

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA

Component Unit Financial Statements
For the Year Ended June 30, 2020



WINNSBORO CITY COURT
WINNSBORO, LOUISIANA

JUNE 30, 2020

TABLE OF CONTENTS

	<u>Page</u>
Independent Accountant's Review Report -----	1-2
Management's Discussion and Analysis -----	3-6
Government – Wide Financial Statements	
Statement of Net Position -----	7
Statement of Activities -----	8
Fund Financial Statements	
Balance Sheet – Governmental Funds -----	9
Reconciliation of the Governmental Fund Balance Sheet to the Government-Wide Statement of Net Position-----	10
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds -----	11
Reconciliation of the Statement of Revenues, Expenditures And Changes in Fund Balances to the Statement of Activities -----	12
Statement of Fiduciary Assets and Liabilities – Agency Funds -----	13
Notes to the Financial Statements -----	14-25
Required Supplemental Information	
Budgetary Comparison Schedules - Governmental Funds-----	26

OTHER INFORMATION

Independent Accountants' Report on Applying Agreed-Upon Procedures -----	27-30
Louisiana Attestation Questionnaire-----	31-32
Schedule of Findings and Responses-----	33
Schedule of Prior Year Findings-----	34
Schedule of Compensation, Reimbursements, Benefits, and Other Payments to Agency Head-----	35



INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Honorable Scott Sartin, Judge
Winnsboro City Court
Winnsboro, Louisiana

I have reviewed the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Winnsboro City Court (the Court), a component unit of the City of Winnsboro, Louisiana, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Court's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

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.

Accountant's Responsibility

My responsibility is to conduct the review engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

Accountant's Conclusion

Based on my review, I am not aware of any modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.



Other Matters

Supplementary Information

The accompanying schedule of compensation, reimbursements, benefits, and other payments to agency head on page 35 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. I have reviewed the information and, based on my review, I am not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. I have not audited the supplementary information and, accordingly, do not express an opinion on such information.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison schedule on pages 3 through 6 and page 26, 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 and for placing the basic financial statements in an appropriate operational, economic, or historical context. The information is the responsibility of management. I have reviewed the information and, based on my review, I am not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. I have not audited the information, and, accordingly, do not express an opinion on such information.

Maxwell CPA, LLC

Monroe, Louisiana
February 2, 2021

REQUIRED SUPPLEMENTARY INFORMATION
MANAGEMENT'S DISCUSSION AND ANALYSIS

WARD 7/WINNSBORO CITY COURT

Management's Discussion and Analysis

Fiscal Year Ended June 30, 2020

Our discussion and analysis of the Winnsboro City Court of Winnsboro, Louisiana (the Court) provides an overview of the Court's activities for the year ended June 30, 2020. Please read it in conjunction with the Court's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Court's basic financial statements. The Court's basic financial statements include three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. These components are described below:

BASIC FINANCIAL STATEMENTS

The basic financial statements include two kinds of financial statements that present different views of the Court – the *Government-wide Financial Statements* and *Fund Financial Statements*. These financial statements also include the *Notes to the Financial Statements* that explain some of the information in the financial statements and provide additional detail.

Government-Wide Financial Statements

The government-wide financial statements provide a broad view of the Court's operations in a manner similar to a private-sector business. The statements provide both short-term and long-term information about the Court's financial position, which assists users in assessing the Court's economic condition at the end of the year. These statements are prepared using the economic resources measurement focus and the accrual basis of accounting similar to methods used by most businesses. These statements report all revenues and expenditures connected with the year even if cash has not been received or paid. The Court's financial statements contain only governmental activities. The government-wide financial statements include two statements.

- The **Statement of Net Position** presents all of the Court's assets and liabilities, with the difference between the two reported as "net position." Over time, increases or decreases in the Court's net position may serve as a useful indicator of whether the financial position of the Court is improving or deteriorating.
- The **Statement of Activities** presents information showing how the Court's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Therefore, some revenues and some expenses that are reported in this statement will not result in cash flows until future years.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Court, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The funds of the Court are divided into two categories: governmental funds and fiduciary funds.

- **Governmental Funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, the governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources at the end of the year. Such information may be useful in evaluating the Court's near term financing requirements. This approach is known as using the flow of financial resources measurement focus and the modified accrual basis of accounting. These statements provide a detailed short-term view of the Court's finances and assists in determining whether there will be adequate financial resources available to meet the current needs of the Court.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, users may better understand the long-term impact of the Court's near-term financing decisions. Due to the nature of the operations there were no differences between the fund financial statements and the government-wide financial statements.

The Court has two governmental funds: General Fund and the Marshal's Fund.

- **Fiduciary Funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside of the Court. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Court's own programs. The accrual basis of accounting is used for fiduciary funds.

The Court has three fiduciary funds: the Garnishment Fund, the Civil Cost Fund, and the Fines Fund.

The funds financial statements can be found immediately following the government-wide financial statements.

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found immediately following the fund financial statements.

FINANCIAL ANALYSIS OF GOVERNMENT-WIDE ACTIVITIES

Net Position

Net position may serve over time as a useful indicator of the Court's financial position. The Court's net position for the prior year ended June 30, 2019 was (\$21,345). The Court's net position for the current year ended June 30, 2020 is (\$18,423).

The largest portion of the Court's net assets is cash, totaling \$62,662.

The following is summary information from the Statement of Net Position:

	<u>Governmental Activities</u>	
	<u>2020</u>	<u>2019</u>
Current Assets	\$ 65,625	\$ 60,169
Deferred Outflows	18,857	19,347
Capital Assets	3,076	3,894
Current Liabilities	(639)	(482)
Net Pension Liability	(105,124)	(103,117)
Deferred Inflows	<u>(218)</u>	<u>(1,156)</u>
Total Net Position	<u>\$ (18,423)</u>	<u>\$ (21,345)</u>

Changes in Net Position

The Court's net position increased by \$2,922 (14%) during the year ended June 30, 2020 compared to an increase of \$7 (0%) during the prior year.

	<u>Governmental Activities</u>	
	<u>2020</u>	<u>2019</u>
Revenues:		
Program Revenues:		
Charges for Services	\$ 61,373	\$ 68,223
General Revenues:		
Intergovernmental – City		
Of Winnsboro	<u>150,322</u>	<u>147,937</u>
Total Revenues	211,695	216,160
Total Expenses – Judiciary	<u>208,773</u>	<u>216,153</u>
Increase (Decrease) in Net Position	2,922	7
Net Pos. – Begin. of Year (Restated)	<u>(21,345)</u>	<u>(21,352)</u>
Net Pos. – End of Year (Restated)	<u>\$ (18,423)</u>	<u>\$ (21,345)</u>

Deferred Outflows and Inflows of Resources

The Court is required to recognize its proportionate share of the pension obligation of the Louisiana State Employees Retirement System. The Court recognized deferred outflows of resources in the amount of \$18,857 and deferred inflows of resources in the amount of \$218 as of June 30, 2020.

Capital Assets

The Court's investment in capital assets for its governmental activities as of June 30, 2020 totaled \$3,076 (net of accumulated depreciation). There were no additions or deletions during the year.

FINANCIAL ANALYSIS OF THE COURT'S INDIVIDUAL FUNDS

As noted earlier, the Court uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Court's governmental funds is to provide information on the near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Court's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Court's net resources available for spending at June 30, 2020.

As of June 30, 2020, the Court's governmental funds reported a combined ending fund balance of \$64,986, an increase of \$5,299 compared to the prior year.

General Fund – The General Fund is the primary operating fund of the Court. The Court's share of court costs assessed by the City Court as authorized by Louisiana Statute R.S. 13:1899C, collections of traffic fines, and collections of court-imposed fines remitted to the City Court are all accounted for in this fund. General operating expenditures are paid from this fund. Unassigned fund balance was \$7,233 at the end of the current fiscal year, an increase of \$3,036 from the prior year. The increase in unassigned fund balance is due to the Court reducing operating expenditures to help offset declining revenues.

The ending fund balance of the General Fund is unassigned and available for spending in the coming year.

Marshal's Fund – This fund accounts for the City Marshal of Winnsboro share of court costs assessed by the City Court. Expenditures of the Marshal are paid from this fund. Restricted fund balance was \$57,753 at the end of the current fiscal year, an increase of \$2,263 (4%) from the prior year. The increase is due to normal operations.

GENERAL FUND BUDGETARY HIGHLIGHTS

Formal budgetary integration is employed as a management control device during the fiscal year. The Budget policy of the Court complies with state law, as amended, and as set forth in Louisiana Revised Statutes Title 39, Chapter 9, Louisiana Local Government Budget Act (LSA – R.S. 39:1301 et seq.) for the General Fund and the Marshal's Fund.

The revenues for the year ended June 30, 2020 were \$6,373 more than budgeted while expenditures were \$1,074 more than budgeted leaving a favorable variance of \$5,299 for the year.

CONTACTING THE COURT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the Court's finances and to show the Court's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City Court's offices at 1308 Cornell Street, Winnsboro, Louisiana 71295.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
STATEMENT OF NET POSITION
JUNE 30, 2020

	Governmental Activities
<u>ASSETS</u>	
Current Assets	
Cash	\$ 62,662
Internal Balances (Net)	2,963
Total Current Assets	65,625
Capital Assets, net of Accumulated Depreciation	3,076
Total Assets	\$ 68,701
DEFERRED OUTFLOWS OF RESOURCES	18,857
<u>LIABILITIES</u>	
Current Liabilities	
Accounts Payable	\$ 639
Long Term Liabilities	
Net Pension Liability	105,124
Total Liabilities	105,763
DEFERRED INFLOWS OF RESOURCES	218
<u>NET POSITION</u>	
Net Investment in Capital Assets	3,076
Unrestricted	(79,252)
Restricted	57,753
Total Net Position	\$ (18,423)

See accompanying notes and independent accountant's review report.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

<u>Activities</u>	<u>Expenses</u>	<u>Program Revenues</u>		Net (Expense) Revenue and Changes in Net Position Government Activities
		<u>Charges for Services</u>	<u>Other Charges for Services</u>	
Governmental Activities				
Judicial:				
Court Administration	\$ 208,773	\$ 61,373	\$ -	\$ (147,400)
General Revenues:				
Intergovernmental - City of Winnsboro				150,322
Change in Net Position				2,922
<u>Net Position - Beginning of Year (Restated)</u>				(21,345)
<u>Net Position - End of Year</u>				\$ (18,423)

See accompanying notes and independent accountant's review report.

FUND FINANCIAL STATEMENTS

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2020

<u>ASSETS</u>	<u>General Fund</u>	<u>Marshal's Fund</u>	<u>Total Governmental Funds</u>
Cash	\$ 4,909	\$ 57,753	\$ 62,662
Due from Other Funds	2,963	-	2,963
<u>TOTAL ASSETS</u>	<u>\$ 7,872</u>	<u>\$ 57,753</u>	<u>\$ 65,625</u>
<u>LIABILITIES</u>			
Accounts Payable	\$ 639	\$ -	\$ 639
<u>FUND BALANCE</u>			
Restricted	-	57,753	57,753
Unassigned	7,233	-	7,233
Total Fund Balances	7,233	57,753	64,986
<u>TOTAL LIABILITIES AND FUND BALANCES</u>	<u>\$ 7,872</u>	<u>\$ 57,753</u>	<u>\$ 65,625</u>

See accompanying notes and independent accountant's review report.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
RECONCILIATION OF GOVERNMENTAL
FUNDS BALANCES TO STATEMENT OF NET POSITION
JUNE 30, 2020

Total Governmental Fund Balances	\$ 64,986
----------------------------------	-----------

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	3,076
---	-------

Pension liability not reported in the fund financial statements	(105,124)
---	-----------

The deferred outflows of expenditures for the Court's pension obligation are not a use of current resources, and therefore, are not reported in the fund financial statements	(218)
---	-------

The deferred inflows of contributions for the Court's pension obligation are not available resources, and therefore, are not reported in the fund financial statements	18,857
--	--------

Net Position of Governmental Activities	<u>\$ (18,423)</u>
---	--------------------

See accompanying notes and independent accountant's review report.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	<u>General Fund</u>	<u>Marshal Fund</u>	<u>Total Governmental Funds</u>
Revenues:			
Court Fees, Fines and Costs	\$ 46,224	\$ 15,149	\$ 61,373
Intergovernmental	150,322	-	150,322
Total Revenues	<u>196,546</u>	<u>15,149</u>	<u>211,695</u>
Expenditures:			
Salaries and Retirement	10,565	-	10,565
On Behalf Salaries and Benefits Paid	150,322	-	150,322
Marshal Expenses	-	12,886	12,886
Travel and Conferences	457	-	457
Telephone	6,137	-	6,137
Office and Supplies	24,390	-	24,390
Miscellaneous	1,639	-	1,639
Total Expenditures	<u>193,510</u>	<u>12,886</u>	<u>206,396</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,036	2,263	5,299
Other Financing Sources (Uses)			
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources Over Expenditures and Other Uses	3,036	2,263	5,299
Fund Balances at Beginning of Year	<u>4,197</u>	<u>55,490</u>	<u>59,687</u>
Fund Balances at End of Year	<u>\$ 7,233</u>	<u>\$ 57,753</u>	<u>\$ 64,986</u>

See accompanying notes and independent accountant's review report.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES
OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

Net Change in Fund Balances - Total Governmental Funds		\$	5,299
 <i>Amounts reported for governmental activities in the statement of activities are different because:</i>			
 Government funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:			
Capital expenditures	-		
Depreciation expense	(818)		(818)
 Differences between the amounts reported as an expense in the statement of activities and those reported as an expense in the fund financial statements			
Pension net expenditures - GASB 68			(1,559)
 Change in Net Position in Governmental Activities		 \$	 <u><u>2,922</u></u>

See accompanying notes and independent accountant's review report.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES
JUNE 30, 2020

	<u>Agency Funds</u>
<u>ASSETS</u>	
Cash	\$ 37,955
<u>TOTAL ASSETS</u>	<u>\$ 37,955</u>
<u>LIABILITIES</u>	
Due to Court	\$ 2,963
Due to Others	34,992
<u>TOTAL LIABILITIES</u>	<u>\$ 37,955</u>

See accompanying notes and independent accountant's review report.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 1 - Summary of Significant Accounting Policies

The Winnsboro City Court of Winnsboro, Louisiana, (the "City Court"), is a component unit of the City of Winnsboro, Louisiana. The City Court serves Ward 7 of Franklin Parish, which consists of the City of Winnsboro and surrounding areas. The City Judge is elected for six-year terms.

A. Financial Reporting Entity

As a governing authority of the City, for reporting purposes, the City of Winnsboro, Louisiana, is the financial reporting entity for the city. The financial reporting entity consists of (a) the primary government (city), (b) organizations for which the 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.

Government Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the City of Winnsboro, Louisiana 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. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and:
 - a. The ability of the city to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the City.
2. Organizations for which the City does not appoint a voting majority but are fiscally dependent on the City.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organizations is not included because of the nature or significance of the relationship.

Because of item 2 above, the Winnsboro City Court of Winnsboro, Louisiana, was determined to be a component unit of the City of Winnsboro, Louisiana, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Court and do not present information on the City, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Basis of accounting refers to when revenues and expenditures/expenses are recognized in the accounts and reported in the financial statements. The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when liabilities are incurred, regardless of the timing of related cash flows. Property taxes are recognized as

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 1 - Summary of Significant Accounting Policies (continued)

B. Measurement Focus, Basis of Accounting and Financial Statement Presentation (continued)

revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current *financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

C. Fund Accounting

The Court uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

Funds of the Court are classified into two categories: governmental funds and fiduciary (agency) funds. These funds are described as follows:

Governmental Funds

Governmental funds account for all or most of the Court's general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid. The difference between a governmental fund's assets and liabilities is reported as fund balance. In general, fund balance represents the accumulated expendable resources which may be used to finance future period programs or operations of the Court. The Court reports the following governmental funds:

General Fund – The General Fund is the primary operating fund of the Court. The Court's share of court costs assessed by the City Court as authorized by Louisiana Statute R.S. 13:1899C, collections of traffic fines, and collections of court-imposed fines remitted to the City Court are all accounted for in this fund. General operating expenditures are paid from this fund.

Marshal's Fund – This fund accounts for the City Marshal of Winnsboro share of court costs assessed by the City Court. Expenditures of the Marshal are paid from this fund.

Fiduciary Funds

The only funds accounted for in this category by the Court are agency funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Consequently, the agency funds have no measurement focus, but use the accrual basis of accounting.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 1 - Summary of Significant Accounting Policies (continued)

C. Fund Accounting (continued)

Garnishment Fund - The Marshal's Garnishment Fund accounts for the collection of garnishments and the remittance of these funds to garnishment payees and to the City Court and City Marshal for costs incurred in collecting and distributing the funds.

Fines Fund - This fund accounts for the collection of tickets, fines and restitution and the remittance of these funds to the appropriate payees including to the City Court and City Marshal for court operations.

Civil Cost Fund - This fund accounts for the collection of court costs in connection with civil suits. The plaintiff of each civil suit is required to make an advance payment to cover the cost incurred by the court in processing the suit.

These cash advances remain in this fund until they are earned, at which time they are disbursed to the proper entities, or until the case has been dismissed and the remaining amount refunded.

D. Measurement Focus and Basis of Accounting

Fund Financial Statements

The amounts reflected in the Governmental Funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources and uses of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of the Court's operations.

The amounts reflected in the Governmental Funds 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 Court considers all revenues available if they are collected within 60 days after the fiscal year end.

Revenues

Recordings, cancellations, criminal costs, and other fees, charges and commissions for services are recorded in the year in which they are earned.

Interest income on time deposits is recorded when susceptible to accrual.

Substantially all other revenues are recorded when received by the Court.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 1 - Summary of Significant Accounting Policies (continued)

D. Measurement Focus and Basis of Accounting (continued)

Based on the above criteria, court costs, civil fees and other fees, charges, and commissions for service are treated as susceptible to accrual.

Expenditures

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

Salaries and related payroll taxes and benefits are recorded when employee services are provided to the Court.

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid are accounted as other financing sources (uses) and are recognized when the underlying events occur.

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the Court as a whole. These statements include all non-fiduciary activities of the Court. Information contained in these columns reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenditures, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs, regardless of when cash is received or disbursed.

Program Revenues

Program revenues included in the Statement of Activities are derived directly from Court users as a fee for services; program revenues reduce the cost of the function to be financed from the Court's general revenues.

E. Cash and Cash Equivalents

Cash includes amounts in demand deposits and interest bearing demand deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less when purchased. Under state law, the Court may deposit funds in demand deposits, interest bearing demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

F. Capital Assets

Capital assets are capitalized at historical cost. Donated assets are recorded as capital assets at their estimated fair market value at the date of the donation. The Court maintains a threshold level of \$1,000 or more for capitalizing capital assets.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 1 - Summary of Significant Accounting Policies (continued)

F. Capital Assets (continued)

Capital assets are recorded in the Statement of Net Position and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated on the straight-line method over the assets' estimated useful life. Generally, estimated useful lives are as follows:

Computer Equipment	3-5 years
Furniture and Fixtures	5-10 years
Equipment	5-10 years
Renovations	7-20 years

G. Use of Estimates

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

H. Fund Equity

GASB Statement No. 54 establishes standards for five fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in government funds. The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form – prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned and unassigned.

Restricted Fund Balance – This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the city aldermen and the Court – the government's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the city aldermen and the Court remove the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 1 - Summary of Significant Accounting Policies (continued)

H. Fund Equity (continued)

Assigned Fund Balance – This classification reflects the amounts constrained by the court’s “intent” to be used for specific purposes, but are neither restricted nor committed. The court’s management has the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the general fund, that are not classified as nonspendable and are neither restricted nor committed.

Unassigned Fund Balance – This fund balance is the residual classification for the general fund. It is also used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the court’s policy to use externally restricted resources first, then unrestricted resources – committed, assigned and unassigned – in order as needed.

Note 2 - Budgets and Budgetary Accounting

The City Judge prepares a budget on the modified accrual basis for each year prior to the beginning of the fiscal year. At year end all appropriations lapse.

Note 3 - Cash

Custodial Credit Risk – Deposits

The custodial credit risk is the risk that in the event of a bank failure, the Court’s deposits may not be returned to it. The Court’s policy to ensure there is no exposure to this risk is to require each financial institution to pledge its own securities to cover any amount in excess of Federal Depository Insurance Coverage.

Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Court that the fiscal agent bank has failed to pay deposited funds upon demand. Accordingly, the Court had no custodial risk related to its deposits at June 30, 2020.

At June 30, 2020, the City Court had cash (book balances) totaling \$100,617 as follows.

Bank Balances	\$ <u>123,702</u>
Federal Deposits Insurance	\$ 123,702
Pledged Securities (Uncollateralized)	<u> -</u>
<u>TOTAL</u>	<u>\$ 123,702</u>
 Governmental Funds:	
General Fund	\$ 4,909
Marshal	<u>57,753</u>
Total Governmental Funds	62,662

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 3 - Cash (continued)

Fiduciary (Agency) Funds:	
Garnishments	2,492
Fines	4,517
Civil Court Cost	30,946
Total Fiduciary Funds	37,955
Total – All Funds	\$ <u>100,617</u>

These deposits are stated at cost, which approximates market 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 Court in a holding or custodial bank that is mutually acceptable to both parties.

Note 4 - Changes in Agency Fund Deposits Due Others

A summary of changes in agency fund deposits due others follows:

	<u>Balance at</u> <u>Beginning</u> <u>of Year</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance at</u> <u>End</u> <u>of Year</u>
Agency Funds:				
Garnishments	\$ 2,503	\$ 49,710	\$ 49,721	\$ 2,492
Civil Court Cost	29,666	68,538	67,258	30,946
Fines	5,410	153,286	154,179	4,517
	\$ 37,579	\$ 271,534	\$ 271,158	\$ 37,955

Note 5 – Capital Assets

Capital asset activity for the year ended June 30, 2020 is as follows:

	<u>June 30, 2019</u> <u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2020</u> <u>Balance</u>
Equipment	48,432	-	-	48,432
Furniture and Fixtures	53,795	-	-	53,795
Total at Historical Cost	\$ 102,227	\$ -	\$ -	\$ 102,227
Less Accumulated				
Depreciation for:				
Equipment	(44,988)	(700)	-	(45,688)
Furniture and Fixtures	(53,345)	(118)	-	(53,463)
Total Accumulated	(98,333)	(818)	-	(99,151)
Depreciation	(98,333)	(818)	-	(99,151)
<u>Capital Assets, Net</u>	\$ 3,894	\$ (818)	\$ -	\$ 3,076

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 6 - Expenditures of the Court Paid by the City

The Court's administrative office is located in a building owned by the City of Winnsboro. The City of Winnsboro made on-behalf payments for the Court for salaries and fringe benefits and they are recorded as expenditures in the General Fund. The costs of maintaining and operating the building, as required by statute, are paid by the City government and are not included in the accompanying financial statements.

Note 7 - On-Behalf Payments

The City of Winnsboro provides a substantial amount of fiscal support to the Court for its operations. The City of Winnsboro made on-behalf payments of \$150,322 for the Court for the year ended June 30, 2020, as follows:

Salaries (including sick pay and vacation pay)	\$ 106,760
Fringe Benefits	<u>43,562</u>
Total	<u>\$ 150,322</u>

The City of Winnsboro makes contributions to the Municipal Employees' Retirement System of Louisiana on behalf of the employees of the Winnsboro City Court.

Note 8 - Pension and Retirement Plans

LOUISIANA STATE EMPLOYEES' RETIREMENT SYSTEM

The City Judge is eligible to participate in the Louisiana State Employees' Retirement System (LASERS), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees. LASERS provides benefits for certain elected officials and officials appointed by the governor. Eligibility for full retirement is based on years of credible service and date of which you were first hired. Upon retirement, the benefit amount is 2-1/2 percent of average compensation multiplied by the number of years of creditable service. Average compensation is defined as the member's average annual earned compensation for the highest thirty-six to sixty consecutive months of employment based on date of hire.

Judges, court officers, and certain elected officials receive an additional annual retirement benefit equal to 1% of average compensation multiplied by the number of years of creditable service in their respective capacity. The system also provides death and disability benefits. Benefits are established by state statute.

Funding Policy - State statute requires covered employees to contribute 11.50 percent of their salaries to the system. The City Court is required to contribute 42.40 percent of covered employees' salaries. As provided by Louisiana Revised Statute 11:103, 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 City Court's contribution to the plan for the years ending June 30, 2020, 2019 and 2018 were \$13,679, \$14,601 and \$8,705, respectively, equal to the required contributions for the year.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 8 - Pension and Retirement Plans (continued)

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana State Employees' Retirement System, 3401 United Plaza Blvd., Baton Rouge, Louisiana 70809, or by calling (225) 922-0600.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2020, the City Court reported a liability of \$105,124 for its proportionate share of the net pension liability for the LASERS plan. The net pension liability was measured as of June 30, 2019 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City Court's proportion of the net pension liability was based on a projection of the City Court's long-term share of contributions to the LASERS pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2019, the City Court's proportion was .00145%, which was a decrease from its proportion measured as of June 30, 2018 by .00006%.

For the year ended June 30, 2020, the City Court recognized pension expense of \$13,555 including employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, \$2,388.

At June 30, 2020, the City Court reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 645	\$ (218)
Changes of assumptions	901	-
Net difference between projected and actual earnings on pension plan investments	3,632	-
Changes in proportion and differences between Employer contributions and proportionate share of contributions	-	-
Employer contributions subsequent to the measurement date	<u>13,679</u>	<u>-</u>
Total	<u>\$ 18,857</u>	<u>\$ (218)</u>

The City Court reported a total of \$13,679 as deferred outflow of resources related to pension contributions made subsequent to the measurement period of June 30, 2019 which will be recognized as a reduction in net pension liability in the year ended June 30, 2020.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as an increase (decrease) in pension expense as follows:

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 8 - Pension and Retirement Plans (continued)

Year	LASERS
2020	\$ 3,656
2021	(1,057)
2022	999
2023	1,361
	<u>\$ 4,959</u>

Actuarial Assumptions

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2019 is as follows:

Valuation Date	June 30, 2019
Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Expected Remaining Service Lives	2 years
Investment Rate of Return	7.60%, net of investment expense
Salary Increases	Various between 2.8 and 5.3%
Projected inflation increases	2.5% per annum
Mortality	RP-2014 Healthy Mortality Table with mortality improvement projected using the MP-2018 Mortality Improvement Scale, applied on a fully generational basis. RP-2000 Disabled Retiree Mortality Table, with no projection for mortality improvement
Termination, Disability and Retirement	Termination, disability, and retirement assumptions were projected based on a five-year (2014-2018) experience study of the System's members for 2019
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The projected benefit payments do not include provisions for potential future increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 8 - Pension and Retirement Plans (continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.75% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 9.00% for 2019. Best estimates of geometric real rates of return for each major asset class included in the System's target asset allocation as of June 30, 2019 are summarized in the following table:

<u>Asset Class</u>	Long-Term Expected Portfolio Real Rate of Return
Cash	0.24%
Domestic Equity	4.83%
International Equity	5.83%
Domestic Fixed Income	2.79%
International Fixed Income	4.49%
Alternative Investments	8.32%
Risk Parity	5.06%
Total Fund	6.09%

Discount Rate

The discount rate used to measure the total pension liability was 7.60%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by PRSAC taking into consideration the recommendation of the System's actuary. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Employer's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following table presents the City Court's proportionate share of the net pension liability (NPL) using the discount rate of each Retirement System as well as what the City Court's proportionate share of the NPL would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate used by each of the Retirement Systems:

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Note 8 - Pension and Retirement Plans (continued)

	<u>1.0% Decrease</u>	<u>Current Discount Rate</u>	<u>1.0% Increase</u>
LASERS			
Rates	6.60%	7.60%	8.60%
Winnsboro City Court Share-NPL	\$ 132,680	\$ 105,124	\$ 81,848

Note 9 - Restatement of Net Position

During the fiscal year ended June 30, 2020, it was noted that the Court had a net pension liability requiring reporting per Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions*. As a result of implementation, net position was restated to reflect the amount of net liability that should have been recorded in the prior year.

These adjustments are shown below.

Net Position at July 1, 2019	\$ 63,581
Restatement due to GASB 68 (including deferrals)	<u>(84,926)</u>
Net Position at July 1, 2019 (Restated)	<u>\$ (21,345)</u>

Note 10 - Subsequent Events

Subsequent events have been evaluated through February 2, 2021, which is the day the financial statements were available to be issued, and it has been determined that no significant events have occurred for disclosure.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
BUDGETARY COMPARISON SCHEDULE - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
<u>REVENUES</u>				
Court Fees, Fines and Costs	\$ 55,000	\$ 55,000	\$ 61,373	\$ 6,373
Transfers In	-	-	-	-
Total Revenues	<u>55,000</u>	<u>55,000</u>	<u>61,373</u>	<u>6,373</u>
<u>EXPENDITURES</u>				
General Government	<u>55,000</u>	<u>55,000</u>	<u>56,074</u>	<u>(1,074)</u>
Total Expenditures	<u>55,000</u>	<u>55,000</u>	<u>56,074</u>	<u>(1,074)</u>
<u>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</u>				
	-	-	5,299	5,299
<u>FUND BALANCE AT BEGINNING OF YEAR</u>				
	<u>43,000</u>	<u>43,000</u>	<u>59,687</u>	<u>16,687</u>
<u>FUND BALANCE AT END OF YEAR</u>				
	<u>\$ 43,000</u>	<u>\$ 43,000</u>	<u>\$ 64,986</u>	<u>\$ 21,986</u>

See accompanying notes and independent accountant's review report.

OTHER INFORMATION



INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES

Honorable Scott Sartin, Judge
Winnsboro City Court
Winnsboro, Louisiana

I have performed the procedures enumerated below, which were agreed to by Winnsboro City Court (the Court) and the Louisiana Legislative Auditor, on the Court's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended June 30, 2020, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Court's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, I make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Public Bid Law

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$250,000. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 39:1551-39:1755 (the state procurement code) or R.S. 38:2211-2296 (the public bid law), whichever is applicable; and report whether the expenditures were made in accordance with these laws.

No purchases for materials and supplies exceeding \$30,000 were made during the year. No public works expenditures exceeding \$250,000 were made during the year ended June 30, 2020.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the ethics law).

Management provided me with the requested list.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided me with the requested list.

4. Report whether any employees' names appear on both lists obtained in Procedures 2 and 3.



None of the employees included on the list of employees provided by management in agreed-upon procedure #3 appeared on the list provided by management in agreed-upon procedure #2 as immediate family members.

5. Obtain a list of all disbursements made during the period under examination; and a list of outside business interest of board members, employees, and board members' and employees' immediate families.

Management provided the requested information. None of the businesses of board members, employees, and board members' and employees' immediate families appeared as vendors on the list of disbursements.

Budgeting

6. Obtain a copy of the legally adopted budget and all amendments.

Management provided me with a copy of the original budget. There were no amendments to the budget during the year.

7. Trace documentation for the adoption of the budget and approval of any amendments to the minute book, and report whether there are any exceptions.

N/A

8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

I compared the revenues and expenditures of the final budget to actual revenues and expenditures. The actual revenues and expenditures of the Court were within 5% of the budgeted amounts.

Accounting and Reporting

9. Obtain the list of all disbursements made during the fiscal year. Randomly select six disbursements, and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation, and:

- a. Report whether the six disbursements agree to the amount and payee in the supporting documentation.

I examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

- b. Report whether the six disbursements were coded to the correct fund and general ledger account.

All of the six disbursements were properly coded in the general ledger.

- c. Report whether the six disbursements were approved in accordance with management's policies and procedures.

Inspection of documentation supporting each of the six selected disbursements indicated approvals in accordance with management's policies and procedures.

Meetings

10. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

There is no open meeting law applicable to the Winnsboro City Court.

Debt

11. Obtain bank deposit slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

I scanned copies of all bank deposit slips for the fiscal year, and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

12. Obtain the list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan these documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.

I inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

State Audit Law

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The Court's report was submitted timely in accordance with R.S. 24:513.

14. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

N/A

Prior-Year Comments

15. Obtain and report management's representation as to whether any prior-year suggestions, exceptions, recommendations, and/or comments have been resolved.

My prior year report dated December 27, 2019 included a comment about budget variances. The budget was prepared correctly in this fiscal year and the comment was resolved.

Honorable Scott Sartin, Judge
Winnsboro City Court
Page 4

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. I was not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Court's compliance with the foregoing matters. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the Court's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Maxwell CPA, LLC

Monroe, Louisiana
February 2, 2021

**LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)**

December 10, 2020

Maxwell CPA, LLC
8649 Hwy 165 N, STE 2
Monroe, LA 71203

In connection with your review of our financial statements as of June 30, 2020 and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of June 30, 2020.

Public Bid Law

It is true that we have complied with the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes [X] No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [X] No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [X] No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes [X] No []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes [X] No []

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes [X] No []

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes [X] No []

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [X] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes [X] No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes [X] No []

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [X] No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance that may occur subsequent to the issuance of your report.

<u>John Scott Linton</u>	Judge	<u>12-10-2020</u>	Date
<u>B. Joseph</u>	Clerk	<u>12-10-2020</u>	Date
_____	Other	_____	Date

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

There were no findings for the year ended June 30, 2020.

WINNSBORO CITY COURT
WINNSBORO, LOUISIANA
SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2020

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

19-01 Local Budget Act – Unfavorable Variance

Condition:

It was noted that actual revenues on the general fund were below the total budgeted revenues by more than five percent.

Recommendation:

If circumstances occur during the year causing unfavorable variances with the adopted budget, the Court should amend the budget.

Status:

The finding has been cleared.

WINNSBORO CITY COURT
WINNSBORO, LA
OTHER SUPPLEMENTARY INFORMATION
SCHEDULE OF COMPENSATION, REIMBURSEMENTS, BENEFITS
AND OTHER PAYMENTS TO AGENCY HEAD
FOR THE YEAR ENDING JUNE 30, 2020

Agency Head -
Judge Scott Sartin

Section I

Paid by the City of Winnsboro, Louisiana

Salary	\$ 10,200
--------	-----------

Paid by the City Court of Winnsboro

Salary	22,752
Benefits - Retirement	14,024

Section II

Paid by Franklin Parish Police Jury

Salary	<u>4,800</u>
	<u>\$ 51,776</u>