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LAFAYETTE PARISH CLERK OF COURT

Financial Report

Year Ended June 30, 2004

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: 10-13-04

TABLE OF CONTENTS

	<u>Page</u>
INDEPENDENT AUDITORS REPORT	i-2
BASIC FINANCIAL STATEMENTS	
GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)	
<i>Statement of net assets</i>	3
<i>Statement of activities</i>	6
FUND FINANCIAL STATEMENTS (FFS)	
<i>Comparative balance sheet - governmental fund</i>	8
<i>Reconciliation of the governmental funds balance sheet to the statement of net assets</i>	9
<i>Comparative statement of revenues, expenditures, and changes in fund balance- governmental fund</i>	10
<i>Reconciliation of the statement of revenues, expenditures, and changes in fund balance of the governmental fund</i>	11
<i>Comparative statement of net assets - group self-insurance internal service fund</i>	12
<i>Comparative statement of revenues, expenses, and changes in fund net assets - group self-insurance internal service fund</i>	13
<i>Comparative statement of cash flows - group self-insurance internal service fund</i>	14
<i>Statement of fiduciary net assets</i>	15
 <i>Notes to basic financial statements</i>	16-28
REQUIRED SUPPLEMENTARY INFORMATION	
<i>Budgetary comparison schedule: General Fund</i>	30
OTHER SUPPLEMENTARY INFORMATION	
OTHER FINANCIAL INFORMATION	
<i>Major Governmental Funds - General Fund - budgetary comparison schedule - revenues</i>	33-34
<i>General Fund - budgetary comparison schedule - expenditures</i>	35-36

TABLE OF CONTENTS (continued)

	<u>Page</u>
Footnote Funds :	
Combining statement of assets and liabilities	18
Combining statement of changes in assets and liabilities	19
COMPLIANCE AND INTERNAL CONTROL	
Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	41-42
Summary schedule of current and prior year audit findings and corrective action plan	43
Combined schedule of interest-bearing deposits - all funds	44

KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC
CERTIFIED PUBLIC ACCOUNTANTS

2100 Lakeshore Drive
Metairie, Louisiana 70002
Phone: 504-885-0100
Fax: 504-885-0101
www.kcsllc.com

MEMBER
SERVING CLIENTS SINCE 1916

MEMBER OF:

MEMBERSHIP OF
CERTIFIED PUBLIC ACCOUNTANTS

ASSOCIATION OF
CERTIFIED PUBLIC ACCOUNTANTS

Robert J. Kelly, CPA
Adam J. Lafferty, CPA
Mark V. Gault, CPA
David Wayne Slaughter, CPA
Cynthia L. Goussard, CPA
Shirley T. Williams, CPA
Kathleen Brown, CPA
Katherine A. Adams, CPA
Gregory A. Bishop, CPA, CMA

INDEPENDENT AUDITORS' REPORT

11-1000000-000000000000000000000000

The Honorable Louis J. Perrot
Lafayette Parish Clerk of Court
Lafayette, Louisiana

We have audited the accompanying financial statements of the governmental activities, major fund, and the aggregate remaining fund information of the Lafayette Parish Clerk of Court (Clerk of Court), a component unit of the Lafayette Parish Government, as of and for the year ended June 30, 2004, which collectively comprise the Clerk of Court's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Clerk of Court. Our responsibility is to express opinions 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. 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 opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, major fund, and the aggregate remaining fund information of the Lafayette Parish Clerk of Court, as of June 30, 2004, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated September 1, 2004 on our consideration of the Clerk of Court's internal control over financial reporting, and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards*, and should be read in conjunction with this report in considering the results of our audit.

The required supplementary information on page 34 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. 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.

Metairie Office
Lafayette, LA 70501
Phone: 504-885-0100
Fax: 504-885-0101

110 South Third Street
Baton Rouge, LA 70801
Phone: 504-383-6888
Fax: 504-383-6887

110 South Third Street
Baton Rouge, LA 70801
Phone: 504-383-6888
Fax: 504-383-6887

110 South Third Street
Baton Rouge, LA 70801
Phone: 504-383-6888
Fax: 504-383-6887

400 W. Thibodeaux Street
Vidre, LA 70582
Phone: 504-733-2100
Fax: 504-733-2100

20177 Lake Avenue
Gretna, LA 70057
Phone: 504-833-0000
Fax: 504-833-0000

200 South Third Street
Baton Rouge, LA 70801
Phone: 504-383-6888
Fax: 504-383-6887

The Lafayette Parish Clerk of Court has not presented management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the basic financial statements.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Clerk of Court's basic financial statements. The accompanying financial information listed as "Other Supplementary Information" in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The financial information for the preceding year, which is included for comparative purposes, was taken from the financial report for that year in which we expressed an unqualified opinion on the financial statements of the Lafayette Parish Clerk of Court.

Elder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
September 1, 2004

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (CW99)**

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Net Assets
June 30, 2004 and 2003

	<u>Governmental Activities</u>	
	<u>2004</u>	<u>2003</u>
ASSETS		
Current assets:		
Cash and interest-bearing deposits	\$ 4,137,945	\$ 4,414,761
Receivables, net	253,182	498,391
Due from other governmental units	28,090	29,542
Accrued interest	40,183	54,211
Prepaid expenditures	184,377	4,275
Inventory	<u>8,397</u>	<u>8,617</u>
Total current assets	6,582,284	5,168,797
Noncurrent assets:		
Capital assets, net	<u>529,287</u>	<u>473,270</u>
Total assets	<u>7,111,571</u>	<u>5,642,067</u>
LIABILITIES		
Current liabilities:		
Accounts and other payables	394,589	443,788
Due to other governmental units	<u>4,343</u>	<u>8,324</u>
Total current liabilities	398,932	452,112
Noncurrent liabilities:		
Compensated absences payable	<u>483,561</u>	<u>418,793</u>
Total liabilities	<u>1,082,493</u>	<u>870,905</u>
NET ASSETS		
Invested in capital assets	529,287	473,270
Unrestricted	<u>5,582,284</u>	<u>4,216,123</u>
Total net assets	<u>\$ 6,111,571</u>	<u>\$ 4,789,393</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Activities
For the Year Ended June 30, 2004

Governmental activities: General government	Expenses	Program Revenues		Net (Disposals) Revenues and Changes in Net Assets Governmental Activities
		Charges for Services	Operating Grants and Contributions	
	\$6,298,232	\$1,872,091	\$151,868	\$ 811,524
General revenues:				
Interest and investment earnings				102,944
Miscellaneous				98,946
Charges reimbursable by primary government				<u>218,642</u>
Total general revenues and transfers				419,532
Change in net assets				1,298,869
Net assets - July 1, 2003				<u>4,298,892</u>
Net assets - June 30, 2004				<u>\$5,597,761</u>

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

FUND FINANCIAL STATEMENTS (FIF)

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Balance Sheet - Governmental Fund
June 30, 2004 and 2003

	General Fund	
	2004	2003
ASSETS		
Cash	\$ 1,890	\$ 1,890
Interest-bearing deposits	6,844,685	4,491,989
Receivables:		
Accounts receivable	252,060	317,586
Due from other governmental agencies	28,050	26,542
Accrued interest	48,181	54,211
Prepaid expenditures	954,377	4,279
Inventory	8,387	8,817
Total assets	<u>\$6,488,382</u>	<u>\$6,816,879</u>
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts payable	\$ 201,280	\$ 126,518
Payroll liabilities payable	28,388	24,842
Due to other governmental agencies	4,543	4,324
Compensated absences	258,585	280,877
Total liabilities	<u>492,806</u>	<u>436,561</u>
Fund balance:		
Reserved for prepaid expenditures and inventory	112,734	13,890
Unreserved, undesignated	5,878,962	4,490,353
Total fund balance	<u>5,888,736</u>	<u>4,463,477</u>
Total liabilities and fund balance	<u>\$6,488,382</u>	<u>\$6,816,879</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Assets
June 30, 2004

Total fund balance for the governmental fund at June 30, 2004		\$1,889,736
Cost of capital assets at June 30, 2004	\$1,937,117	
Less: Accumulated depreciation	<u>(1,438,159)</u>	498,957
Long-term liabilities at June 30, 2004:		
Compensated absences payable		(400,961)
Assets & liabilities of Self Insurance Internal Service Fund		<u>3,636</u>
Total net assets of governmental activities at June 30, 2004		<u>\$6,118,038</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

**Comparative Statement of Revenues, Expenditures, and Changes in Fund Balance -
Governmental Fund**
For the Years Ended June 30, 2004 and 2003

	<u>General Fund</u>	
	<u>2004</u>	<u>2003</u>
Revenues:		
Licenses and permits	\$ 39,470	\$ 50,289
Fees, charges and commissions -		
Court costs, fees and charges	150,487	167,897
Fees for recording legal documents	6,839,647	5,654,814
Fees for certified copies	564,140	493,867
Intergovernmental	(99,105)	348,790
Miscellaneous	<u>189,270</u>	<u>218,522</u>
Total revenues	<u>7,437,984</u>	<u>7,688,712</u>
Expenditures:		
Current -		
General government:		
Personnel services and related benefits	4,215,917	4,218,830
Operating services	797,264	794,866
Material and supplies	325,643	346,415
Appropriations to Lafayette Parish Government	258,454	227,217
Capital outlay	<u>194,187</u>	<u>378,162</u>
Total expenditures	<u>5,831,645</u>	<u>5,685,710</u>
Excess of revenues over expenditures	1,606,339	1,403,072
Fund balance, beginning of year	<u>4,463,477</u>	<u>3,698,585</u>
Fund balance, end of year	<u>\$ 6,069,756</u>	<u>\$ 5,101,677</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balance of the Governmental Fund
to the Statement of Activities
For the Year Ended June 30, 2004

Total net change in fund balance for the year ended June 30, 2004 per Statement of Revenues, Expenditures and Changes in Fund Balance		\$1,376,279
Add: Capital outlay costs which are considered as expenditures on Statement	\$ 194,367	
Less: Depreciation expense for year ended June 30, 2004	<u>(138,358)</u>	56,017
Add: Expense of compensated absences used over compensated absences earned		33,812
Less: Loss from the Self Insurance Internal Service Fund		<u>(248,272)</u>
Total change in net assets for the year ended June 30, 2004 per Statement of Activities		<u>\$1,358,866</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Statement of Net Assets
Proprietary Fund - Group Self-Insurance Internal Service Fund
June 30, 2004 and 2003

	<u>Governmental Activities</u>	
	<u>2004</u>	<u>2003</u>
ASSETS		
Current assets:		
Interest-bearing deposits	\$131,638	\$208,932
Aggregate and stop-loss insurance policy receivable	<u> 372</u>	<u>148,715</u>
Total assets	<u>\$131,902</u>	<u>\$348,617</u>
LIABILITIES		
Current liabilities:		
Claims payable	\$184,466	\$ 94,999
NET ASSETS		
Unrestricted	<u> 3418</u>	<u>253,638</u>
Total liabilities and net assets	<u>\$131,902</u>	<u>\$348,617</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Statement of Revenues, Expenses and Changes in Fund Net Assets
Proprietary Fund - Group Self-Insurance Internal Service Fund
Years Ended June 30, 2004 and 2003

	<i>Governmental Activities</i>	
	2004	2003
<i>Operating revenues:</i>		
Employee contributions	\$ 461,462	\$464,511
Employee contributions- additional	200,000	100,000
Employee contributions	93,177	78,662
Total operating revenue	754,639	643,173
<i>Operating expenses:</i>		
Administrative fees	36,826	24,856
Insurance premiums	320,251	236,564
Medical claims	646,799	348,600
Total operating expenses	1,003,876	610,020
Operating profit (loss)	(249,237)	30,849
<i>Nonoperating revenues:</i>		
Interest income	2,828	4,864
Change in net assets	(246,409)	35,713
<i>Net assets, beginning:</i>	252,638	197,725
<i>Net assets, ending</i>	\$ 3,414	\$233,438

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Statement of Cash Flows
Proprietary Fund - Group Self-Insurance Internal Service Fund
Years Ended June 30, 2004 and 2003

	<u>Governmental Activities</u>	
	<u>2004</u>	<u>2003</u>
Cash flows from operating activities:		
Receipts from general fund and employees	\$ 551,814	\$ 560,973
Payments to service providers	(286,814)	(261,177)
Medical claims payments to employees and others	(641,112)	(538,990)
Other receipts from general fund	<u>286,800</u>	<u>300,608</u>
Net cash provided (used) by operating activities	(149,112)	69,202
Cash flows from investing activities:		
Interest on interest-bearing deposits	<u>2,820</u>	<u>4,864</u>
Net increase (decrease) in cash and cash equivalents	(146,292)	74,066
Cash and cash equivalents, beginning of period	<u>208,022</u>	<u>133,656</u>
Cash and cash equivalents, end of period	<u>\$ 111,630</u>	<u>\$ 208,022</u>
Reconciliation of operating profit (loss) to net cash used by operating activities:		
Operating profit (loss)	\$ (252,842)	\$ 50,849
Adjustments to reconcile operating profit (loss) to net cash provided (used) by operating activities:		
(Increase) decrease in aggregate and stop-loss receivable	148,443	(1,657)
Increase in claims payable	<u>11,487</u>	<u>28,819</u>
Net cash provided (used) by operating activities	<u>\$ (108,112)</u>	<u>\$ 89,202</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Fiduciary Assets and Liabilities
June 30, 2004 and 2003

	Agency Funds	
	2004	2003
ASSETS		
Cash	\$ 5,111	\$ 5,088
Interest-bearing deposits	<u>11,669,151</u>	<u>8,277,480</u>
Total assets	<u>\$11,674,262</u>	<u>\$8,282,568</u>
LIABILITIES		
Due to litigants and others	<u>\$11,674,262</u>	<u>\$8,282,568</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements

(1) Summary of Significant Accounting Policies

The accompanying financial statements of the Lafayette Parish Clerk of Court (Clerk of Court) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. In the government-wide financial statements and the fund financial statements of the proprietary fund, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions on or before November 30, 1989 have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note.

Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:113 and to the industry audit guide, *Audits of State and Local Governments*.

The following is a summary of certain significant accounting policies:

A. Financial Reporting Entity

As provided by Article V, Section 28 of the Louisiana Constitution of 1874, a Clerk of Court serves as the ex-officio notary public, the recorder of conveyances, mortgages and other acts, and shall have other duties and powers provided by law. A Clerk of Court is elected for a term of four years.

These financial statements only include funds and activities that are controlled by the Clerk of Court as an independently elected parish official. The Clerk of Court is a component unit of the Lafayette Parish Government. The Clerk of Court is fiscally dependent on the Lafayette Parish Government since the Clerk of Court's offices are located in the Parish Court House, the upkeep and maintenance of the courthouse is paid by the Parish Government and certain operating expenditures of the Clerk of Court's office are paid by the Parish Government.

As an independently elected official, the Clerk of Court is solely responsible for the operations of his office, which includes the hiring or retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds. Certain units of local government over which the Clerk of Court exercises no oversight responsibility, such as the parish school board, other independently elected officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from that of the Clerk of Court.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to Financial Statements (Continued)

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The statements of net assets and statements of activities display information about the reporting government as a whole. They include all funds of the reporting entity, which are considered to be governmental activities. The Clerk of Court's internal service fund is a governmental activity. Internal service fund activity is eliminated to avoid "doubling up" revenues and expenses. Fiduciary funds are not included in the GWFS. Fiduciary funds are reported only in the Statement of Fiduciary Net Assets at the fund financial statement level.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Clerk of Court's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients for goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS)

The accounts of the Clerk of Court are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. 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. The minimum number of funds is maintained consistent with legal and managerial requirements.

The various funds of the Clerk of Court are classified into three categories: governmental, proprietary, and fiduciary. The emphasis on fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 1% percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

The major fund of the Clerk of Court is described below:

Governmental Fund -

General Fund

The General Fund, as provided by Louisiana Revised Statute 12:781, is the principal fund of the Clerk of Court and is used to account for the operations of the Clerk of Court's office. The various fees and charges due to the Clerk of Court's office are accounted for in this fund. General operating expenditures are paid from this fund.

Additionally, the Clerk of Court reports the following fund types:

Proprietary Funds -

Proprietary funds are used to account for ongoing organizations and activities that are similar to those often found in the private sector. The measurement focus is based upon determination of net income, financial position, and cash flows. The following is the Clerk of Court's proprietary fund type:

Internal Service Fund

The Internal Service Fund is used to account for monies accumulated to provide group health coverage for employees of the Clerk of Court.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues are derived from contributions made from the employer and employees. These revenues are placed in outside (1) expenses of insurance premiums in excess of self-insurance accounts; (2) actual claims and estimated liabilities for claims incurred but not yet reported at year-end, and (3) operating expenses. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Fiduciary Funds -

Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of other funds within the Clerk of Court. The funds accounted for in this category by the Clerk of Court are the agency funds. The agency funds are as follows:

Advance Deposit Fund - accounts for advance deposits on suits filed by litigants.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Registry of the Court Fund – accounts for funds which have been ordered by the court to be held until judgment has been rendered in court litigation.

Election Qualifying Fund – accounts for funds collected from individuals qualifying to run for political office and retained to the appropriate governmental bodies or political committees.

C. **Measurement Focus/Basis of Accounting.**

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net assets and the statement of activities, governmental activities are presented using the economic resources measurement focus as defined in item b. below. In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus is used as appropriate:

- a. The governmental fund utilizes a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on its balance sheet. Their operating statement presents sources and uses of available spendable financial resources during a given period. This fund uses fund balance as its measure of available spendable financial resources at the end of the period.
- b. The government-wide financial statement utilizes an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with its activities are reported. Government-wide fund equity is classified as net assets.

Basis of Accounting

In the government-wide statement of net assets and statement of activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

D. *Assets, Liabilities and Equity*

Cash and interest-bearing deposits

For purposes of the statement of net assets, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposits of the Clerk of Court.

For the purpose of the proprietary fund statement of cash flows, "cash and cash equivalents" include all demand and savings accounts, and certificates of deposit with an original maturity of three months or less.

Inventory

Inventory in the Clerk of Court's General Fund consists of copies of historical books produced and published by the Clerk of Court for sale to the general public. The books are recorded at cost, which is lower than market at June 30, 2004.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Clerk of Court maintains a threshold level of \$1,000 or more for capitalizing capital assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Depreciation of all depreciable capital assets is recorded as an expense in the statement of activities, with accumulated depreciation reflected in the statement of net assets. Depreciation is provided over the assets' estimated useful lives using the straight line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Furniture, fixtures and equipment

5-10 years

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Compensated Absence

Employees of the Clerk of Court's office earn 18 to 20 days of vacation leave each year depending on length of service. In addition, employees earn 13 days of personal leave each year. Vacation leave must be used in the year earned. Upon resignation or retirement, employees may, at the discretion of the Clerk of Court, be paid for unused vacation leave at the employee's current rate of pay. Personal leave may be accumulated to a maximum of 98 days and carried over to succeeding years. Employees are paid for unused personal leave upon termination or retirement.

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. **Invested in capital assets, net of related debt** - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. **Restricted net assets** - Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. **Unrestricted net assets** - All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated. Governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Any designations of fund balance represent tentative management plans that are subject to change.

R.S. 13:183 requires that every four years (at the close of the term of office) 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 term of office. This payment is limited to no more than that which was received by the clerk in accordance with R.S. 13:184(A) during said term of office. At June 30, 2004, there was no amount due the parish treasurer even though the General Fund's fund balance at June 30, 2004 exceeded one-half of the revenues of the General Fund for the last year of the clerk's four-year term of office because the Lafayette Parish Clerk of Court did not receive any funds from the parish treasurer in accordance with R.S. 13:184(A) during the current term of office.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

E. Revenues, Expenditures, and Expenses

Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function. In the fund financial statements, expenditures are classified as follows:

Governmental Funds – By Character and Function
Proprietary Fund – By Operating and Nonoperating

F. Budgetary and Budgetary Accounting

The Clerk of Court follows these procedures in establishing the budgetary data reflected in the financial statements:

1. A proposed budget is prepared and submitted to the Clerk of Court for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.
2. A summary of the proposed budget is published and the public is notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
3. A public hearing is held on the proposed budget at least ten days after publication of the call for a hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
5. All budgetary appropriations lapse at the end of each fiscal year.
6. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts included in the accompanying financial statements are as originally adopted or as finally amended by the Clerk of Court. Such amendments, except for capital outlay, were not material in relation to the original appropriations.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

G. Bad Debts

Uncollectible amounts due for receivables are recognized as bad debts by direct write-off at the time information becomes available which would indicate the uncollectibility of the particular receivable. Although the specific charge-off method is not in conformity with generally accepted accounting principles (GAAP), no allowance for uncollectible accounts receivable was made due to immateriality at June 30, 2004.

H. Report Classification

Certain previously reported amounts for the year ended June 30, 2003 have been reclassified to conform to the June 30, 2004 classifications.

(I) Cash and Interest-Bearing Deposits

Under state law, the Clerk of Court may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The Clerk of Court may invest in United States bonds, treasury notes, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2004, the Clerk of Court has cash and cash equivalents (bank balances) totaling \$17,832,207 as follows:

	Governmental Activities	Fiduciary Funds	Total
Cash	\$ 1,839	\$ 5,111	\$ 6,951
Time and money market deposits	6,156,852	11,668,121	17,825,296
Total	\$ 6,158,691	\$ 11,673,232	\$ 17,832,207

These deposits are stated at cost, which approximates fair value. 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 fair value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. The following is a summary of deposit balances (bank balances) at June 30, 2004, and the related federal insurance and pledged securities:

Bank balances	\$18,453,593
Federal insurance	\$ 3,226,776
Pledged securities (Category 3)	15,266,127
Total federal insurance and pledged securities	\$18,453,593

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Pledged securities in Category 3 include unsecured or unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Clerk of Court's name. Even though the pledged securities are considered uncollateralized (Category 3) Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 30 days of being notified by the Clerk of Court that the fiscal agent has failed to pay deposited funds upon demand.

(3) **Due from Other Governmental Units**

Amount due from other governmental units at June 30, 2004 consisted of the following:

General Fund:

Amount due from the State of Louisiana-Non-Support program \$ 25,252

(4) **Capital Assets**

Capital asset balances and activity for the year ended June 30, 2004 is as follows:

	Balance 6/30/03	Additions	Deletions	Balance 6/30/2004
Buildings, fixtures and equipment	\$ 1,812,217	\$ 194,267	69,877	\$ 1,936,607
Less: Accumulated depreciation	<u>1,388,917</u>	<u>138,790</u>	<u>69,877</u>	<u>1,558,384</u>
Net capital assets	<u>\$ 423,299</u>	<u>\$ 55,477</u>	<u>\$ -</u>	<u>\$ 478,776</u>

Depreciation expense of \$138,790 was charged to the general government function.

(5) **Accounts and Other Payables**

The accounts and other payables consisted of the following at June 30, 2004:

	General Fund	Proprietary Fund	Total
Accounts	\$281,208	\$ -	\$281,208
Payroll liabilities	26,308	-	26,308
Compensated absences	258,995	-	258,995
Claims payable	-	188,486	188,486
Totals	<u>\$466,509</u>	<u>\$188,486</u>	<u>\$654,995</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(6) Pension Plan

Plan Description. – Substantially all employees of the Lafayette Parish Clerk of Court are members of the Louisiana Clerks of Court Retirement and Relief Fund (System), a cost sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

All regular employees who are under the age of 68 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 7% of their final-average salary for each year of credited service, not to exceed 100% 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 benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established and amended by state statute.

The System issues an annual publicly available financial report that included financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Clerks of Court Retirement and Relief Fund, 11745 Brickhouse Avenue, Suite 101, Baton Rouge, Louisiana 70818, or by calling (504) 283-1362.

Funding Policy. – Plan members are required by state statute to contribute 8.25% of their annual covered salary and the Lafayette Parish Clerk of Court is required to contribute at an actuarially determined rate. The current rate is 18.09% of annual covered payroll. Contributions to the System also include one-fourth of one percent of the taxes shown to be collectible by the tax rolls of each parish. The contribution requirements of plan members and the Lafayette Parish Clerk of Court are established and may be amended by state statute. As provided by R.S. 11:160, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Lafayette Parish Clerk of Court's contributions to the System for the years ended June 30, 2004, 2003, and 2002 were \$344,712, \$296,347, and \$283,216 respectively, equal to the required contributions for each year.

(7) Post-Retirement Health Care and Life Insurance Benefits

The Clerk of Court has an established policy regarding the payment of costs of providing continuing health care and life insurance benefits for its retired employees. The plan covers the employee's insurance premium and fifty (50) percent of the spouse's premium if the employee was covered by insurance at the time of retirement. The cost of these premiums is recorded as an expenditure when paid by the Clerk of Court annually.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(8) Changes in Agency Fund Balances

A summary of changes in agency fund unsorted deposits follows:

	Year Ended June 30, 2004			Unsorted Deposits at End of Year
	Unsorted Deposits at Beginning of Year	Additions	Deductions	
Agency funds:				
Advance Deposit	\$ 3,714,577	\$ 5,875,571	\$ 4,965,239	\$ 3,664,809
Registry of Court	4,543,587	5,143,651	1,886,191	7,801,047
Election Qualifying	<u>364</u>	<u>22,837</u>	<u>32,813</u>	<u>386</u>
Totals	<u>\$ 8,262,528</u>	<u>\$ 11,042,059</u>	<u>\$ 6,884,243</u>	<u>\$ 11,674,262</u>

(9) Risk Management - Group Self-Insurance Hospitalization

On July 1, 1992, the Clerk of Court established a limited risk management program for group hospitalization insurance. The General Fund pays premiums into the Group Self-Insurance Fund and funds are available to pay claims, claim reserves and administrative costs of the program. The Clerk of Court has contracted Benezys, Inc. to act as the third party administrator for the program. An excess of coverage insurance policy covers individual claims in excess of \$10,000 per year and \$1,000,000 per lifetime. During the fiscal year ended June 30, 2004, the General Fund and employees of the Clerk of Court paid a total of \$711,634 in premiums. Interfund premiums are set to cover the maximum exposure to the program in a fiscal year and are reported as quasi-external in interfund transactions. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported. Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends including frequency and amount of payouts and other economic and social factors. The Clerk of Court currently does not disclose its claims liabilities. Changes in the claims liability are as follows:

	Beginning of Fiscal Year Liability	Claims and Changes in Estimates	Benefit Payments and Claims	Balance at Fiscal Year End
1999-2000	\$ 61,028	\$ 435,839	\$ 436,090	\$ 64,677
2000-2001	64,677	727,548	663,175	129,050
2001-2002	129,050	435,747	448,796	76,999
2002-2003	76,999	548,413	548,600	96,999
2003-2004	96,999	565,898	656,399	106,498

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(10) **Changes in Long-Term Debt**

The following is a summary of long-term debt transactions of the Clerk of Court for the year ended June 30, 2004:

Compensated absences payable, June 30, 2003	\$ 408,760
Additions	-
Retirements	<u>33,812</u>
Compensated absences payable, June 30, 2004	<u>\$ 442,572</u>

(11) **Deferred Compensation Plan**

The Clerk of Court offers its employees participation in the Louisiana Public Employees Deferred Compensation Plan adopted by the Louisiana Deferred Compensation Commission and established in accordance with Internal Revenue Code Section 457. The plan is reported as an agency fund in the State of Louisiana's financial statements. The plan, available to all Clerk of Court's employees, permits the employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or proof of hardship.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the State of Louisiana (without being restricted to the provisions of benefits under the plan) subject only to the claims of the general creditors of the State of Louisiana. Participants' rights under the plan are equal to those of general creditors of the State of Louisiana in an amount equal to the fair market value of the deferred account for each participant.

It is the opinion of management, after consulting with legal counsel, that the Clerk of Court has no liability for losses under the plan.

(12) **Risk Management**

The Clerk of Court is exposed to risks of loss in the areas of auto liability, professional liability and workers' compensation. All of these risks are handled by purchasing commercial insurance coverage. There have been no significant reductions in the insurance coverage during the year.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(13) **Expenditures of the Clerk of Court Paid by the Lafayette Parish Government**

The Clerk of Court's office is located in the Lafayette Parish Courthouse. The Lafayette Parish Government pays the upkeep and maintenance of the courthouse. These expenditures are not reflected in the accompanying financial statements.

Income relating to court reporting attendance, maintenance agreements and capital outlay required to be paid by the Lafayette Parish Government are reported as revenues. During the years ended June 30, 2004 and 2003, the required payments by the Lafayette Parish Government were not received by the Clerk of Court but are reflected as appropriation expenditures.

(14) **Litigation**

There is no litigation pending against the Clerk of Court as June 30, 2004.

**REQUIRED
SUPPLEMENTARY INFORMATION**

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Budgetary-Comparative Schedule
General Fund

Year Ended June 30, 2006

With Comparative Actual Amounts for the Year Ended June 30, 2005

	2004				
	Budget		Actual	Variance with Final Budget Positive (Negative)	2005 Actual
	Original	Final			
Revenues					
Licenses and permits	\$ 27,000	\$ 27,000	\$ 26,470	\$ 2,800	\$ 15,589
Fees, charges and commissions -					
Court costs, fees and charges	173,000	184,117	181,487	(990)	117,097
Fees for recording legal documents	5,070,000	5,112,471	5,030,647	(81,824)	3,664,064
Fees for certified copies	620,000	618,123	594,140	(15,983)	617,007
Intergovernmental	100,000	110,494	390,110	79,616	144,790
Miscellaneous	773,000	743,117	180,879	(562,237)	214,022
Total revenues	<u>7,773,000</u>	<u>7,811,998</u>	<u>7,617,694</u>	<u>(254,304)</u>	<u>7,689,762</u>
Expenditures					
Current -					
General government:					
Personnel services and related benefits	4,431,000	4,331,260	4,318,807	8,452	4,218,808
Operating services	1,750,000	824,588	790,264	33,324	594,888
Material and supplies	408,000	384,000	315,490	68,510	366,415
Appropriations to Lafayette Parish Government	171,000	241,104	298,454	(57,350)	227,207
Capital outlay	<u>2,623,000</u>	<u>381,417</u>	<u>24,342</u>	<u>(2,241,658)</u>	<u>279,180</u>
Total expenditures	<u>8,483,000</u>	<u>5,862,418</u>	<u>5,717,662</u>	<u>265,750</u>	<u>5,686,278</u>
Excess (deficiency) of revenues over expenditures	(1,091,510)	1,949,579	1,896,288	(52,291)	1,602,872
Fund balance, beginning of year	<u>4,461,477</u>	<u>4,461,477</u>	<u>4,461,477</u>	<u>-</u>	<u>3,060,081</u>
Fund balance, end of year	<u>\$ 3,771,966</u>	<u>\$ 6,411,056</u>	<u>\$ 6,357,765</u>	<u>\$ (54,291)</u>	<u>\$ 4,662,473</u>

OTHER SUPPLEMENTARY INFORMATION

OTHER FINANCIAL INFORMATION

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Revenues
Year Ended June 30, 2004
With Comparative Actual Amounts for the Year Ended June 30, 2003

	2004			Variance - Positive (Negative)	2003 Actual
	Budget		Actual		
	Original	Final			
Licenses and permits:					
Marriage licenses	\$ 41,000	\$ 42,223	\$ 41,250	\$ 1,025	\$ 42,625
Passports	11,000	12,400	11,000	998	9,900
Motor/boat certificates	3,000	3,728	3,200	473	3,724
Total licenses and permits	<u>57,000</u>	<u>58,351</u>	<u>55,450</u>	<u>2,897</u>	<u>56,249</u>
Fees, charges and commissions:					
Court costs, fees and charges:					
Criminal costs	51,000	74,261	77,800	3,119	55,413
Court attendance reporting	28,500	28,500	29,000	(500)	28,728
Other	85,500	98,295	86,987	(15,295)	82,964
Total court costs, fees and charges	<u>165,000</u>	<u>191,057</u>	<u>193,787</u>	<u>(999)</u>	<u>167,105</u>
Fees for recording legal documents:					
Recordings	2,790,000	2,826,125	2,739,200	(66,925)	2,698,400
Index search	10,000	10,270	10,240	110	8,100
Cancellations	235,000	290,481	289,245	(1,236)	248,647
Mortgage certificates	181,000	181,248	184,688	(3,440)	198,970
Suits and executions	2,680,000	2,728,150	2,751,484	(7,456)	2,498,071
UTC filing	40,000	35,227	31,587	358	37,028
Total fees for recording legal documents	<u>3,976,000</u>	<u>4,111,471</u>	<u>4,006,844</u>	<u>(81,274)</u>	<u>3,684,014</u>
Certified copies	<u>420,000</u>	<u>418,121</u>	<u>394,140</u>	<u>(18,999)</u>	<u>417,007</u>

(continued)

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Revenues (Continued)
 Year Ended June 30, 2004
 With Comparative Actual Accounts for the Year Ended June 30, 2003

	2004			Variance - Positive (Negative)	2003 Actual
	Budget		Actual		
	Original	Final			
Intergovernmental:					
Charges reimbursable by parish government	200,000	200,000	218,642	18,642	196,142
Grant revenue	-	-	-	-	22,000
Federal grant - non-support	121,000	121,000	111,668	(9,332)	120,521
Total intergovernmental	<u>321,000</u>	<u>321,000</u>	<u>330,310</u>	<u>9,310</u>	<u>346,763</u>
Miscellaneous:					
Interest earned	180,000	86,523	98,524	(81,477)	121,217
Elections	60,000	58,238	58,228	-	58,523
Judicial commitments	1,000	340	348	-	789
Change of venue	-	-	-	-	4,375
Sales of books	-	420	420	-	294
Other	77,000	30,840	33,338	(43,662)	34,334
Refunds	44,000	37,364	-	(6,636)	-
Total miscellaneous	<u>362,000</u>	<u>243,725</u>	<u>189,878</u>	<u>(172,322)</u>	<u>218,521</u>
Total revenues	<u>\$7,577,000</u>	<u>\$7,511,998</u>	<u>\$7,487,984</u>	<u>\$(89,016)</u>	<u>\$7,088,742</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Expenditures
Year Ended June 30, 2004

With Comparative Actual Amounts for the Year Ended June 30, 2003

Expenditures	2004		Actual	Variance - Positive (Negative)	2003 Actual
	Budget				
	Original	Final			
Current:					
Personal services and related benefits -					
Salaries:					
Clerk	\$ 93,000	\$ 100,000	\$ 93,000	\$ 7,000	\$ 93,000
Deputy clerk	2,075,000	2,000,000	2,098,344	1,334	2,049,023
Clerk's expense allowance	9,333	9,400	9,333	(67)	9,900
Clerk's supplemental fund	30,000	31,270	31,000	(270)	30,000
Unemployment	-	-	-	-	6,420
Hospitalization insurance	670,000	670,000	661,462	8,538	760,000
Payroll taxes, retirement and compensation allowances	668,000	713,192	707,300	(5,892)	669,277
Total personal services and related benefits	4,505,333	4,123,262	4,513,917	9,332	4,218,920
Operating services -					
Insurance	50,000	51,000	48,978	2,022	40,400
Professional fees	20,000	27,200	28,670	(1,470)	32,000
LIC- filing	60,000	31,700	30,490	204	30,000
Out letters	40,000	51,800	50,271	(1,529)	40,000
Book costs	-	-	221	(221)	300
Adoptions	300	220	-	220	1,000
Telephone	40,000	34,000	36,880	(2,111)	40,100
Travel and conventions	10,000	12,140	12,762	(612)	9,700
Electric expense allowance	10,000	11,810	10,674	1,136	11,400
Copier expense	50,000	52,110	50,000	2,110	45,000
Copier fees	300	-	-	-	100
Computer operations	800,000	771,200	770,800	300	733,000
Printing fees	25,000	24,000	24,620	(620)	24,000
Scanner/printer	60,000	21,110	-	21,110	-
Judge's supplemental fund	-	-	-	-	200
Lafayette volunteer lawyers	-	-	-	-	-
Training	10,000	7,700	8,000	(1,300)	12,000
Center for family violence coordination	20,000	21,110	20,670	440	21,000
Workers' compensation	11,500	43,400	40,800	(2,600)	11,500
Other security	-	-	1,100	(1,100)	13,100
Repairs	-	33,000	11,810	21,190	-
Miscellaneous	30,000	30,000	-	30,000	41
Total operating services	1,770,000	1,944,910	1,912,040	32,870	1,844,960

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Expenditures (Continued)
Year Ended June 30, 2008
With Comparative Actual Amounts for 06/ Year Ended June 30, 2007

	2008			Variance - Positive (Negative)	2007 Actual
	Budget		Actual		
	Original	Final			
Materials and supplies -					
Office supplies and operations	251,500	211,500	261,344	49,844	107,589
Automobile and maintenance	1,000	2,600	1,829	(171)	1,100
Shoes and subscription	4,000	3,514	3,514	-	1,794
Lenses and rentals	-	1,887	21,266	(20,379)	11,896
Utilities	35,000	6,828	3,780	3,048	25,112
Total materials and supplies	<u>300,500</u>	<u>286,029</u>	<u>311,613</u>	<u>40,087</u>	<u>167,491</u>
Appropriations to Lafayette Parish Government -					
Capital outlay	17,000	16,104	16,218	(1,124)	1,148
Operating revenues and expenditures reimbursed	298,000	223,000	298,216	(11,226)	214,212
Total appropriations to Lafayette Parish Government	<u>315,000</u>	<u>241,104</u>	<u>314,434</u>	<u>(17,126)</u>	<u>215,360</u>
Capital outlay -					
Office equipment	20,000	187,119	88,181	98,938	17,777
Computer equipment	798,000	75,678	188,266	(11,546)	34,155
Computer software	1,628,000	-	-	-	-
Total capital outlay	<u>2,446,000</u>	<u>182,797</u>	<u>176,447</u>	<u>(117,203)</u>	<u>51,932</u>
Total expenditures	<u>\$3,062,500</u>	<u>\$2,988,428</u>	<u>\$2,972,641</u>	<u>\$36,782</u>	<u>\$2,684,770</u>

FIDUCIARY FUNDS

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 litigants after all costs have been paid.

Registry of Court Fund -

The Registry of Court Fund, as provided by Louisiana Revised Statute 15:479, 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.

Election Qualifying Fund -

The Election Qualifying Fund is used to account for funds collected from individuals qualifying to run for political office and returned to the appropriate governmental bodies or political committees.

LAFAYETTE PARISH CLERK OF COURT
 Lafayette, Louisiana
 Agency Funds

Combining Statement of Fiduciary Assets and Liabilities
 June 30, 2004
 With Comparative Totals for June 30, 2003

	<u>Advance Deposit</u>	<u>Registry of Court</u>	<u>Election Qualifying</u>	<u>Totals</u>	
				<u>2004</u>	<u>2003</u>
ASSETS					
Cash	\$ -	\$ 4,723	\$ 188	\$ 5,111	\$ 5,000
Interest-bearing deposits	<u>3,856,829</u>	<u>1,802,323</u>	<u>-</u>	<u>11,699,131</u>	<u>8,277,400</u>
Total assets	<u>\$3,856,829</u>	<u>\$1,807,047</u>	<u>\$ 188</u>	<u>\$11,674,262</u>	<u>\$8,282,400</u>
LIABILITIES					
Due to litigants and others	<u>\$3,856,829</u>	<u>\$1,807,047</u>	<u>\$ 188</u>	<u>\$11,674,262</u>	<u>\$8,282,400</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
Agency Funds

Combining Statement of Changes in Assets and Liabilities
Year Ended June 30, 2004
With Comparative Totals For the Year Ended June 30, 2003

	Advance Deposit	Registry of Court	Election Qualifying	Totals	
				2004	2003
ASSETS					
Balance, beginning of year	\$ 1,704,337	\$4,547,687	\$ 364	\$ 6,252,488	\$8,546,483
Additions:					
Fees and accounts	5,024,311	-	-	5,024,311	6,817,739
Deposits per court order	-	3,143,651	-	3,143,651	3,986,383
Interest earned for General Fund	11,280	-	22	11,302	14,304
Qualifying fees	-	-	22,812	22,812	23,885
Total additions	<u>5,035,591</u>	<u>3,143,651</u>	<u>22,834</u>	<u>10,204,810</u>	<u>6,805,899</u>
Total	<u>6,739,928</u>	<u>7,691,338</u>	<u>23,201</u>	<u>16,406,697</u>	<u>14,948,378</u>
Reductions:					
Clerk's costs (transferred to General Fund)	2,746,789	-	-	2,746,789	2,514,808
Refunds to filigree	1,881,721	-	-	1,881,721	811,632
Other	588,512	-	22,812	611,324	553,413
Interest earned (transferred to General Fund)	11,280	-	-	11,280	14,150
Lafayette Parish Sheriff fees	188,338	-	-	188,338	276,799
Other Sheriff fees	170,139	-	-	170,139	176,871
Disbursements by court order	-	3,886,151	-	3,886,151	3,083,886
Total reductions	<u>4,886,779</u>	<u>3,886,151</u>	<u>22,812</u>	<u>8,812,741</u>	<u>6,666,899</u>
Balance, end of year	<u>\$ 1,853,149</u>	<u>\$3,805,187</u>	<u>\$ 386</u>	<u>\$ 5,658,722</u>	<u>\$8,281,484</u>
LIABILITIES					
Due to filigree and others, beginning of year	\$ 1,704,337	\$4,547,687	\$ 364	\$ 6,252,488	\$8,546,483
Additions	5,035,591	3,143,651	22,834	10,204,810	6,805,899
Reductions	<u>4,886,779</u>	<u>3,886,151</u>	<u>22,812</u>	<u>8,812,741</u>	<u>6,666,899</u>
Due to filigree and others, end of year	<u>\$ 1,853,149</u>	<u>\$3,805,187</u>	<u>\$ 386</u>	<u>\$ 5,658,722</u>	<u>\$8,281,484</u>

**COMPLIANCE
AND
INTERNAL CONTROL**

KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC

REGISTERED PUBLIC ACCOUNTANTS

U. S. OFFICES (LPA)
KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLP
1000 R. STREET, NW
WASHINGTON, DISTRICT OF COLUMBIA 20004
Tel: 202.331.2000
www.kcsllpa.com

MEMBER FIRCA (LPA)
KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLP
1000 R. STREET, NW
WASHINGTON, DISTRICT OF COLUMBIA 20004
Tel: 202.331.2000
www.kcsllpa.com

MEMBER AICPA (LPA)

MEMBER
FIRCA (LPA)

MEMBER OF
INTERNATIONAL BOARD OF
REGISTERED ACCOUNTANTS

MEMBER OF NATIONAL
INSTITUTIONAL ACCOUNTANTS

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

The Honorable Louis J. Perret
Lafayette Parish Clerk of Court
Lafayette, Louisiana

We have audited the financial statements of the Lafayette Parish Clerk of Court, a component unit of the Lafayette Parish Government, as of and for the year ended June 30, 2004, and have issued our report thereon dated September 1, 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 Lafayette Parish Clerk of Court's financial statements are free of material misstatement, we 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 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 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 Lafayette Parish Clerk of Court'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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

100 East Fourth
Lafayette, LA 70501
Phone 225.282.1111
Fax 225.282.8888

111 Easting Drive
Baton Rouge, LA 70801
Phone 225.382.4444
Fax 225.382.8887

115 East 70th
Baton Rouge, LA 70801
Phone 225.382.4444
Fax 225.382.8887

110 East 70th, Suite 101
Baton Rouge, LA 70801
Phone 225.382.4444
Fax 225.382.8887

100 N. Canal Street
Thibodaux, LA 70560
Phone 225.281.2174
Fax 225.281.2227

110 N. East Street
Thibodaux, LA 70560
Phone 225.281.2174
Fax 225.281.2227

100 East 70th Street
Baton Rouge, LA 70801
Phone 225.382.4444
Fax 225.382.8887

This report is intended solely for the information and use of management of the Lafayette Parish Clerk of Court and is not intended to be and should not be used by anyone other than this specified party.

Koller, Champagne, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
September 1, 2014

LABORERS' PENSION BOARD OF CALIFORNIA

Summary Schedule of Current and Prior Year Audit Findings
 and Corrective Action Plans
 Year Ended June 30, 2004

Fund Year Finding Initially Discovered	Description of Finding	Corrective Action Taken	Completion Date	Status of Corrective Action	Name of Corrective Person	Completion Date

FOUNDED YEAR (optional) -

These were no findings noted for fiscal year end 6/30/04.

FOUNDED YEAR (optional) -

These were no findings noted for fiscal year end 6/30/04.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Combined Schedule of Interest-Bearing Deposits - All Funds
June 30, 2024

	Financial Institution	Interest Rate	Term	Maturity Date	Amount
General Fund -					
Certificate of deposit	I	1.25%	1 year	10/04/24	\$ 100,000
Certificate of deposit	I	1.25%	1 year	10/22/24	100,000
Certificate of deposit	R	1.25%	1 year	11/06/24	100,000
Certificate of deposit	I	1.49%	14 months	02/01/24	100,000
Certificate of deposit	I	1.25%	1 year	05/01/24	1,114,735
Interest-bearing deposits	I	1.37%	N/A	N/A	389
Interest-bearing deposits	I	1.24%	N/A	N/A	4,107,150
Total General Fund					<u>6,644,465</u>
Group Self-Insurance Fund -					
Interest-bearing deposits	I	1.33%	N/A	N/A	111,608
Advance Deposit Fund -					
Certificate of deposit	R	1.40%	1 year	10/20/24	500,000
Certificate of deposit	M	1.25%	1 year	10/20/24	500,000
Certificate of deposit	M	1.25%	1 year	10/04/24	500,000
Certificate of deposit	H	1.02%	1 year	07/27/24	500,000
Interest-bearing deposits	B	variable	N/A	N/A	1,866,879
Total Advance Deposit Fund					<u>3,866,879</u>
Registry of the Court Fund -					
Interest-bearing deposits	B	variable	N/A	N/A	7,800,096
Interest-bearing deposits	B	variable	N/A	N/A	1,630
Total Registry of the Court Fund					<u>7,801,726</u>
Total - all funds					<u>17,813,246</u>

Financial Institution:

- (I) Iberia National Bank
- (M) Mid-South Bank
- (J) Texas Bank
- (R) Rayne State Bank
- (B) Bank One