

DISTRICT ATTORNEY OF THE FOURTH  
JUDICIAL DISTRICT  
Parishes of Ouachita and Morehouse, Louisiana

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

INDEX

	<u>Statement</u>	
Independent Auditor’s Report		1-3
<b>REQUIRED SUPPLEMENTARY INFORMATION PART A</b>		
Management’s Discussion and Analysis		4-10
<b>BASIC FINANCIAL STATEMENTS</b>		
Government-Wide Financial Statements:		
Statement of Net Position	A	11
Statement of Activities	B	12
Fund Financial Statements:		
Balance Sheet	C	13
Reconciliation of the Governmental Funds Balance Sheet to The Statement of Net Position	D	14
Statement of Revenues, Expenditures and Changes in Fund Balances	E	15
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to The Statement of Activities	F	16
Fiduciary Funds:		
Statement of Fiduciary Net Position	G	17
Statement of Changes in Fiduciary Net Position	H	18
Notes to the Financial Statements		19-35

**REQUIRED SUPPLEMENTARY INFORMATION PART B**

	<u>Schedule</u>	
Budget Comparison Schedules		
General Fund	I	36
Special Revenue Fund – Title IV-D	II	37
Schedule of Proportionate Share of the Net Pension Liability	III	38
Schedule of Employer Contributions to Pension Plan	IV	38
Notes to Budgetary Comparison Schedules		39

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

INDEX

Schedule

**SUPPLEMENTARY INFORMATION**

Agency Funds	V	40
Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer	VI	41
Justice System Funding Reporting Schedule	VII	42-43

**OTHER REPORTS REQUIRED BY *GOVERNMENT AUDITING STANDARDS* AND  
BY OFFICE OF MANAGEMENT AND BUDGET *UNIFORM GUIDANCE***

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>		44-45
Report on Compliance For Each Major Federal Program; and Report on Internal Control Over Compliance Required by Uniform Guidance		46-47
Schedule of Expenditures of Federal Awards		48
Notes to the Schedule of Expenditures of Federal Awards		49
Schedule of Findings and Questioned Costs		50
Schedule of Prior Year Findings		51

## INDEPENDENT AUDITOR'S REPORT

Honorable Steve Tew  
District Attorney of the Fourth Judicial District  
Parishes of Ouachita and Morehouse, Louisiana

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the District Attorney of the Fourth Judicial District (District Attorney), a component unit of Ouachita Parish Police Jury, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the District Attorney's basic financial statements as listed in the table of contents.

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

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

### *Auditor's Responsibility*

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free 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, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## *Opinions*

In my opinion, the basic 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 District Attorney of the Fourth Judicial District, a component unit of Ouachita Parish Police Jury, as of December 31, 2020, and the respective changes in financial position 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, Schedule of Proportionate Share of the Net Pension Liability, Schedule of Employer Contributions to Pension Plan and the Budgetary Comparison Schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

### *Supplementary and Other Information*

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District Attorney's basic financial statements. The accompanying supplementary information, as listed in the table of contents, and the schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and the other information, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The accompanying supplementary information, and the schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), is the responsibility of management and was derived from and relates 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 my opinion, the accompanying supplementary information, as listed in the table of contents, and the schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The accompanying other information, as listed in the table of contents, has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, I do not express an opinion or provide any assurance on it.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated May 11, 2021, on my consideration of the District Attorney's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 the District Attorney's internal control over financial reporting and compliance.

*David M. Hard, CPA (APAC)*

West Monroe, Louisiana  
May 11, 2021

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Management's Discussion and Analysis (MD&A)**  
**December 31, 2020**

This section of the annual financial report of the District Attorney of the Fourth Judicial District (District Attorney), presents management's discussion and analysis of the District Attorney's financial performance during the fiscal year that ended on December 31, 2020. Please read this in conjunction with the District Attorney's financial statements, which follow this section.

In fiscal year 2020, the District Attorney adopted three new statements of financial accounting standards issued by the Governmental Accounting Standards Board:

- *Statement No. 84 – Fiduciary Activities* which provides guidance on the identification, accounting and financial reporting of fiduciary activities.

The adoption of this standard had no impact on the government-wide or the governmental fund financial statements, but provide for guidance, clarification and/or additional disclosures in the notes to the financial statements and required supplementary information related to pensions.

**Financial Highlights**

The following table exhibits some of the more important highlights of the financial results from the year ended December 31, 2020:

The District Attorney's total net position from governmental activities decreased \$913,828 from the beginning of the fiscal year as a result of a decrease in fines and fees collected mainly due to the Covid pandemic.

During the year ended December 31, 2020 the District Attorney's revenue decreased \$832,963 from the prior year as a result of fine and fee revenue decreases. Expenses increased 145,325 from the prior year as a result of increases in LACE program costs and computer expenses. The governmental activities reported unrestricted net position of \$4,673,341, which was and decrease of \$913,828 from the prior year.

Title IV-D is a cost reimbursement grant and does not report a fund balance.

**Overview of the Financial Statements**

This annual report consists of various parts, including management's discussion and analysis (this section), the basic financial statements, required supplementary information, supplementary information and other information. The basic financial statements include three kinds of statements that present different views of the District Attorney's financial records:

The first two statements are government-wide financial statements that provide both long-term and short-term information about the District Attorney's overall financial status.

The next set of statements are fund financial statements that focus on individual parts of the District Attorney's governmental operations, reporting the District Attorney's operations in more detail than the government-wide statements. The District Attorney's most significant funds are the general fund and the Title IV-D fund.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Management's Discussion and Analysis (MD&A)**  
**December 31, 2020**

The remaining statement is a statement of fiduciary assets and liabilities and presents financial information about activities for which the District Attorney acts solely as an agent for the benefit of others.

The governmental funds statements tell how general government services, like public safety, were financed in the short term as well as what remains for future spending.

Fiduciary fund statements provide information about the financial relationships in which the District Attorney acts solely as an agent for the benefit of others, to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

Our auditor has provided assurance in the independent auditor's report, located immediately preceding this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. Varying degrees of assurance is being provided by the auditor regarding the Required Supplementary Information and the Supplementary Information identified below. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each of the other parts of the Financial Section.

Exhibit 1 summarizes the major features of the District Attorney's financial statements, including the portion of the District Attorney's government they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure of contents of each of the statements.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Management's Discussion and Analysis (MD&A)**  
**December 31, 2020**

Exhibit 1			
Major Features of District Attorney's Government-wide and Fund Financial Statements			
	GOVERNMENT-WIDE STATEMENTS	FUND STATEMENTS	
		Governmental Funds	Fiduciary Funds (Agency)
Scope	The entire District Attorney governmental unit (excluding fiduciary funds)	The activities of the District Attorney that are not proprietary or fiduciary, such as public safety and the IV-D program	Instances in which the District Attorney is the trustee or agent for someone else's resources, such as seized drug assets awaiting forfeiture
Required financial statements	Statement of net position  Statement of activities	Balance sheet  Statement of revenue, expenditures and changes in fund balances	Statements of fiduciary assets and liabilities
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
Type of asset, liability and deferred inflows/outflows	All assets, liabilities and deferred inflows/outflows both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets are included	All assets and liabilities, both short-term and long-term; the District Attorney's funds do not currently contain capital assets, although they can
Type of inflow/outflow information	All revenues and expenses during the year regardless of when cash is paid or received	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payments are due during the year or soon thereafter	No revenues or expenses recorded for agency funds

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Management's Discussion and Analysis (MD&A)**  
**December 31, 2020**

**Government-wide Statements**

The government-wide statements report information about the District Attorney as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position presents information on all Assets, Deferred Outflows of Resources, Liabilities, and Deferred Inflows of Resources with the difference reported as Net Position. All of the current year's revenues and expense are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the District Attorney's net position and how they have changed. Net position (the difference between the District Attorney's total assets plus deferred outflows of resources and total liabilities plus deferred inflows of resources) is one way to measure the District Attorney's financial health, or position.

**For instance:**

Over time, increases or decreases in the District Attorney's net position is an indicator of whether its financial health is improving or deteriorating.

To assess the overall health of the District Attorney, one needs to consider additional financial factors such as changes in the finances of the State of Louisiana and the Morehouse and Ouachita Parish Police Juries.

The government-wide financial statements of the District Attorney consist of:

Governmental activities- all of the District Attorney's basic services are included here, such as public safety, the IV-D program and general administration.

**Fund Financial Statements**

The fund financial statements provide more detailed information about the District Attorney's most significant funds, the General Fund and the Title IV-D fund, not the District Attorney as a whole. Funds are accounting devices that the District Attorney used to keep track of specific sources of funding and spending for particular purposes. Some funds are required by State law or by bond covenants.

The District Attorney has two kinds of funds:

Governmental funds - Most of the District Attorney's basic services are included in governmental funds which focus on (1) how cash and other financial assets that can be readily converted to cash flow in and out and (2) the balances left at year end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps one determine whether there are more or fewer financial resources that can be spent in the near future to finance the District Attorney's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information at the bottom of the governmental funds statements, or on the subsequent page that explains the relationships between them.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Management's Discussion and Analysis (MD&A)**  
**December 31, 2020**

Fiduciary funds - The activity in these funds are excluded from the District Attorney's government-wide financial statements because the District Attorney cannot use these assets to finance its operations.

**Financial Analysis of the District Attorney as a Whole**

*Net Position* - The District Attorney's combined net position decreased during 2020 by \$913,828 from the net position of \$64,460 at December 31, 2019, as shown in the following table.

	2020	2019	Variance
<b>Assets</b>			
Other Assets	\$ 5,201,928	\$ 6,063,364	\$( 861,436)
Capital Assets	<u>117,334</u>	<u>194,193</u>	<u>( 76,859)</u>
Total Assets	<u>5,319,262</u>	<u>6,257,557</u>	<u>( 938,295)</u>
Deferred Outflows	<u>462,199</u>	<u>188,545</u>	<u>273,654</u>
<b>Liabilities</b>			
Other Liabilities	358,292	471,234	( 112,942)
Long-term Liabilities	<u>92,022</u>	<u>125,729</u>	<u>( 33,707)</u>
Total Liabilities	<u>450,314</u>	<u>596,96</u>	<u>( 146,649)</u>
Deferred Inflows	<u>621,806</u>	<u>261,970</u>	<u>359,836</u>
<b>Net Position</b>			
Invested in Capital Assets	117,334	194,193	( 76,859)
Unrestricted (Restated)	<u>4,556,007</u>	<u>5,392,976</u>	<u>( 836,969)</u>
Total Net Position	<u>\$ 4,673,341</u>	<u>\$ 5,587,169</u>	<u>\$( 913,828)</u>

*Changes in Net Position* - The following condensed government-wide governmental activity statement illustrates the major changes in operations for the District Attorney as compared to 2019. The difference between the increase below and the increase in the preceding table is a prior period adjustment related to the pension disclosure.

	2020	2019
Revenue	\$ 4,327,614	\$ 5,160,577
Expenses	<u>( 5,241,442)</u>	<u>( 5,096,117)</u>
Increase (Decrease)	<u>\$( 913,828)</u>	<u>\$ 64,460</u>

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Management's Discussion and Analysis (MD&A)**  
**December 31, 2020**

The District Attorney's total governmental revenue decreased in 2020 by \$832,963, and expenses increased by \$145,325 as compared to 2019.

	Governmental Activities		
	<u>2020</u>	<u>2019</u>	<u>Variance</u>
<b>Revenues:</b>			
Program Revenues			
Charges for Services	\$ 2,739,251	\$ 3,817,882	\$( 1,078,631)
Operating Grants and Contributions	1,460,537	1,197,777	262,760
General Revenues			
Local Support	78,452	72,121	6,331
Interest and Investments Earnings	44,327	52,959	( 8,632)
Miscellaneous	<u>5,047</u>	<u>19,838</u>	<u>( 14,791)</u>
Total Revenues	4,327,614	5,160,577	( 832,963)
<b>Expenses:</b>			
Public Safety and Judicial Prosecution	<u>5,241,442</u>	<u>5,096,117</u>	<u>145,325</u>
Increase (Decrease) in Net Position	( 913,828)	64,460	( 978,288)
Net Position – Beginning	<u>5,587,169</u>	<u>5,522,709</u>	<u>64,460</u>
Net Position – Ending	<u>\$ 4,673,341</u>	<u>\$ 5,587,169</u>	<u>\$( 913,828)</u>

**Financial Analysis of the District Attorney's Funds**

At the end of 2020, the District Attorney's governmental funds reported a combined fund balance of \$4,843,636 which was a decrease of \$748,494 from the 9balance. The decrease in fund balance is due to considerably less revenues received from intergovernmental grants and drug asset forfeiture proceeds. Further, operational expenses remained relatively unchanged in operating the District Attorney's office.

**General Fund Budgetary Highlights**

The District Attorney revises its budget during the year, as it attempts to deal with unexpected changes in revenues and expenditures. (A schedule showing the District Attorney's original and final budgets, compared with actual results, is provided in the required supplementary information section of this report.) In the current year, changes between the original and revised budget were due to unexpected changes in revenues and expenditures.

The General Fund's actual revenues were less than projected budgeted revenue amounts by \$166,304 due to a decrease in drug asset forfeiture fees, and also from a decrease in fines and fees from expected amounts. The original budget was decreased slightly mainly due to decreased revenue from the traffic diversion programs, and receipt of fines, court costs and fees.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Management's Discussion and Analysis (MD&A)**  
**December 31, 2020**

The General Fund's actual expenditures were less than projected budgeted expenditure amounts by \$554,872, due to capital outlays being more than expected offset by a reduction in materials and supplies expenses.

**Capital Assets**

At the end of 2020, the District Attorney had \$117,334 invested in a broad range of capital assets. This amount represents a net decrease (including additions, deductions, and depreciation) of \$76,859, or approximately 23.8%, from last year. For further detailed information, please refer to Note 6 in the Notes to the Financial Statement.

	December 31,	
	2020	2019
Furniture, Fixtures and Equipment	\$ 25,920	\$ 61,269
Vehicles	<u>91,414</u>	<u>132,924</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>\$ 117,334</u>	<u>\$ 194,193</u>

**Economic Factors and Next Year's Budget**

The District Attorney is partially dependent on the State of Louisiana and the Morehouse and Ouachita Parish Police Juries for partial payment of a portion of overhead and building expenses, some administrative expenses and attorneys' salaries. These entities receive a substantial portion of their revenues from taxes. A portion of the salaries of clerical employees is paid from the Criminal Court funds in Morehouse and Ouachita Parishes. The budget for 2021 is slightly less than the 2020 operating budget.

**Contacting the District Attorney's Financial Management**

This financial report is designed to provide the citizens, taxpayers and creditors with a general overview of the District Attorney's finances and to demonstrate the District Attorney's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Jennifer H. Johnson, Administrator, 400 St. John Street, Suite 301, Monroe, Louisiana 71201.

BASIC FINANCIAL STATEMENTS

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

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

	<u>Governmental Activities</u>
<i>Assets</i>	
Cash and Cash Equivalents	\$ 1,538,166
Investments	3,340,462
Accounts Receivable	323,300
Capital Assets:	
Depreciable	<u>117,334</u>
Total Assets	<u>5,319,262</u>
<i>Deferred Outflows of Resources</i>	
Resources Related to Pensions	426,199
<i>Liabilities</i>	
Accounts Payable	\$ 358,292
Net Pension Liability	<u>92,022</u>
Total Liabilities	450,314
<i>Deferred Inflows of Resources</i>	
Resources Related to Pensions	621,806
<i>Net Position</i>	
Net Investment in Capital Assets	117,334
Net Position - Unrestricted	<u>4,556,007</u>
Total Net Position	<u>\$ 4,673,341</u>

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

**District Attorney of the Fourth Judicial District**  
 Parishes of Ouachita and Morehouse, Louisiana

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

	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue and Changes in Net Position
Governmental Activities: Public Safety & Judicial Prosecution	\$ 5,241,442	\$ 2,739,251	\$ 1,460,537	\$ -	\$ (1,041,654)
			General Revenues:		
			Local Support		78,452
			Interest Earnings		44,327
			Miscellaneous		5,047
			Total General Revenues		127,826
			Changes in Net Position		(913,828)
			Net Position - Beginning		5,587,169
			NET POSITION - ENDING		\$ 4,673,341

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

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

	<u>Major Funds</u>		<u>Non-Major Fund</u>	<u>Total</u>
	<u>General Fund</u>	<u>Title IV-D</u>	<u>Worthless Check Collection Fee</u>	
<u>Assets</u>				
Cash and Cash Equivalents	\$ 1,538,166	\$ -	\$ -	\$ 1,538,166
Investments	3,340,462	-	-	3,340,462
Accounts Receivable	207,210	116,090	-	323,300
Interfund Receivables	71,510	-	-	71,510
<u>Total Assets</u>	<u>\$ 5,157,348</u>	<u>\$ 116,090</u>	<u>\$ -</u>	<u>\$ 5,273,438</u>
<u>LIABILITIES AND FUND BALANCE</u>				
<u>Liabilities</u>				
Accounts Payable	\$ 313,712	\$ 44,580	\$ -	\$ 358,292
Interfund Payables	-	71,510	-	71,510
<u>Total Liabilities</u>	313,712	116,090	-	429,802
<u>Fund Balance</u>				
Unassigned	4,843,636	-	-	4,843,636
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>\$ 5,157,348</u>	<u>\$ 116,090</u>	<u>\$ -</u>	<u>\$ 5,273,438</u>

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

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

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

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

Fund Balance, Governmental Funds:	\$ 4,843,636
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	117,334
Net pension liability does not require the use of current financial resources and therefore is not reported in the funds.	(621,806)
The net effect of deferred outflows of resources and deferred inflows of resources related to pensions do not require the use of current financial resources and therefore are not reported in the funds.	<u>334,177</u>
Net Position of Governmental Activities	<u><u>\$ 4,673,341</u></u>

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

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

	<u>Major Funds</u>		<u>Non-Major Fund</u>	<u>Total</u>
	<u>General</u>	<u>Title IV-D</u>	<u>Worthless Check</u>	
	<u>Fund</u>		<u>Collection Fee</u>	
<b><u>Operating Revenue</u></b>				
Fines, Fees and Bond Forfeitures	\$ 2,385,091	\$ -	\$ 34,286	\$ 2,419,377
Court Cost Fees	163,311	-	-	163,311
Interest Income	44,327	-	-	44,327
<b>Intergovernmental Revenue</b>				
Federal	399,323	643,911	-	1,043,234
State	417,303	-	-	417,303
Local	78,452	-	-	78,452
Drug Asset Forfeiture	77,261	-	-	77,261
Collection Fees	1,631	-	-	1,631
Other	5,047	-	-	5,047
<b>Total Operating Revenue</b>	<b>3,571,746</b>	<b>643,911</b>	<b>34,286</b>	<b>4,249,943</b>
<b><u>Operating Expenditures</u></b>				
<b>Current:</b>				
<b>General Government</b>				
Personnel Services	3,211,086	548,269	34,286	3,793,641
Contractual Charges	722,800	77,744	-	800,544
Materials and Supplies	322,676	16,028	-	338,704
Other Charges	56,942	1,870	-	58,812
Capital Outlay	6,736	-	-	6,736
<b>Total Operating Expenditures</b>	<b>4,320,240</b>	<b>643,911</b>	<b>34,286</b>	<b>4,998,437</b>
<b><u>Excess (Deficiency) of Revenues Over</u></b>				
<b><u>Expenditures</u></b>	<b>(748,494)</b>	<b>-</b>	<b>-</b>	<b>(748,494)</b>
<b><u>Fund Balance - Beginning of the Year</u></b>				
	5,592,130	-	-	5,592,130
<b><u>FUND BALANCE - END OF THE YEAR</u></b>				
	<b>\$ 4,843,636</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,843,636</b>

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

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

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

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

Net change in fund balances - total governmental funds		\$ (748,494)
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives.		
Expenditures for capital assets	-	
Less current year depreciation	<u>(76,859)</u>	(76,859)
Governmental funds report current year pension contributions as expenditures. However, in the statement of activities, these contributions are reported as deferred inflows of resources and the District's proportionate share of the plans pension expense is reported as pension expense.		(166,146)
The District's proportionate share of non-employer contributions to the pension plans do not provide current financial resources and are not reported in the governmental funds.		<u>77,671</u>
Changes in net position of governmental activities		<u><u>\$ (913,828)</u></u>

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

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

ASSETS

Cash and Cash Equivalents

\$ 622,613

TOTAL ASSETS

622,613

LIABILITIES

Deposits Due Others

622,613

TOTAL LIABILITIES

\$ 622,613

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

**Statement H**

**District Attorney of the Fourth Judicial District  
Parishes of Ouachita and Morehouse, Louisiana**

**Statement of Changes in Fiduciary Net Position  
December 31, 2020**

<u>BALANCE AT BEGINNING OF YEAR</u>	\$ 547,758
Collections	865,830
Disbursements	(791,272)
<u>BALANCE AT END OF YEAR</u>	<u>\$ 622,316</u>

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

**INTRODUCTION**

The Louisiana Constitution of 1974, Article V, Section 14 created the judicial districts of the State, among them the Fourth Judicial District. Article V, Section 26 created the Office of the District Attorney for each of the Judicial Districts and sets forth the duties of the office. Louisiana R.S. 16:1 establishes a District Attorney for each of the Judicial District Attorney's offices. The Fourth Judicial District Attorney exists and operates in accordance with the authorities cited.

As provided by Article V, Section 26 of the Louisiana Constitution of 1974, the District Attorney has charge of every criminal prosecution by the State in his district, is the representative of the State before the grand jury in his district and is the legal advisor to the grand jury. He performs other duties as provided by law. The District Attorney is elected by the qualified electors of the judicial district for a term of six years. The Fourth Judicial District encompasses the parishes of Morehouse and Ouachita and their offices are located in Bastrop and Monroe.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. BASIS OF PRESENTATION** The accompanying basic financial statements of the District Attorney of the Fourth Judicial District have been prepared in conformity with United States Generally Accepted Accounting Principles (GAAP) as applied to governmental units.

The schedule of expenditures of federal awards includes the federal grant activity of the District Attorney and is presented on the accrual basis. The information in this schedule is presented in accordance with the requirements of Uniform Grant Guidance, Audits of State, 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.

**B. REPORTING ENTITY** The District Attorney is an independent elected official; however, the district attorney is fiscally dependent on the Morehouse and Ouachita Parish Police Juries. The police juries maintain and operate the parish courthouse in which the district attorney's office is located and provides funds for equipment and furniture of the district attorney's office.

For these reasons, the district attorney was determined to be a component unit of the Ouachita Parish Police Jury, the financial reporting entity, inasmuch as it provides significantly more support to the reporting entity than does the Morehouse Parish Police Jury.

As the governing authority of the parish, for reporting purposes, the Ouachita Parish Police Jury is the financial reporting entity for Ouachita Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board 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. These criteria include:

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

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

Because the District Attorney is fiscally dependent on the police jury, the District Attorney 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 District Attorney and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

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

Funds of the District Attorney are classified into two categories; governmental and fiduciary. In turn each category is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

**Governmental Funds** Governmental funds account for all or most of the district attorney's general activities. These funds focus on the sources, uses, and balances of current financial resources. The following are the district attorney's governmental funds:

*General Fund* - The General Fund is the primary operating fund of the district attorney and it accounts for all financial resources, except those required to be accounted for in other funds. The General Fund was established in compliance with Louisiana Revised Statute 15:571.11, which provides that twelve percent (12%) of the fines and forfeitures collected be transmitted to the District Attorney to defray the necessary expenses of that office.

*Title IV-D* - The Special Revenue Fund consists of federal reimbursement grants passed through the Louisiana Department of Children and Family Services authorized by Act 117 of 1975 to establish family and child support programs compatible with Title IV-D of the Social Security Act. The purpose of the fund is to enforce the support obligation owed by absent parents to their family and children, to locate absent parents, to establish paternity, and to obtain family and child support.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

*Worthless Check Collection Fee* - The Worthless Check Collection Fee Fund consists of fees collected in accordance with Louisiana Revised Statute 16:15, which provides for a specific fee whenever the District Attorney's office collects and processes a worthless check. Expenditures from this fund are at the sole discretion of the District Attorney and may be used to defray the salaries and the expenses of the office of the District Attorney but may not be used to supplement the salary of the district attorney.

**Fiduciary Funds** Fiduciary funds account for assets held by the district attorney in a trustee capacity or as an agent on behalf of outside parties.

*Agency funds* are custodial in nature (assets equal liabilities) and do not present results of operations or have a measurement focus. These funds are used to account for assets that the district attorney holds for others in an agency capacity. The district attorney reports the following agency funds:

*Asset Forfeiture Fund* - The Asset Forfeiture Fund was established for the allocation and disposition of property obtained under the provisions of Louisiana Revised Statute 40:2616. The District Attorney may (1) retain property for official use or transfer the custody to any local, state or federal agency; (2) destroy or use for investigative purposes, any illegal or controlled substances or other contraband, upon the written approval of the District Attorney after not less than twenty days after seizure; and (3) authorize a public sale without appraisal of that which is not required by law to be destroyed and which is not harmful to the public.

Property is distributed by court order first to satisfy any security interest or lien; second to reimburse expenses of seizure; and the balance shall be allocated as follows:

60% to law enforcement agency(s) making the seizure  
20% to the criminal court fund  
20% to District Attorney's general fund

These proceeds are to be used to further and enhance drug law enforcement. The District Attorney is required to make an annual report to the Governor, the President of the Senate, and the Speaker of the House of Representatives. This fund is subject to public audit.

*Bond Forfeiture Fund* - The Bond Forfeiture Fund was established for the allocation and disposition of bonds forfeited to the District Attorney's office. Upon order of the district court, these funds are either refunded to the litigants or distributed to the appropriate recipient, in accordance with applicable laws.

*Victim Restitution* - The District Attorney holds these funds in escrow for the Court. These funds arise from restitution payments to victims. None of these funds have drug related origins, and thus are not a part of the drug asset forfeiture fund. The District Attorney maintains these funds in escrow until the courts provide orders for their disposition or otherwise directed for victim restitution.

*Check Collection Fund* - The Check Collection fund is used as a depository for funds collected from payments made on worthless checks. The funds are disbursed to the related merchants upon collection.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

**D. MEASUREMENT FOCUS/BASIS OF ACCOUNTING**

*Government- Wide Financial Statements*

The statement of net position and the statement of activities display information about the reporting government as a whole. The government-wide financial statements were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, liabilities and deferred outflows/inflows of resources resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets, liabilities and deferred outflows/inflows of resources resulting from non-exchange transactions are recognized in accordance with the requirements of GASB No. 33, *Accounting and Financial Reporting for Non - exchange transactions*. Fiduciary funds are not included in the government-wide financial statements.

*Program Revenues* - Program revenues included in the Statement of Activities derive directly from parties outside the District Attorney's taxpayers or citizenry, as a whole. Program revenues reduce the costs of the function to be financed from the District Attorney's general revenues.

Revenues represented by reimbursements and incentives under the Title IV-D program are recognized and recorded when program expenditures are incurred in accordance with program guidelines. Forfeited drug assets are recorded when the court ordered Judgment of Forfeiture is received. Court cost and fees provided for in Louisiana Statutes are recorded as received in cash. Collection fees for worthless checks are recorded as received in cash. Investment earnings are recorded as earned since they are measurable and available.

Grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant and, accordingly, when such funds are received they are recorded as unearned revenues until earned.

*Fund Financial Statements (FFS)*

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

The amounts reflected in the General Fund and Other Funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The District Attorney considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental funds use the following practices in recording revenues and expenditures:

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

The agency funds are custodial in nature and do not present results of operations or have a measurement focus. Agency funds are accounted for using the accrual basis of accounting.

*Revenues*

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

Grants are recorded when the District Attorney of the Fourth Judicial District is entitled to the funds. Interest earned on investments is recorded when the investment has matured and the income is available. Substantially all other revenues are recorded when received.

*Expenditures*

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

**E. BUDGETS** The District Attorney uses the following budget practices:

An annual operating budget is adopted each year for the General Fund and the modified accrual basis of accounting is used to reflect actual revenues and expenditures, which is consistent with accounting principles generally accepted in the United States of America.

All appropriations lapse at year-end and any unexpended fund balance is carried forward into subsequent years. Formal budget integration is not employed as a management control device, and the District Attorney of the Fourth Judicial District does not use encumbrance accounting.

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

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

**H. SHORT-TERM INTERFUND RECEIVABLES/PAYABLES (FUND FINANCIAL STATEMENTS)**

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

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

**I. CAPITAL ASSETS** Capital assets are capitalized at historical cost or estimated historical costs for assets where actual cost is not available. Donated assets, if any, are recorded as capital assets at their estimated fair market value at the date of donation. The District Attorney maintains a threshold level of \$5,000 or more for capitalizing capital assets.

All capital assets are depreciated using the straight-line method over the following estimated useful lives:

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

**J. COMPENSATED ABSENCES** The District Attorney does not have a formal leave and sick policy. Employees working within the District Attorney's office are entitled to paid vacations, paid sick days and personal days off, depending on job classification, length of service and the applicable policies of Morehouse Parish Police Jury or Ouachita Parish Police Jury. Compensated Absences balances are monitored and paid by the applicable Parish Police Jury; therefore, no liability is established for the District Attorney.

**K. RESTRICTED NET POSITION**

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

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

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

**L. FUND BALANCE OF FUND FINANCIAL STATEMENTS**

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

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

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

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

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

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

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

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

Based on the size of the accounts and the methods used for payments, the District Attorney does not employ encumbrance accounting.

**N. INTERFUND TRANSACTIONS** Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transactions are reported as transfers.

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

**P. DEFERRED OUTFLOWS/INFLOWS OF RESOURCES** In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow or resources (expense/expenditure) until then. The District Attorney has one item, deferred outflows related to pensions that qualifies in this category and is reported only in the governmental activities.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources until that time. The District Attorney has one item, deferred inflows related to pensions that qualifies in this category and is reported only in the governmental activities.

For purposes measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the retirement systems and additions to/deductions from the retirements systems fiduciary net position have been determined on the same basis as they are reported by the retirement systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

**NOTE 2 - STEWARDSHIP AND ACCOUNTABILITY**

**Excess of Actual Expenditures Over Budgeted Expenditures in Individual Funds** The following fund had actual expenditures which exceeded budgeted expenditures for the year ended December 31, 2020:

	<u>Final Budget</u>	<u>Actual</u>	<u>Unfavorable Variance</u>
Title IV-D	\$ 438,685	\$ 643,911	\$( 205,226)

**NOTE 3 - CASH AND CASH EQUIVALENTS AND INVESTMENTS**

Deposits are stated at cost, which approximate fair value. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in the holding or custodial bank that is mutually acceptable to both parties.

**Interest Rate Risk:** The District Attorney's policy does not address interest rate risk.

**Credit Risk:** The District Attorney's investments are in Certificates of Deposits which do not have credit ratings; however, the District Attorney's policy does not address credit rate risk.

**Custodial Credit Risk:** At year-end the District Attorney's carrying amount of deposits was \$5,501,241 and the bank balance was \$5,608,259, which includes \$3,340,462 in certificate of deposits classified as investments.

These deposits are reported as follows: Statement A - cash and cash equivalents, \$1,538,166, Statement A investments \$3,340,462, Statement G - cash and cash equivalents \$622,613. Of the bank balance, \$1,750,000 was covered by federal depository insurance. The remaining balance was collateralized with securities held by the pledging financial institution's trust department or agent but not in the District Attorney's name. The District Attorney's policy does not address custodial credit risk. Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement No. 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the District Attorney that the fiscal agent has failed to pay deposited funds upon demand.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

**NOTE 4 - RECEIVABLES**

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

	General Fund	Title IV-D	Worthless Check Collection	Total
Fines, Fees and Bond Forfeitures	\$ 89,528	\$ -	\$ -	\$ 89,528
Intergovernmental				
Federal	96,690	116,090	-	212,780
State	<u>20,992</u>	<u>-</u>	<u>-</u>	<u>20,992</u>
Total	<u>\$ 207,210</u>	<u>\$ 116,090</u>	<u>\$ -</u>	<u>\$ 323,300</u>

The balance of accounts receivable is expected to be collected in full so no allowance for doubtful accounts has been established.

**NOTE 5 - INTERFUND RECEIVABLES/PAYABLES**

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

	Due From Other Funds	Due To Other Funds
General Fund	\$ 49,375	\$ -
Title IV-D	-	48,986
Worthless Check Fee	<u>-</u>	<u>389</u>
Total	<u>\$ 49,375</u>	<u>\$ 49,375</u>

The purpose of the interfund payable from the Title IV-D fund was to cover current-year expenditures for the cost reimbursement program until the reimbursement request is received. The purpose of the interfund payable from the worthless check fund is to cover general operating expenditures for the District Attorney's office until the collection fee is received.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

**NOTE 6 - CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended December 31, 2020, is as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Governmental Activities:				
Furniture & Equipment	\$ 695,861	\$ -	\$ -	\$ 695,861
Vehicles	<u>504,552</u>	<u>-</u>	<u>-</u>	<u>504,552</u>
Total	<u>1,200,413</u>	<u>-</u>	<u>-</u>	<u>1,200,413</u>
Less Accumulated Depreciation				
Furniture & Fixtures	634,592	35,349	-	\$ 669,941
Vehicles	<u>371,628</u>	<u>41,510</u>	<u>-</u>	<u>413,138</u>
Total	<u>1,006,220</u>	<u>76,859</u>	<u>-</u>	<u>1,084,079</u>
Capital Assets, Net	<u>\$ 194,193</u>	<u>\$( 76,859)</u>	<u>\$ -</u>	<u>\$ 117,334</u>

Depreciation expense of \$76,859 was charged to the public safety and judicial prosecution function.

The District Attorney has an operating lease with the Ouachita Parish Police Jury for the rental of office space to operate the Title IV-D Program. The lease is renewed on an annual basis and the current year lease payments paid to the Police Jury totaled \$21,896.

**NOTE 7 - PENSION PLAN**

**District Attorney's Retirement System of Louisiana (System)**

*Plan Description*

The 4th Judicial District Attorney contributes to the District Attorneys' Retirement System of Louisiana (System) which is a cost sharing multiple employer defined benefit pension plan. The System was established on August 1, 1956 and was placed under the management of the board of trustees for the purpose of providing retirement allowances and other benefits as stated under the provisions of Louisiana R.S. 11, Chapter 3 for district attorneys and their assistants in each parish. All persons who are district attorneys of the State of Louisiana or assistant district attorneys in any parish shall become members as a condition of their employment, provided in the case of assistant district attorneys, they must be paid an amount not less than the minimum salary specified by the board for assistant district attorneys.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

Any member of the Plan who was hired prior to July 1, 1990, and who have elected not to be covered under the new provisions, are eligible to receive normal retirement benefit if one of the following criteria is met:

1. Age 62 after 10 or more years of creditable service.
2. Age 60 after 18 or more years of creditable service.
3. Age 55 after 23 or more years of creditable service.
4. Any age after 30 or more years of creditable service.

Generally, the monthly amount of the retirement allowance of any member of the Plan shall consist of an amount equal to three percent of the employee's final compensation for each year of creditable service. However, under certain conditions as outlined in the statutes, the benefits are limited to specified amounts. Retirement benefits may not exceed 100% of final average compensation.

Any member of the Plan who was hired after to July 1, 1990, or who have elected to be covered under the new provisions, are eligible to receive normal retirement benefit if one of the following criteria is met:

1. Age 60 after 10 or more years of creditable service.
2. Age 55 after 24 or more years of creditable service.
3. Any age after 30 or more years of creditable service.

Generally, the monthly amount of the retirement allowance of any member of the Plan shall consist of an amount equal to 3.5% of the employee's final compensation multiplied by years of membership service. However, under certain conditions as outlined in the statutes, the benefits are limited to specified amounts. Retirement benefits may not exceed 100% of final average compensation.

The System also provides death and disability benefits. Benefits are established or amended by state statute.

For the year ended December 31, 2020, the 4th Judicial District Attorney's total payroll for all employees was \$514,379. Total covered payroll was \$463,878. Covered payroll refers to all compensation paid by the 4th Judicial District Attorney to active employees covered by the Plan.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. The report may be obtained by writing to the District Attorneys' Retirement System of Louisiana, 1645 Nicholson Drive, Baton Rouge, Louisiana 70802, or by calling (225) 267-4824, or by visiting the System's website [www.ladars.org](http://www.ladars.org).

### *Contributions*

According to state statute, contribution requirements for all employers are actuarially determined each year. For the year ended December 31, 2020, the actual employer contribution rate was 4.00%, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The 4th Judicial District Attorney's contributions to the System for the year ending December 31, 2020 were \$18,555. In accordance with state statute, the System receives ad valorem taxes and state revenue sharing funds. These additional sources of income are used as employer contributions and are considered support from non-employer contributing entities, but are not considered special funding situations.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

Members are required by state statute to contribute 8.00% of their annual covered salary. The contributions are deducted from the employee's wages or salary and remitted by the 4th Judicial District Attorney to the System monthly.

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

At December 31, 2020, the Employer reported a liability of \$621,806 for its proportionate share of the Net Pension Liability. The Net Pension Liability was measured as of June 30, 2020 and the total pension liability used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date. The 4th Judicial District Attorney's proportion of the Net Pension Liability was based on a projection of the Police Jury's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2020, the 4<sup>th</sup> Judicial District Attorney's proportion was 0.784839%, which was an decrease of 0.029484% from its proportion measured as of June 30, 2019.

For the year ended December 31, 2020, the 4th Judicial District Attorney recognized pension expense of \$180,701 plus employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions, which was (\$14,555). Total pension expense for the 4th Judicial District Attorney for the year ended December 31, 2020 was \$166,146.

At December 31, 2020, the 4th Judicial District Attorney reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows	Deferred Inflows
Differences between expected and actual experience	29,620	59,362
Changes in Assumptions	279,150	-
Net Difference between projected and actual earnings on pension plan	100,806	-
Changes in employer's proportion of beg NPL	7,787	31,545
Differences between employer and proportionate share of contributions	792	1,115
Subsequent Measurement Contributions	8,836	
<b>Total</b>	<b>426,991</b>	<b>92,022</b>

The \$8,836 reported as deferred outflows of resources related to pensions resulting from the 4th Judicial District Attorney contributions subsequent to the measurement date will be recognized as a reduction of Net Pension Liability in the year ended December 31, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

Amortization for the year ended December 31			
2021	69,209	(84)	69,125
2022	73,127	(84)	73,043
2023	86,382	(70)	86,312
2024	54,574	(70)	54,504
2025	43,164	(15)	43,149
			-
<b>Total</b>	<b>326,456</b>	<b>(323)</b>	<b>326,133</b>

*Actuarial Assumptions*

A summary of the actuarial methods and assumptions used in determining the total pension liability are as follows:

Valuation Date	June 30, 2020
Actuarial Cost Method	Entry Age Normal Cost
Actuarial Assumptions:	
Investment Rate of Return	6.25%, net of investment expense
Salary increases	5.00% (2.30% inflation, 2.70% merit)
Mortality rates	<p>Pub-2010 Public Retirement Plans Mortality Table for General Above-Median Employees multiplied by 115% for males and females for current employees, each with full generational projection using the MP2019 scale.</p> <p>Pub-2010 Public Retirement Plans Mortality Table for General Above-Median Healthy Retirees multiplied by 115% for males and females for annuitants and beneficiaries, each with full generational projection using the MP2019 scale.</p> <p>Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 115% for males and females for disabled retirees, each with full generational projection using the MP2019 scale.</p>
Expected remaining service lives	<p>6 years – June 30, 2020</p> <p>6 years – June 30, 2019</p> <p>6 years – June 30, 2018</p> <p>7 years – June 30, 2017</p> <p>7 years – June 30, 2016</p> <p>6 years – June 30, 2015</p>
Cost of Living Adjustments	Only those previously granted

The mortality rate assumption used was set based upon an experience study performed on plan data for the period July 1, 2014, through June 30, 2019. The data was then assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the System's liabilities.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

Annuity values calculated based on this mortality were compared to those produced by using a setback of standard tables. The result of the procedure indicated that the tables used would produce liability values approximating the appropriate generational mortality tables.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The resulting long-term rate of return is 8.50% for the year ended June 30, 2020.

The best estimates of arithmetic real rates of return for each major asset class based on the System's target asset allocation as of June 30, 2020, were as follows:

Asset Class	Long-Term Target Asset Allocation	Rates of Return	
		Real	Nominal
Equities	48.27%	5.54%	
Fixed income	24.54%	1.09%	
Alternatives	26.77%	1.87%	
Real estate	0.42%	0.00%	
Totals	100%		6.11%
Inflation			2.39%
Expected arithmetic nominal return			8.50%

*Discount Rate*

The discount rate used to measure the total pension liability was 6.25%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by PRSAC taking into consideration the recommendation of the System's actuary. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the 4th Judicial District Attorney's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate*

The following presents the 4th Judicial District Attorney's proportionate share of the net pension liability calculated using the discount rate of 7.25%, as well as what the Police Jury's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower (5.25%) or one percentage-point higher (7.25%) than the current rate:

1% Decrease	Current	1% Increase
1,135,849	621,806	191,061

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

*Payables to the Pension Plan*

These financial statements include a payable to the pension plan of \$0, which is the legally required contribution due at December 31, 2020. This amount is recorded in accrued expenses.

*Plan Fiduciary Net Position*

Detailed information about the System's fiduciary net position is available in the separately issued District Attorneys' Retirement System of Louisiana Audit Report at [www.ladars.org](http://www.ladars.org).

**NOTE 8 - AGENCY FUNDS** A summary of the changes in the District Attorney's agency funds is as follows:

	Balance at Beginning of Year	Additions	Reductions	Balance at End of Year
Asset Forfeiture Fund	\$ 370,992	\$ 385,859	\$ 346,901	\$ 409,950
Bond Forfeiture Fund	1,219	132,176	106,955	26,440
Victim Restitution Fund	124,193	138,285	130,433	132,045
Check Collection Fund	<u>51,354</u>	<u>209,510</u>	<u>206,983</u>	<u>53,881</u>
Total	<u>\$ 547,758</u>	<u>\$ 865,830</u>	<u>\$ 791,272</u>	<u>\$ 622,316</u>

Of the \$132,045 recorded for victim restitution fund, approximately \$121,000 is considered to be unreconciled as the District Attorney is unable to identify the individual payees because of the number of years that have elapsed.

**NOTE 9 - LITIGATION AND CLAIMS**

**Litigation** The District Attorney is involved in various legal actions and claims rising in the normal course of business. After taking into consideration the District Attorney's evaluation of such actions, it is of the opinion that their outcome will not materially affect the financial statements.

**Grant Disallowances** The District Attorney participates in a number of state and federally assisted programs. The programs are subject to compliance audits under the single audit approach. Such audits could lead to requests for reimbursement by the grantor agency for expenditures disallowed under the terms of the grant.

**NOTE 10 - EXPENDITURES OF THE DISTRICT ATTORNEY NOT INCLUDED IN THE FINANCIAL STATEMENTS**

The accompanying financial statements do not include certain expenditures of the District Attorney paid out of the criminal court funds, the Morehouse Parish Police Jury, the Ouachita Parish Police Jury, or directly by the State. Those expenditures are summarized as follows:

The Morehouse Parish Police Jury, the Ouachita Parish Police Jury and the state fund a majority portion of the attorneys and support staffs' salaries and benefits.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Financial Statements**  
**December 31, 2020**

The Criminal Court Fund is controlled and expended jointly between the District Attorney and the Fourth Judicial Court. The District Attorney normally expends funds for transcripts, witness fees and expert witness fees; the balance is utilized by the Fourth Judicial Court.

**NOTE 11 - FEDERAL FINANCIAL ASSISTANCE PROGRAM** The District Attorney participates in the United States Department of Health and Human Services Support Enforcement, Title IV-D Program, Catalog of Federal Domestic Assistance Number 93.563. This program is funded by indirect assistance payments in the form of reimbursements for related expenditures, received from the Louisiana Department of Children and Family Services.

For the year ended December 31, 2020, the District Attorney for the Fourth Judicial District expended \$643,911 for the program.

The reimbursement payments are restricted by a formal agreement between the District Attorney and Department of Children and Family Services and include a budget of expected expenditures for each fiscal year ending June 30. The District Attorney submits reimbursements requests to the Department of Children and Family Services on a monthly basis.

The reimbursement payments may be subjected to further review and audit by the federal grantor agency. No provision has been made in the financial statements for the reimbursement of any expenditure that may be disallowed as a result of such a review or audit. Based on prior experience, the District Attorney feels such disallowances, if any, will be immaterial.

**NOTE 12 – SUBSEQUENT EVENTS**

Subsequent events have been evaluated through May 11, 2021, which is the day the financial statements were available to be issued, and it has been determined that no significant events have occurred for disclosure.

**NOTE 13 – UPCOMING GASB STANDARDS**

Statement No. 87, Leases will better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments.

REQUIRED SUPPLEMENTAL INFORMATION (PART B)

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Statement of Revenues, Expenditures and Changes in Fund Balance -**  
**Budget to Actual**  
**General Fund**  
**For the Year Ended December 31, 2020**

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Over(Under)
	Original	Final		
<u>Operating Revenue</u>				
Fines, Fees and Bond Forfeitures	3,430,950	2,441,100	\$ 2,385,091	\$ (56,009)
Court Cost Fees	275,000	174,400	163,311	(11,089)
Interest Income	28,100	36,650	44,327	7,677
Intergovernmental Revenue				
Federal	560,200	547,000	399,323	(147,677)
State	130,700	428,400	417,303	(11,097)
Local	74,000	78,000	78,452	452
Drug Asset Forfeiture	60,000	25,000	77,261	52,261
Collection Fees	2,000	2,000	1,631	(369)
Other Revenues	6,500	5,500	5,047	(453)
Total Operating Revenues	<u>\$4,567,450</u>	<u>\$3,738,050</u>	<u>\$3,571,746</u>	<u>(\$166,304)</u>
<u>Operating Expenditures</u>				
General Government				
Personnel Services	2,685,119	3,365,177	3,211,086	154,091
Contractual Charges	1,148,100	876,815	722,800	154,015
Materials and Supplies	521,950	546,503	322,676	223,827
Other Charges	125,100	78,317	56,942	21,375
Capital Outlay	75,000	8,300	6,736	1,564
Total Expenditures	<u>4,555,269</u>	<u>4,875,112</u>	<u>4,320,240</u>	<u>554,872</u>
<u>Excess (Deficiency) of Revenues Over</u>				
<u>Expenditures</u>	12,181	(1,137,062)	(748,494)	388,568
<u>Fund Balance - Beginning of the Year</u>	5,592,130	5,592,130	5,592,130	-
<u>FUND BALANCE - END OF THE YEAR</u>	<u>\$ 5,604,311</u>	<u>\$ 4,455,068</u>	<u>\$ 4,843,636</u>	<u>\$ 388,568</u>

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Statement of Revenues, Expenditures and Changes in Fund Balance -  
Budget to Actual  
Special Revenue - Title IV-D  
For the Year Ended December 31, 2020**

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance With Final Budget Over (Under)
	Original	Final		
<u>Operating Revenue</u>				
Intergovernmental Revenue				
Federal	\$ 585,000	\$ 609,000	\$ 643,911	\$ 34,911
Total Operating Revenues	585,000	609,000	643,911	34,911
<u>Operating Expenditures</u>				
General Government				
Personnel Services	312,000	330,135	548,269	(218,134)
Contractual Charges	140,000	108,550	77,744	30,806
Materials and Supplies	-	-	16,028	(16,028)
Capital Outlay	-	-	-	-
Other Charges	-	-	1,870	(1,870)
Total Expenditures	452,000	438,685	643,911	(205,226)
<u>Excess (Deficiency) of Revenues Over Expenditures</u>	133,000	170,315	-	(170,315)
<u>Fund Balance - Beginning of the Year</u>	-	-	-	-
<u>FUND BALANCE - END OF THE YEAR</u>	\$ 133,000	\$ 170,315	\$ -	\$ (170,315)

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

**Schedule III**

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Schedule of Employer's Share of Net Pension Liability**  
**For the Year Ended December 31, 2020**

Fiscal Year	Agency's proportion of the net pension liability (asset)	Agency's proportionate share of the net pension liability (asset)	Agency's covered payroll	Agency's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2015	1.11723%	\$ 60,180	\$655,193	9%	66.13%
2016	1.21539%	\$ 232,635	\$735,264	32%	62.11%
2017	0.90560%	\$ 244,259	\$511,630	48%	62.49%
2018	0.78489%	\$ 252,571	\$488,003	52%	63.94%
2019	0.81432%	\$ 261,970	\$478,823	55%	93.13%
2020	0.78484%	\$ 621,806	\$486,874	128%	84.86%

Amounts presented were determined as of the measurement date (previous fiscal year end). Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

**Schedule IV**

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Schedule of Employer Contributions to Pension Plan**  
**For the Year Ended December 31, 2020**

Fiscal Year	(a) Statutorily required contribution	(b) Contributions in relation to the statutorily required contribution	(a-b) Contribution deficiency	Agency's covered payroll	Contributions as a percentage of covered payroll
2015	\$ 40,740	\$ 40,740	\$ -	\$ 655,193	6.22%
2016	\$ 11,323	\$ 11,323	\$ -	\$ 735,264	1.54%
2017	\$ -	\$ -	\$ -	\$ 511,630	0.00%
2018	\$ 3,001	\$ 3,001	\$ -	\$ 488,003	0.61%
2019	\$ 12,741	\$ 12,741	\$ -	\$ 482,660	2.64%
2020	\$ 18,555	\$ 18,555	\$ -	\$ 463,878	4.00%

Amounts presented were determined as of the end of the fiscal year. Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

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

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Budgetary Comparison Schedules**  
**For the Year Ended December 31, 2020**

**A. BUDGETS**

**General Budget Practices** The District Attorney follows these procedures in establishing the budgetary data reflected in the combined financial statements:

State statute requires budgets to be adopted for the general fund and all special revenue funds.

Each year in December, the accountant prepares and submits a proposed budget to the District Attorney for review. Public hearings are conducted to obtain taxpayer comments, prior to the adoption of the budget. The operating budgets include proposed expenditures and the means of financing them.

Appropriations (unexpended budget balances) lapse at year-end.

Formal budget integration (within the accounting records) is employed as a management control device. All budgets are controlled at the function level. Budget amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments.

**Encumbrances** Encumbrance accounting, under which purchase orders are recorded in order to reserve that portion of the applicable appropriation, is not employed.

**Budget Basis of Accounting** All governmental funds' budgets are prepared on the modified accrual basis of accounting, a basis consistent with accounting principles generally accepted in the United States of America (GAAP). Budgeted amounts are originally adopted or amended by the District Attorney. Legally, the District Attorney must adopt a balanced budget; that is, total budgeted revenues and other financing sources including fund balance must equal or exceed total budgeted expenditures and other financing uses. State statutes require the District Attorney to amend its budgets when revenues plus projected revenues within a fund are expected to be less than budgeted revenues by five percent or more and/or expenditures within a fund are expected to exceed budgeted expenditures by five percent or more.

**B. UNFAVORABLE BUDGET VARIANCE**

Actual expenditures greater than budgeted expenditures:

	<u>Final Budget</u>	<u>Actual</u>	<u>Unfavorable Variance</u>
Title IV-D	\$ 438,685	\$ 643,911	\$(205,226)

SUPPLEMENTARY INFORMATION

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**AGENCY FUNDS**  
**Combining Schedule of Fiduciary Assets and Liabilities**  
**For the Year Ended December 31, 2020**

	Asset Forfeiture Agency Fund	Bond Forfeiture Agency Fund	Victim Restitution Agency Fund	Check Collection Agency Fund	Total
<b>Assets</b>					
Cash and Cash Equivalents	\$ 409,950	\$ 26,440	\$ 132,045	\$ 53,881	\$ 622,316
<b>TOTAL ASSETS</b>	<u>409,950</u>	<u>26,440</u>	<u>132,045</u>	<u>53,881</u>	<u>622,316</u>
<b>Liabilities</b>					
Deposits Due Others	409,950	26,440	132,045	53,881	622,316
<b>TOTAL LIABILITIES</b>	<u>\$ 409,950</u>	<u>\$ 26,440</u>	<u>\$ 132,045</u>	<u>\$ 53,881</u>	<u>\$ 622,316</u>

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer  
For the Year Ended December 31, 2020**

**Agency Head: Robert S. Tew, Interim District Attorney**

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 113,750
Benefits -- Insurance	\$ 0
Benefits -- Retirement	\$4,550
Per diem	
Travel	\$1,685
Dues	\$2,225

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

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

	First Six Month Period Ended 6/30/2020	Second Six Month Period Ended 12/31/2020
<b>Beginning Balance of Amounts Collected</b>	230,058	317,700
<b>Add: Collections</b>		
Bond Fees	58,297	73,879
Asset Forfeiture	189,403	196,456
Victim Restitution	43,030	95,255
Check Collection	75,283	99,941
Check Collection Fees	19,565	14,721
Diversion - Ouachita	811,686	560,420
Diversion - Morehouse	179,943	138,145
Diversion - Juvenile	8,395	10,450
<b>Total Collections</b>	1,385,602	1,189,267
<b>Less: Disbursements to Governments</b>		
District Attorney's Office - Bond Forfeiture	1,879	30,193
Ouachita Parish Sheriff's Office - Bond Forfeiture	941	23,598
Ouachita Parish Criminal Court Fund - Bond Forfeiture	941	23,598
Indegent Defender Board - Bond Forfeiture	1,253	20,142
Morehouse Parish Sheriff's Office - Bond Forfeiture	625	1,580
Morehouse Parish Criminal Court Fund - Bond Forfeiture	625	1,580
Ouachita Parish Clerk of Court - Asset Forfeiture/Sale	250	650
Morehouse Parish Clerk of Court - Asset Forfeiture/Sale	-	50
Louisiana District Attorney's Association - Asset Forfeiture/Sale	3,885	-
Morehouse Parish Criminal Court Fund - Asset Forfeiture/Sale	333	1,022
Morehouse Parish Sheriff's Office - Asset Forfeiture/Sale	999	3,065
Ouachita Parish Criminal Court Fund - Asset Forfeiture/Sale	9,444	25,698
District Attorney's Office - Asset Forfeiture/Sale	10,509	27,516
Monroe Police Department - Asset Forfeiture/Sale	4,476	49,239
Ouachita Parish Sheriff's Office - Asset Forfeiture/Sale	9,241	23,937
Metro Narcotics of Ouachita Parish - Asset Forfeiture/Sale	14,615	5,198
Louisiana State Police - Asset Forfeiture/Sale	-	1,800
<b>Less: Disbursements to Individuals</b>		
Other Disbursements to Individuals - Asset Forfeiture/Sale	89,411	65,563
Other Disbursements to Individuals - Victim Restitution	35,450	94,983
Other Disbursements to Individuals - Check Collection	74,684	132,299
<b>Total Disbursements</b>	259,561	531,711
<b>Ending Balance of Amounts Collected but not Disbursed</b>	<u>\$ 1,356,099</u>	<u>\$ 975,256</u>

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

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

	<u>First Six Month Period Ended 6/30/2020</u>	<u>Second Six Month Period Ended 12/31/2020</u>
<b>Receipts From:</b>		
Ouachita Parish Sheriff's Office - FINES	82,672	80,770
Morehouse Parish Sheriff's Office - FINES	7,572	9,460
Ouachita Parish Sheriff's Office - COST	80,038	66,344
Morehouse Parish Sheriff's Office - COST	6,645	10,285
Ouachita Parish Sheriff's Office - DA COLLECTION	1,219	413
Ouachita Parish Sheriff's Office - Criminal Bond Fee	22,323	25,739
Morehouse Parish Sheriff's Office - Criminal Bond Fee	1,267	2,863
Ouachita Parish Sheriff's Office - 2% Bond Forf	82,992	93,341
Morehouse Parish Sheriff's Office - 2% Bond Forf	6,094	7,244
Ouachita Parish Sheriff's Office - Reinstatement Fees	20,597	12,612
Morehouse Parish Sheriff's Office - Reinstatement Fees	450	125
State of Louisiana - Public Safety Ouachita	8,625	8,150
State of Louisiana - Public Safety Morehouse	963	812
 <b>Total Receipts</b>	<b>\$ 321,457</b>	<b>\$ 318,158</b>

OTHER REPORTS REQUIRED BY *GOVERNMENT AUDITING*  
*STANDARDS* AND BY OFFICE OF MANAGEMENT AND BUDGET  
*UNIFORM GUIDANCE*

**Independent Auditor's Report on Internal Control Over Financial  
Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards***

Honorable Steve Tew  
District Attorney of the Fourth Judicial District  
Parishes of Ouachita and Morehouse, Louisiana

I have audited in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the District Attorney of the Fourth Judicial District (District Attorney), a component unit of Ouachita Parish Police Jury, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the District Attorney's basic financial statements, and have issued our report thereon dated May 11, 2021.

**Internal Control Over Financial Reporting**

In planning and performing my audit of the financial statements, I considered the District Attorney'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 the District Attorney's internal control. Accordingly, I do not express an opinion on the effectiveness of the District Attorney'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.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District Attorney's financial statements are free from material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my 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 my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

*David M. Hand, CPA (APAC)*

West Monroe, Louisiana  
May 11, 2021

**Independent Auditor's Report on Compliance For Each Major Federal Program  
and Report on Internal Control Over Compliance  
Required by the Uniform Guidance**

Honorable Steve Tew  
District Attorney of the Fourth Judicial District  
Parishes of Ouachita and Morehouse, Louisiana

**Report on Compliance for Each Major Federal Program**

I have audited the District Attorney of the Fourth Judicial District (District Attorney), a component unit of Ouachita Parish Police Jury, compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District Attorney's major federal programs for the year ended December 31, 2020. The District Attorney's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

***Auditor's Responsibility***

My responsibility is to express an opinion on compliance for each of the District Attorney's major federal programs based on my audit of the types of compliance requirements referred to above. I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District Attorney's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances.

I believe that my audit provides a reasonable basis for my opinion on compliance for each major federal program. However, my audit does not provide a legal determination of the District Attorney's compliance.

### ***Opinion on Each Major Federal Program***

In my opinion, the District Attorney complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020

### **Report on Internal Control Over Compliance**

Management of the District Attorney is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing my audit of compliance, I considered the District Attorney's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the District Attorney's internal control over compliance.

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

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of my testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

*David M. Hurd, CPA (CAPAC)*

West Monroe, Louisiana  
May 11, 2021

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Schedule of Expenditures of Federal Awards**  
**For the Year Ended December 31, 2020**

<u>Federal Grantor/ Pass-Through Grantor/Program Name</u>	<u>Federal CFDA #</u>	<u>Grantor/Pass Through #</u>	<u>Expenditures</u>
United States Department of Health and Human Services			
Passed Through Louisiana Department of Children & Family Services			
Title IVD, Child Support Enforcement	93.563	2000330309 *	424,981
United States Department of Justice			
Passed Through Louisiana Commission on Law Enforcement & Administration of Criminal Justice			
Domestic Violence Prosecution	16.588	2019-WF-02-5471	55,530
Adolescent Diversion Program	16.540	2018-JF-22-5130	30,789
Victim Assistance Program #2	16.575	2018-VA-02-5093	<u>243,216</u>
Total United States Department of Justice			329,535
United States Department of Transportation			
Passed Through Louisiana Department of Public Safety and Corrections - Louisiana Highway Safety Commission			
Fourth Judicial District DWI Court	20.600	2021-10-22	69,788
<b>TOTAL FEDERAL AWARDS</b>			<u><u>\$ 824,304</u></u>

\* Denotes Major Program

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Notes to the Schedule of Expenditures of  
Federal Awards**

**NOTE 1 - GENERAL** The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the District Attorney of The Fourth Judicial District, (the "District Attorney") for the year ended December 31, 2020. The District Attorney reporting entity is defined in Note 1 to the District Attorney's basic financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through other government agencies, are included on the schedule. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District Attorney, it is not intended to and does not present the financial position or change in net position of the District Attorney.

**NOTE 2 - BASIS OF ACCOUNTING** The accompanying Schedule of Expenditures of Federal Awards is presented using the accrual basis of accounting, which is described in Note 1 to the District Attorney's basic financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

**NOTE 3 - RELATIONSHIP TO BASIC FINANCIAL STATEMENTS** Federal awards revenues are reported in the District Attorney's basic financial statements as follows:

	<u>Federal Sources</u>
Major Funds:	
General Fund	\$ 399,323
Title IV-D	424,981
	<u>\$824,304</u>

**NOTE 4 - RELATIONSHIP TO FEDERAL FINANCIAL REPORTS** Amounts reported in the accompanying schedule agree with the amounts reported in the related federal financial reports except for changes made to reflect amounts in accordance with accounting principles generally accepted in the United States of America.

**NOTE 5 - MATCHING REVENUES** For those funds that have matching revenues and state funding, federal expenditures were determined by deducting matching revenues from total expenditures.

**NOTE 6-DE MINIMIS INDIRECT COST RATE** The District Attorney has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2020**

**PART I-SUMMARY OF AUDITOR'S RESULTS**

**Financial Statement Audit**

- i. The type of audit report was unmodified.
- ii. There were no significant deficiencies required to be disclosed by Government Auditing Standards issued by the Comptroller General of the United States of America.
- iii. There were no instances of noncompliance, as defined by the Government Auditing Standards, to the financial statements.

**Audit of Federal Awards**

- iv. There were no significant deficiencies required to be disclosed by the Uniform Guidance (2 CFR 200).
- v. The type of report the auditor issued on compliance for the major program was unmodified.
- vi. The audit disclosed no findings which the auditor is required to report under the Uniform Guidance.
- vii. The major federal program was:  
Title IV-D, Child Support Enforcement                      CFDA #93.563
- viii. The dollar threshold used to identify between Type A and Type B programs as described in the Uniform Guidance was \$750,000.
- ix. The auditee does qualify as a low-risk auditee under the Uniform Guidance.

**Part II - Findings related to the financial statements which are required to be reported in accordance with Government Auditing Standards generally accepted in the United States of America**

No findings were reported under this section.

**Part III – Management Letter**

No management letter was issued.

**District Attorney of the Fourth Judicial District**  
Parishes of Ouachita and Morehouse, Louisiana

**Status of Prior Year Findings and Questioned Costs**  
**For the Year Ended December 31, 2020**

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

This section is not applicable for this entity.

Section II - Internal Control and Compliance Material to Federal Awards

This section is not applicable for this entity.

Section III - Management Letter

This section is not applicable for this entity.