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Jefferson Parish Justice of the Peace
of Ward or District 2
Marrero (City) Louisiana

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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

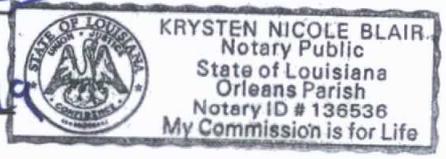
Personally came and appeared before the undersigned authority, Justice of the Peace (your name) Robert J. Burns, Pro Tempore, who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of the Court of Jefferson Parish, Louisiana, as of December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

In addition, (your name) Robert J. Burns, Pro Tempore, who duly sworn, deposes, and says that the Justice of the Peace of Ward or District 2 and Jefferson Parish received \$200,000 or less in revenues and other sources for the year ended December 31, 2018, 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]

Signature of JP

Sworn to and subscribed before me, this 21st day of March, 2018



[Signature]

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. Release Date <u>APR 24 2019</u>	JP's Name <u>Robert J. Burns Pro Tempore</u>
	Address <u>P.O. Box 99</u>
	City, Zip Code <u>Marrero, LA 70073</u>
	Email Address <u>RJB JUDGE@COX.NET</u>
	Cell Phone <u>504 390-2288</u>
	Land/Fax No. <u>504 3495407 / 504 3495406</u>

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

Robert J. Burns Pro Tempore (JP Name)
Jefferson Parish Justice of the Peace
of Ward or District 2
Marrero (City) Louisiana

Statement of Cash Receipts and Disbursements
For the Year Ended December 31, 2018

	General Fund
CASH RECEIPTS:	
1. State & Parish salary (See JP W-2 Form, Box 1)	1. <u>0</u>
2. Total Fees collected (if applicable) - include litter court fees	2. <u>168,624.00</u>
3. Other <u>See footnote</u>	3. <u>0</u>
4. Total cash receipts (add lines 1-3)	4. <u>168,624.00</u>
CASH DISBURSEMENTS:	
5. Fees paid to constable (Out of Total Fees collected from line 2)	5. <u>80,096.50</u>
6. Cost of equipment purchased (fax machine, etc.)	6. <u>1,172.00</u>
7. Materials and supplies (stationery, postage, etc.)	7. <u>5,900.00</u>
8. Travel and other charges	
8a. For yourself	8a. <u>0</u>
8b. For employees (not for Constable)	8b. <u>0</u>
9. Other operating expenses (rent, utilities, phone/fax line, etc.)	9. <u>2,778.00</u>
10. Total disbursements (add lines 5-9)	10. <u>89,946.50</u>
11. Balance Available (loss) for payment of salaries [line 4 less Line 10]	11. <u>78,677.50</u>
Salary and related benefits:	
12. Amount retained by yourself from line 11 (Also copy to line 1, Statement C)	12. <u>42,781.00</u>
13. Amount paid to employees (not to your Constable)	13. <u>69,395.00</u>
14. Total salaries paid (add Lines 12 and 13)	14. <u>112,176.00</u>
FUND BALANCE **	
15. Increase (or decrease) in fund balance - may be \$0 (line 11 less line 14)	15. <u>-33,498.50</u>
16. Fund Balance at beginning of the year - may be \$0 (Ending Fund balance from last year's report)	16. <u>53,573.46</u>
17. Fund Balance (or deficit) at end of the year - may be \$0 (add lines 15 and 16)	17. <u>20,074.96</u>

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

Footnote: Court has an escrow account which had a balance on January 1, 2018 of \$549.80.
Ending escrow fund balance on Dec. 31, 2018 was \$251.39

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Robert J. Burns Pro Tempore (JP Name)
Jefferson Parish Justice of the Peace
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Balance Sheet, on December 31, 2018

	General Fund
ASSETS:	
1. Cash	1. 168,624.00
2. Investments	2. 0
3. Office furnishings (Cost of desks, etc.)	3. 0
4. Equipment (Cost of fax machine, etc.) <i>See footnote</i>	4. 1,172.00
5. Total Assets (add lines 1 - 4) <i>See footnote</i>	5. 169,796.00
LIABILITIES AND FUND BALANCE:	
Liabilities:	
6. Cash overdraft	6. 0
7. Other liabilities	7. 0
8. Total Liabilities (add lines 6 - 7)	8. 0
Fund Balances:	
9. Ending Fund balance (from line 17, Statement A)	9. 20,074.96
10. Other	10. 0
11. Total Liabilities and Fund Balance (add lines 8 - 10)	11. 20,074.96

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

Footnote: Security Camera and monthly service protection

Footnote: Contingent liability to the Louisiana Supreme Court for compensation to various retired Judges in the amount of \$139,317.14. See attached letter from Supreme Court dated April 5, 2018.

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 Post Office Box 94397, Baton Rouge, LA 70804-939



CHIEF JUSTICE
BERNETTE JOSHUA JOHNSON
JUDICIAL ADMINISTRATOR
SANDRA A. VUJNOVICH

Supreme Court

STATE OF LOUISIANA
400 ROYAL STREET
SUITE 1190

New Orleans
70130-8101

TELEPHONE (504) 310-2550
FAX: (504) 310-2587

April 5, 2018

Judge Robert Burns
Justice of the Peace, *Pro Tempore*
Second Justice Court, Jefferson Parish
1887 Ames Boulevard
Marrero, LA 70072

Re: Request for Reimbursement for *Pro Tempore* Judicial Expenses

Dear Judge Burns:

Attached is a statement from our Finance Office which details compensation payments to various retired judges to provide *pro tempore* coverage to the Second Justice Court, Jefferson Parish, as a result of the interim suspension of Justice of the Peace Patrick Hale DeJean.

As set forth on the statement, \$139,317.14 has been paid to retired judges for service at the Second Justice Court from September, 2016 to December 31, 2017. In accordance with prior communications in this matter, this is a request for reimbursement of these costs.

We are aware that the funds generated by the Second Justice Court are not sufficient to pay the entire amount set forth above. Therefore, we request that the Second Justice Court reimburse the Supreme Court an amount that would leave the Second Justice Court with enough funds to ensure the timely payment of staff salaries, rent and other expenses required to operate the office.

A reimbursement check should be made payable to the "Supreme Court of Louisiana," and should be sent to my attention.

If you have further questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Lauren M. Rocha".

Lauren McHugh Rocha
Deputy Judicial Administrator/General Counsel

Robert J. Burns Pro Tempore
(JP Name)
Jefferson Parish Justice of the Peace
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**Schedule of Compensation, Benefits and Other Payments to the Justice of the Peace
For the 12 Months Ended December 31, 2018**

Purpose	Dollar Amount
1. Salary (Enter amount from line 12 of statement A)	1. <u>42,781.⁰⁰</u>
2. Benefits-insurance	2. <u>—</u>
3. Benefits-retirement	3. <u>—</u>
4. Benefits-other (describe)	4. <u>—</u>
5. Benefits-other (describe)	5. <u>—</u>
6. Benefits-other (describe)	6. <u>—</u>
7. Car allowance	7. <u>—</u>
8. Vehicle provided by government (if reported on form W-2)	8. <u>—</u>
9. Per diem	9. <u>—</u>
10. Reimbursements**	10. <u>—</u>
11. Travel	11. <u>—</u>
12. Registration fees**	12. <u>—</u>
13. Conference travel	13. <u>—</u>
14. Housing	14. <u>—</u>
15. Unvouchered expenses (example: travel advances, etc.)	15. <u>—</u>
16. Special meals	16. <u>—</u>
17. Other	17. <u>—</u>
18. TOTAL (enter total of lines 1-17)	18. <u>42,781.⁰⁰</u>

**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.