

# **CITY COURT OF BASTROP**

Bastrop, Louisiana

Report On The Audit  
Of The  
Basic Financial Statements  
For The Year Ended  
June 30, 2004

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is 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.

Release Date 1-26-05

**Jimmie Self, CPA**  
***A Professional Accounting Corporation***  
**2908 Cameron Street, Suite C**  
**Monroe, Louisiana 71201**  
**Phone 318/323-4656 • FAX 318/388-0724**

**JIMMIE SELF, CPA**  
***A Professional Accounting Corporation***  
2908 Cameron Street, Suite C  
Monroe, Louisiana 71201  
Phone 318/323-4656 • Fax 318/388-0724

---

---

INDEPENDENT AUDITOR'S REPORT

City Court of Bastrop  
Bastrop, Louisiana

I have audited the accompanying basic financial statements of the City Court of Bastrop, a component unit of the City of Bastrop, Louisiana, as of and for the year ended June 30, 2004, as listed in the table of contents. These basic financial statements are the responsibility of the Court's management. My responsibility is to express an opinion 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 *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 basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

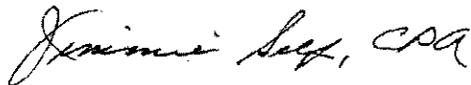
In my opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the City Court of Bastrop, Louisiana, as of June 30, 2004, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1 – B to the basic financial statements, the City Court of Bastrop adopted the provisions of Governmental Accounting Standards Board Statement Number 34, *Basic Financial Statements – and Management Discussion and Analysis – for State and Local Governments*, and will be presenting this annual report for the year ending June 30, 2004 in compliance with the GASB Statement 34.

In accordance with *Government Auditing Standards*, I have also issued my report dated December 3, 2004 on my consideration of the City Court of Bastrop's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of my audit performed in accordance with *Governmental Auditing Standards* and should be used in conjunction with this report considering the results of my audit.

The Management Discussion and Analysis on pages 3 through 6 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board Statement Number 34. I have applied certain limited procedures, which consist principally of inquiries of management regarding the methods of measurement and presentation of supplementary information. However, I did not audit the information and express no opinion on it.

My audit was performed for the purpose of forming an opinion on the basic financial statements of City Court of Bastrop, Louisiana, taken as a whole. The accompanying supplementary information schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, such information is fairly stated, in all material respects in relation to the basic financial statements taken as a whole.

A handwritten signature in cursive script that reads "Jimmie Self, CPA".

Jimmie Self, CPA  
Monroe, Louisiana  
December 3, 2004

Required Supplementary Information  
(Part I)

Management Discussion  
and  
Analysis

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**  
**MANAGEMENT DISCUSSION AND ANALYSIS**  
**As of and for the Year Ended June 30, 2004**

---

---

Our Management Discussion and Analysis (MD&A) of the City Court of Bastrop's financial performance provides an overview of the court's financial activities for the fiscal year ended June 30, 2004. The MD&A is a new format for reporting the information required by the Governmental Accounting Standards Board Statement Number 34 (known as GASB 34) which is now required for reporting the financial activities of all state and local governmental units. This is the first year that the City Court of Bastrop will be required to comply with the GASB Statement 34 Requirements. As such, the court is exempted from providing comparisons between the 2004 and the 2003 financial reporting. Beginning next year, the prior year comparisons will become a standard portion of the MD&A allowing for the reader to compare the results of the current year operations to the previous year.

The MD&A is being presented to provide the reader with an overview of the financial operations of the City Court of Bastrop during the current fiscal year. It is only a part of the financial report as presented in the annual financial audit for the year ending June 30, 2004 and should be read and considered with the financial statements, notes to the financial statements, and the audit report as a whole.

#### FINANCIAL HIGHLIGHTS

The City Court's net assets for the year ended June 30, 2004 are \$192,208.

The City Court's total program revenues were \$718,995.

Total expensed expenditures/expenses for the year ended June 30, 2004 were \$578,182.

#### USING THIS ANNUAL REPORT

This report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the City Court as a whole. The Statement of Fiduciary Net Assets and the Statement of Changes in Fiduciary Net Assets show the activity in which the court acts only as an agent or trustee for the benefit of agencies outside the court; henceforth the name Agency Funds is applied to these reports. Note to the Financial Statements serve as a form of explanation to the financial statements follow in the report.

As the governing authority for the city, for reporting purposes, the City of Bastrop, Louisiana is the reporting entity for the city. The City Court is determined to be a component unit of the City of Bastrop as it depends on the city for certain financial support and the provision of office space, courtroom facilities, and related utilities, as well a portion of salaries and related employee benefit costs.

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**  
**MANAGEMENT DISCUSSION AND ANALYSIS**  
**As of and for the Year Ended June 30, 2004**

---

---

STATEMENT OF NET ASSETS AND STATEMENT OF ACTIVITIES

Our analysis of the funds maintained by the City Court as a whole begins with the Statement of Net Assets and the Statement of Activities. These two reports provide information about the funds maintained by the City Court as a whole and about its activities in a way that helps to answer one of the most important questions asked about the City Court's finances, "Is the City Court, as a whole, better off or worse off as a result of the year's activities?" These statements include all assets and liabilities using the accrual basis of accounting used by most private sector companies. Accrual of the current year's revenues and expenses are taken into account regardless of when cash was received or paid.

These two statements report the City Court's net assets and changes in those assets. The net assets, the difference between the assets and the liabilities, is one way to measure the City Court's financial position or financial health and over time, increases or decreases in the net assets are one indicator if whether its financial health is improving or deteriorating.

We record the funds maintained by the City Court as governmental activities in the Statement of Net Assets and the Statement of Activities.

All of the expenses paid from the funds maintained are reported here as governmental activities and consist primarily of salaries, fees paid, benefits, office expenses, contract services, memberships, and educational conferences. Fines and fees and contributions from the City of Bastrop finance most of the activities of the City Court.

All of the City Court's expenses are reported in the governmental funds, which focus on how money flows into and out of these funds and the balances left at year-end that are available for spending. These funds are reported using the modified accrual method, *which measures cash and all other assets that could be readily converted to cash*. The governmental fund statements provide a detailed short-term view of the City Court general operations and the expenses paid from these funds. The information in the governmental funds helps determine if there are more or less financial resources to finance future City Court expenses.

THE CITY COURT AS A TRUSTEE

The City Court acts as a trustee for agency funds for its civil division, collection of restitution funds, and criminal division. Since these funds are simply held for other parties and cannot be used for any of the court activities, they are not included in the government-wide statements but are separately reported in the statements of the fiduciary funds as agency funds.

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**  
**MANAGEMENT DISCUSSION AND ANALYSIS**  
**As of and for the Year Ended June 30, 2004**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net assets may serve over time as a useful indicator of an entity's financial position. The City Court's total net assets for the year ended June 30, 2004 were \$192,208. This is the first fiscal year for which the GASB 34 standards were applied. Because of this, the City Court is not required to restate prior periods to provide comparative data. In future years, however, as prior year information is available, a comparative analysis will be included in the MD&A.

The following tables provide a simplified accounting of Total Net Assets of the City Court of Bastrop and Changes in Net Assets for the year ended June 30, 2004.

TABLE I  
Total Net Assets

Current Assets	\$ 184,440
Capital Assets	<u>7,768</u>
Total Assets	<u>192,208</u>
Current Liabilities	<u>0</u>
Net Assets:	
Invested in Capital Assets (See Note 6)	<u>7,768</u>
Unrestricted	<u>184,440</u>
Total Net Assets	<u>\$ 192,208</u>

Unrestricted Net Assets, the part of the net assets that can be used to finance the Court's expenses without constraints or other legal requirements, are in the amount of \$184,440.

TABLE 2  
Change in Net Assets

Revenues:	
Court Cost Fees	\$ 117,166
Other	<u>601,829</u>
Total Revenues	<u>\$ 718,995</u>
Expenditures	
Personal Services and Related Benefits	\$ 26,522
Operating Services	<u>624,449</u>
Total Expenditures	<u>\$ 650,971</u>

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**  
**MANAGEMENT DISCUSSION AND ANALYSIS**  
**As of and for the Year Ended June 30, 2004**

---

---

**CAPITAL ASSETS**

Purchases made this year that were expressed in the financial reports as additions to capital assets were in the amount of \$1,272.

**CONTACTING THE CITY COURT'S FINANCIAL MANAGEMENT**

This financial Management Discussion and Analysis is designed to provide our citizens and taxpayers with a general overview for the funds maintained by the City Court and to show the Court's accountability for the money it receives. If you have any questions or need additional financial information, contact City Court of Bastrop, Beth Freeman, Clerk of Court, P. O. Drawer 391, Bastrop, Louisiana 71221.

**Government-Wide Financial Statements**

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**  
**Governmental Funds Balance Sheet/Statement of Net Assets**

**Statement A**

**For the Year ended June 30, 2004**

	Genera Fund	Other Funds	Total	Adjustments Note 6	Statement of Net Assets
<b>ASSETS</b>					
Cash and cash equivalents:	\$ 65,290	\$ 119,150	\$ 184,440	\$ -	\$ 184,440
Capital assets, net of accumulated depreciation (Note 6)	115,750	-	115,750	(107,982)	7,768
Total Assets	<u>\$ 181,040</u>	<u>\$ 119,150</u>	<u>\$ 298,015</u>	<u>\$ (107,982)</u>	<u>\$ 192,208</u>
<b>LIABILITIES</b>					
Liabilities					
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES/NET ASSETS</b>					
Fund balances:					
General Fund	\$ 65,290	\$ -	\$ 65,290	\$ -	\$ 65,290
Other Funds	-	119,150	119,150	-	119,150
Total Fund Balances	<u>65,290</u>	<u>119,150</u>	<u>184,440</u>	<u>-</u>	<u>184,440</u>
Total Liabilities and Fund Balance	<u>65,290</u>	<u>119,150</u>	<u>184,440</u>	<u>-</u>	<u>184,440</u>
<b>NET ASSETS</b>					
Invested in Capital Assets, Net of Related Depreciation	115,750	-	115,750	(107,982)	7,768
Total Net Assets	<u>\$ 181,040</u>	<u>\$ 119,150</u>	<u>\$ 300,190</u>	<u>\$ (107,982)</u>	<u>\$ 192,208</u>

The accompanying notes are an integral part of this statement.

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**

**Statement B**

**Statement of Governmental Fund Revenues,  
Expenditures, and Changes in Fund Balances/  
Statement of Activities  
For the Year Ended June 30, 2004**

	General Fund	Other Funds	Total	Adjustments Note 6	Statement of Activities
<b>EXPENDITURES/EXPENSES</b>					
Judiciary:					
Personal services	\$ 24,494	\$ -	\$ 24,494	\$ -	\$ 24,494
Travel and professional development	38,197	2,537	40,734	-	40,734
Operating services	-	573,891	573,891	-	573,891
Supplies	4,783	-	4,783	-	4,783
Capital Outlay	1,272	-	1,272	-	1,272
Depreciation	-	-	-	(254)	(254)
Other	4,043	1,754	5,797	-	5,797
Total Expenditures/Expenses	<u>72,789</u>	<u>578,182</u>	<u>650,971</u>	<u>(254)</u>	<u>650,717</u>
<b>General Revenues</b>					
Court Costs and Fees	109,954	600,013	709,967	-	709,967
Other	9,028	-	9,028	-	9,028
	<u>46,193</u>	<u>21,831</u>	<u>68,024</u>	<u>(254)</u>	<u>68,024</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>					
	<u>46,193</u>	<u>21,831</u>	<u>68,024</u>	<u>-</u>	<u>68,024</u>
<b>FUND BALANCE/NET ASSETS</b>					
Beginning of the Year	26,865	97,319	124,184	-	124,184
End of Year	<u>\$ 73,058</u>	<u>\$ 119,150</u>	<u>\$ 192,208</u>	<u>\$ -</u>	<u>\$ 192,208</u>

The accompanying notes are an integral part of this statement.

Fund Financial Statements

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**  
**Statement of Fiduciary Net Assets**

**Statement C**

**June 30, 2004**

	<b>AGENCY FUNDS</b>				<b>Totals</b>
	<b>Criminal Court Fund</b>	<b>Civil Court Fund</b>	<b>Cash Bond Fund</b>	<b>Bastrop City Court Registry</b>	
<b>ASSETS</b>					
Cash and cash equivalents	\$ 47,342	\$ 61,871	\$ 7,860	\$ 2,077	\$ 119,150
Total Assets	<u>47,342</u>	<u>61,871</u>	<u>7,860</u>	<u>2,077</u>	<u>119,150</u>
<b>LIABILITIES</b>					
Liabilities:	-	-	-	-	-
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET ASSETS</b>	<u>\$ 47,342</u>	<u>\$ 61,871</u>	<u>\$ 7,860</u>	<u>\$ 2,077</u>	<u>\$ 119,150</u>

The accompanying notes are an integral part of this statement.

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**  
**Statement of Changes in Fiduciary Net Assets**

**Statement D**

**For the Year Ended June 30, 2004**

	<b>AGENCY FUNDS</b>				<b>Total</b>
	Criminal Court Fund	Civil Court Fund	Cash Bond Fund	Bastrop City Court Registry	
<b>ADDITIONS</b>					
Funds, Forfeiture and Criminal Costs	\$ 487,673	\$ -	\$ -	\$ -	\$ 487,673
Civil Fees	-	102,490	9,850	-	112,340
<b>Total Additions</b>	<b>\$ 487,673</b>	<b>\$ 102,490</b>	<b>\$ 9,850</b>	<b>\$ -</b>	<b>\$ 600,013</b>
<b>DEDUCTIONS</b>					
Ad Hoc	-	1,000	-	-	1,000
AF	-	270	-	-	270
Bond Forfeitures	32,650	-	8,575	-	41,225
Breath Test	804	-	-	-	804
CBR	-	-	11,530	-	11,530
CMIS	5,433	-	-	-	5,433
Court Costs	117,166	-	-	-	117,166
Crime Lab	26,727	-	-	-	26,727
Crimestoppers	5,788	-	-	-	5,788
Curator Fees	-	553	-	-	553
Office supplies	23	60	-	-	83
EBR	-	398	-	-	398
Fines	158,321	-	-	-	158,321
HSIF	4,470	-	-	-	4,470
IDB	80,265	-	-	-	80,265
IRS	-	1,020	-	-	1,020
Judge Fees	-	27,046	-	-	27,046
LLE1	2,174	-	-	-	2,174
LLE 2	5,237	-	-	-	5,237
Marshall	38,177	14,097	-	-	52,274
Meetings	-	2,537	-	-	2,537
Miscellaneous	-	1,754	-	-	1,754
Refunds	80	12,634	-	-	12,714
SCF	-	11,034	-	-	11,034
SF	-	3,550	-	-	3,550
Restitution	1,031	-	-	-	1,031
Returned Checks	358	103	-	-	461
Service Fees	156	-	-	-	156
Witness	3,125	40	-	-	3,165
<b>Total Deductions</b>	<b>481,982</b>	<b>76,095</b>	<b>20,105</b>	<b>-</b>	<b>578,182</b>
<b>CHANGE IN NET ASSETS</b>	<b>5,691</b>	<b>26,395</b>	<b>(10,255)</b>	<b>-</b>	<b>21,831</b>
Net Assets - Beginning	41,651	35,476	18,115	2,077	97,319
Net Assets - Ending	<u>\$ 47,342</u>	<u>\$ 61,871</u>	<u>\$ 7,860</u>	<u>\$ 2,077</u>	<u>\$ 119,150</u>

The accompanying notes are an integral part of this statement.

Notes to Financial Statements

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**As of and For the Year Ended June 30, 2004**

---

---

**INTRODUCTION**

As provided for by Chapter Seven of Title Thirteen of the Louisiana Revised Statutes, the City Court of Bastrop has limited jurisdiction in civil and criminal matters in the City of Bastrop including Wards 3 and 4 of Morehouse Parish.

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

**A. BASIS OF PRESENTATION**

The accompanying basic financial statements of the City Court of Bastrop, Louisiana have been prepared in conformity with generally accepted accounting principals (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

**B. REPORTING ENTITY**

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

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria determining which component units should be considered part of the City of Bastrop for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial responsibility. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and:
  - a. *The ability of the city to impose its will on that organization and/or*
  - b. *The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the city.*
2. Organizations for which the city does not appoint a voting majority but are fiscally dependent on the city.

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**As of and For the Year Ended June 30, 2004**

---

---

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 city provides the court's building, its furnishings, and pays most of its operating expenditures, the court was determined to be a component unit of the City of Bastrop, the financial reporting entity. The accompanying basic financial statements present information only on the funds maintained by the court and do not present information on the city, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

The fiscal year ended June 30, 2004 will mark the first year the City Court of Bastrop will be presenting its annual financial audit in compliance with the Governmental Accounting Standards Board Statement Number 34. GASB 34, as it is more commonly referred to, establishes new requirements and a new reporting model for the annual financial reports of state and local governments. The statement was developed to make annual financial reports easier to understand and to be more useful to the people who use governmental financial information to make decisions.

### **C. FUND ACCOUNTING**

The court uses funds and account groups to report on financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

*A fund is a separate accounting entity with a self-balancing set of accounts that comprises its assets, liabilities, fund equity, revenues and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.*

Funds are classified into two categories; General fund and fiduciary (agency funds). These funds are described as follows:

#### *General Fund:*

The General Fund is the principal fund of the City Court and accounts for its operations in this fund. General operating expenditures are paid from this fund.

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**As of and For the Year Ended June 30, 2004**

---

---

Agency Funds:

Agency funds (fiduciary funds) account for assets that are held by the City Court in a custodial capacity pending their transfer to the proper recipient, as provided by Louisiana law. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**D. BASIS OF ACCOUNTING**

The financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for these funds present increases (i.e., revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used for reporting all governmental and fiduciary fund types. Under the modified accrual basis of accounting, additions are recognized when susceptible to accrual (i.e., when they both become measurable and available). "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The court uses the following practices in recognizing additions and reductions.

**Revenues**

Judge's costs and other court costs are recorded in the year they are earned.

Proceeds from sales and seizures are recognized when costs related to a sale or seizure of property are incurred.

Substantially all other additions are recognized when received by the court.

Based on the above criteria, judge's costs, other court costs and proceeds from sales and seizures are treated as susceptible to accrual.

**Expenditures**

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

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**As of and For the Year Ended June 30, 2004**

---

---

**Budget Practices**

No budget is prepared and adopted, since this is a very small entity.

**Fund Equity**

No funds are reserved.

**E. TOTAL COLUMNS ON STATEMENTS**

Total Columns on the statement are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

**F. CASH AND CASH EQUIVALENTS**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Under state law, the court may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The court may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2004, the court has cash (book balances) totaling \$282,338.

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Cash (bank balances) at June 30, 2004, are secured as follows:

Bank Balances	\$ 181,653
Federal Deposit Insurance (3 Banks)	\$ 300,000
Pledged Securities-Book value	<u>\$ 282,538</u>
Pledged Securities-Par value	<u>\$ 534,000</u>

The Court bank accounts are adequately secured.

**CITY COURT OF BASTROP**  
**Bastrop, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**As of and For the Year Ended June 30, 2004**

---

---

**NOTE 2. CHANGES IN AGENCY FUNDS - DEPOSITS DUE OTHERS**

A summary of the changes in agency funds' deposits due others for the year ended June 30, 2004, is as follows:

Balance July 1, 2003	\$ 97,319
Additions	600,013
Deletions	<u>578,182</u>
Balance June 30, 2004	<u>\$ 119,150</u>

**NOTE 3. EXPENDITURES OF THE CITY COURT OF BASTROP**

The City Court of Bastrop is located in the City Court offices that are maintained and operated by the City of Bastrop. Most operating expenditures incurred by the City Court, excluding salaries, are paid by the City Court of Bastrop. Those operating expenditures incurred by the City of Bastrop on behalf of the court are not included in the accompanying component unit financial statements.

**NOTE 4. ENCUMBRANCE ACCOUNTING**

Encumbrance accounting is not used.

**NOTE 5. CAPITAL ASSETS ACCOUNT GROUP**

All items of property, plant and equipment used by the City Court of Bastrop are reported in the *government-wide financial statements at historical cost in the capital assets account group*. Additions, improvements, or other capital outlays that significantly extend the useful lives of an asset are capitalized and added to the capital assets account group. Costs incurred for routine repairs and maintenance are expensed as incurred. Many of the computers which have been purchased in the past years are now obsolete. They are still included in the capital assets account group. Depreciation on all capital assets is provided on a straight-line basis over their estimated useful lives as follows:

Office furniture and equipment	5 to 10 years
--------------------------------	---------------

The offices and court facilities occupied and utilized by the City Court are the property of the City of Bastrop and are not carried on the books of the City Court of Bastrop.

CITY COURT OF BASTROP  
Bastrop, Louisiana

NOTES TO THE FINANCIAL STATEMENTS  
As of and For the Year Ended June 30, 2004

**NOTE 6. CHANGES IN CAPITAL ASSETS**

A summary of changes in general fixed assets is as follows:

	Balance July 1, 2003	Additions	Deductions	Balance June 30, 2004
Governmental Activities	\$ 37,803	\$ -	\$ -	\$ 38,168
Equipment	114,478	1,272	-	115,750
Total	114,478	1,272	-	115,750
Accumulated Depreciation	(107,728)	(254)		(107,982)
	\$ 6,750	\$ 1,018	\$ -	\$ 7,768

The total adjustment of Accumulated Depreciation was charged to the General Fund – Administration.

**NOTE 7. RESERVE FOR JUDGE**

The Civil Reserve Account set up by Judge Brandon at Edward Jones Investment Co., has a balance at June 30, 2004 of:

	Invested	Withdrawn	Retirement Invested	Current Value
CD	\$ -	\$ -	\$ -	\$ -
Money Market	25,000	-	25,000	25,831
Hibernia Bank	22,026	-	22,026	22,354
Total	\$ 47,026	\$ -	\$ 47,026	\$ 48,185

**8. COMPENSATED ABSENCES**

Both vacation and sick leave are expensed when they occur. They are not carried forward.

**9. SUBSEQUENT EVENTS**

None noted.

Supplementary Information

JIMMIE SELF, CPA  
*A Professional Accounting Corporation*  
2908 Cameron Street, Suite C  
Monroe, Louisiana 71201  
Phone (318)323-4656 Fax (318) 388-0724

---

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

City Court of Bastrop  
Bastrop, Louisiana

I have audited the basic financial statements of City Court of Bastrop (a component unit of the City of Bastrop) as of and for the year ended June 30, 2004, and have issued my report thereon dated December 3, 2004. 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.

Compliance

As part of obtaining reasonable assurance about whether City Court of Bastrop's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 test disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered City Court of Bastrop's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatement in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended solely for the information of management and the Louisiana Legislative Auditor, and should not be used for any other purpose. However, this report is a matter of public record and its distribution is not limited.



Jimmie Self, CPA  
December 3, 2004

**JIMMIE SELF, CPA**  
*A Professional Accounting Corporation*  
2908 Cameron Street, Suite C  
Monroe, Louisiana 71201  
Phone (318) 323-4656 • Fax (318) 388-0724

---

Current Year Audit Findings and Recommendations  
For the Year Ended June 30, 2004

There are no current year findings for the year ended June 30, 2004.

Summary Schedule of Prior Audit Findings  
For the Year Ended June 30, 2003

There were no prior year findings for the year ended June 30, 2003.