

FIFTH JUDICIAL DISTRICT  
CRIMINAL COURT FUND  
Parishes of Franklin, Richland, and West Carroll, Louisiana

*Financial Statements*  
*For the Year Ended December 31, 2020*

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

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INDEPENDENT AUDITOR'S REPORT

The Fifth Judicial District Criminal Court Fund  
Parishes of Franklin, Richland, and West Carroll

***Report on the Financial Statements***

I have audited the accompanying financial statements of the governmental activities of the Fifth Judicial District Criminal Court Fund, a component unit of the Richland Parish Police Jury, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the District Attorney's basic financial statements as listed in the table of contents.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

My responsibility is to express opinions 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 financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

The Fifth Judicial District Criminal Court Fund  
Parishes of Franklin, Richland, and West Carroll

***Opinions***

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of The Fifth Judicial District Criminal Court Fund, as of December 31, 2020, and the respective changes in financial position, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

***Other Matters***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 4 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during the audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurances.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, I have also issued my report dated September 8, 2021, on my consideration of the Fifth Judicial District Criminal Court Fund's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in considering the Criminal Court Fund's internal control over financial reporting and compliance.

*David M. Hard, CPA (APAC)*

West Monroe, Louisiana  
September 8, 2021

REQUIRED SUPPLEMENTAL INFORMATION (PART A)  
MANAGEMENT'S DISCUSSION AND ANALYSIS

**FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
A COMPONENT UNIT OF FRANKLIN, RICHLAND, AND  
WEST CARROLL PARISH POLICE JURIES  
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)**

Our discussion and analysis of the Fifth Judicial District Criminal Court Fund financial statements provides an overview of its activities for the year ended December 31, 2020. Please read it in conjunction with the District's financial statements.

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position, provide information about the activities of the Criminal Court Fund as a whole.

**Reporting the Criminal Court Fund as a Whole**

**The Statement of Net Position and the Statement of Activities**

These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector entities. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Criminal Court Fund's net position and related changes. The Criminal Court Fund's net position (the difference between assets and liabilities) measure the Funds's financial position. Increases or decreases in the Funds's net position are an indicator of whether its financial position is improving or not.

**The Criminal Court Fund as a Whole**

For the years ended December 31, 2020 and 2019, net position changed as follows:

	2020	2019
Beginning net position	\$ 96,231	\$ 112,795
Increase (Decrease) in net position	65,201	(16,564)
Ending net position	\$ 161,432	\$ 96,231

**The Criminal Court Fund's Funds**

The following schedule presents a summary of revenues and expenses for the years ended December 31, 2020 and 2019:

Revenues	2020	Percent of Total	2019	Percent of Total
Charges for Services	\$ 614,213	77%	\$ 684,022	75%
Other Fees and Charges	181,438	23%	130,186	25%
Total Revenues	\$ 795,651	100%	\$ 814,208	100%

Expenditures	2020	Percent of Total	2019	Percent of Total
Operating Expenditures	\$ 730,450	100%	\$ 830,772	100%

### **CAPITAL ASSET AND DEBT ADMINISTRATION**

At December 31, 2020, the District had \$13,175 invested in capital assets (\$0 net of accumulated depreciation) which is made up mostly of office equipment.

Assets	December 31, 2019	Additions	Disposals	December 31, 2020
Office Equipment	\$ 13,175	-	-	\$ 13,175
Less: Accumulated Depreciation:	( 11,809)	(1,366)	-	(13,175)
Capital assets, net	\$ 1,366	(1,366)	-	\$ -

### **Debt**

At year end, the The Fifth Judicial District Criminal Court Fund had no debt.

### **ECONOMIC FACTORS AND NEXT YEAR'S RATES**

The Criminal Court Fund's revenues are derived mainly from annual appropriations from each of the three police juries and fines and forfeiture revenues. The Fifth Judicial District Criminal Court Fund is not aware of any significant increases or decreases in those revenue sources or associated expenditures. The revenues are expected to maintain current operations for the foreseeable future.

### **CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the District's finances and to show the District's accountability for the funds received by it. If you have any questions about this report or need additional financial information, contact: Jonathan Knight, Administrator, P. O. Box 417, Rayville, LA 71269.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

**Fifth Judicial District Criminal Court Fund**  
Parishes of Franklin, Richland, and West Carroll

**Statement of Net Position**  
**December 31, 2020**

	<u>Governmental Activities</u>
<i>Assets</i>	
Cash and Cash Equivalents	\$ 206,875
Accounts Receivable	72,769
Capital Assets:	
Depreciable	<u>-</u>
Total Assets	<u>279,644</u>
<i>Liabilities</i>	
Accounts Payable	8,140
Due to Other Agencies	<u>110,072</u>
Total Liabilities	118,212
<i>Net Position</i>	
Net Investment in Capital Assets	-
Net Position - Unrestricted	<u>161,432</u>
Total Net Position	<u><u>\$ 161,432</u></u>

The accompanying notes are an integral part of this financial statement.

**Fifth Judicial District Criminal Court Fund**  
Parishes of Franklin, Richland, and West Carroll

**Statement of Activities**  
**For the Year Ended December 31, 2020**

	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue and Changes in Net Position
Governmental Activities: Public Safety & Judicial Prosecution	\$ 730,450	\$ 614,213	\$ -	\$ -	\$ (116,237)
			General Revenues:		
			Local Support		\$ 181,276
			Interest Earnings		162
			Miscellaneous		-
			Total General Revenues		181,438
			Changes in Net Position		65,201
			Net Position - Beginning		96,231
			NET POSITION - ENDING		\$ 161,432

The accompanying notes are an integral part of this financial statement.

FUND FINANCIAL STATEMENTS

**Fifth Judicial District Criminal Court Fund**  
Parishes of Franklin, Richland, and West Carroll

**Balance Sheet, Governmental Funds**  
**December 31, 2020**

<u>Assets</u>	
Cash and Cash Equivalents	\$ 206,875
Accounts Receivable	72,769
<u>Total Assets</u>	<u>\$ 279,644</u>
 <u>LIABILITIES AND FUND BALANCE</u>	
<u>Liabilities</u>	
Accounts Payable	\$ 8,140
Due to Other Agencies	<u>110,072</u>
<u>Total Liabilities</u>	118,212
 <u>Fund Balance</u>	
Unassigned	161,432
 <u>TOTAL LIABILITIES AND</u>	
<u>FUND BALANCE</u>	 <u>\$ 279,644</u>

The accompanying notes are an integral part of this financial statement.

**Fifth Judicial District Criminal Court Fund**  
Parishes of Franklin, Richland, and West Carroll

**Balance Sheet, Governmental Funds**  
**December 31, 2020**

**Reconciliation of the Balance Sheet of the Governmental Funds  
to the Statement of Net Position**

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

Fund Balance, Governmental Funds:	\$	161,432
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.		<u>-</u>
Net Position of Governmental Activities	\$	<u><u>161,432</u></u>

The accompanying notes are an integral part of this financial statement.

**Fifth Judicial District Criminal Court Fund**  
Parishes of Franklin, Richland, and West Carroll

**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Year Ended December 31, 2020**

<u>Operating Revenue</u>	
Fines and Forfeitures	\$ 614,213
Interest Income	162
Intergovernmental Revenue	
Local	181,276
Total Operating Revenue	<u>795,651</u>
 <u>Operating Expenditures</u>	
Current:	
General Government	
Operating Services	225,291
Materials and Supplies	27,205
Travel and Other Charges	1,588
Intergovernmental	475,000
Total Operating Expenditures	<u>729,084</u>
 <u>Excess (Deficiency) of Revenues Over</u>	
<u>Expenditures</u>	66,567
 <u>Fund Balance - Beginning of the Year</u>	<u>94,865</u>
 <u>FUND BALANCE - END OF THE YEAR</u>	<u><u>\$ 161,432</u></u>

The accompanying notes are an integral part of this financial statement.

**Fifth Judicial District Criminal Court Fund**  
Parishes of Franklin, Richland, and West Carroll

**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Year Ended December 31, 2020**

**Reconciliation of the Statement of Revenues, Expenditures,  
and Changes in Fund Balances of Governmental Funds  
To the Statement of Activities**

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

Net change in fund balances - total governmental funds	\$ 66,567
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives.	
Expenditures for capital assets	-
Less current year depreciation	<u>(1,366)</u>
Changes in net position of governmental activities	<u>\$ 65,201</u>

The accompanying notes are an integral part of this financial statement.

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As provided by LRS 15:571.11 which creates the Fifth Judicial District - Judicial Criminal Court fund of the Fifth Judicial District from which certain expenses of the parish court system, including the expenses of the District Attorney's Office and the District Judge's Office may be paid. Revenues for the criminal court fund are derived from fines and costs ordered as part of a court conviction and levied amounts from the police juries. The Fifth Judicial District encompasses the parishes of Franklin, Richland, and West Carroll, Louisiana.

The accompanying financial statements of the Fifth Judicial District Criminal Court Fund have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements-and Management's Discussion and Analysis -for State and Local Governments*, issued in June 1999.

A. Basis of Presentation

The accompanying financial statements of the Fifth Judicial District Criminal Court Fund have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

B. Reporting Entity

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

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Richland Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial responsibility. The GASB has set forth criteria to be considered in determining financial accountability. These criteria include: (1) Appointing a voting majority of an organization's governing body or (2) the ability of the police juries to impose their will on that organization and/or (3) the potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police juries. (4) Organizations for which the police juries do not appoint a voting majority but are fiscally dependent on the police juries and the potential for the organization to provide specific financial benefits or to impose specific financial burdens on the police juries exists. (5) Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Reporting Entity (Continued)

Because the Franklin, Richland, and West Carroll police juries maintain and operate the parish courthouse in which the district judge's office are located and provides partial funding for equipment, furniture and supplies of these offices, the Fifth Judicial District Criminal Court Fund was determined to be a component unit of the police juries, the financial reporting entities. The accompanying financial statements present information only on the funds maintained by the Fifth Judicial District Criminal Court Fund, and do not present information on the police juries, the general government services provided by that governmental unit, or the other governmental units that comprise the police juries financial reporting entities.

C. Fund Accounting

The Fifth Judicial District Criminal Court Fund uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain Fifth Judicial District Criminal Court Fund functions and activities. A fund is defined as a separate fiscal accounting entity with a self-balancing set of accounts.

Funds of the Fifth Judicial District Criminal Court Fund are classified into one category:

**Governmental Funds**

Governmental funds account for all of the Fifth Judicial District Criminal Court Fund's general activities. This fund focus on the sources, uses, and balances of current financial resources. The following are the Fifth Judicial District Criminal Court Fund's governmental fund:

*General Fund* – The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the Fifth Judicial District Criminal Court Fund and is used to account for the operations of the Criminal Court fund offices. The various fines and fees collected are accounted for in this fund.

D. Measurement Focus/Basis of Accounting

*Government- Wide Financial Statements*

The statement of net position and the statement of activities display information about the reporting government as a whole. The government-wide financial statements were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, liabilities and deferred outflows/inflows of resources resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets, liabilities and deferred outflows/inflows of resources resulting from non-exchange transactions are recognized in accordance with the requirements of GASB No. 33, *Accounting and Financial Reporting for Non - Exchange Transactions*.

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

D. Measurement Focus/Basis of Accounting – (Continued)

*Fund Financial Statements (FFS)*

The amounts reflected in the Governmental funds statements are accounted for using a current financial resources measurement focus and a modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources.

The amounts reflected in the General Fund 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 collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The Fifth Judicial District Criminal Court Fund considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

*Revenues*

Commissions on fines and forfeitures are recorded in the year they are collected by the parish tax collectors.

Interest earned on investments is recorded when the investment has matured and the income is available. Substantially all other revenues are recorded when received.

*Expenditures*

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

E. Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. The Fifth Judicial District Criminal Court Fund considers all short-term, highly liquid investments with original maturities of 90 days or less to be treated as cash equivalents. Under state law, the Fifth Judicial District Criminal Court Fund may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

F. Investments

Investments are limited by Louisiana Revised Statute (R.S.) 33:2955. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments in non-participating interest-earning contracts, such as non-negotiable certificates of deposit with redemption terms that do not consider market rates, are reported using a cost-based measure.

G. Short-term Interfund Receivables/ Payables (Fund Financial Statements)

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as interfund receivables/payables on the balance sheet. Short-term interfund loans are classified as interfund receivables/payables.

In the process of aggregating data for the statement of net position interfund payables and receivables were eliminated to minimize the "grossing up" effect of assets and liabilities within the governmental activities column.

H. Capital Assets

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.

Capital assets are reported in the government-wide financial statements but not in the fund financial statements. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes by the Fifth Judicial District Criminal Court Fund, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Furniture and office equipment	5 years
Computer hardware	5-10 years
Telephone equipment	10 years
Vehicles	5 years

I. Restricted Net Position

For the government-wide statement of net position, net position is reported as restricted when constraints placed on net position use are either:

- Externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations other governments;
- Imposed by law through constitutional provisions or enabling legislation.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, the unrestricted resource as needed.

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

J. Fund Balance of Fund Financial Statements

Fund balance amounts are reported within the fund balance categories as follows:

Non-spendable: Fund balance that is not in spendable form or legally or contractually required to be maintained intact.

Restricted: Fund balance that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Committed: Fund balance that can only be used for specific purposes determined by the Fifth Judicial District Criminal Court Fund. Committed amounts cannot be used for any other purpose unless the Fifth Judicial District Criminal Court Fund removes or changes the specified use by taking the same type of action it employed to previously commit the funds.

Assigned: Fund balance that is constrained by the Fifth Judicial District Criminal Court Fund's intent to be used for specific purposes but are neither restricted nor committed. Intent should be expressed by the Fifth Judicial District Criminal Court Fund.

Unassigned: Fund balance that is the residual classification for the general fund or a deficit fund balance in other funds.

The Fifth Judicial District Criminal Court Fund reduces committed amounts, followed by assigned amounts and then unassigned amounts when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used. The Fifth Judicial District Criminal Court Fund considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available.

K. Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is generally used in government funds.

Based on the size of the accounts and the methods used for payments, the Fifth Judicial District Criminal Court Fund does not employ encumbrance accounting.

L. Interfund Transactions

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. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transactions are reported as transfers.

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

M. Estimates

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

NOTE 2 - CASH AND CASH EQUIVALENTS AND INVESTMENTS

Deposits are stated at cost, which approximate 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 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. These securities are held in the name of the pledging fiscal agent bank in the holding or custodial bank that is mutually acceptable to both parties.

Interest Rate Risk: Fifth Judicial District Criminal Court Fund does not have a policy that addresses interest rate risk.

Credit Risk: Fifth Judicial District Criminal Court Fund investments are in Certificates of Deposits which do not have credit ratings. The Fifth Judicial District Criminal Court Fund has no investments as of December 31, 2020.

Custodial Credit Risk: At year-end the Fifth Judicial District Criminal Court Fund's carrying amount of deposits was \$206,875 and the bank balance was \$215,233, all of which was covered by the Federal Deposit Insurance Corporation. The Fifth Judicial District Criminal Court Fund does not have a policy that addresses custodial credit risk.

NOTE 3 – ACCOUNTS RECEIVABLE

The following is a summary of receivables at December 31, 2020:

	General Fund
Fines, Fees, and Bond Forfeitures	<u>\$ 72,769</u>

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2020 and 2019 is as follows:

	December 31, 2019			December 31, 2019
	<u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u>
Depreciable Assets:				
Autos & Equipment	\$ <u>13,175</u>	—	—	\$ <u>13,175</u>
Totals at Historical Cost	13,175	-	-	13,175
Less Accumulated Depreciation for:				
Autos & Equipment	(11,809)	( 1,366)	—	(13,175)
Total Accumulated Depreciation	(11,809)	( 1,366)	—	(13,175)
 <u>CAPITAL ASSETS, NET</u>	 <u>\$ 1,366</u>	 <u>\$ (1,366)</u>	 <u>\$ —</u>	 <u>\$ —</u>

Depreciation expense was \$1,366 in 2020.

OTHER SUPPLEMENTAL INFORMATION

**5th Judicial District Criminal Court Fund**  
Parishes of West Carroll, Richland and Franklin, Louisiana

**Justice System Funding Schedule - Collecting/Disbursing Entity**  
**As Required by Act 87 of the 2020 Regular Legislative Session**

	First Six Month Period Ended <u>6/30/2020</u>	Second Six Month Period Ended <u>12/31/2020</u>
<b>Beginning Balance of Amounts Collected</b>	29,243	236,610
<b>Add: Collections</b>		
Asset Forfeiture	21	21,146
Criminal Court Costs/Fees	278,622	266,599
Suspension Fees	975	900
Interest on Collected Balances	56	106
Other	181,276	8,950
<b>Total Collections</b>	460,950	297,701
<b>Less: Disbursements to Governments</b>		
District Attorney's Office - Operating Transfers	140,000	335,000
West Carroll Parish Sheriff's Office - Court Expenses	2,690	2,137
Richland Parish Sheriff's Office - Court Expenses	7,467	10,727
Franklin Parish Sheriff's Office - Court Expenses	4,244	4,516
West Carroll Parish Clerk of Court - Court Expenses	5,981	7,257
Richland Parish Clerk of Court - Court Expenses	7,873	7,312
Franklin Parish Clerk of Court - Court Expenses	6,299	2,110
Second Circuit Court of Appeals - Appeal Costs	360	108
<b>Less: Disbursements to Individuals</b>		
Other Disbursements to Individuals - Transcription Costs	18,051	13,783
Other Disbursements to Individuals - Civil ADA Mileage	611	1,272
Other Disbursements to Individuals - Check Collection	-	-
<b>Total Disbursements</b>	193,576	384,222
<b>Ending Balance of Amounts Collected but not Disbursed</b>	<u>\$ 296,617</u>	<u>\$ 150,089</u>



FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS TO  
AGENCY HEAD OR CHIEF EXECUTIVE OFFICER  
FOR THE YEAR ENDED DECEMBER 31, 2020

There was no compensation, benefits and other payments made to agency head or chief executive officer during the year ended December 31, 2020.

OTHER SUPPLEMENTAL INFORMATION –  
COMPLIANCE REQUIREMENTS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Fifth Judicial District Criminal Court Fund  
Parishes of Franklin, Richland, and West Carroll

I have audited, in accordance with the 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, the financial statements of the governmental activities of the Fifth Judicial District Criminal Court Fund, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the District Attorney's basic financial statements, and have issued my report thereon dated September 8, 2021.

***Internal Control Over Financial Reporting***

In planning and performing my audit of the financial statements, I considered the Fifth Judicial District Criminal Court Fund's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Criminal Court's internal control. Accordingly, I do not express an opinion on the effectiveness of the Criminal Court's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Criminal Court's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. I did identify a deficiency in internal control described in the accompanying Schedule of Findings and Questioned Costs as 2020-1 that I consider to be a significant deficiency.

The Fifth Judicial District Criminal Court Fund  
Parishes of Franklin, Richland, and West Carroll

***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Fifth Judicial District Criminal Court Fund's financial statements are free from material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, 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 my audit, and accordingly, I do not express such an opinion.

***Criminal Court Funds's Response to Findings***

The Criminal Court Funds's response to the findings identified in my audit is described in the accompanying schedule of findings and questioned costs. The Criminal Court Fund's response was not subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, I express no opinion on it.

***Purpose of this Report***

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended for the use of management of The District Attorney of the Fifth Judicial District and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

*David M. South, CPA (SPAC)*

West Monroe, Louisiana  
September 8, 2021

THE FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

The Fifth Judicial District Criminal Court Fund  
 For the Parishes of Franklin, Richland, and West Carroll

I have audited the financial statements of the Fifth Judicial District Criminal Court Fund, a component unit of the Franklin, Richland, and West Carroll Parish Police Juries as of and for the year ended December 31, 2020 and have issued my report thereon dated September 8, 2021. I conducted my 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. My audit of the financial statements as of December 31, 2020, resulted in an unqualified opinion.

Section I- Summary of Auditor's Results

A. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Material Weakness \_\_\_ yes X no

Significant Deficiencies not considered to be  
 Material Weaknesses X yes \_\_\_ no

Compliance

Compliance Material to Financial Statements \_\_\_ yes X no

B. Federal Awards – N/A

Material Weakness Identified \_\_\_ yes \_\_\_ no

Significant Deficiencies not considered to be  
 Material Weaknesses \_\_\_ yes \_\_\_ no

Type of Opinion on Compliance for Major Programs (No Major Programs)

Unqualified \_\_\_ Qualified \_\_\_

Disclaimer \_\_\_ Adverse \_\_\_

Are their findings required to be reported in accordance with the Uniform Guidance?  
 N/A

C. Identification of Major Programs: N/A

Name of Federal Program (or cluster) CFDA Number(s) N/A

Dollar threshold used to distinguish between Type A and Type B Programs. N/A

Is the auditee a “low-risk” auditee, as defined by the Uniform Guidance? N/A

THE FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2020

Section I - Internal Control and Compliance Material to the Financial Statements

2020-1 Inadequate Segregation of Duties

Condition: At present, the Administrator handles all aspects of the accounting system. He is responsible for, or has access to, the handling, recording and mailing of cash disbursements and receipts. Currently, he is the only person that is trained to do this job. Two signatures are required on check disbursements.

Criteria: Proper internal controls require that accounting duties be performed by separate individuals so that one individual could not perpetrate and conceal errors or irregularities without them being detected by another individual who was performing his or her assigned duties.

Recommendation: Although the size of the District Attorney's staff prohibits complete adherence to this concept, I believe the following practices could be implemented to improve existing internal control without impairing efficiency.

Bank statements, cancelled checks, etc. should be received by someone other than the Administrator. Such items could be periodically reviewed prior to turning them over for reconciliation. Unusual items noted during the review should be investigated promptly.

Signed checks should be also mailed without allowing them to be returned to the employee responsible for accounts payable.

Management should review supporting documents for normal recurring disbursements (not usually reviewed) on a spot-check basis.

Management's Response: It is not feasible to correct this deficiency entirely, based on the size of the 05<sup>th</sup> District CCF staff. However, the 05<sup>th</sup> District CCF staff Admin has contracted with an external CPA to review and provide oversight regarding financial operations. The 05<sup>th</sup> District CCF has an employee independent of the financial operations who retrieves, opens, dates and distributes mail. The 05<sup>th</sup> District CCF will work toward implementing other recommendations if possible at a later date.

Section II - Financial Statement Findings

No findings were reported under this section.

Section III - Management Letter

No management letter was issued.

FIFTH JUDICIAL DISTRICT CRIMINAL COURT FUND  
FOR THE PARISHES OF FRANKLIN, RICHLAND, AND WEST CARROLL  
SCHEDULE OF PRIOR YEAR FINDINGS  
FOR THE YEAR ENDED DECEMBER 31, 2020

Section I - Internal Control and Compliance Material to the Financial Statements

2019-1 Inadequate Segregation of Duties

Condition: At present, the Administrator handles all aspects of the accounting system. He is responsible for, or has access to, the handling, recording and mailing of cash disbursements and receipts. Currently, he is the only person that is trained to do this job. Two signatures are required on check disbursements.

Criteria: Proper internal controls require that accounting duties be performed by separate individuals so that one individual could not perpetrate and conceal errors or irregularities without them being detected by another individual who was performing his or her assigned duties.

Recommendation: Although the size of the District Attorney's staff prohibits complete adherence to this concept, I believe the following practices could be implemented to improve existing internal control without impairing efficiency.

Mail should be opened by an employee not responsible for accounting, such as someone else on the administrative staff. Cash receipts could be recorded and the deposit prepared by this person. Cash receipts should be deposited intact daily. Holding receipts exposes the District Attorney to loss.

Bank statements, cancelled checks, etc. should be received by someone other than the Administrator. Such items could be periodically reviewed prior to turning them over for reconciliation. Unusual items noted during the review should be investigated promptly.

Signed checks should be also mailed without allowing them to be returned to the employee responsible for accounts payable. Management should review supporting documents for normal recurring disbursements (not usually reviewed) on a spot-check basis.

Management's Response: It is not feasible to correct this deficiency entirely, based on the size of the 05<sup>th</sup> District CCF staff. However, the 05<sup>th</sup> District CCF staff Admin will contract with a external CPA to review and provide oversight regarding financial operations. The 05<sup>th</sup> District CCF has an employee independent of the financial operations who retrieves, opens, dates and distributes mail. The 05<sup>th</sup> District CCF will work toward implementing other recommendations if possible at a later date.

Finding Status: Although the Administrator still maintains all aspects of the accounting system, the District Attorney has hired a fee accountant to prepare the books at year end for audit and to answer any accounting questions should they arise during the year.

Section II - Internal Control and Compliance Material to Federal Awards

This section is not applicable for this entity.

Section III - Management Letter

This section is not applicable for this entity.