal's management. It 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 when considered in relation to the general purpose financial statements taken as a whole.

In accordance with *Government Auditing Standards*, I have also issued my report dated May 14, 2004 on my consideration of the City Marshal, Shreveport, Louisiana's internal control over financial reporting, and on my tests of its compliance with certain provisions of laws, regulations, contracts and grants.

The accompanying supplemental information listed in the table of contents under Supplemental Information is presented for the purposes of additional analysis and is not a required part of the general purpose financial statements. 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 stated in all material respects in relation to the general purpose financial statements taken as a whole.

 **Richard C.
McCallister**

Richard C. McCallister
May 14, 2004

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REQUIRED SUPPLEMENTAL INFORMATION

JIMINY DOME
SHREVEPORT CITY MARSHAL

MANAGEMENT'S DISCUSSION AND ANALYSIS

The purpose of Management's discussion and analysis (MD&A) is to provide an overview of the financial activities of the Marshal's office based on currently known facts, decisions or conditions.

The basic financial statements include government-wide and government fund statements. The government-wide Statement of Net Assets and Statement of Activities present information for all the activities of the Marshal's office from an economic resources measurement focus using the accrual basis of accounting. Primarily for one office the difference between these statements and Governmental Funds statements is that assets are capitalized and depreciated over their estimated useful life versus expensed in the Governmental Funds statements. The Shreveport City Marshal is an independently elected official. However, his office is fiscally dependent on the City of Shreveport for occupancy costs, salaries and related benefits. In as such, this office was determined to be a component unit of the City of Shreveport.

The Marshal's office at December 31, 2003 had \$1,515,192 in cash on hand and net capital assets of \$122,268 with total assets being \$1,717,460, a decrease of \$191,477 over December 31, 2002. This office is debt free other than normal trade payables.

The charge for services from fines and bond forfeitures were \$199,574, an increase of \$26,245 over the prior year. These charges are directly related to the number of citations issued by the Shreveport Police Department. Total expenses excluding capital outlays and depreciation were \$446,025 and remain relatively constant with the prior year with the exception of \$81,750 in liability claims paid and attorney fees related to those claims. Investment earnings decreased as a result of lower interest rates to \$8,912. Net assets decreased for the year by \$191,881 to \$1,718,242.

One additional vehicle was added during the year for use in the field for \$27,200. For the upcoming fiscal year, the budget anticipates operating expenses of \$545,800 and revenues of \$268,800. An increase of \$99,800 in operating expense is primarily the result of this office temporarily funding a pay increase for its deputies and costs associated with litigation. Capital outlays budgeted include \$77,200 for additional cruisers and \$20,000 of other equipment. Overall the office remains fiscally strong. The budget deficits anticipated for next fiscal year should last only one year.

This financial report is designed to provide citizens and taxpayers with a general overview of the finances for those funds maintained by the City Marshal and to show accountability for those funds. If you have any questions about this report, contact the Chief Deputy of the Shreveport City Marshal in the Shreveport City Court building.

COMBINED GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

JIMMY DOVE CITY MARSHAL
STATEMENT OF NET ASSETS AND
GOVERNMENTAL FUNDS BALANCE SHEET
DECEMBER 31, 2009

	General Fund	Adjustments Note (2)	Statement of Net Assets
<u>ASSETS</u>			
Cash and investments	1,535,192		1,535,192
Capital assets, net of accumulated depreciation	<u> </u>	<u>222,288</u>	<u>222,288</u>
Total assets	<u>1,535,192</u>	<u>222,288</u>	<u>1,757,480</u>
 <u>LIABILITIES</u>			
Accounts payable	<u>1,148</u>		<u>1,148</u>
Total liabilities	<u>1,148</u>		<u>1,148</u>
 <u>FUND BALANCE/NET ASSETS</u>			
Fund balance:			
Unreserved	<u>1,534,044</u>	<u>(1,534,044)</u>	<u> </u>
Total fund balance	<u>1,534,044</u>	<u>(1,534,044)</u>	<u> </u>
Total liabilities and fund balance	<u>1,535,192</u>		
Net assets:			
Invested in capital assets, net of related debt		222,288	222,288
Unrestricted		<u>1,534,044</u>	<u>1,534,044</u>
Total net assets		<u>1,756,292</u>	<u>1,756,292</u>

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

JIMMY DOWE CITY MARSHAL
STATEMENT OF ACTIVITIES AND
GOVERNMENTAL FUNDS REVENUE, EXPENDITURES, AND
CHANGES IN FUND BALANCES
DECEMBER 31, 2003

	General Fund	Adjustments Notes 17)	Statement of Activities
Revenues:			
Marshal charge for services from firms and board forfeitures	258,574		258,574
Investment earnings	21,345		21,345
Total revenues	<u>280,519</u>		<u>280,519</u>
Expenditures/expenses:			
Court services:			
Communication	56,136		56,136
Depreciation		70,068	70,068
Dues	1,258		1,258
Office expense	29,993		29,993
Personnel services	144,615		144,615
Professional fees	63,843		63,843
Repairs and maintenance	42,348		42,348
Training	3,608		3,608
Uniforms	14,192		14,192
Liability claims paid	82,750		82,750
Capital outlay	44,083	(44,083)	-
Total expenditures/expenses	<u>446,032</u>	<u>26,085</u>	<u>472,117</u>
Excess (deficiency) of revenues over expenditures	<u>(165,513)</u>	<u>26,085</u>	<u>(139,428)</u>
Other financing sources/uses:			
Excess of revenues over expenditures	<u>(165,513)</u>	<u>165,513</u>	<u>-</u>
Change in net assets		<u>(139,180)</u>	<u>(139,180)</u>
Fund balances/net assets:			
Beginning of the year	<u>1,718,168</u>	<u>248,277</u>	<u>1,967,433</u>
End of the year	<u>1,552,655</u>	<u>222,208</u>	<u>1,776,252</u>

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

JIMMY BOVE, CITY MARSHAL
STATEMENT OF FIDUCIARY NET ASSETS
DECEMBER 31, 2003

	Agency Funds
<u>ASSETS</u>	
Cash and cash equivalents	<u>122,539</u>
Total assets	<u>122,539</u>
<u>LIABILITIES</u>	
Due to-defendants - surety	<u>122,539</u>
Total liabilities	<u>122,539</u>

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

JIMMY BOYE, CITY MARSHAL
SHREVEPORT, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2002

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The accounting and reporting policies of the City Marshal's office conforms to generally accepted accounting principles (GAAP) as applicable to governments. Insurance accounting is not used by the City Marshal. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for the establishing governmental accounting and financial reporting principles. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:514 and to the guides set forth in the Louisiana Governmental Audit Guide, and to the AICPA Industry Audit Guide, *Audit of State and Local Governmental Units*.

Financial Reporting Entity

Section 2100 of the GASB Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification) established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. For financial reporting purposes, in conformance with GASB Codification Section 2100, the City Marshal's office includes all funds that are within the oversight responsibility of the City Marshal's office. The City Marshal's office is a component unit of the City of Shreveport, Louisiana. The City Marshal is the executive officer of the court and, in execution of his duties, he shall have the power of a Sheriff. This report includes all funds and account groups which are controlled by or dependent on the City Marshal's office. Control by or dependence on the City Marshal's Office was determined on the basis of authority of general oversight responsibility. The scope of this audit includes only those funds and does not include operational costs paid directly by the City of Shreveport on behalf of the City Marshal.

Government-Wide Accounting

In accordance with Government Accounting Standards No. 34, the City Marshal has presented a Statement of Net Assets and Statement of Activities. These statements are included in the primary government's financial statements, The City of Shreveport. The City Marshal has no component units. Fiduciary funds are reported separately. Government-wide accounting is designed to provide a more comprehensive view of the government's operations and financial position as a single economic entity.

Policies specific to Statement of Net Assets and Statement of Activities are as follows:

Application of FASB Statements and Interpretations

Reporting on governmental-type activities are based on FASB Statements and Interpretations issued after November 30, 1989, except where they conflict or contradict GASB pronouncements.

Capitalizing Assets

Tangible and/or intangible assets used in operations with an initial useful life that extends beyond one year are capitalized. Capital assets are recorded at their historical cost and are depreciated using the straight-line method of depreciation over their estimated useful lives. They are reported net of accumulated depreciation on the Statement of Net Assets. The Marshal's office does not own any infrastructure assets.

Fund Accounting

The City Marshal's Office uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. Funds of the City Marshal's office are all classified as Governmental Funds. A description of classification and all existing funds follow:

Governmental Funds

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

General Fund

A Special Marshal's Fund is the Fund provided to City Marshal's under Louisiana Statutes Annotated - Revised Statutes 13:1089 the name of and under the control of the Marshal to be used to defray the operational expenses of the Marshal's Office. This fund is to be used to account for all financial resources provided it as established by the above authority.

Trustary Fund

Agency funds are used to account for assets held by the Marshal's office in a trustee capacity or as an agent for individuals, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by the type of financial statement presentation.

The Statement of Net Assets and Statement of Activities are reported using an economic resources measurement focus and the accrual basis of accounting. With this measurement focus, all assets and liabilities associated with the operation of governmental-type activities are included in the Statement of Net Assets. Revenues are recognized when earned, and expenses are recognized at the time the liabilities are incurred in the Statement of Activities. In these statements, capital assets are reported and depreciated in the fund.

Governmental funds are reported using a current financial resources measurement focus and the modified accrual basis of accounting. With the measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements present increases and decreases in net current assets. Expenditures for capital assets are reported as current expense, and such assets are not depreciated.

Budgets and Budgetary Accounting

The City Marshal follows these procedures in establishing the budgetary data reflected in the financial statements:

Budgetary data for the general fund was prepared based on prior year actual spending, revenues and expenditures. The general fund is maintained on the modified accrual basis and therefore no reconciliation between legally enacted basis and GAAP basis is required.

The Marshal's office performs only a custodial function in the case of agency funds and therefore a budget for these funds is not appropriate.

In the event that the City Marshal was to have encumbrances or commitments relating to necessary contracts for goods or services, they would be accounted for and reported consistently.

Cash

The Marshal's office classifies demand and time deposits as cash. The collected bank balances of the deposits under control of the Marshal's office with financial institutions was \$2,146,281 and is collateralized as follows:

Amount insured by the FDIC	416,180
Amount collateralized with securities, held by pledging financial institution's trust department in Marshal's office name (Category 2, GASB Statement No. 3)	1,456,325
Total collateral	1,893,785

Budget Practice

The budget was authorized by the Marshal and made available for public inspection at the Marshal's office on December 13, 2002. The budget was prepared in accordance with generally accepted accounting principles as applicable to governments. The budget is legally adopted and amended, as necessary, by the Marshal.

Formal budget integration is not employed as a management control device. Budget amounts included in the accompanying financial statements include the original adopted budget.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Capital Assets

The Marshal's capital assets are recorded at historical cost. Assets whose value is less than \$500 are charged to expense and not capitalized. Depreciation is recorded using the straight-line method over the useful lives of the assets as follows:

Buildings	20 years	Vehicles	3 years
Communication	5-15 years	Computers	5 years
Other Equipment	15 years	Weapons	5 years

Compensated Absence

The City Marshal's office payroll is funded directly by the City of Shreveport. All policies and accruals relating to vacation and sick leave are within their control.

Net Assets/Fund Balances

In the Statement of Net Assets, the difference between a government's assets and liabilities is recorded as net assets. The three components of net assets is as follows:

Inscribed in capital assets, net of related debt

This category records capital assets net of accumulated depreciation and reduced by any outstanding balances of bonds, mortgages, notes or other borrowings attributable to the acquisition, construction, or improvement of capital assets.

Restricted net assets

Net assets that are restricted by external sources such as banks or by law are reported separately as restricted net assets. When assets are required to be retained in perpetuity, these non-responsible net assets are recorded separately from expendable net assets. These are components of restricted net assets.

Unrestricted net assets

This category represents net assets not appropriate for expenditures or legally segregated for a specific future use.

In the Balance Sheet of governmental funds, fund balances are segregated as follows:

Reserved

These resources are segregated because their use is earmarked for a specific use.

Unreserved

This category represents that portion of equity not appropriate for expenditures or legally segregated to a specific future use.

2. CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2003, was as follows:

<u>Cost</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Retirements</u>	<u>Ending Balance</u>
Buildings	26,165			26,165
Vehicles	484,289	27,200		511,489
Communication	85,085	4,096		89,181
Computers	80,225	3,623		83,848
Other Equipment	121,941	3,990		125,931
Weapons	14,637	1,894	420	15,311
<u>Totals</u>	<u>712,282</u>	<u>40,803</u>	<u>420</u>	<u>752,765</u>
<u>Accumulated Depreciation</u>				
Buildings	6,941	873		7,814
Vehicles	351,183	31,378		382,561
Communication	29,679	11,838		41,517
Computers	55,850	14,387		70,237
Other Equipment	33,048	8,213		41,261
Weapons	8,229	2,997	420	10,806
<u>Total</u>	<u>485,927</u>	<u>70,866</u>	<u>420</u>	<u>556,313</u>
<u>Net Capital Assets</u>	<u>226,355</u>	<u>(26,063)</u>	<u>-</u>	<u>200,292</u>

3. RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET TO THE GOVERNMENT-WIDE STATEMENT OF NET ASSETS AND THAT OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS

Total fund balance - total governmental funds 1,354,044

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

Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the Governmental Funds Balance Sheet 127,388

Total net assets of governmental activities 1,776,252

Net change in fund balance - total governmental funds	(165,116)
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Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of these assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation charged exceeded capital outlay in the current period.

<u>26,065</u>

Change in net assets of governmental activities	<u>(139,051)</u>
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4. EXPENDITURES OF THE CITY MARSHAL PAID BY THE CITY OF SHREVEPORT.

The City of Shreveport provides office space, insurance, and substantially all salary and related benefit costs. No amounts have been recognized in the accompanying financial statements for those expenditures.

5. RISKS OF LOSS

The Marshal's office risks of loss include loss of property and liabilities created from its operations. The Marshal participates in the City of Shreveport risk pool for liability and property claims arising from accidents. The Marshal maintains the risk associated with loss of property and replaces any such property from unrestricted net assets. The Marshal also retains the risk of the actions taken by him or his deputies. Losses are paid from the Marshal's unrestricted net assets.

REQUIRED SUPPLEMENTAL INFORMATION

JIMMY DOWE CITY MARSHAL
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 1992

	Original	Revised	Actual	Variance With Final Budget Pos./Neg.
Revenues:				
Marshall charge for services from fines and bond forfeitures	225,000	225,000	258,574	34,574
Investment earnings	<u>35,000</u>	<u>35,000</u>	<u>21,345</u>	<u>(13,655)</u>
Total revenues	<u>260,000</u>	<u>260,000</u>	<u>280,919</u>	<u>20,919</u>
Expenditures/expenses:				
Cost services:				
Communication	15,000	15,000	16,126	(1,126)
Dues	1,500	1,500	1,350	150
Insurance	500	500	500	0
Office expenses	32,000	32,000	29,993	2,007
Personal services	2,000	157,000	144,615	12,385
Professional fees	25,000	75,000	65,043	9,957
Repairs and maintenance	45,000	45,000	42,545	2,455
Training	2,000	2,000	3,608	(1,608)
Utilities	25,000	25,000	14,192	10,808
Liability claims paid	-	100,000	82,750	17,250
Capital outlay	<u>97,200</u>	<u>97,200</u>	<u>44,003</u>	<u>53,197</u>
Total expenditures	<u>245,000</u>	<u>345,000</u>	<u>446,015</u>	<u>98,000</u>
Excess (deficiency) of revenues over expenditures	<u>15,000</u>	<u>(285,000)</u>	<u>(165,116)</u>	<u>119,884</u>

SUPPLEMENTAL INFORMATION

Richard C. McCallister
Certified Public Accountant

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

Jimmy Davis, City Marshal
City of Shreveport City Court
Shreveport, Louisiana

I have audited the financial statements of Jimmy Davis, Marshal of the City of Shreveport, Louisiana ("City Marshal"), a component unit of the City of Shreveport, Louisiana, as of and for the year ended December 31, 2005 and have issued my report thereon dated May 14, 2006. I have 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 of the United States.

Compliance

As part of obtaining reasonable assurance about whether the City Marshal'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 statement 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 City Marshal's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose 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 general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control structure over financial reporting and its operation that I consider to be a material weakness.

This report is intended for the information of the audit committee, management, and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

 Richard C. McCallister

Richard C. McCallister
Shreveport, Louisiana
May 14, 2004

Richard C. McCallister
Shreveport, Louisiana
May 14, 2004

JIMMY DOWE, CITY MARSHAL
SUMMARY SCHEDULE OF FISCAL AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2002

Ref. No.	Fiscal Year Finding Initially Occurred	Description of Finding	Planned Corrective Action	
			Corrective Action Taken	Partial Corrective Action Taken

Section I – Internal control and compliance material to the financial statements

None

Section II – Management letter

None