

TERREBONNE Parish Justice of the Peace
of Ward or District HOUMA (City) Louisiana

Financial Statements
As of and for the Year Ended December 31, 2018

Required by Louisiana Revised Statutes 24:513 and 24:514
To be filed with the Legislative Auditor
Within 90 days after the close of the fiscal year.

AFFIDAVIT

Personally came and appeared before the undersigned authority, Justice of the Peace (your name) ROBERT YOGI NATALE, who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of the Court of _____ Parish, Louisiana, as of December 31, 2018, and the results of operations for the year then ended, on the cash basis of accounting.

In addition, (your name) TERREBONNE, who duly sworn, deposes, and says that the Justice of the Peace of Ward or District _____ and _____ Parish received \$200,000 or less in revenues and other sources for the year ended December 31, _____, and accordingly, is required to provide a sworn financial statement and affidavit and is not required to provide for an audit, review/attestation, or compilation report for the previously mentioned fiscal year.

Signature of JP

Sworn to and subscribed before me, this 17th day of MARCH, 2018

NOTARY PUBLIC SIGNATURE & SEAL



For Office Use Only	Please Complete this Section:
Under provisions of state law, this report will become a public document on the Monday following the release date. A copy of the report will be submitted to appropriate public officials and be available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.	JP's Name <u>ROBERT YOGI NATALE</u>
	Address <u>P.O. BOX 120187</u>
	City, Zip Code <u>HOUMA LA 70360</u>
	Email Address <u>yogi.41385@yahoo.com</u>
	Cell Phone <u>785.222.6789</u>
	Land/Fax No. <u>785.872.0235</u>
Release Date APR 11 2018	

Please return the completed form by March 31 to Louisiana Legislative Auditor - Local Government Services, Post Office Box 94397, Baton Rouge, LA 70804-9397

Terrebonne Parish Justice of the Peace
Ward or District 1
Houma (City) Louisiana

TRANSMITTAL LETTER

ANNUAL FINANCIAL STATEMENTS

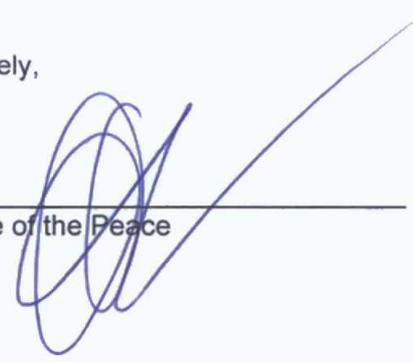
(Date) 03-16-18

Ms. Gayle Fransen
Engagement Manager
Office of Legislative Auditor
1600 North Third Street (70802)
P.O. Box 94397
Baton Rouge, LA 70804-9397

Dear Ms. Fransen:

In accordance with Louisiana Revised Statute 24:513, enclosed are my notarized affidavit, and financial statements as of and for the year ended December 31, 2017, or for the partial year beginning on _____ and ending on _____. The financial statements include all funds under the control and oversight of the court and have been prepared on the cash basis of accounting.

Sincerely,



Justice of the Peace

Enclosures

PLEASE RETAIN A COPY OF THE COMPLETED FINANCIAL STATEMENT FOR YOUR RECORDS

Please return the completed form by March 31 to Louisiana Legislative Auditor – Local Government Services, Post Office Box 94397, Baton Rouge, LA 70804-9397

Revised: 2/5/2018

Robert Yves Nason (JP Name)
Kenner Parish Justice of the Peace
of Ward or District _____
Kenner (City) Louisiana

Statement of Cash Receipts and Disbursements
For the Year Ended December 31, 2017

General
Fund

CASH RECEIPTS:

1. State & Parish salary (See JP W-2 Form, Box 1)
2. Total Fees collected (if applicable) - include litter court fees
3. Other _____
4. **Total cash receipts** (add lines 1-3)

1.	<u>6063.81</u>
2.	<u>2700.00</u>
3.	<u> </u>
4.	<u>8763.81</u>

CASH DISBURSEMENTS:

5. Fees paid to constable (Out of Total Fees collected from line 2)
6. Cost of equipment purchased (fax machine, etc.)
7. Materials and supplies (stationery, postage, etc.)
8. Travel and other charges
 - 8a. For yourself
 - 8b. For employees (not for Constable)
9. Other operating expenses (rent, utilities, phone/fax line, etc.)
10. **Total disbursements** (add lines 5-9)
11. Balance Available (loss) for payment of salaries [line 4 less Line 10]

5.	<u>1150</u>
6.	<u> </u>
7.	<u> </u>
8a.	<u> </u>
8b.	<u> </u>
9.	<u> </u>
10.	<u>1150.</u>
11.	<u>7613.81.</u>

Salary and related benefits:

12. Amount retained by yourself from line 11 (Also copy to line 1, Statement C)
13. Amount paid to employees (not to your Constable)
14. **Total salaries paid** (add Lines 12 and 13)

12.	<u>2613.81</u>
13.	<u> </u>
14.	<u>2613.81</u>

FUND BALANCE **

15. Increase (or decrease) in fund balance - may be \$0
(line 11 less line 14)
16. Fund Balance at beginning of the year - may be \$0
(Ending Fund balance from last year's report)
17. Fund Balance (or deficit) at end of the year - may be \$0
(add lines 15 and 16)

15.	<u>0</u>
16.	<u>0</u>
17.	<u>0</u>

**Fund Balance = Amount Received minus Amount Spent. If lines 15 - 17 are zero, go to statement C, page 5.

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Government Services, Post Office Box 94397, Baton Rouge, LA 70804-9397

Robert Pogo Newton (JP Name)
14th Ward Parish Justice of the Peace
of Ward or District 1
Gretna (City) Louisiana

Balance Sheet, on December 31, 2019

General Fund

ASSETS:

- 1. Cash
- 2. Investments
- 3. Office furnishings (Cost of desks, etc.)
- 4. Equipment (Cost of fax machine, etc.)

1.

2.

3.

4.

5. Total Assets (add lines 1 - 4)

5.

LIABILITIES AND FUND BALANCE:

Liabilities:

- 6. Cash overdraft
- 7. Other liabilities
- 8. Total Liabilities (add lines 6 - 7)

6.

7.

8.

Fund Balances:

- 9. Ending Fund balance (from line 17, Statement A)
- 10. Other
- 11. Total Liabilities and Fund Balance (add lines 8 - 10)

9.

10.

11.

Note: Line 5 (Total Assets) should equal Line 11 (Total Liabilities and Fund Balance)
STATEMENT B IS COMPLETED IF YOU HAVE A BALANCE REMAINING ON LINE 17 OF STATEMENT A

Robert Logan Nason (JP Name)
Parish Justice of the Peace
 of Ward or District 1
Gretna (City) Louisiana

Schedule of Compensation, Benefits and Other Payments to the Justice of the Peace
 For the 12 Months Ended December 31, 2017

Purpose	Dollar Amount
1. Salary (Enter amount from line 12 of statement A)	1. 7614.81
2. Benefits-insurance	2. 3870.12
3. Benefits-retirement	3. 278.02
4. Benefits-other (describe)	4. —
5. Benefits-other (describe)	5. —
6. Benefits-other (describe)	6. —
7. Car allowance	7. —
8. Vehicle provided by government (if reported on form W-2)	8. —
9. Per diem	9. 82. —
10. Reimbursements**	10. —
11. Travel	11. 96.80
12. Registration fees**	12. 200. —
13. Conference travel	13. —
14. Housing	14. 206. —
15. Unvouchered expenses (example: travel advances, etc.)	15. —
16. Special meals	16. —
17. Other	17. —
18. TOTAL (enter total of lines 1-17)	18. 12,466.25

**Line 10: If you attended JPC Training Conference during the year being reported, add total reimbursements paid by your parish for hotel, meals, mileage, etc.

Line 12: Registration fees for the conference paid by your parish.

Lines 10 and 12 will be zero if you did NOT attend the conference.

Instructions for Filling Out Sworn Financial Statements for Legislative Auditor—Justices of the Peace

The enclosed financial statements have five pages.

Page 1: Transmittal letter tells the Legislative Auditor which justice of the peace you are. Also space is provided to indicate if you served as JP for partial year. **PLEASE COMPLETE.**

Page 2: Affidavit, where you affirm that your JP office DID NOT receive more than \$200,000 in revenues during the year. If your revenues are more than \$200,000, please contact us immediately. **PLEASE COMPLETE - REQUIRED.**

Page 3: Statement A. Tells the Legislative Auditor how much money your JP office took in and paid out during the year. **PLEASE COMPLETE THIS FORM.**

Page 4: Statement B. You will only fill this out if you take in more money than you pay out from your JP office during the year. **NORMALLY NOT REQUIRED**

Page 5: Statement C. It is a schedule of all compensation, benefits, and other payments made to the JP. It is **required** by Act 706 of the 2014 Legislative Session. **PLEASE COMPLETE THIS FORM.**

Instructions to Prepare Statement A: [PAGE 3]Cash Receipts – Money Received During the Year:

Line 1. Enter the amount from Box 1 of the W-2 form you received from the parish for your JP salary and state salary supplement. **Note: Do not send a copy of your W-2 to the Legislative Auditor.**

Line 2. Enter total fees received from your duties as JP, including litter court fees.

Line 3. Enter other income your JP office received. Give a brief explanation of monies received. A separate page may be used if necessary.

Line 4. Enter total of lines 1, 2, and 3.

Cash Disbursements – Money Spent During the Year:

Line 5. Enter total fees paid to your constable out of total fees collected from line 2.

Line 6. Enter cost of any equipment you purchased for your office (such as a fax machine, etc.).

Line 7. Enter cost of materials and supplies you purchased for your office (stationery, postage, etc.).

Line 8a. Enter the amount of travel and other charges for yourself.

Line 8b. Enter the amount of travel and other charges you paid for any of your employees. (Does not include your constable)

Line 9. Enter the amount of operating expenses for the day-to-day activities of your office (for rent, utilities, internet/phone/fax, etc.).

Line 10. Enter the total of lines 5, 6, 7, 8a, 8b and 9.

Line 11. Subtract line 10 from line 4 and enter. This is the amount that you have left over for salaries for yourself and your employees after you have paid all other expenses of your office.

Line 12. Enter amount of salary and related benefits that you paid yourself (from amounts available on Line 11).

Line 13. Enter amount of salary and related benefits that you paid any employees of your JP office (not your constable.)

Line 14. Enter total of lines 12 and 13.

Fund Balance at Year End:

Line 15. Subtract Line 14 from Line 11 and enter the difference. [This is the amount of funds that you have available to carry over to next year for your JP office. Most JPs do not carry over funds from year to year, so for most JPs these amounts will be zero.]

Line 16. Enter amount on line 17 from your JP report for the prior year. [Most JPs do not carry over funds from year to year, so for most JPs these amounts will be zero.]

Line 17. Enter total of lines 15 and 16. [For most JPs, these amounts will be zero.]

[NOTE: If line 17 is zero, you do not need to fill out Statement B.]

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