

FOURTH JUDICIAL DISTRICT COURT

**JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**COMPONENT UNIT FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT
AS OF AND FOR THE YEAR ENDED
JUNE 30, 2013**

FOURTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 MONROE, LOUISIANA

COMPONENT UNIT FINANCIAL STATEMENTS
 AS OF AND FOR THE YEAR ENDED JUNE 30, 2013
 WITH SUPPLEMENTAL INFORMATION SCHEDULES

C O N T E N T S

| | <u>Page</u> |
|---|-------------|
| Independent Auditor's Report | 1-2 |
| Required Supplementary Information (Part A) Management's Discussion and Analysis | 3-7 |
| Government-Wide Financial Statements: | |
| Statement of Net Position | 8 |
| Statement of Activities | 9 |
| Fund Financial Statements: | |
| Balance Sheet - Governmental Funds | 10-11 |
| Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds | 12-13 |
| Statement of Fiduciary Net Position | 14 |
| Notes to Financial Statements | 15-33 |
| Required Supplementary Information (Part B) | |
| Budgetary Comparison Schedule | |
| General Fund (Judicial Expense Fund) | 34 |
| Special Revenue Fund (Child Support Fund) | 35 |
| Special Revenue Fund (Misdemeanor Probation Fund) | 36 |
| Special Revenue Fund (Drug Court Fund) | 37 |
| Special Revenue Fund (Juvenile Drug Court Fund) | 38 |
| Supplementary Information | |
| Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> | 39-40 |
| Schedule of Findings and Questioned Costs | 41 |
| Schedule of Expenditures of Federal Awards | 42 |
| Schedule of Judges | 43 |
| General Fund (Judicial Expense Fund) Schedules of Combining Accounts | |
| Balance Sheet | 44 |
| Statement of Revenues, Expenditures and Changes in Fund Balance | 45 |
| Summary Schedule of Prior Year Findings | 46 |



INDEPENDENT AUDITOR'S REPORT

To the Honorable Judges of the
Fourth Judicial District Court
Monroe, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Fourth Judicial District Court, Judicial Expense Fund, a component unit of the Ouachita Parish Police Jury, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Court'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

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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, we 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.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Fourth Judicial District Court, Judicial Expense Fund, as of June 30, 2013, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3-7 and 34-38 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. We 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 our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Fourth Judicial District Court, Judicial Expense Fund, a component unit of the Ouachita Parish Police Jury's basic financial statements. The combining schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements.

The combining schedules and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining schedules and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 23, 2013, on our consideration of the Fourth Judicial District Court, Judicial Expense Fund's internal control over financial reporting and on our 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 our 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 *Government Auditing Standards* in considering Fourth Judicial District Court, Judicial Expense Fund's internal control over financial reporting and compliance.

BOSCH & STATHAM, LLC

Bosch & Statham

Jonesboro, Louisiana
December 23, 2013

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**Required Supplemental Information (Part A)
Management Discussion and Analysis**



Fourth Judicial District Court

PARISHES OF MOREHOUSE AND OUACHITA

300 ST. JOHN

Monroe, Louisiana 71201

TELEPHONE
(318) 361-2250

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Fourth Judicial District Court provides an overview of the Court's activities for the year ended June 30, 2013. Please read it in conjunction with the Court's financial statements.

FINANCIAL HIGHLIGHTS

Our financial statement provide these insights into the results of this year's operations:

- Assets of the Fourth Judicial District Court exceeded its liabilities at the close of the most recent fiscal year by \$1,327,777 (net position). Of this amount, \$629,112 (unrestricted net deficit) resulted from recognizing \$1,172,794 of post retirement benefits payable at some time in future years, and \$1,751,119 (restricted net assets) may be used to meet the Court's obligations to citizens and creditors within the Court's designation and policies.
- The Court's total net position decreased by \$122,398 during the current fiscal year.
- At the end of the most recent fiscal year, unassigned fund balance of the General Fund was \$559,598, or 38.3% of total current year General Fund expenditures.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the Court as a whole and present a long-term view of the Court's finances. Fund financial statements tell how governmental activities were financed in the short-term as well as what remains for future spending. Fund financial statements also report the Court's operations in more detail than the government-wide statements by also providing information about all the Court's governmental funds.

These financial statements consist of three sections: Management's Discussion and Analysis (this section), the basic financial statements (including the notes to the financial statements), and supplementary information.

Reporting the Court 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 companies. 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 Court's net position and changes in them. The Court's net position - the difference between assets, deferred outflows, and liabilities - measure the Court's financial position. The increases or decreases in the Court's net position are an indicator of whether its financial position is improving or deteriorating. Other non-financial factors, however, such as number of cases handled by District Court as well as the number of judgeships approved by the State Legislature and the State's economic condition should be considered in order to assess the overall condition of the Court.

Currently, the Court has only governmental activities that provide for personnel, equipment, supplies, and other costs related to the proper administration of the District Court. Primarily, court costs, fees, grants, warrants, and interest finance these activities.

Reporting the Court's Funds

Fund Financial Statements

The fund financial statements provide detailed information about the Court's funds, not the Court as a whole. In addition to accounting for the court costs and fees and other revenues that finance activities of District Court, the Court also accounts for appropriations received from the Department of Health and Human Resources, State of Louisiana, related to child support cases and from the State of Louisiana Supreme Court to administer the Drug Court. The General Fund, the Child Support Fund, and the Court Services Fund are all governmental funds that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures only cash and other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Court's operations and the services it provides. Governmental fund information helps you determine the amount of financial resources available to be spent in the near future to finance the Court's programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and the governmental funds are shown in a reconciliation following the fund financial statements.

THE COURT AS A WHOLE

For the year ended June 30, 2013, net position changed as follows:

| | |
|-------------------------------------|------------------|
| Beginning net position | \$ 1,450,175 |
| Increase (Decrease) in net position | <u>(122,398)</u> |
| Ending net position | \$ 1,327,777 |

This reflects a constant level of government activities for the year, but also reflects the implementation of GASB 45. In June 2004, the Governmental Accounting Standards Board (GASB) issued Statement No. 45: Accounting and Financial Reporting by Employers for Post-Employment Benefits other than Pensions. The effective date for the Court to implement this requirement was July 1, 2007. The recognition of \$60,454 of annual required contribution expense and related liability as determined by actuarial report for post retirement benefits created a deficit for the current year of \$122,398. The Court also had additional salaries, insurance, asset expenditures, seminars/travel, retirement, and supplies expenditures totaling \$46,980 more than the prior year.

The Court had \$32,959 in additional court fees collected during the year ended June 30, 2013. The Court also realized Supreme Court receipts related to the Drug Court and Juvenile Drug Court that decreased \$45,000 and increased \$1,682, respectively, due to lower and higher grant awards, respectively for the current fiscal year. Due to additional salaries, the warrant revenue increased \$18,243 during the current fiscal year. Also, the interest income increased \$20,535 due to interest paid on investments during the year ended June 30, 2013.

Governmental Activities

The Court's assets exceeded its liabilities at the close of the fiscal year 2013 by \$1,327,777. For the fiscal year ended June 30, 2013, the net position decreased by \$122,398 (or 8%) and the Court's revenue increased by \$8,911 (or .3%).

To aid in the understanding of the Statement of Activities some additional explanation is provided. Its format is significantly different than that of the Statement of Revenues, Expenses, and Changes in Fund

Balance. The expenses are listed in the first column with revenues from that particular program reported to the right. The result is a Net Revenue/(Expense). The reason for this kind of format is to highlight the relative financial burden of each of the governmental functions. It also identifies how much each function draws from the general revenues or if it is self-financing through fees and grants. Court costs and fees reported represent the majority of the revenues for the District Court function.

All other governmental revenues (such as interest) are reported as general.

THE COURT’S FUNDS

The following schedule presents a summary of general and special revenue funds net position:

| | <u>Net Position as of</u> | |
|------------------------------------|---------------------------|----------------------|
| | <u>June 30, 2013</u> | <u>June 30, 2012</u> |
| Current and noncurrent assets | \$ 2,813,033 | \$ 3,014,369 |
| Current and noncurrent liabilities | <u>1,485,256</u> | <u>1,564,194</u> |
| Net Position: | | |
| Investments in capital assets | \$ 205,770 | \$ 178,565 |
| Unrestricted | (629,112) | (483,085) |
| Restricted | <u>1,751,119</u> | <u>1,754,695</u> |
| Total net position | <u>\$ 1,327,777</u> | <u>\$ 1,450,175</u> |

The net position of the Court decreased by \$122,398 (or 8%) from June 30, 2012 to June 30, 2013.

The following schedule presents a summary of general and special revenue fund revenues and expenditures for the fiscal year ended June 30, 2013, and the amount and percentage of increases and decreases in relation to the prior year.

| | <u>FYE 2013 Amount</u> | <u>Percent of Total</u> | <u>FYE 2012 Amount</u> | <u>Percent of Total</u> | <u>Increase (Decrease) From FYE 2012</u> | <u>Percent Increase (Decrease)</u> |
|----------------------|----------------------------|-----------------------------|----------------------------|-----------------------------|--|--|
| Revenues: | | | | | | |
| Operating grants | \$ 181,429 | 5% | \$ 181,901 | 5% | \$ (472) | |
| Intergovernmental | 2,553,291 | 70% | 2,564,854 | 71% | (11,563) | |
| Charges for services | 854,337 | 24% | 831,979 | 23% | 22,358 | 3% |
| Interest | 35,528 | 1% | 14,993 | 1% | 20,535 | 137% |
| Other | <u>1,152</u> | | <u>1,213</u> | | <u>(61)</u> | <u>(5%)</u> |
| Total revenues | \$ 3,625,737 | 100% | \$ 3,594,940 | 100% | \$ 30,797 | 1% |

Intergovernmental revenues decreased due to a decrease in the Drug Court award from the Supreme Court during the year. Interest revenue increased due to the interest paid on accounts during the current year.

| | <u>FYE 2013 Amount</u> | <u>Percent of Total</u> | <u>FYE 2012 Amount</u> | <u>Percent of Total</u> | <u>Increase (Decrease) From FYE 2012</u> | <u>Percent Increase (Decrease)</u> |
|--------------------|----------------------------|-----------------------------|----------------------------|-----------------------------|--|--|
| Expenditures: | | | | | | |
| District Court | \$ 3,645,000 | 98% | \$ 3,593,600 | 98% | \$ 51,400 | 1% |
| Capital Outlay | <u>69,886</u> | <u>2%</u> | <u>74,306</u> | <u>2%</u> | <u>(4,420)</u> | <u>(6%)</u> |
| Total expenditures | \$ 3,714,886 | 100% | \$ 3,667,906 | 100% | \$ 46,980 | 1% |

The Child Support and Misdemeanor Probation expenditures increased moderately during 2013. The increase in District Court expenditures was also due to increases in salaries, related retirement expense, insurance, and supplies.

GENERAL FUND BUDGETARY HIGHLIGHTS

During the year, the General Fund and Special Revenue Funds budgets were revised one time. The General Fund budget amendment was an increase in grant revenue and interest income collected from financial institutions and a decrease in court fees and anticipated warrant revenue. The Special Revenue Fund budget amendments were due to a decrease in court fees received as well as decreases in professional fees and asset expenditures with increases in salaries, retirement expense, insurance, and supplies.

The actual general fund revenues were more than the final budget by \$2,960. Actual general fund expenditures were more than the final budget by \$5,323.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At the end of June 30, 2013 the Court had \$205,770 invested in capital assets including computer equipment and office furniture and equipment (See table below).

| | | |
|--|----|---------------|
| Computer equipment, including software | \$ | 119,987 |
| Office equipment and furniture | | <u>85,783</u> |
| Ending capital assets | \$ | 205,770 |

This year's major additions included laptops, spam filter software, ESI expansion cabinets for server, server, new software licenses, a projector, and docket display hardware.

Debt

At year end, the Court had a total of \$91,555 estimated for accrued compensated absences that represents the future liability for vacation earned but not used by District Court employees. That is a increase of eleven percent as shown in the following table. The Court also had a total of \$1,172,794 estimated for post-retirement benefit plan payable that represents a future liability for medical and life insurance available upon retirement by District Court employees. This is the fourth year that this liability has been recognized.

| | <u>FYE 2013</u> Amount | <u>FYE 2012</u> Amount | Increase (Decrease) From <u>FYE 2012</u> | Percent Increase (Decrease) |
|--------------------------------------|---------------------------|---------------------------|---|-----------------------------------|
| Accrued compensated absences | \$ 91,555 | \$ 82,486 | \$ 9,069 | 11% |
| Post-retirement Benefit Plan payable | \$ 1,172,794 | \$ 1,112,340 | \$ 60,454 | 5% |

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

Court operations are funded by court fees, court cost, the Parishes of Morehouse and Ouachita, and the Louisiana Supreme Court. The Probation Department/Drug Court Fund anticipates flat income and expense growth. The Judicial Expense Fund has been showing flat or declining revenues for several years while budgets have been trimmed back in certain areas to allow for more travel and technology improvements. This has been remedied by an increase in the revenue generating court cost by \$5.00 to the maximum allowed by law of \$15.00 per adjudicated criminal case in Ouachita Parish effective November 1, 2013. A similar increase will be imposed in Morehouse Parish in 2014. Child Support Fund

revenues continue to be steady and expenses still remain higher than revenues as they have for several years. The fund balance is declining at a steady rate and will remain solvent for at least six to eight years. Collections of costs and fines are showing a seasonal and hopefully short term decline. Overall they have been flat for the last five or six years.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with 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 Judicial Administrator's Office at The Fourth Judicial District Court, 300 St. John Street, Suite 400, Monroe, Louisiana, 71201. On April 1, 2014 the incumbent Judicial Administrator will retire. The contact information will remain the same.

Scott F. Kadar
Judicial Administrator

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

Government-Wide Financial Statements

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**STATEMENT OF NET POSITION
JUNE 30, 2013**

| | <u>Governmental Activities</u> |
|---------------------------------------|------------------------------------|
| ASSETS | |
| Cash and Cash Equivalents | \$ 2,380,889 |
| Due From Other Governmental Units | 99,968 |
| Prepaid Expenses and Deposits | 7,484 |
| Capital Assets | <u>205,770</u> |
| Total Assets | <u>\$ 2,796,121</u> |
| DEFERRED OUTFLOWS OF RESOURCES | |
| Deferred rent paid | \$ 855 |
| Deferred maintenance costs | <u>16,057</u> |
| Total Deferred Outflows of Resources | <u>\$ 16,912</u> |
| LIABILITIES | |
| Accrued and Other Liabilities | \$ 52,572 |
| Due to Other Governmental Units | 168,335 |
| Compensated Absences Payable | 91,555 |
| Post-Retirement Benefit Plan Payable | <u>1,172,794</u> |
| Total Liabilities | <u>\$ 1,485,256</u> |
| NET POSITION | |
| Invested in Capital Assets | \$ 205,770 |
| Unrestricted (deficit) | (629,112) |
| Restricted | <u>1,751,119</u> |
| Total Net Position | <u><u>\$ 1,327,777</u></u> |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2013**

| | Program Revenues | | | |
|-------------------------------------|--------------------------------------|--|---|----------------------------|
| Expenses | Operating Charges for Services | Capital Grants and Contributions | Net (Expense) Revenue and Grants and Contributions | Changes in Net Position |
| Function/Program Activities: | | | | |
| Government Activities: | | | | |
| Judicial Expense Fund | \$ 1,510,049 | \$ | \$ 52,317 | \$ 1,457,732 |
| Child Support | 824,589 | | | 824,589 |
| Court Services | | | | |
| Misdemeanor Probation | 731,148 | 801,374 | | (70,226) |
| Drug Court | 526,980 | 52,253 | 129,112 | 345,615 |
| Juvenile Drug Court | 155,369 | 710 | | 154,659 |
| Total Government Activities | \$ 3,748,135 | \$ 854,337 | \$ 181,429 | \$ 2,712,369 |
| | | | | |
| General Revenues: | | | | |
| Intergovernmental | | | | \$ 2,553,291 |
| Interest | | | | 35,528 |
| Other | | | | 1,152 |
| Total General Revenues | | | | \$ 2,589,971 |
| Changes in Net Position | | | | \$ (122,398) |
| NET POSITION - BEGINNING | | | | 1,450,175 |
| NET POSITION - ENDING | | | | \$ 1,327,777 |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

Fund Financial Statements

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**STATEMENT OF FINANCIAL POSITION
GOVERNMENTAL FUNDS
JUNE 30, 2013**

| | <u>General Fund</u> | <u>Child Support Fund</u> | <u>Misdemeanor Probation Fund</u> | <u>Drug Court Fund</u> | <u>Juvenile Drug Court Fund</u> | <u>Total Governmental Funds[†]</u> |
|---|--------------------------|-------------------------------|---|----------------------------|---|---|
| ASSETS | | | | | | |
| Cash and Cash Equivalents | \$ 727,373 | \$ 843,209 | \$ 888,576 | \$ | \$ 23,741 | \$ 2,482,899 |
| Due From Other Governmental Units | 27,423 | 55,435 | | 7,299 | 9,811 | 99,968 |
| Prepaid Expenses and Deposits | 2,077 | 3,321 | 2,086 | | | 7,484 |
| Due from Other Funds | <u>10</u> | <u>10</u> | | <u>156,632</u> | | <u>0[†]</u> |
| Total Assets | <u>\$ 756,883</u> | <u>\$ 901,975</u> | <u>\$ 890,662</u> | <u>\$ 163,931</u> | <u>\$ 33,552</u> | <u>\$ 2,590,351</u> |
| DEFERRED OUTFLOWS OF RESOURCES | | | | | | |
| Deferred Rent Paid | \$ 855 | | | | | \$ 855 |
| Deferred Maintenance Cost | <u>5,370</u> | <u>5,516</u> | <u>5,111</u> | <u>60</u> | | <u>16,057</u> |
| Total Deferred Outflows of Resources | <u>\$ 6,225</u> | <u>\$ 5,516</u> | <u>\$ 5,111</u> | <u>\$ 60</u> | <u>\$</u> | <u>\$ 16,912</u> |
| Total Assets and Deferred Outflows | <u>\$ 763,108</u> | <u>\$ 907,491</u> | <u>\$ 895,773</u> | <u>\$ 163,991</u> | <u>\$ 33,552</u> | <u>\$ 2,607,263</u> |
| LIABILITIES AND FUND BALANCES | | | | | | |
| Liabilities | | | | | | |
| Accrued and Other Liabilities | \$ 34,414 | \$ 9,212 | \$ 3,062 | \$ 5,783 | \$ 101 | \$ 52,572 |
| Due to Other Governmental Units | 66,042 | 17,769 | 52,486 | 19,577 | 12,461 | 168,335 |
| Compensated Absences Payable | 9,914 | 33,325 | 32,327 | 9,083 | 6,906 | 91,555 |
| Due to Other Funds | <u>20</u> | | <u>126,632</u> | | <u>30,000</u> | <u>0[†]</u> |
| Total Liabilities | <u>\$ 110,390</u> | <u>\$ 60,306</u> | <u>\$ 214,507</u> | <u>\$ 34,443</u> | <u>\$ 49,468</u> | <u>\$ 312,462</u> |
| Fund Balances | | | | | | |
| Nonspendable | \$ 8,302 | \$ 8,837 | \$ 7,197 | \$ 60 | | \$ 24,396 |
| Restricted | 84,818 | 838,348 | 674,069 | 129,488 | | 1,726,723 |
| Unassigned | <u>559,598</u> | | | | <u>(15,916)</u> | <u>543,682</u> |
| Total Fund Balances | <u>\$ 652,718</u> | <u>\$ 847,185</u> | <u>\$ 681,266</u> | <u>\$ 129,548</u> | <u>\$ (15,916)</u> | <u>\$ 2,294,801</u> |
| Total Liabilities and Fund Balances | <u>\$ 763,108</u> | <u>\$ 907,491</u> | <u>\$ 895,773</u> | <u>\$ 163,991</u> | <u>\$ 33,552</u> | <u>\$ 2,607,263</u> |

[†] After internal receivables and payables have been eliminated.

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE TO
NET POSITION OF GOVERNMENTAL ACTIVITIES
JUNE 30, 2013**

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

| | | |
|--|------------------|---------------------|
| Total Fund Balances - Total Governmental Funds | | \$ 2,294,801 |
| Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds | | |
| Governmental capital assets | \$ 462,564 | |
| Less accumulated depreciation | <u>(256,794)</u> | 205,770 |
| Unfunded post-retirement benefit plan obligations are not financial expenditures and therefore are not reported in the funds | | <u>(1,172,794)</u> |
| Net Position of Governmental Activities | | <u>\$ 1,327,777</u> |

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2013**

| | General Fund | Child Support Fund | Misdemeanor Probation Fund | Drug Court Fund | Juvenile Drug Court | Total Governmental Funds |
|---|---------------------|-----------------------|----------------------------------|--------------------|------------------------|--------------------------------|
| REVENUES | | | | | | |
| Court Fees | \$ 294,066 | \$ 694,285 | \$ 801,374 | \$ 52,253 | \$ 710 | \$ 1,842,688 |
| Supreme Court Receipts | | | | 343,388 | 151,875 | 495,263 |
| Grant Revenue | 52,317 | | | 129,112 | | 181,429 |
| Warrant Revenue | 1,069,677 | | | | | 1,069,677 |
| Interest Income | 8,272 | 18,776 | 8,460 | | 20 | 35,528 |
| Other Income | 1,122 | 30 | | | | 1,152 |
| Total Revenue | \$ 1,425,454 | \$ 713,091 | \$ 809,834 | \$ 524,753 | \$ 152,605 | \$ 3,625,737 |
| EXPENDITURES | | | | | | |
| Asset Expenditures | \$ 30,772 | \$ 14,494 | \$ 23,260 | \$ 1,360 | | \$ 69,886 |
| Small Asset Expenditures | 8,592 | 3,633 | 1,332 | 1,093 | | 14,650 |
| Court Reporter/Process Costs | 645 | | | | | 645 |
| Insurance Expense | 175,588 | 64,076 | 101,617 | 20,698 | 10,430 | 372,409 |
| Internet Access | 8,395 | 2,353 | 3,013 | 1,065 | 218 | 15,044 |
| Miscellaneous | 3,349 | 1,412 | 3,659 | | 5 | 8,425 |
| Office Supplies and Postage | 26,115 | | 3,740 | | 117 | 29,972 |
| Payroll Taxes | 14,369 | 8,630 | 6,847 | 2,085 | 512 | 32,443 |
| Professional Fees | 39,383 | 19,101 | 20,324 | 216,204 | 89,025 | 384,037 |
| Reference Material and Dues | 2,806 | 63,292 | 1,302 | 175 | 40 | 67,615 |
| Rent | 11,413 | 12,038 | 10,988 | | | 34,439 |
| Repair Maintenance & Warranty | 10,063 | 2,176 | 18,040 | 452 | | 30,731 |
| Retirement Expense | 204,588 | 126,998 | 76,695 | 24,526 | 6,167 | 438,974 |
| Salaries | 870,530 | 498,381 | 444,572 | 151,502 | 38,188 | 2,003,173 |
| Seminars Meetings & Travel | 46,487 | 6,417 | 7,712 | 8,597 | 2,268 | 71,481 |
| Supplies | | 7,078 | 17,047 | 98,654 | 6,326 | 129,105 |
| Telephone & Utility Expense | 5,253 | 955 | 4,411 | 624 | 614 | 11,857 |
| Total Expenditures | \$ 1,458,348 | \$ 831,034 | \$ 744,559 | \$ 527,035 | \$ 153,910 | \$ 3,714,886 |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | \$ (32,894) | \$ (117,943) | \$ 65,275 | \$ (2,282) | \$ (1,305) | \$ (89,149) |
| Other Financing Sources (Uses) | | | | | | |
| Operating Transfers In | \$ | \$ | \$ | \$ | \$ | \$ |
| Operating Transfers Out | | | | | | |
| Total Other Financing Sources (Uses) | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER USES | \$ (32,894) | \$ (117,943) | \$ 65,275 | \$ (2,282) | \$ (1,305) | \$ (89,149) |
| FUND BALANCE - BEGINNING | 685,612 | 965,128 | 615,991 | 131,830 | (14,611) | 2,383,950 |
| FUND BALANCE - ENDING | \$ 652,718 | \$ 847,185 | \$ 681,266 | \$ 129,548 | \$ (15,916) | \$ 2,294,801 |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, 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, 2013**

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

| | | |
|--|-----------------|----------------------------|
| Net Change in Fund Balance - Total Governmental Funds | | \$ (89,149) |
| <p>Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:</p> | | |
| Capital Asset Purchases Capitalized | \$ 69,886 | |
| Loss on Assets Disposed | (9,647) | |
| Depreciation Expense | <u>(33,034)</u> | 27,205 |
| <p>Other post-employment benefits are reported in the Governmental Funds as expenditures when paid. The unfunded annual contribution is reported in the Statement of Activities as it accrues.</p> | | |
| | | <u>(60,454)</u> |
| Change in Net Position of Governmental Activities | | <u><u>\$ (122,398)</u></u> |

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2013**

| | <u>Agency Funds</u> |
|---|-------------------------|
| ASSETS | |
| Cash and Cash Equivalents | \$ <u> 0</u> |
| Total Assets | \$ <u> 0</u> |
| LIABILITIES | |
| Restitution to Court Ordered Recipients Payable | \$ <u> 0</u> |
| Total Liabilities | \$ <u> 0</u> |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Judicial Expense Fund complies with accounting principles generally accepted in the United States of America (GAAP). GAAP includes all relevant Government Accounting Standards Board (GASB) pronouncements. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989 have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent sections of this note. The Judicial Expense Fund has adopted the financial reporting requirements of GASB Statement Nos. 33 and 34.

During the current fiscal year, the Judicial Expense Fund has adopted the financial reporting requirements of GASB statement No.63 "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position".

FINANCIAL REPORTING ENTITY: The Fourth Judicial District Court, General Fund (Judicial Expense Fund), was created under the Act No. 52 of 1984, effective on the 60th day after final adjournment of the 1984 legislative session of the State of Louisiana. The effective date of funding was set on November 1, 1984.

SPECIAL REVENUE FUNDS: The purpose of each major special revenue fund and revenue source is listed below:

The purpose of the fund is to provide sufficient funding to expedite efficient operation of the court. In general, the fund is established and may be used for any purpose or purposes connected with, incidental to or related to the proper administration of the court.

The Fourth Judicial District Court, Special Revenue Fund (Child Support), authority was created under the Act No. 517 of 1986, effective within one year after final adjournment of the 1986 legislative session of the State of Louisiana. In accordance with Louisiana Revised Statutes, § 46: 236.5 the Fourth Judicial District Court implemented this process beginning November 1, 1990.

The purpose of the fund is to provide an expedited process for establishment and enforcement of support obligations which are brought by the Department of Health and Human Services. Revenues are to be expended to administer the proceedings related to the expedited process.

The Fourth Judicial District Court, Special Revenue Fund (Misdemeanor Probation), authority was created under the Louisiana Code of Criminal Procedure Article 895.1C. The Fourth Judicial District Court issued an order signed en banc February 26, 1993 implementing this process.

The purpose of the fund is to provide misdemeanor probation services by collecting monthly fines for establishment and enforcement of the probationary period. Revenues are to be expended to administer the proceedings related to the probation process.

The Fourth Judicial District Court, Special Revenue Fund (Drug Court), authority was created under the Louisiana Code of Criminal Procedure Article 193 and Article 18 by Rule XI of this court. The drug treatment and probation program shall be established in accordance with the provisions of LSAR.5.13:5301-5304. The Fourth Judicial District Court issued an order signed en banc February 4, 2000 implementing the process effective January 1, 2000.

The Fourth Judicial District Court, Special Revenue Fund (Adult Drug Court) was granted an award of \$472,500 for the current fiscal year by the Supreme Court of Louisiana, Drug Court Program.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

The purpose of the fund is to administer drug offense charges. Revenues are to be expended to administer the monitoring, counseling, and enforcement of drug offense probation.

The Fourth Judicial District Court, Special Revenue Fund (Juvenile Drug Court) was granted an award of \$151,875 for the current fiscal year by the Supreme Court of Louisiana, Drug Court Program.

The purpose of the fund is to administer juvenile drug offense charges. Revenues are to be expended to administer the monitoring, counseling and enforcement of juvenile drug offense probation.

BASIS OF PRESENTATION: The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting principles and reporting standards. These principles are found in the *Codification of Governmental Accounting and Financial Reporting Standards*, published by the GASB. The accompanying financial statements have been prepared on the full accrual basis in accordance with accounting principles generally accepted in the United States of America as applied to governmental units.

FUND BALANCE TYPE DEFINITIONS: In accordance with Government Accounting Standards Board 54, Fund Balance Reporting and Governmental Fund Type Definitions, the Fourth Judicial District Court classifies governmental fund balances as follows:

| | |
|---------------|---|
| Non-spendable | Includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints. |
| Restricted | Includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation. |
| Committed | Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority and does not lapse at year-end. Fund balance may be committed by the judges of the Fourth Judicial District Court. |
| Assigned | Includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund Balance may be assigned by the judges of the Fourth Judicial District Court. |
| Unassigned | Includes positive fund balance within the General Fund which has not been classified within the above mentioned categories and negative fund balances in other governmental funds. |

FUND BALANCE TYPE ACTIONS: The Fourth Judicial District Court uses *restricted/committed* amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as a grant agreement requiring dollar for dollar spending. Additionally, the Fourth Judicial District Court would first use *committed, then assigned, and lastly unassigned amounts* of unrestricted fund balance when expenditures are made.

The Fourth Judicial District Court *does not* have a formal minimum fund balance policy.

A schedule of fund balances is provided on the next page.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

| | General Fund | Child Support Fund | Misdemeanor Probation Fund | Drug Court Fund | Juvenile Drug Court Fund | Total Governmental Funds |
|----------------------------|-------------------|-----------------------|----------------------------------|--------------------|--------------------------------|--------------------------------|
| Fund Balances | | | | | | |
| Nonspendable | | | | | | |
| Prepaid Expenses | \$ 8,302 | \$ 8,837 | \$ 7,197 | \$ 60 | | \$ 24,396 |
| Restricted | | | | | | |
| Payroll | 46,790 | | | | | 46,790 |
| Family in Need of Services | 38,028 | | | | | 38,028 |
| Child Support Enforcement | | 838,348 | | | | 838,348 |
| Court Services | | | 674,069 | 129,488 | | 803,557 |
| Unassigned | 559,598 | | | | (15,916) | 543,682 |
| Total Fund Balances | <u>\$ 652,718</u> | <u>\$ 847,185</u> | <u>\$ 681,266</u> | <u>\$ 129,548</u> | <u>\$ (15,916)</u> | <u>\$ 2,294,801</u> |

The accounting and reporting policies of the Fourth Judicial Court, Judicial Expense Fund conform to generally accepted accounting principles as applicable to governments. Such accounting and reporting procedures also conform to the requirements of Louisiana Municipal Audit and Accounting Guide, the industry audit guide, Audits of State and Local Governmental Units; Standards for Audit of Governmental Organizations, Programs, Activities, and Functions, and/or, where applicable, Public Law 98-502, the Single Audit Act of 1996, and OMB Circular A-133.

For financial reporting purposes, in conformity with the Governmental Accounting Standards Board (GASB), the Judicial Expense Fund, Child Support, and Court Services is a part of the Fourth Judicial District Court, a component of the Ouachita Parish Police Jury judicial system. The financial reporting entity consists of (a) the primary government (Ouachita Parish Policy Jury), (b) organization 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.

GASB Codification Section 2100 established criteria for determining which component units should be considered part of the Ouachita Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. 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 Ouachita Parish Policy Jury 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 Ouachita Parish Police Jury.
2. Organizations for which the Ouachita Parish Police Jury does not appoint a voting majority but are fiscally dependent on the Ouachita Parish Police Jury.
3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

Because the Ouachita Parish Police Jury provides for the operation and maintenance of the Courtroom and office space of the Judges in its parish courthouse, the Fourth Judicial District Court was determined to be a component unit of the Ouachita Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Fourth Judicial District Court and do not present information on the Ouachita Parish Police Jury, the general government services provided by that governmental unit or the other governmental units that comprise the financial reporting entity.

BASIC FINANCIAL STATEMENTS: *Government-wide financial statements* - The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues.

Fund financial statements - The financial transactions of the Judicial Expense Fund are reported in individual funds in the fund financial statements. Each fund is accounted for by a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures.

The funds of the Judicial Expense Fund are described as follows:

General Fund - The general fund is the general operating fund and accounts for all activities of the Judicial Expense Fund except those required to be accounted for in another fund.

Special Revenue Fund - Special revenue funds are used to account for specific revenue sources that are legally restricted to expenditures for specified purposes. Included in special revenue funds are the Child Support Fund and Court Services Fund which includes Misdemeanor Probation, Drug Court, and Juvenile Drug Court.

This report includes funds which are controlled by the Fourth Judicial District Court (Chief Judge and Judges) but determined to be a component unit of the Ouachita Parish Police Jury. The Ouachita Parish Police Jury has significant control over the Judicial Expense Fund in the area of necessary capital outlay. The Ouachita Parish Police Jury would present this component unit in a discreet presentation format if it were included in their financial statements. The funds are administered by the Court Administrator.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING: Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of measurement focus applied.

Measurement focus - The government-wide financial statements are presented using the economic resources measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets, and financial position. All assets and liabilities (whether current or non-current) associated with their activities are reported. All governmental funds utilize a current financial resources measurement focus in the fund financial statements. Only current assets and liabilities are generally included on the balance sheet. Operating statements present sources and uses of available spendable financial resources during a given period. The fund balance is the measure of available spendable financial resources at the end of the period.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

Basis of accounting - The government-wide financial statements are presented using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred or economic assets are used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Revenues are recognized when "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 be used to pay liabilities of the current period. Expenditures (including capital outlay) are recorded when the related fund liability is incurred.

BUDGETS AND BUDGETARY ACCOUNTING: The Fourth Judicial District Court follows these procedures in establishing the budgetary data reflected in these financial statements:

1. The Judicial Administrator prepares a proposed budget for the General Fund and each Special Revenue Fund and submits same to the Chief Judge, prior to the beginning of each fiscal year.
2. The Chief Judge, Fourth Judicial District Court, signs written approval of the budgets.
3. Budgetary amendments involving the transfer of funds from one program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the Chief Judge.
4. All budgetary appropriations lapse at the end of each fiscal year.
5. Budgets for the General Fund (Judicial Expense Fund), and Special Revenue Funds (Child Support Fund, Misdemeanor Probation Fund, Drug Court Fund, and Juvenile Drug Court Fund), are adopted on a basis consistent with generally accepted accounting principles (GAAP).
6. Amendments of the budget are prepared by the Judicial Administrator and the process is the same as indicated for the original budget during the fiscal year.

BUDGET VARIANCE: The significant variation of actual expenses in the areas of asset expenditures, insurance expense, payroll related expenses, repairs and travel expenses were primarily due to the uncertainties of budgeting. The Chief Judge and Judges were aware of the variances and approved the additional expenses.

CASH AND CASH EQUIVALENTS: Cash includes amounts in demand deposits, interest-bearing demand deposits, money market accounts, and time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

INVESTMENTS: In accordance with GASB Statement No. 31, the Court's general policy is to report money market investments and short-term participating interest-earning investment contracts at amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the credit standing of the issuer or by other factors, it is reported at fair value. The term "short-term" refers to investments, which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

INTERFUND RECEIVABLES/PAYABLES: Short-term interfund loans are classified as interfund receivables/payables.

PREPAID ITEMS: Advance payments for retirement are expensed as the period lapses. The balance in prepaid expense represents advance retirement payments or contracts due to expire during the subsequent months.

CAPITAL ASSETS: In the government-wide financial statements, capital assets purchased or acquired with an original cost of \$1,000, or more are reported at historical cost. Additions, improvement and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

| | |
|--|---------------|
| Computer equipment, including software | 5 - 10 years |
| Other office equipment | 5 - 10 years |
| Furniture and fixtures | 10 - 20 years |

In the fund financial statements, fixed assets are accounted for as capital outlay expenditures of the fund upon acquisition. Capital assets reported herein include only those assets purchased by the Judicial Expense Fund and do not reflect assets of the court obtained from other sources.

COMPENSATED ABSENCES: The Fourth Judicial District Court accrues compensated absence expense based on unused vacation available to employees as of the last day of the fiscal year. Accrued compensated absence is recognized as a current year expenditure in the governmental funds. Accumulated sick leave is non-compensable, therefore, no provision has been made for unused sick leave.

NET POSITION: Net position comprise the various net earnings from operating income, nonoperating revenues and expenses, and capital contributions. Net position balances are classified in the following three components:

Invested in capital assets, net of related debt - This component of net position consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition of those assets. There was no outstanding debt attributable to these fixed assets as of June 30, 2013.

Restricted - This component of net position consists of constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. There were \$8,302, \$46,967, and \$38,028 in restricted net position as of June 30, 2013 related to the prepaid expenses, payroll fund, and Family in Needs funds, respectively, in the general fund and \$1,657,999 restricted net position as of June 30, 2013 related to special revenue fund balances.

Unrestricted net position - This component of net position consists of net position that do not meet the definition of "restricted" or "invested in capital assets, net of related debt".

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

FUND EQUITY: Designated fund balances represent tentative plans for future use of financial resources.

INTERFUND TRANSACTIONS: Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

USE OF ESTIMATES: The preparation of component unit financial statements in conformity with generally accepted accounting principles 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 expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 EXPENDITURES - ACTUAL AND BUDGET

The Judicial Expense Fund had total actual expenditures less than total budgeted expenses for the year by \$5,323 or .3%.

The Misdemeanor Probation Fund had total expenditures more than total budgeted expenses for the year by \$2,934 or .3%.

The Drug Court Fund had total expenditures more than total budgeted expenses for the year by \$10,069 or 1.9%.

The Juvenile Drug Court Fund had total expenditures more than total budgeted expenses for the year by \$2,035 or 1.3%.

The Chief Judge and Judges were aware of any unfavorable variances and approved the additional expenses.

NOTE 3 DEPOSITS AND INVESTMENTS

A. Cash and Cash Equivalents

Included as cash and cash equivalents are bank accounts and short-term investments, especially certificates of deposit.

At June 30, 2013 the Fourth Judicial District Court had cash and cash equivalents (book balances) totaling \$2,482,899 as follows:

| | |
|----------------------------------|---------------------|
| Interest-bearing demand deposits | \$ 440,814 |
| Time deposits | <u>2,042,085</u> |
| Total | <u>\$ 2,482,899</u> |

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 3 DEPOSITS AND INVESTMENTS (Cont'd)

The following is a summary of specific account information by custodial institution.

| Credit Risk | Book Balance | Account Balance | Maturity Date | Interest Rate |
|--|---------------------|--------------------|------------------|------------------|
| Community Trust Bank | | | | |
| General Fund | | | | |
| Judicial Expense - Checking | \$ 73,978 | \$ 82,995 | | 0.00% |
| Special Revenue Funds | | | | |
| Child Support - Cert. of Dep. 02/08/13 | 227,588 | 227,588 | 02/10/14 | 1.15% |
| Child Support - Cert. of Dep. 09/01/12 | 412,096 | 412,096 | 09/01/13 | 0.60% |
| Misdemeanor Probation - Cert. of Dep. 03/18/13 | <u>100,000</u> | <u>100,000</u> | 03/18/14 | 1.15% |
| Subtotal | <u>\$ 813,662</u> | <u>\$ 822,679</u> | | |
| Cross Keys Bank | | | | |
| Special Revenue Fund | | | | |
| Child Support - Cert. of Dep. 01/08/13 | <u>\$ 100,000</u> | <u>\$ 100,000</u> | 01/08/14 | 0.45% |
| Subtotal | <u>\$ 100,000</u> | <u>\$ 100,000</u> | | |
| First National Bank | | | | |
| General Fund | | | | |
| Judicial Expense - Cert. Of Dep. 10/22/12 | \$ 100,000 | \$ 100,000 | 04/22/14 | 0.75% |
| Special Revenue Fund | | | | |
| Misdemeanor Probation - Cert. of Dep. 10/22/12 | <u>100,000</u> | <u>100,000</u> | 04/22/14 | 0.75% |
| Subtotal | <u>\$ 200,000</u> | <u>\$ 200,000</u> | | |
| Ouachita Independent Bank | | | | |
| General Fund | | | | |
| Judicial Expense - Ckg. Auction | \$ 1,182 | \$ 1,182 | | 0.00% |
| Family in Needs Services - Ckg. | 52,736 | 52,736 | | 0.00% |
| Special Revenue Funds | | | | |
| Child Support - Ckg. | 3,525 | 37,577 | | 0.10% |
| Misdemeanor Probation - Ckg. | 186,566 | 206,532 | | 0.30% |
| Juvenile Drug Court - Ckg. | 23,741 | 23,741 | | 0.10% |
| Misdemeanor Probation - Cert. of Dep. 11/09/12 | 200,000 | 200,000 | 11/09/13 | 0.55% |
| Misdemeanor Probation - Cert. of Dep. 03/18/13 | <u>100,000</u> | <u>100,000</u> | 03/18/14 | 0.45% |
| Subtotal | <u>\$ 567,750</u> | <u>\$ 621,768</u> | | |
| Progressive Bank | | | | |
| General Fund | | | | |
| General Fund (P/R) Checking | <u>\$ 99,086</u> | <u>\$ 137,236</u> | | 0.25% |
| Subtotal | <u>\$ 99,086</u> | <u>\$ 137,236</u> | | |
| Richland State Bank | | | | |
| General Fund | | | | |
| Judicial Expense - Cert. of Dep. 02/24/12 | \$ 95,000 | \$ 95,000 | 12/24/13 | 1.10% |
| Judicial Expense - Cert. of Dep. 02/24/12 | 100,000 | 100,000 | 12/24/13 | 1.10% |
| Judicial Expense - Cert. of Dep. 09/03/12 | 205,391 | 205,391 | 09/03/13 | 0.55% |
| Special Revenue Funds | | | | |
| Child Support - Cert. of Dep. 01/19/11 | 100,000 | 100,000 | 09/19/14 | 1.10% |
| Misdemeanor Probation - Cert. of Dep. 02/24/12 | <u>202,010</u> | <u>202,010</u> | 12/24/13 | 1.10% |
| Subtotal | <u>\$ 702,401</u> | <u>\$ 702,401</u> | | |
| Total Cash and Cash Equivalents | <u>\$ 2,482,899</u> | | | |

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 3 DEPOSITS AND INVESTMENTS (Cont'd)

Custodial Credit Risks - Deposits

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. At June 30, 2013 the Fourth Judicial District Court had \$2,584,083 in deposits (collected bank balances). These deposits are secured from risk by \$987,236 of federal deposit insurance and \$1,596,847 of pledged securities held by the bank's agent in the name of the bank as of June 30, 2013.

In accordance with LRS 49:321, state depositing authorities shall require as security for deposit of state funds authorized bonds or other interest bearing notes; authorized promissory notes, warrants, or certificates of indebtedness unmatured or payable on demand. Fair value, excluding interest, of such securities held by the depositing authority shall be equal to 100% of the amount on deposit to the credit of the depositing authority except that portion appropriately insured. Designated depositories may be granted a period not to exceed five days from the date of any deposit to post the necessary security.

B. Investments

Similar to cash deposits, investments held at a financial institution can be categorized according to three levels of risk. These three levels of risk are:

- Category 1: Investments that are insured, registered or held by the entity or by its agent in the Court's name.
- Category 2: Investments that are uninsured and unregistered held by the counter party's trust department or agent in the Court's name.
- Category 3: Uninsured and unregistered investments held by the counterparty, it's trust or it's agent, but not in the Court's name.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 4 DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units consisted of the following:

General Fund

Judicial Expense Fund

| | |
|--|-----------|
| Court fees - Ouachita Parish, Sheriff Department State of Louisiana (includes interest and expense reimbursement) | \$ 13,959 |
| Court fees - Ouachita Parish, Clerk of Court State of Louisiana (includes expense reimbursement) | 3,117 |
| Court fees - Morehouse Parish, Sheriff Department State of Louisiana | 2,245 |
| Court fees - Morehouse Parish, Clerk of Court State of Louisiana | 825 |
| Travel and expense reimbursement - Supreme Court, Justice Department, State of Louisiana | 6,384 |
| Expense reimbursement - Ouachita Parish Police Jury, State of Louisiana | 879 |
| Expense reimbursement - Ouachita Parish District Attorney, State of Louisiana | <u>14</u> |

| | |
|-------|------------------|
| Total | <u>\$ 27,423</u> |
|-------|------------------|

Special Revenue Funds

Child Support Fund

| | |
|--|-----------|
| Court fees - Department of Health and Human Resources, State of Louisiana | \$ 53,266 |
| Equipment rental reimbursement - Monroe City Court Monroe, Louisiana | 119 |
| Expense reimbursement - Ouachita Parish Police Jury, State of Louisiana | 2,050 |

Drug Court Fund

| | |
|--|-------|
| Operation fees - Supreme Court, Justice Department State of Louisiana | 7,299 |
|--|-------|

Juvenile Drug Court Fund

| | |
|--|--------------|
| Operation fees - Supreme Court, Justice Department State of Louisiana | <u>9,811</u> |
|--|--------------|

| | |
|-------|------------------|
| Total | <u>\$ 72,545</u> |
|-------|------------------|

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 5 CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2013 was as follows:

| | Balance <u>June 30, 2012</u> | <u>Additions</u> | <u>Retirements</u> | Balance <u>June 30, 2013</u> |
|---|---------------------------------|------------------|--------------------|---------------------------------|
| Government Activities: | | | | |
| Computers & Printers | \$ 271,475 | \$ 58,766 | \$ (41,780) | \$ 288,461 |
| Equipment | <u>206,374</u> | <u>11,120</u> | <u>(43,391)</u> | <u>174,103</u> |
| Totals at Historical Cost | <u>\$ 477,849</u> | <u>\$ 69,886</u> | <u>\$ (85,171)</u> | <u>\$ 462,564</u> |
| Less Accumulated Depreciation for: | | | | |
| Computers | \$ 181,148 | \$ 21,994 | \$ (34,668) | \$ 168,474 |
| Equipment | <u>118,136</u> | <u>11,040</u> | <u>(40,856)</u> | <u>88,320</u> |
| | <u>\$ 299,284</u> | <u>\$ 33,034</u> | <u>\$ (75,524)</u> | <u>\$ 256,794</u> |
| Governmental Activities Capital Assets Net | <u>\$ 178,565</u> | <u>\$ 36,852</u> | <u>\$ (9,647)</u> | <u>\$ 205,770</u> |

Depreciation expense was charged to governmental functions as follows:

| | |
|----------------------------|------------------|
| Judicial Expense Fund | \$ 17,772 |
| Child Support Fund | 4,765 |
| Misdemeanor Probation Fund | 7,811 |
| Drug Court Fund | 1,227 |
| Juvenile Drug Court Fund | <u>1,459</u> |
| | <u>\$ 33,034</u> |

NOTE 6 PENSION PLANS

Plan Description. Many employees of the Court are members of the Louisiana State Employees' Retirement System (LASERS), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. The LASERS provides retirement benefits as well as disability and survivor benefits. Benefits are established and amended by state statute. Benefits granted by the LASERS are guaranteed by the State of Louisiana under provisions of the Louisiana Constitution of 1974. The LASERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Louisiana State Employees' Retirement, Post Office Box 44213, Baton Rouge, Louisiana 70804-4213, or by calling (225) 922-0600.

Funding Policy. Plan members of the Court are required by state statute, if hired before July 1, 2006 to contribute 7.5 percent, if hired after July 1, 2006 to contribute 8.0 percent, of their annual covered salary and the Court (employer) is required to contribute at an actuarially determined rate. The employer rates were 31.3 percent, 25.6 percent, and 22 percent of annual covered payroll as of June 30, 2013, 2012, and 2011, respectively. The plan members who are court administrators contribute 11.5 percent of their annual covered salary. The employer contribution rate related to court administrators was 36.3 percent for the year ended June 30, 2013. The contribution requirements of plan members and the Court are established and may be amended by state statute. As provided by state statute, the employer contributions are

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 6 PENSION PLANS (Cont'd)

determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Court's employer contributions to the LASERS for the years ending June 30, 2013, 2012, and 2011, were \$253,567, \$235,758, and \$224,034, respectively, equal to the required contribution for each year.

Other Plan Description. The employees that are not members of LASERS are members of the Parochial Employees' Retirement System of Louisiana (System), a multiple-employer (cost-sharing), Public Employee Retirement System (PERS), controlled and administered by a separate board of trustees. This System is composed of two distinct plans, Plan A and Plan B with separate assets and benefit provisions. The System issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Parochial Employees' Retirement System of Louisiana, P.O. Box 14619, Baton Rouge, Louisiana 70898-4619 or by calling (225) 928-1361.

Other Plan Funding Policy. These system plan members are required to contribute 9.5 percent and 8.25 percent of their annual covered salary and this court reimburses the primary government, the Ouachita Parish Police Jury and Morehouse Parish Clerk of Court for retirement contributions at actuarially determined rates made into the System. The employer rates were 16.75 percent, 15.75 percent, and 15.75 percent of annual covered payroll effective as of January 1, 2013, 2012, and 2011, respectively, for the Ouachita Parish Police Jury retirement system. The Court reimbursed \$171,213, \$155,321, and \$117,986 to the Ouachita Parish Police Jury for contributions to the System during the years ending June 30, 2013, 2012, and 2011, respectively, as its share of contributions, equal to the required contributions for the years. The employer rate was 25.5 percent, 25.5 percent, and 25.5 percent of annual covered payroll effective as of June 30, 2013, 2012, and 2011, respectively, for the Morehouse Parish Clerk of Court retirement system. The Court reimbursed \$8,095, \$7,517, and \$6,487 to the Morehouse Parish Clerk of Court for contributions to the System during the years ending June 30, 2013, 2012, and 2011, respectively, as its share of contributions, equal to the required contributions for the years then ended.

NOTE 7 POST-RETIREMENT BENEFIT PLAN

In June 2004, the Governmental Accounting Standards Board (GASB) issued Statement No. 45: *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, which establishes new accounting standards for Post-Retirement Benefits Other Than Pensions (OPEB).

The effective date for the Fourth Judicial District Court has been determined to be the fiscal year beginning July 1, 2007.

Plan Description. The Court is a participant in the State of Louisiana Office of Group Benefits post-employment healthcare plan (an agent multiple-employer plan), State Employees Group Benefits Program (SEGBP) which provides medical and life insurance benefits to eligible retired state employees and their spouses. The plan is authorized by Louisiana state law, specifically Chapter 12 of Title 42 of the Louisiana Revised Statutes of 1950, Sections 801 through 883. The State of Louisiana Office of Group Benefits issues a publicly available financial report that includes financial statements and required supplemental information for the plan. That report may be obtained by writing to State of Louisiana Office of Group Benefits, State Employees Group Benefits Program, 7389 Florida Boulevard, Suite 400, Baton Rouge, Louisiana, 70806, or by calling 1-225-925-6672.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 7 POST-RETIREMENT BENEFIT PLAN (Cont'd)

Funding Policy. The contribution requirements of plan members and the Court are established and may be amended by the state legislature. The required contribution is based on projected pay-as-you-go financing requirements. For fiscal year ending June 30, 2013, the Court contributed \$49,246 to the plan, including \$49,246 for current premiums (approximately 81 percent of total premiums). Plan members receiving benefits contributed \$11,503, or approximately 19 percent of the total premiums.

Annual OPEB Cost and Net OPEB Obligation. The Court's annual other post-employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameter of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty years. The following table shows the components of the Court's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Court's net OPEB obligation to SEGBP:

Determination of Annual Required Contribution

| | |
|------------------------------------|------------|
| Normal cost at fiscal year end | \$ 54,000 |
| Amortization of UAAL | 55,700 |
| Annual required contribution (ARC) | \$ 109,700 |

Determination of Net OPEB Obligation

| | |
|--|------------|
| Annual required contribution | \$ 109,700 |
| Interest on prior year net OPEB obligation | 0 |
| Adjustment to ARC | 0 |
| Annual OPEB cost | \$ 109,700 |
| Contributions made | (49,246) |
| Estimated increase in net OPEB obligation | \$ 60,454 |

| | |
|---|-----------|
| Net OPEB obligation - Beginning of year | 1,112,340 |
|---|-----------|

| | |
|---|--------------|
| Estimated net OPEB obligation - End of year | \$ 1,172,794 |
|---|--------------|

The Court's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for June 30, 2013 and the preceding two years were as follows:

| <u>Fiscal Year Ended</u> | <u>Annual OPEB Cost (Benefit)</u> | <u>Percentage of Annual OPEB Cost Contributed</u> | <u>Net OPEB Obligation</u> |
|------------------------------|---------------------------------------|---|--------------------------------|
| 06/30/11 | \$ 154,998 | 0% | \$ 1,020,044 |
| 06/30/12 | \$ 92,296 | 0% | \$ 1,112,340 |
| 06/30/13 | \$ 60,454 | 0% | \$ 1,172,794 |

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 7 POST-RETIREMENT BENEFIT PLAN (Cont'd)

Funded Status and Funding Progress. As of July 1, 2012, the most recent actuarial valuation date, the plan was 0 percent funded. The post-retirement medical insurance benefits are currently funded on a pay-as-you-go basis. The Court currently funds on a cash basis as benefits are paid. No assets have been segregated and restricted to provide post-retirement benefits. The actuarial accrued liability for benefits was \$1,371,000, resulting in an unfunded actuarial accrued liability (UAAL) of \$1,371,000. The covered payroll (annual payroll of active employees covered by the plan) was \$560,000, and the ratio of the UAAL to the covered payroll was 245 percent.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Actuarial Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2012 actuarial valuation, the projected unit credit (PUC) method was used, which is the same method most often used in the private sector for determination of retiree medical liabilities. There were thirteen (13) active state employees and six (6) retired state employees covered by the plan at July 1, 2012.

The following data assumptions were made for the valuation:

Data Used

This valuation was performed using employee census data, enrollment data, claims, premiums, participant contributions, and plan provision information provided by personnel of the OGB, its health ventors, or by agencies and Retirement System personnel as directed by OGB personnel. Buck did not audit these data, although they were reviewed for reasonability. The results of the valuation are dependent on the accuracy of the data.

Valuation Date

Census data was collected as of July 1, 2012, with claims and premium information reviewed for the period July 1, 2010 through December 31, 2012. Results were calculated at July 1, 2012 and used for determination of the Annual Required Contribution (ARC) for fiscal 2013.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 7 POST-RETIREMENT BENEFIT PLAN (Cont'd)

Valuation Procedures

Claims data: The per member claim projections were based on medical and prescription drug claim utilization incurred from July 1, 2010 through December 31, 2012. Claims were segregated by plan and by non-Medicare and Medicare retirees. IBNR factors developed from historical, plan-specific claim data were applied to estimate ultimate claims incurred. Claims were trended to July 1, 2012 through June 30, 2013 using the following annual trend assumptions:

| | Pre Medicare | Medicare Eligible |
|------------------|---------------------|--------------------------|
| Healthcare Costs | 8.0% | 6.0% |

United Behavioral Health cost was based on the actual capitation rates to be charged and administrative costs were based on actual vendor fees for the period in question. The total projected claim costs were determined by combining the above components.

Actuarial Basis

The actuarial assumptions included a **4.0 percent** investment rate of return (net of administrative expenses), which is the estimated short-term investment return on the investments that are expected to be used to finance the payment of benefits, and an **annual healthcare cost trend rate** of 9.0% pre-medicare and 7.0% medicare-eligible initially, reduced by decrements to an ultimate rate of 4.5% after twelve years and thirteen years, respectively. Both rates included a 3.0% inflation assumption.

Salary scale is assumed to increase 5% per annum.

Payroll growth is assumed to increase 3% per annum. It is assumed that retiree medical contributions will increase at the same rates as incurred claims.

Mortality RP 2000 Mortality Table for males and females, combined healthy, no collar, with mortality improvements projected to 2012.

Disability rates varies with age from age 30 at .01% to age 59 at .01%.

Retirement rates Beginning at age 45 - 25%, 50 - 26%, age 60 - 26%, age 65 - 30%, age 70 - 25%, age 75 - 100%.

Percent married at retirement Males and females - 40% of retirees covering a spouse for medical and males are assumed to be 3 years older than females.

Participation in medical plan 100% of future retirees are assumed to elect medical coverage and 100% of married participants are assumed to elect coverage for their spouse.

Life Insurance plan participation 100% of future retirees are assumed to elect life insurance coverage.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 7 POST-RETIREMENT BENEFIT PLAN (Cont'd)

Summary of Plan Provisions

Eligibility: A participant eligible for retiree benefits if they meet the retirement eligibility as defined in the subsequent retirement systems. Retirees electing medical coverage must have been covered by the active medical plan immediately prior to retirement.

Medical Benefits: Retirees have a choice between the OGB PPO plan, Vantage Regional Home HMO plan, and the Blue Cross PPO plan. Retirees post-Medicare can choose to maintain secondary insurance through any of these four plans. The following Medicare Advantage plans are no longer offered beginning January 1, 2013; Humana PPO, Humana HMO, United Healthcare PPO. Participants in these plans were assumed to elect coverage under the Peoples Health HMO.

Surviving Spouse Continuation: The surviving spouses are eligible to continue coverage.

Life Insurance Benefit: Basic life insurance is available in the following amounts: Until age 65 - \$5,000, ages 65-70 - \$4,000 and after age 70 \$3,000. Additional supplemental life insurance based on pay at retirement is available and spouse life insurance amounts of \$1,000, \$2,000, and \$4,000 are also available.

Monthly Premiums: Employees hired before January 1, 2002 pay approximately 25% of the cost of coverage (except single retirees under age 65 pay approximately 25% of the active employee cost). Employees hired on or after January 1, 2002 pay a percentage of the total contribution rate based on the following schedule:

| <u>Service</u> | <u>Contribution Percentages</u> |
|----------------|---------------------------------|
| Under 10 years | 81% |
| 10-14 years | 62% |
| 15-19 years | 44% |
| 20+ years | 25% |

The unfunded actuarial accrued liability (UAAL) is being amortized as a level dollar of projected payroll on an open basis. The remaining amortization period at June 30, 2013 was thirty years. It was also assumed that for the purposes of the valuation that the Court will in the future maintain a consistent level of cost sharing for benefits with the retirees. This may be achieved by adjusting the benefit provisions, contributions, or both.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 8 DUE TO OTHER GOVERNMENTAL UNITS

Accounts due to other governmental units consist of the following:

| | | |
|--|----|-------------------|
| General Fund | | |
| Judicial Expense Fund | | |
| Ouachita Parish District Attorney - State of Louisiana | \$ | 14,709 |
| Ouachita Parish Police Jury - State of Louisiana | | <u>51,333</u> |
| Total General Fund | | <u>\$ 66,042</u> |
| Special Revenue Funds | | |
| Child Support Fund | | |
| Ouachita Parish Police Jury - State of Louisiana | \$ | 15,405 |
| Morehouse Parish Clerk of Court - State of Louisiana | | 2,364 |
| Court Services Fund (Misdemeanor, Drug Court, and Juvenile Drug Court) | | |
| Ouachita Parish Police Jury - State of Louisiana | | 77,501 |
| Ouachita Parish Sheriff - State of Louisiana | | 1,450 |
| University of Louisiana at Monroe - State of Louisiana | | <u>5,573</u> |
| Total Special Revenue Funds | | <u>\$ 102,293</u> |

NOTE 9 COMPENSATED ABSENCES

At June 30, 2013, employees of the Fourth Judicial District Court have accumulated and vested \$91,555 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. Of this amount, \$9,914 is recorded as an obligation of the General Fund and \$81,641 is recorded as an obligation of the Special Revenue Funds.

NOTE 10 CHANGES IN AGENCY FUND DEPOSITS DUE OTHERS

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

| | Balance at Beginning of Year | Additions | Reductions | Balance at End of Year |
|--|------------------------------------|-------------------|---------------------|------------------------------|
| Agency Funds: | | | | |
| Misdemeanor Probation Fund | | | | |
| Ouachita Parish Sheriff's Dept., Monroe, Louisiana | \$ 0 | \$ 6,982 | \$ (6,982) | \$ 0 |
| Morehouse Parish Sheriff's Dept., Bastrop, Louisiana | 0 | 537 | (537) | 0 |
| Indigent Defender Board, Monroe, Louisiana | 0 | 34,696 | (34,696) | 0 |
| Criminal Court Fund, Monroe, Louisiana | 0 | 3,225 | (3,225) | 0 |
| Restitution Recipients, Fourth District, State of Louisiana | 0 | 69,517 | (69,517) | 0 |
| | <u>\$ 0</u> | <u>\$ 114,957</u> | <u>\$ (114,957)</u> | <u>\$ 0</u> |

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 11 JOINT VENTURES

The Child Support Fund has entered into agreements with the Ouachita Parish Police Jury, Ouachita Clerk of Court, and the Morehouse Clerk of Court for reimbursement of salaries, payroll taxes, group insurance, retirement and workman's compensation related to employees. The Misdemeanor Probation Fund and Drug Court Fund have also entered into agreements with the Ouachita Parish Police Jury for reimbursement of salaries, payroll taxes, group insurance, retirement and workman's compensation related to employees. The Ouachita Parish Police Jury and Morehouse Parish Police Jury are reimbursed one dollar per page per case filed by those offices for costs directly related to the indigent cases of the Judicial Expense Fund included in these financial statements as a general fund expense. As the Fourth Judicial District Court, Child Support Fund, Misdemeanor Probation Fund, and Drug Court Fund reimburses the other governmental units, the appropriate expense accounts are debited and reflected in the financial statements.

NOTE 12 GRANT PROGRAMS

Families in Need of Services (FINS)

The Court was ordered to furnish the administration and implementation of Families In Need of Services, per Title VII of the Louisiana Children's Code, within the Fourth Judicial District, State of Louisiana.

Effective April 1, 2007 the Court entered into a contract with the Ouachita Parish District Attorney to administer the program.

The Fourth Judicial District Court, Judicial Expense Fund, continues to participate in another contract with the Louisiana Supreme Court, State of Louisiana under the "Families In Need of Services Program" (FINS). The contract was continued for the period beginning July 1, 2012 until June 30, 2013 and funded monthly from July 1, 2012 until June 30, 2013 for \$52,317.

The total expenditures of the Fourth Judicial District Court, Judicial Expense Fund related to the FINS programs was \$49,748 for the fiscal year ended June 30, 2013.

Temporary Assistance for Needy Families (TANF)

The Fourth Judicial District Court, Court Services Fund, has been awarded from the Louisiana Supreme Court, State of Louisiana Drug Court Program Office funds that include federal grants totaling \$129,112 during the fiscal year ended June 30, 2013 from the "Temporary Assistance for Needy Families" (TANF) program.

The total expenditures of the Fourth Judicial District Court related to this program were \$128,897 for the fiscal year ending June 30, 2013.

NOTE 13 RISK MANAGEMENT

The Fourth Judicial District Court, Judicial Expense Fund is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions and natural disasters for which the Fourth Judicial District Court, Judicial Expense Fund carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
June 30, 2013**

NOTE 14 SUBSEQUENT EVENTS

Management has evaluated subsequent events through December 5, 2013, the date which the financial statements were available for release. The Fourth Judicial District Court, Judicial Expense Fund has experienced a deficit for the past two years. In reaction to this, the court increased its statutorily authorized criminal court cost payable directly to the Judicial Expense Fund by \$5.00 per applicable offense effective November 1, 2013. *This increase in criminal court cost will increase the revenues significantly during subsequent periods.*

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**REQUIRED SUPPLEMENTAL INFORMATION (PART B)
BUDGETARY COMPARISON SCHEDULES**

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
(JUDICIAL EXPENSE FUND)
FOR THE YEAR ENDED JUNE 30, 2013**

| | <u>Budgeted Amount</u> | | <u>Actual Amounts</u> | <u>Variance With Final Budget Positive (Negative)</u> |
|--|------------------------|---------------------|---------------------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| Resources (Inflows): | | | | |
| Court Fees - Ouachita Parish | \$ 250,000 | \$ 240,400 | \$ 239,327 | \$ (1,073) |
| Court Fees - Morehouse Parish | 60,000 | 55,000 | 54,739 | (261) |
| Grant Revenue | 49,878 | 52,317 | 52,317 | |
| Warrant Revenue | 1,083,300 | 1,069,677 | 1,069,677 | |
| Interest Income | 4,000 | 5,000 | 8,272 | 3,272 |
| Other Income | | 100 | 1,122 | 1,022 |
| Amounts Available for Appropriation | <u>\$ 1,447,178</u> | <u>\$ 1,422,494</u> | <u>\$ 1,425,454</u> | <u>\$ 2,960</u> |
| Charges to Appropriation (Outflows): | | | | |
| Asset Expenditures | \$ 27,494 | \$ 45,594 | \$ 30,771 | \$ (14,823) |
| Small Asset Expenditures | 10,000 | 8,000 | 8,593 | 593 |
| Court Reporter Costs | 3,000 | 2,000 | 645 | (1,355) |
| Insurance Expense | 176,500 | 179,675 | 175,588 | (4,087) |
| Internet Access | 6,900 | 8,200 | 8,395 | 195 |
| Miscellaneous | 3,200 | 3,105 | 3,349 | 244 |
| Office Supplies and Postage | 25,134 | 23,784 | 26,115 | 2,331 |
| Payroll Taxes | 15,700 | 12,233 | 14,369 | 2,136 |
| Professional Fees | 40,000 | 28,000 | 39,383 | 11,383 |
| Reference Materials and Dues | 2,000 | 2,500 | 2,806 | 306 |
| Rent | 10,600 | 11,176 | 11,413 | 237 |
| Repair, Maintenance and Warranty | 4,500 | 4,000 | 10,063 | 6,063 |
| Retirement Expense | 207,200 | 208,115 | 204,588 | (3,527) |
| Salaries | 886,950 | 889,643 | 870,530 | (19,113) |
| Seminars, Meetings, and Travel | 22,600 | 22,100 | 46,487 | 24,387 |
| Telephone Expense | 4,900 | 4,900 | 5,253 | 353 |
| Total Charges to Appropriations | <u>\$ 1,446,678</u> | <u>\$ 1,453,025</u> | <u>\$ 1,458,348</u> | <u>\$ 5,323</u> |
| Excess of Resources Over (Under) Charges for Appropriations | \$ 500 | \$ (30,531) | \$ (32,894) | \$ (2,363) |
| Fund Balance - Beginning | <u>685,612</u> | <u>685,612</u> | <u>685,612</u> | |
| Fund Balance - Ending | <u>\$ 686,112</u> | <u>\$ 655,081</u> | <u>\$ 652,718</u> | <u>\$ (2,363)</u> |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - SPECIAL REVENUE FUND
(CHILD SUPPORT FUND)
FOR THE YEAR ENDED JUNE 30, 2013**

| | <u>Budgeted Amount</u> | | <u>Actual Amounts</u> | <u>Variance With Final Budget Positive (Negative)</u> |
|--|------------------------|-------------------|---------------------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| Resources (Inflows): | | | | |
| Court Fees | \$ 685,000 | \$ 694,500 | \$ 694,285 | \$ (215) |
| Interest Income | 5,000 | 20,000 | 18,776 | (1,224) |
| Other Income | | | 30 | 30 |
| Transfers from other funds | | | | |
| Amounts Available for Appropriation | <u>\$ 690,000</u> | <u>\$ 714,500</u> | <u>\$ 713,091</u> | <u>\$ (1,409)</u> |
| Charges to Appropriation (Outflows): | | | | |
| Asset Expenditures | \$ 10,000 | \$ 22,600 | \$ 14,494 | \$ (8,106) |
| Small Asset Expenditures | 2,000 | 3,000 | 3,633 | 633 |
| Insurance Expense | 65,000 | 63,000 | 64,076 | 1,076 |
| Internet Access | 4,500 | 2,500 | 2,353 | (147) |
| Miscellaneous | 1,000 | 1,000 | 1,412 | 412 |
| Payroll Taxes | 8,500 | 9,000 | 8,630 | (370) |
| Professional Fees | 21,000 | 19,000 | 19,101 | 101 |
| Reference Materials and Dues | 65,000 | 60,000 | 63,292 | 3,292 |
| Rent | 10,000 | 10,000 | 12,038 | 2,038 |
| Repair, Maintenance and Warranty | 1,200 | 1,000 | 2,176 | 1,176 |
| Retirement Expense | 130,000 | 130,000 | 126,998 | (3,002) |
| Salaries | 495,000 | 495,000 | 498,381 | 3,381 |
| Seminars, Meetings & Travel | 9,000 | 7,000 | 6,417 | (583) |
| Supplies | 8,000 | 8,000 | 7,078 | (922) |
| Telephone and Utility Expense | <u>2,000</u> | <u>1,000</u> | <u>955</u> | <u>(45)</u> |
| Total Charges to Appropriations | <u>\$ 832,200</u> | <u>\$ 832,100</u> | <u>\$ 831,034</u> | <u>\$ (1,066)</u> |
| Excess of Resources Over (Under) Charges for Appropriations | \$ (142,200) | \$ (117,600) | \$ (117,943) | \$ (343) |
| Fund Balance - Beginning | <u>965,128</u> | <u>965,128</u> | <u>965,128</u> | |
| Fund Balance - Ending | <u>\$ 822,928</u> | <u>\$ 847,528</u> | <u>\$ 847,185</u> | <u>\$ (343)</u> |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE -SPECIAL REVENUE FUND
(MISDEMEANOR PROBATION FUND)
FOR THE YEAR ENDED JUNE 30, 2013**

| | <u>Budgeted Amount</u> | | <u>Actual Amounts</u> | <u>Variance With Final Budget Positive (Negative)</u> |
|--|------------------------|-------------------|---------------------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| Resources (Inflows): | | | | |
| Court Fees | \$ 808,000 | \$ 778,000 | \$ 801,374 | \$ 23,374 |
| Interest Income | 6,000 | 7,000 | 8,460 | 1,460 |
| Transfers from other funds | | | | |
| Amounts Available for Appropriation | <u>\$ 814,000</u> | <u>\$ 785,000</u> | <u>\$ 809,834</u> | <u>\$ 24,834</u> |
| Charges to Appropriation (Outflows): | | | | |
| Asset Expenditures | \$ 30,000 | \$ 30,000 | \$ 23,260 | \$ (6,740) |
| Small Asset Expenditures | 2,500 | 3,000 | 1,332 | (1,668) |
| Insurance Expense | 91,336 | 102,000 | 101,617 | (383) |
| Internet Access | 5,300 | 4,800 | 3,013 | (1,787) |
| Miscellaneous | 600 | 1,500 | 3,659 | 2,159 |
| Postage | 4,500 | 4,000 | 3,740 | (260) |
| Payroll Taxes | 6,660 | 7,500 | 6,847 | (653) |
| Professional Fees | 28,000 | 20,000 | 20,324 | 324 |
| Reference Materials and Dues | 357 | 1,300 | 1,302 | 2 |
| Rent | 8,756 | 10,525 | 10,988 | 463 |
| Repair, Maintenance and Warranty | 14,000 | 4,000 | 18,040 | 14,040 |
| Retirement Expense | 77,000 | 78,000 | 76,695 | (1,305) |
| Salaries | 432,956 | 447,000 | 444,572 | (2,428) |
| Seminars, Meetings & Travel | 4,500 | 6,000 | 7,712 | 1,712 |
| Supplies | 19,000 | 17,000 | 17,047 | 47 |
| Telephone and Utility Expense | <u>4,000</u> | <u>5,000</u> | <u>4,411</u> | <u>(589)</u> |
| Total Charges to Appropriations | <u>\$ 729,465</u> | <u>\$ 741,625</u> | <u>\$ 744,559</u> | <u>\$ 2,934</u> |
| Excess of Resources Over (Under) Charges for Appropriations | \$ 84,535 | \$ 43,375 | \$ 65,275 | \$ 21,900 |
| Fund Balance - Beginning | <u>615,991</u> | <u>615,991</u> | <u>615,991</u> | |
| Fund Balance - Ending | <u>\$ 700,526</u> | <u>\$ 659,366</u> | <u>\$ 681,266</u> | <u>\$ 21,900</u> |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - SPECIAL REVENUE FUND
(DRUG COURT FUND)
FOR THE YEAR ENDED JUNE 30, 2013**

| | <u>Budgeted Amount</u> | | <u>Actual Amounts</u> | <u>Variance With Final Budget Positive (Negative)</u> |
|--|------------------------|-------------------|---------------------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| Resources (Inflows): | | | | |
| Drug Screen Fees | \$ 41,000 | \$ 50,000 | \$ 52,253 | \$ 2,253 |
| Supreme Court | 343,388 | 343,388 | 343,388 | |
| Supreme Court - TANF | <u>174,112</u> | <u>129,112</u> | <u>129,112</u> | |
| Amounts Available for Appropriation | <u>\$ 558,500</u> | <u>\$ 522,500</u> | <u>\$ 524,753</u> | <u>\$ 2,253</u> |
| Charges to Appropriation (Outflows): | | | | |
| Asset Expenditures | \$ 1,000 | \$ | \$ 1,360 | \$ 1,360 |
| Small Asset Expenditures | 1,000 | 1,094 | 1,093 | (1) |
| Insurance Expense | 20,603 | 20,695 | 20,698 | 3 |
| Internet Access | 1,692 | 1,058 | 1,065 | 7 |
| Miscellaneous | 50 | 175 | | (175) |
| Payroll Taxes | 2,066 | 2,080 | 2,085 | 5 |
| Professional Fees | 242,700 | 217,073 | 216,204 | (869) |
| Reference Materials and Dues | | | 175 | 175 |
| Repair, Maintenance and Warranty | 125 | 452 | 452 | |
| Retirement Expense | 21,580 | 21,040 | 24,526 | 3,486 |
| Salaries | 150,000 | 153,720 | 151,502 | (2,218) |
| Seminars, Meetings & Travel | 7,000 | 8,407 | 8,597 | 190 |
| Supplies | 98,000 | 90,548 | 98,654 | 8,106 |
| Telephone and Utility Expense | <u>700</u> | <u>624</u> | <u>624</u> | |
| Total Charges to Appropriations | <u>\$ 546,516</u> | <u>\$ 516,966</u> | <u>\$ 527,035</u> | <u>\$ 10,069</u> |
| Excess of Resources Over (Under) Charges for Appropriations | \$ 11,984 | \$ 5,534 | \$ (2,282) | \$ (7,816) |
| Fund Balance - Beginning | <u>131,830</u> | <u>131,830</u> | <u>131,830</u> | |
| Fund Balance - Ending | <u>\$ 143,814</u> | <u>\$ 137,364</u> | <u>\$ 129,548</u> | <u>\$ (7,816)</u> |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE - SPECIAL REVENUE FUND
(JUVENILE DRUG COURT FUND)
FOR THE YEAR ENDED JUNE 30, 2013**

| | <u>Budgeted Amount</u> | | <u>Actual Amounts</u> | <u>Variance With Final Budget Positive (Negative)</u> |
|--|------------------------|--------------------|---------------------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| Resources (Inflows): | | | | |
| Drug Screen Fees | \$ 1,500 | \$ 1,500 | \$ 710 | \$ (790) |
| Supreme Court | 151,875 | 151,875 | 151,875 | |
| Interest Income | | | 20 | 20 |
| Amounts Available for Appropriation | <u>\$ 153,375</u> | <u>\$ 153,375</u> | <u>\$ 152,605</u> | <u>\$ (770)</u> |
| Charges to Appropriation (Outflows): | | | | |
| Asset Expenditures | \$ 500 | \$ | \$ | \$ |
| Small Asset Expenditures | 500 | | | |
| Insurance Expense | 9,976 | 9,900 | 10,430 | 530 |
| Internet Access | | | 218 | 218 |
| Miscellaneous | 250 | | 5 | 5 |
| Office Supplies and Postage | 250 | | 117 | 117 |
| Payroll Taxes | 497 | 500 | 512 | 12 |
| Professional Fees | 80,500 | 80,150 | 89,025 | 8,875 |
| Reference Materials and Dues | | | 40 | 40 |
| Retirement Expense | 5,839 | 6,200 | 6,167 | (33) |
| Salaries | 37,073 | 36,610 | 38,188 | 1,578 |
| Seminars, Meetings & Travel | 5,000 | 3,135 | 2,268 | (867) |
| Supplies | 12,500 | 14,900 | 6,326 | (8,574) |
| Telephone and Utility Expense | 490 | 480 | 614 | 134 |
| Total Charges to Appropriations | <u>\$ 153,375</u> | <u>\$ 151,875</u> | <u>\$ 153,910</u> | <u>\$ 2,035</u> |
| Excess of Resources Over (Under) Charges for Appropriations | \$ 0 | \$ 1,500 | \$ (1,305) | \$ (2,805) |
| Fund Balance - Beginning | <u>(14,611)</u> | <u>(14,611)</u> | <u>(14,611)</u> | |
| Fund Balance - Ending | <u>\$ (14,611)</u> | <u>\$ (13,111)</u> | <u>\$ (15,916)</u> | <u>\$ (2,805)</u> |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

SUPPLEMENTARY INFORMATION



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

To the Honorable Judges of the
Fourth Judicial District Court
Monroe, Louisiana

We 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, each major fund, and the aggregate remaining fund information of the Fourth Judicial District, Judicial Expense Fund, a component unit of the Ouachita Parish Police Jury, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise Court's basic financial statements, and have issued our report thereon dated December 23, 2013.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Court's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Court's internal control. Accordingly, we do not express an opinion on the effectiveness of 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, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity'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.

Our 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Court's financial statements are free from material misstatement, we 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 our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our 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.

The Honorable Judges of the
Fourth Judicial District Court
GAGAS Independent Auditor's Report
June 30, 2013

This report is intended solely for the information and use of management, others within the organization, and the Legislative Auditor and is not intended to be or should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is to be distributed by the Legislative Auditor as a public document.

BOSCH & STATHAM, LLC

Bosch & Statham

Jonesboro, Louisiana
December 23, 2013

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
AS OF AND FOR THE YEAR ENDED JUNE 30, 2013**

A. SUMMARY OF AUDITOR'S RESULTS

1. The auditor's report expresses an unqualified opinion on the component unit financial statements of the Fourth Judicial District Court, Judicial Expense Fund.
2. No significant deficiencies are reported in the Independent Auditor's Report on Compliance and Internal Control over Financial Reporting.
3. No instances of noncompliance material to the financial statements of the Fourth Judicial District Court, Judicial Expense Fund were disclosed during the audit.
4. No management letter was issued in connection with the audit.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

No reportable findings resulted from the financial statements audit.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
WITH NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2013**

| <u>Federal Grants/Pass Through Grantor/Program Title</u> | <u>Federal CFDA Number</u> | <u>Program or Award Amount</u> | <u>Revenue Recognized</u> | <u>Expenditures</u> |
|---|------------------------------------|--|-------------------------------|---------------------|
| Program passed through the Louisiana State Supreme Court: Department of Health and Human Services - Administration for Children and Families: Temporary Assistance for Needy Families | 93.558 | \$ 129,112 | \$ 129,112 | \$ 128,897 |
| | | <u>\$ 129,112</u> | <u>\$ 129,112</u> | <u>\$ 128,897</u> |

1. General

The Schedule of Expenditures of Federal Awards presents the activity of all federal award programs of the Fourth Judicial District Court. The Fourth Judicial District Court did not pass through any of its federal awards to a subrecipient during the year.

2. Basis of Accounting

The Schedule of Expenditures of Federal Awards is presented using the accrual basis of accounting as contemplated under accounting principles generally accepted in the United States of America and which is the same basis of accounting used for presenting the component unit financial statements. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
SCHEDULE OF JUDGES
FOR THE YEAR ENDED JUNE 30, 2013**

| | |
|------------|--------------------------------|
| Division A | Judge Scott Leehy |
| Division B | Judge Sharon I. Marchman |
| Division C | Judge Wilson Rambo |
| Division D | Judge H. Stephens Winters |
| Division E | Judge Frederic C. Amman |
| Division F | Chief Judge C. Wendell Manning |
| Division G | Judge Carl Van Sharp |
| Division H | Judge Benjamin Jones |
| Division I | Judge Alvin R. Sharp |
| Division J | Judge Robert C. Johnson |
| Division K | Judge Daniel J. Ellender |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**BALANCE SHEET - SCHEDULE OF COMBINING ACCOUNTS
GENERAL FUND**

JUNE 30, 2013

| | <u>Judicial Expense Fund</u> | <u>FINS Fund</u> | <u>Payroll Account</u> | <u>Combined Accounts</u> |
|--|----------------------------------|----------------------|----------------------------|------------------------------|
| Assets | | | | |
| Cash and Cash Equivalents | \$ 575,551 | \$ 52,736 | \$ 99,086 | \$ 727,373 |
| Due From Other Governmental Units | 27,318 | | 115 | 27,433 |
| Prepaid Expenses and Deposits | 8,125 | | 177 | 8,302 |
| Due from Other Funds | | <u>1</u> | | <u>1</u> [†] |
| Total Assets | <u>\$ 610,994</u> | <u>\$ 52,737</u> | <u>\$ 99,378</u> | <u>\$ 763,108</u> |
| Liabilities and Fund Balances | | | | |
| Liabilities | | | | |
| Accrued and Other Liabilities | \$ 29,466 | \$ | \$ 4,948 | \$ 34,414 |
| Due to Other Governmental Units | 3,870 | 14,709 | 47,463 | 66,042 |
| Compensated Absences Payable | 9,914 | | | 9,914 |
| Due to Other Funds | <u>21</u> | | | <u>20</u> [†] |
| Total Liabilities | <u>\$ 43,271</u> | <u>\$ 14,709</u> | <u>\$ 52,411</u> | <u>\$ 110,390</u> |
| Fund Balances | | | | |
| Nonspendable | \$ 8,125 | \$ | \$ 177 | \$ 8,302 |
| Restricted | | 38,028 | 46,790 | 84,818 |
| Unassigned | <u>559,598</u> | | | <u>559,598</u> |
| Total Fund Balances | <u>\$ 567,723</u> | <u>\$ 38,028</u> | <u>\$ 46,967</u> | <u>\$ 652,718</u> |
| Total Liabilities and Fund Balances | <u>\$ 610,994</u> | <u>\$ 52,737</u> | <u>\$ 99,378</u> | <u>\$ 763,108</u> |

† After internal receivables and payables have been eliminated.

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
SCHEDULE OF COMBINING ACCOUNTS
GENERAL FUND**

FOR THE YEAR ENDED JUNE 30, 2013

| | <u>Judicial Expense Fund</u> | <u>FINS Fund</u> | <u>Payroll Account</u> | <u>Combined Accounts</u> |
|--|----------------------------------|----------------------|----------------------------|------------------------------|
| Revenues | | | | |
| Court Fees - Ouachita Parish | \$ 237,192 | \$ | \$ | \$ 237,192 |
| Court Fees - Morehouse Parish | 54,739 | | | 54,739 |
| Court Fees - Probation Review Court | 2,135 | | | 2,135 |
| Grant Revenue | | 52,317 | | 52,317 |
| Warrant Revenue - Ouachita Parish | | | 964,531 | 964,531 |
| Warrant Revenue - Morehouse Parish | | | 105,146 | 105,146 |
| Interest Income | 7,686 | | 586 | 8,272 |
| Other Income | 1,121 | 1 | | 1,122 |
| Transfers In From Other Funds | | | | |
| | <u>\$ 302,873</u> | <u>\$ 52,318</u> | <u>\$ 1,070,263</u> | <u>\$ 1,425,454</u> |
| Amounts Available for Appropriation | | | | |
| Expenditures | | | | |
| Asset Expenditures | \$ 30,772 | \$ | \$ | \$ 30,772 |
| Small Asset Expenditures | 8,592 | | | 8,592 |
| Court Reporter/Process Costs | 645 | | | 645 |
| Insurance Expense | 38,380 | 214 | 136,994 | 175,588 |
| Internet Access | 7,180 | 1,215 | | 8,395 |
| Miscellaneous | 1,133 | | 2,216 | 3,349 |
| Office Supplies & Postage | 9,043 | 17,072 | | 26,115 |
| Payroll taxes | 2,407 | 348 | 11,614 | 14,369 |
| Professional Fees | 39,383 | | | 39,383 |
| Reference Materials & Dues | 2,806 | | | 2,806 |
| Rent | 11,162 | 251 | | 11,413 |
| Repair, Maintenance, & Warranty | 9,849 | 214 | | 10,063 |
| Retirement Expense | 26,748 | 3,900 | 173,940 | 204,588 |
| Salaries | 98,682 | 24,001 | 747,847 | 870,530 |
| Seminars, Meetings, & Travel | 44,490 | 1,997 | | 46,487 |
| Telephone Expense | 4,717 | 536 | | 5,253 |
| Transfer Out to Other Funds | | | | |
| | <u>\$ 335,989</u> | <u>\$ 49,748</u> | <u>\$ 1,072,611</u> | <u>\$ 1,458,348</u> |
| Total Charges to Appropriations | | | | |
| Excess of Resources Over (Under) | | | | |
| Charges for Appropriations | \$ (33,116) | \$ 2,570 | \$ (2,348) | \$ (32,894) |
| FUND BALANCE - BEGINNING | <u>600,839</u> | <u>35,458</u> | <u>49,315</u> | <u>685,612</u> |
| FUND BALANCE - ENDING | <u>\$ 567,723</u> | <u>\$ 38,028</u> | <u>\$ 46,967</u> | <u>\$ 652,718</u> |

See accountant's compilation report and accompanying notes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2013**

Finding:

ML 2012-1 Misdemeanor Probation Fund Expenditures Exceeded Budgeted Expenditures

Corrective Action Taken? Yes, No, Partially:

Yes

Planned Corrective Action/Partial Corrective Action Taken:

N/A