

**DISTRICT ATTORNEY OF THE  
TWENTY-SECOND JUDICIAL DISTRICT**  
St. Tammany and Washington Parishes, Louisiana

Annual Financial Statements  
December 31, 2021

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
Annual Financial Statements  
As of and for the Year Ended December 31, 2021

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## INDEPENDENT AUDITOR'S REPORT

Honorable Warren Montgomery  
District Attorney of the Twenty-Second Judicial District  
St. Tammany and Washington Parishes, Louisiana

### Opinions

I have audited the accompanying financial statements of the governmental activities, each major fund, and the fiduciary funds of the District Attorney of the Twenty-Second Judicial District (the District Attorney) as of and for the year ended December 31, 2021, 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.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the fiduciary fund information of the District Attorney, as of December 31, 2021, 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.

### Basis for Opinions

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of the District Attorney, and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the of the District Attorney's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a

material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 of the District Attorney's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District Attorney's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that I identified during the audit.

#### **Required Supplementary Information**

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), 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. My opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the supplementary schedules required by GASB statement No. 68, on pages 39 and 40, and the budgetary comparison information beginning on page 37 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 my inquiries, the basic financial statements, and other knowledge I obtained during my 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.

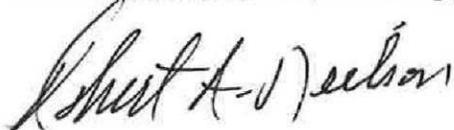
#### **Supplementary Information**

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 schedule of compensation, benefits,

and other payments to agency head, as required by Louisiana Revised Statute 24:513 A(3), the Justice System Schedules as prescribed by Act 87 of the Legislative Session, and the schedule of expenditures of federal awards as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* are presented for purposes of additional analysis and are not a required part of the financial statements.

Such information is the responsibility of management and was derived from and related directly to the underlying accounting and other records used to prepare the basic financial statements and certain additional procedures, including comparing and reconciling such information directly 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 amounts paid by the District Attorney included on the schedule of compensation, benefits, and other payments to agency head, justice funding schedules, and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The amounts paid by the St. Tammany Parish Government, the Washington Parish Government, and the State of Louisiana included on the schedule of compensation, benefits, and other payments to agency head have 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 them.



Robert A. Neilson, CPA

Bogalusa, Louisiana

June 27, 2022

## **BASIC FINANCIAL STATEMENTS**

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**

St. Tammany and Washington Parishes, Louisiana

Statement of Net Position

December 31, 2021

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash & Cash Equivalents	\$ 560,163
Investment	107,595
Receivables	1,467,572
Prepaid Expenses	151,734
Net Pension Asset	9,834
Capital assets (net)	50,998
<b>Total Assets</b>	<b>\$ 2,347,896</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Pension Related	\$ 1,179,547
<b>LIABILITIES</b>	
Current Liabilities	
Accounts Payable & Accrued Liabilities	\$ 61,969
Payroll Liabilities	92,519
Capital Lease	3,829
Long Term Liabilities	
Capital Lease	4,112
Compensated Absences Payable	425,423
<b>Total Liabilities</b>	<b>\$ 587,852</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Pension Related	\$ 1,466,198
<b>NET POSITION</b>	
Net Investment in Capital Assets	\$ 43,057
Unrestricted	1,430,336
<b>Total Net Position</b>	<b>\$ 1,473,393</b>

The accompanying notes are an integral part of the financial statements.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**Statement of Activities**  
**For the Year Ended December 31, 2021**

	<b>Program Revenues</b>			<b>Net (Expense) Revenue and Changes in Net Position</b>
	<b>Expenses</b>	<b>Charges for Services</b>	<b>Operating Grants &amp; Contributions</b>	
<b>Governmental Activities:</b>				
Judicial	\$ 6,052,831	\$ 1,490,201	\$ 5,374,665	\$ 812,035
<b>Total Governmental Activities:</b>	\$ 6,052,831	\$ 1,490,201	\$ 5,374,665	812,035
<b>General Revenues</b>				
Other				192,734
Interest and Investment Earnings				1,708
<b>Total General Revenues</b>				194,442
<b>Change in Net Position</b>				\$ 1,006,477
<b>Net Position- Beginning</b>				466,916
<b>Net Position- Ending</b>				\$ 1,473,393

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**

St. Tammany and Washington Parishes, Louisiana

Balance Sheet

Governmental Funds

December 31, 2021

	<b>General Fund</b>	<b>Special Revenue Fund</b>	<b>Total Governmental Funds</b>
<b>ASSETS</b>			
Cash & Cash Equivalents	\$ 340,955	\$ 219,208	\$ 560,163
Investment	107,595	-	107,595
Receivables	208,747	1,258,824	1,467,571
Prepaid Expenses	125,800	25,934	151,734
<b>Total Assets</b>	<b>\$ 783,097</b>	<b>\$ 1,503,966</b>	<b>\$ 2,287,063</b>
<b>LIABILITIES</b>			
Accounts Payable & Accrued Liabilities	\$ 58,969	\$ 3,001	\$ 61,970
Payroll Liabilities	-	92,519	92,519
Contingent Liability	-	-	-
<b>Total Liabilities</b>	<b>\$ 58,969</b>	<b>\$ 95,520</b>	<b>\$ 154,489</b>
<b>FUND BALANCES</b>			
Assigned	\$ -	\$ 1,408,446	\$ 1,408,446
Unassigned	724,128	-	724,128
<b>Total Fund Balances</b>	<b>\$ 724,128</b>	<b>\$ 1,408,446</b>	<b>\$ 2,132,574</b>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 783,097</b>	<b>\$ 1,503,966</b>	<b>\$ 2,287,063</b>

The accompanying notes are an integral part of the financial statements.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**

St. Tammany and Washington Parishes, Louisiana

Reconciliation of the Governmental Funds Balance Sheet

to the Statement of Net Position

December 31, 2021

**Fund Balances- Total Governmental Funds** **\$ 2,132,574**

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund:

Governmental Capital Assets	963,464	
Accumulated Depreciation	<u>(912,466)</u>	50,998

The deferred outflows of expenditures for the District Attorney's Retirement Funds are not a use of current resources, and therefore, are not reported in the fund financial statements. 1,179,548

Long Term Liabilities are not due and payable in the current year and, therefore, are not reported in the governmental fund:

Capital Leases	(7,941)	
Compensated Absences	(425,423)	
Net Pension Liability	<u>9,834</u>	(423,530)

The deferred inflows of contributions for the District Attorney's Retirement Funds are not a use of current resources, and therefore, are not reported in the fund financial statements. (1,466,198)

**Net Position of Governmental Activities** **\$ 1,473,393**

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Statement of Revenues, Expenditures, and Changes in Fund Balances  
 Governmental Funds  
 For the Year Ended December 31, 2021

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
<b>Revenues</b>			
<b>Program Revenues</b>			
Grants	\$ -	\$ 1,437,045	\$ 1,437,045
Intergovernmental Revenues	447,615	3,490,005	3,937,620
Commissions on Fines and Forfeitures	586,835	-	586,835
Diversionary Program	-	468,581	468,581
Fees-Fees Account	-	77,215	77,215
Bond Forfeiture and Bond Fees	234,447	-	234,447
Asset Forfeiture Revenues	123,123	-	123,123
Other Revenues	16,552	-	16,552
Interest Income & Earnings	1,688	20	1,708
<b>Total Revenues</b>	<b>\$ 1,410,260</b>	<b>\$ 5,472,866</b>	<b>\$ 6,883,126</b>
<b>Expenditures</b>			
<b>General Government: Judicial</b>			
Salaries and Related Benefits	\$ -	\$ 5,135,113	\$ 5,135,113
Professional Services	106,228	66,368	172,596
Materials and Supplies			-
Automobile	146,979		146,979
Office	55,553	62,693	118,246
Travel	558	9,650	10,208
Other Expenditures	454,895	90,094	544,989
Debt Service	3,828	-	3,828
Capital Expenditures	14,435	-	14,435
<b>Total Expenditures</b>	<b>\$ 782,476</b>	<b>\$ 5,363,918</b>	<b>\$ 6,146,394</b>
<b>Excess Revenues Over Expenditures</b>	<b>\$ 627,784</b>	<b>\$ 108,948</b>	<b>\$ 736,732</b>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	40,200	563,485	603,685
Operating Transfers Out	(563,485)	(40,200)	(603,685)
<b>Total Other Financing Sources (Uses)</b>	<b>(523,285)</b>	<b>523,285</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>\$ 104,499</b>	<b>\$ 632,233</b>	<b>\$ 736,732</b>
<b>Fund Balance at Beginning of Year</b>	<b>619,629</b>	<b>776,213</b>	<b>1,395,842</b>
<b>Fund Balance at End of Year</b>	<b>\$ 724,128</b>	<b>\$ 1,408,446</b>	<b>\$ 2,132,574</b>

The accompanying notes are an integral part of the financial statements.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Reconciliation of the Statement of Revenues, Expenditures, and Changes in  
 Fund Balance of Governmental Funds to the Statement of Activities  
 For the Year Ended December 31, 2021

**Net Change in Fund Balances- Total Governmental Funds** **\$ 736,732**

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures; however, in the statement of activities, the cost of these assets is depreciated over their

Capital Expenditures	14,435	
Depreciation Expense	<u>(22,198)</u>	(7,763)

Repayment of debt principal is an expenditure in the governmental fund; however in the statement of net position, the repayment reduces long-term liabilities. 3,828

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds:

Compensated Absences	(85,872)	
Pension Expense	<u>183,371</u>	97,499

Non employer contributions received from the District Attorney's Retirement Fund are reported in the statement of activities but not in the revenues of the governmental funds. 176,181

**Change in Net Position of Governmental Activities** **\$ 1,006,477**

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**Statement of Fiduciary Net Position**  
**December 31, 2021**

	<u>Asset Forfeiture</u>	<u>Bond Forfeiture</u>	<u>Restitution</u>	<u>Total</u>
<b>ASSETS</b>				
Cash & Cash Equivalents	\$ 878,339	\$ 16,613	\$ 76,575	\$ 971,527
<b>Total Assets</b>	<b><u>878,339</u></b>	<b><u>16,613</u></b>	<b><u>76,575</u></b>	<b><u>971,527</u></b>
<b>LIABILITIES</b>				
Due to others	813,759	7,700	1,101	822,560
<b>Total Fiduciary Net Position</b>	<b><u>\$ 813,759</u></b>	<b><u>\$ 7,700</u></b>	<b><u>\$ 1,101</u></b>	<b><u>\$ 822,560</u></b>
<b>NET POSITION</b>				
Restricted for others	64,580	8,913	75,474	148,967
<b>Total Net Position</b>	<b><u>\$ 64,580</u></b>	<b><u>\$ 8,913</u></b>	<b><u>\$ 75,474</u></b>	<b><u>\$ 148,967</u></b>

The accompanying notes are an integral part of the financial statements.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**Statement of Changes in Fiduciary Net Position**  
**December 31, 2021**

	<u>Asset Forfeiture</u>	<u>Bond Forfeiture</u>	<u>Restitution</u>	<u>Custodial Funds</u>
<b>ADDITIONS</b>				
Restitution	\$ -	\$ -	\$ 448,296	\$ 448,296
Cash Seizures	902,252	-	-	902,252
Bond Forfeitures	-	84,868	-	84,868
Interest	539	19	29	587
<b>Total Additions</b>	<b>\$ 902,791</b>	<b>\$ 84,887</b>	<b>\$ 448,325</b>	<b>\$ 1,436,003</b>
<b>DEDUCTIONS</b>				
Restitution	\$ -	\$ -	\$ 448,425	\$ 448,425
Cash Seizures	652,966	-	-	652,966
Bond Forfeitures	-	98,827	-	98,827
Interest	380	-	-	380
<b>Total Deductions</b>	<b>\$ 653,346</b>	<b>\$ 98,827</b>	<b>\$ 448,425</b>	<b>\$ 1,200,598</b>
<b>Net increase in fiduciary net position</b>	<b>\$ 249,445</b>	<b>\$ (13,940)</b>	<b>\$ (100)</b>	<b>\$ 235,405</b>
Net Position-beginning	628,894	30,553	76,675	736,122
<b>Net Position-ending</b>	<b>\$ 878,339</b>	<b>\$ 16,613</b>	<b>\$ 76,575</b>	<b>\$ 971,527</b>

The accompanying notes are an integral part of the financial statements.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**NOTES TO THE FINANCIAL STATEMENTS**

**INTRODUCTION**

As provided by Article V, Section 26 of the Louisiana Constitution of 1974, the District Attorney of the Twenty-Second Judicial District (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 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 Twenty-Second Judicial District of Louisiana encompasses the parishes of St. Tammany and Washington.

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

**A. Reporting Entity**

For financial reporting purposes, in conformance with GASB Codification Section 2100, the District Attorney is a part of the district court system of the State of Louisiana. However, the District Attorney operates autonomously from the State of Louisiana and independently from the district court system.

The District Attorney includes all funds, account groups, activities, et cetera, that are within the oversight responsibility of the District Attorney as an independently elected official. As an independently elected official, the District Attorney is solely responsible for the operations of his office, including fiscal and management responsibilities. Other than certain operating expenditures of the District Attorney's office that are paid or provided by the Parish Councils of St. Tammany and Washington Parishes, as required by Louisiana law, the District Attorney is financially independent. The accompanying financial statements present financial information only on the funds maintained by the District Attorney of the Twenty-Second Judicial District.

**B. Basis of Presentation**

The accompanying basic financial statements of the District Attorney have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting standards.

The District Attorney's basic financial statements consist of the government-wide statements and the fund financial statements. The statements are prepared in accordance with accounting principles generally accepted in the United States of America as applied to governmental units and promulgated by the Governmental Accounting Standards Board (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*.

**C. Government Wide Financial Statements**

The statement of net position and statement of activities display information about the reporting entity as a whole. They include all funds of the reporting entity, which are considered governmental activities. Governmental activities are generally financed through taxes, intergovernmental revenues, and other non-exchange revenues.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**NOTES TO THE FINANCIAL STATEMENTS**

**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**  
**C. Government Wide Financial Statements (continued)**

The statement of activities presents a comparison between direct expenses and program revenues for each function the District Attorney's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues. Inter fund activity, if any, is eliminated in the statement of activities.

Fiduciary activities are not included in government wide financial statements.

**D. Fund Financial Statements**

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

**Governmental Funds**

Governmental funds account for all of the District Attorney's general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid. The difference between a governmental fund's assets and liabilities is reported as fund balance. In general, fund balance represents the accumulated expendable resources which may be used to finance future period programs or operations of the District Attorney. The following are the District Attorney's governmental funds:

1. **General Fund** - The General Fund was established in compliance with Louisiana Revised Statute 15:571.11, which provides that twelve percent of the fines collected and bonds forfeited be remitted to the District Attorney to defray the necessary expenditures of his office. Additionally, the General Fund of the District Attorney consists of the following:
  - \$10 Court Cost - Act 293 - These fees are collected in compliance with Louisiana Revised Statute 16:16. In all criminal cases over which the District Attorney has jurisdiction, a nonrefundable sum of ten dollars is taxed as costs against every defendant who is convicted after trial, pleads guilty, or who forfeits a bond. This fee is in addition to all other fines, costs, or forfeitures lawfully imposed. The sums collected are to be used at the discretion of the District Attorney in defraying the expenditures of his office.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**NOTES TO THE FINANCIAL STATEMENTS**

**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**D. Fund Financial Statements (continued)**

**Governmental Funds (continued)**

- **\$10 Court Cost - Act 1443** - These fees are collected in compliance with Louisiana Revised Statute 16:16.1. In all criminal cases over which the District Attorney has jurisdiction, a nonrefundable sum of ten dollars is taxed as costs against every defendant who is convicted after trial, pleads guilty or nolo contendere, or who forfeits a bond. This fee is in addition to all other fines, costs, or forfeitures lawfully imposed. The sums collected are to be used at the discretion of the District Attorney in defraying the expenditures of his office.
- **Commercial Bond Forfeitures** - These fees are collected in compliance with Louisiana Revised Statute 15:571.11A(2)(a), which provides that all fines and forfeitures imposed by the district courts and collected by the sheriff or executive officer of the court for violations of municipal ordinances be disbursed. Of the total disbursement, twelve percent shall be remitted to the Office of the District Attorney, which may be used at the discretion of the District Attorney in defraying the expenditures of his office.
- **Criminal Bail Bond Fees** - These fees are collected in compliance with Louisiana Revised Statute 22:822A.(1), which provides that there shall be a fee on premiums for all commercial surety underwriters who write criminal bail bonds in the State of Louisiana. That fee shall be equal to two dollars for each one hundred dollars worth of liability underwritten by the commercial surety. Of these fees, the District Attorney's Office shall receive twenty-two percent, which is to be used for operating expenses per Louisiana Revised Statute 22:822B(2)(c).
- **\$7 Criminal Bond Fees** - These fees are collected in compliance with Louisiana Revised Statute 15:85.1A(1), which provides that a fee of fifteen dollars shall be collected by the sheriff's office from every person seeking release by means of a criminal bond, or from their designated representative. Of the total fee, seven dollars shall be remitted to the Office of the District Attorney, which may be used at the discretion of the District Attorney in defraying the expenditures of his office per Louisiana Revised Statute 15:85.1A(2)(a).
- **Special Asset Forfeitures** - These fees are collected in compliance with Louisiana Revised Statute 40:2616(B), which provides that all monies obtained in relation to the seizure and forfeiture from illegal drugs shall be deposited in this fund. Of these monies, the District Attorney's Office shall receive twenty percent after the payments made for satisfaction of any bona fide security interest or lien, and after the payment of all proper expenses of the proceedings for forfeiture and

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**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**D. Fund Financial Statements (continued)**

**Governmental Funds (continued)**

sale. This twenty percent shall be paid into the fund to be used for public purposes, including, but not limited to, use for prosecution, rewards, support, and continuing legal education.

- **Suspended Driver's License Fee** - These fees are collected in compliance with Louisiana Revised Statute 32:57.1, which provides that a fee of fifty dollars shall be collected to defray the costs of the prosecuting authority in handling such renewal and issuance of the suspended driver's license.
- **Costs for Prosecution Expenses Fee** - These fees are collected in compliance with Louisiana Revised Statute 16:16.2, which provides that a fee of five dollars be taxed against every defendant who is convicted after trial, pleads guilty or nolo contendere, or who forfeits a bond in addition to the fee of ten dollars collected and remitted to the District Attorney in compliance with Louisiana Revised Statute 16.16.1.

2. **Special Revenue Fund** - This fund is used to account for fees, fines, and costs collected for a specified purpose including the diversionary program operated by the District Attorney or grant amounts received to be used for specific purposes that deal with the prosecution. The special revenue fund of the District Attorney also consists of the following:

- **Title IV-D Fund** - Consists of reimbursement grants from the Louisiana Department of Social 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 families and children, to locate absent parents, to establish paternity, and to obtain family and child support.
- **Worthless Checks/Diversion Collection Fee Fund** - Consists of fees collected in accordance with Louisiana Revised Statute 16:15, which provides that the District Attorney receives from the principal to the offense, a prescribed amount upon collection of a worthless check or fees from diverted cases. The funds may be used only to defray the salaries and expenses of the office of the District Attorney, and may not be used to supplement the salary of the District Attorney.

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NOTES TO THE FINANCIAL STATEMENTS**

**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**D. Fund Financial Statements (continued)**

**Fiduciary Funds**

3. Custodial Funds – Fiduciary fund reporting focuses on resources held for other parties. The only funds accounted for in this category by the District Attorney are custodial funds. Custodial funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Consequently, the agency funds have no measurement focus, but use the full accrual basis of accounting. The following custodial funds are utilized by the District Attorney:
- The Asset Forfeiture Fund is used as a depository for assets seized by local law enforcement agencies. 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.
  - The Bond Forfeiture Fund is used as a depository for 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.
  - The Restitution Fund is used as a depository for funds to be distributed to those harmed by receiving worthless checks or for restitution in criminal cases.

**E. Measurement Focus / Basis of Accounting**

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

The amounts reflected in the government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus means all assets and liabilities (whether current or noncurrent) are included in the statement of net position, and the statement of activities presents increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recognized when earned. Expenses are recognized at the time the liability is incurred. The effect of inter-fund transactions has been removed from these columns.

Governmental and Agency Fund financial statements are reported using the current financial resources measurement focus and are accounted for using 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

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**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

revenues as available if they are collected within 60 days after year-end.

Expenditures are recorded when the related fund liability is incurred.

Transfers between funds that are not expected to be repaid are accounted for as Other Financing Sources.

**F. Budgets**

The District Attorney follows these procedures in establishing the budgetary data reflected in these financial statements:

1. In accordance with the Local Government Budget Act of the State of Louisiana, the District Attorney prepares operating budgets for the general and special revenue funds at least fifteen days prior to the commencement of the budgetary fiscal year. The operating budgets include proposed expenditures and the means of financing them for the upcoming year.
2. The budgets are available for public inspection for a fifteen day period prior to a public hearing held to obtain taxpayer comment.
3. The budgets are adopted at the public hearing and are authorized for implementation on the first day of the fiscal year.
4. The budgets are prepared on a basis consistent with accounting principles generally accepted in the United States of America (GAAP).
5. The budgets may be revised during the year as estimates regarding revenues and expenditures change.
6. All budgetary appropriations lapse at the end of each fiscal year.

**G. Cash and Cash Equivalents**

Cash and cash equivalents include amounts in demand deposits, interest-bearing demand deposits, and certificates of deposit. 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, or any other state of the United States, or under the laws of the United States.

**H. Capital Assets**

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated acquisition value at the date of donation. The District Attorney maintains a threshold level of \$5,000 or more for capitalizing capital assets.

Capital assets are recorded in the statement of net position and statement of activities. Since surplus assets are sold for an immaterial amount when declared as no

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**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**H. Capital Assets (continued)**

longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Automobile	5 Years
Leasehold Improvements	15 Years
Equipment, Furniture & Fixtures	5-10 Years
Software	3 Years

**I. Equity Classifications**

Government-wide net position is divided into three components:

1. *Net Investment in Capital Assets* - Consists of capital assets including restricted capital assets, net of accumulated depreciation.
2. *Restricted* - This component of net position consists of assets that have constraints imposed by law or through constitutional provisions or enabling legislation.
3. *Unrestricted* - All other net position is reported in this category.

When an expenditure is incurred for purposes for which both restricted and unrestricted net position is available, the District Attorney considers restricted funds to have been spent first.

In the governmental fund financial statements, fund balances are classified as follows:

1. *Non-spendable* - Amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.
2. *Restricted* - Amounts that can be spent only for specific purposes because of state or federal laws, or externally imposed conditions by granters, creditors, or citizens.
3. *Committed* - Amounts that can be used only for specific purposes determined by a formal action of the District Attorney. The District Attorney is the highest level of decision making authority at the District Attorney's office. Commitments may be established, modified, or rescinded only through ordinances or resolutions approved by the District Attorney.
4. *Assigned* - Amounts that do not meet the criteria to be classified as restricted or committed, but that are intended to be used for specific purposes.

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**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**J. Equity Classifications (continued)**

5. *Unassigned* - All amounts not included in other spendable classifications.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the District Attorney considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District Attorney considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the District Attorney has provided otherwise in his commitment or assignment actions.

**K. Inter-fund 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 inter-fund transactions are reported as transfers. Inter-fund receivables and payables between funds within governmental activities, if any, are eliminated in the statement of net position.

**L. Pensions**

For purposes of 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 Louisiana District Attorneys' Retirement System (DARS) and the Parochial Employees' Retirement System (PERS) and additions to/ deductions from the fiduciary net position, have been determined on the same basis as they are reported by the pension plans. 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.

**M. Estimates**

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

**N. Adoption of New Accounting Standards**

During fiscal year ending December 31, 2021, *GASB Statement 84 Fiduciary Activities* was adopted. The standard defines and establishes criteria for identifying and reporting fiduciary activities. The focus of the criteria is on 1. Whether the District Attorney controls the assets in a fiduciary activity and 2. If there are separate identifiable beneficiaries with whom a fiduciary relationship exists. Refer to Statement of Fiduciary

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**Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**  
**N. Adoption of New Accounting Standards (continued)**

Net Position and Statement of Changes in Fiduciary Net Position in the basic financial statements.

*GASB Statement 87, Leases* will be effective for fiscal year ending December 31, 2022. This standard requires all leases to be reported on the statement of net position under a single accounting model for both lessors and lessees. The statement will require the recognition of lease assets or liabilities for leases previously reported as operating leases. All of the District Attorney's lease agreements will need to be evaluated to determine the impact of implementing this standard; however the effect of this standard or its applicability to the District Attorney is unknown at this time.

**Note 2. CASH AND CASH EQUIVALENTS**

Under state law, the District Attorney may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana. The District Attorney may invest in certificates and time deposits of the state banks organized under Louisiana law and national banks having principal offices in Louisiana.

At December 31, 2021, the District Attorney had cash and cash equivalents in demand deposits (book balances) totaling \$1,531,690 consisting of \$560,163 in governmental balances and \$971,527 in fiduciary funds.

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the District Attorney's deposits may not be recovered or the collateral securities that are in the possession of an outside party will not be recovered. These deposits are stated at cost, which approximates 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 by a holding or custodial bank that is mutually acceptable to both parties. As of December 31, 2021, bank balances in the amount of \$1,808,194 were as follows:

Bank Balances	\$1,808,194
Federal Deposit Insurance	1,114,487
Pledged Securities	<u>693,707</u>
Total	<u>\$1,808,194</u>

Deposits in the amount of \$693,707 were exposed to custodial credit risk. However, these deposits are secured from risk by the pledge of securities owned by the fiscal agent bank, which are held in the name of the pledging institution's trust department or agent that is mutually acceptable to the District Attorney and the fiscal agent bank.

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**Note 3. INVESTMENTS**

An investment of \$107,595 at December 31, 2021 is invested in the Louisiana Asset Management Pool, Inc. (LAMP).

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LSA – R.S. 33:2955.

GASB Statement No. 40 Deposit and Investment Risk Disclosure, requires disclosure of credit risk, custodial credit risk, concentration of credit risk interest rate risk, and foreign currency risk for all public entity investments.

LAMP is an investment pool that, to the extent practical, invest in a manner consistent with GASB Statement No. 79. The following facts are relevant for investment pools:

- Credit risk: LAMP is rated AAAM by Standard & Poor's.
- Custodial credit risk: LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.
- Concentration of credit risk: Pooled investments are excluded from the 5 percent disclosure requirement.
- Interest Rate Risk: LAMP is designed to be highly liquid to give its participants immediate access to their account balances. LAMP prepares its own interest rate risk disclosure using the weighted average maturity (WAM) method. The WAM of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days or 762 days for US Government floating/variable rate investments. The WAM for LAMP's total investments is 47 days as of December 31, 2021.
- Foreign currency risk: Not applicable.

The investments in LAMP are stated at fair value. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the net asset value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company.

If you have any questions, please feel free to contact the LAMP administrative office at 1-800-249-5267.

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**Note 4. RECEIVABLES**

The following is a summary of accounts receivable, which management believes are fully collectible at December 31, 2021:

<u>Class of Receivable</u>	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Total</u>
Fees, Fines, and Charges for Services	\$84,926	\$0	\$84,926
Grants and Intergovernmental Revenues	123,851	824,087	947,938
Due from Outside Parties	-	434,737	434,737
<b>TOTAL</b>	<b><u>\$208,747</u></b>	<b><u>\$1,258,824</u></b>	<b><u>\$1,467,571</u></b>

The receivable due from outside parties is not expected to be collected within one year.

**Note 5. CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended December 31, 2021, was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Automobiles	\$0	\$0	\$0	\$0
Improvements	122,355	14,435	0	136,790
Equipment, Furniture, & Fixtures	630,711	0	0	630,711
Capital Lease Equipment	89,637	0	0	89,637
Software	106,326	0	0	106,326
<b>Total Capital Assets</b>	<b>949,029</b>	<b>14,435</b>	<b>0</b>	<b>963,464</b>
Accumulated Depreciation	(890,268)	(22,198)	0	(912,466)
<b>Total Capital Assets, Net</b>	<b><u>\$58,761</u></b>	<b><u>(\$7,763)</u></b>	<b><u>\$0</u></b>	<b><u>\$50,998</u></b>

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
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**Note 5. CAPITAL ASSETS (continued)**

Accumulated amortization for capital lease equipment is included in the accumulated depreciation for all capital assets.

**Note 6. PENSION PLANS**

The District Attorney participates in two cost-sharing, multiple employer, public employees' retirement systems. The District Attorney and assistant district attorneys are members of the District Attorneys' Retirement System (DARS or the System). Other personnel of the District Attorney's office are members of the Parochial Employees' Retirement System of Louisiana, Plan A (PERS or the Parochial System). These retirement systems are cost-sharing, multiple employer, defined benefit pension plans which are administered by separate boards of trustees. The following are descriptions of the plans and their respective benefits:

**1. Louisiana District Attorneys' Retirement System**

All persons who are district attorneys of the State of Louisiana, assistant district attorneys in any parish of the State of Louisiana, or employed by this retirement system and the Louisiana District Attorneys' Association except for elected or appointed officials who have retired from service under any publicly funded retirement system within the State and who are currently receiving benefits, shall become members as a condition of their employment; provided, however, that 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. The projection of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the System in accordance with the benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date.

**Plan Description**

The following is a description of the plan and its benefits and is provided for general information purposes only. Participants should refer to the appropriate statutes for more complete information.

**Retirement Benefits**

Members who joined the System before July 1, 1990, and who have elected not to be covered by the new provisions, are eligible to receive a normal retirement benefit if they have 10 or more years of creditable service and are at least age 62, or if they have 18 or more years of service and are at least age 60, or if they have 23 or more years of service and are at least age 55, or if they have 30 years of service regardless of age. The normal retirement benefit is equal to 3% of the member's average final compensation for each year of creditable service. Members are eligible for early retirement at age 60 if they have at least 10 years of creditable service or at age 55 with at least 18 years of creditable service. Members who retire prior to age 60 with less than 23 years of service credit receive a retirement benefit reduced 3% for each year of age below 60. Members who retire prior to age 62 who have less than 18 years of service receive a retirement benefit reduced 3% for each year

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**Note 6. PENSION PLANS (continued)**

**1. Louisiana District Attorneys' Retirement System (continued)**

of age below 62. Retirement benefits may not exceed 100% of final average compensation.

Members who joined the System after July 1, 1990, or who elected to be covered by the new provisions, are eligible to receive normal retirement benefits if they are age 60 and have 10 years of service credit, are age 55 and have 24 years of service credit, or have 30 years of service credit regardless of age. The normal retirement benefit is equal to 3.5% of the member's final average compensation multiplied by years of membership service. A member is eligible for an early retirement benefit if he is age 55 and has 18 years of service credit. The early retirement benefit is equal to the normal retirement benefit reduced 3% for each year the member retires in advance of normal retirement age. Benefits may not exceed 100% of average final compensation.

Disability Benefits

Disability benefits are awarded to active contributing members with at least 10 years of service who are found to be totally disabled as a result of injuries incurred while in active service. The member receives a benefit equal to three percent (three and one-half percent for members covered under the new retirement benefit provisions) of his average final compensation multiplied by the lesser of his actual service (not to be less than fifteen years) or projected continued service to age 60.

Survivor Benefits

Upon the death of a member with less than 5 years of creditable service, his accumulated contributions and interest thereon are paid to his surviving spouse, if he is married, or to his designated beneficiary, if he is not married. Upon the death of any active, contributing member with 5 or more years of service or any member with 23 years of service who has not retired, automatic option 2 benefits are payable to the surviving spouse. These benefits are based on the retirement benefits accrued at the member's date of death with the option factors used as if the member had continued in service to earliest normal retirement age. If a member has no surviving spouse, the surviving minor children under 18 or disabled children are paid 80% of the member's accrued retirement benefit divided into equal shares. If a member has no surviving spouse or children, his accumulated contributions and interest are paid to his designated beneficiary. In lieu of periodic payments, the surviving spouse or children may receive a refund of the member's accumulated contributions with interest.

Upon withdrawal from service, members not entitled to a retirement allowance are paid a refund of accumulated contributions upon request. Receipt of such a refund cancels all accrued rights in the System.

The Board of Trustees is authorized to grant retired members and widows of members who have retired an annual cost of living increase of 3% of their original benefit, (not to exceed sixty dollars per month) and all retired members and widows who are sixty-five years of age and older a 2% increase in their original benefit. In lieu of other cost of living increases the board may grant an increase to retirees in the form of "Xx(A&B)" where "A" is equal to the number of years of credited service accrued at retirement or

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**NOTES TO THE FINANCIAL STATEMENTS**

**Note 6. PENSION PLANS (continued)**

**1. Louisiana District Attorneys' Retirement System (continued)**

death of the member or retiree and "B" is equal to the number of years since death of the member or retiree to June 30 of the initial year of increase and "X" is equal to any amount available for funding such increase up to a maximum of \$1.00. In order for the board to grant any of these increases, the System must meet certain criteria detailed in the statute related to funding status and interest earnings.

Permanent Benefit Increases/Cost of Living Adjustments:

The Board of Trustees is authorized to grant retired members and surviving beneficiaries of members who have retired an annual cost of living increase of 3% of their original benefit, (not to exceed \$60 per month) and all retired members and surviving beneficiaries who are 65 years of age and older a 2% increase in their original benefit. In lieu of their cost of living increases the Board may grant an increase to retirees in the form of "Xx(A&B)" where "A" is equal to the number of years since death of the member or retiree to June 30 of the initial year of increase and "X" is equal to any amount available for funding such increase up to a maximum of \$1.00. In order for the Board to grant any of these increases, the System must meet certain criteria detailed in the statute related to funding status and interest earnings.

Back-Deferred Retirement Option Program

In lieu of receiving a service retirement allowance, any member who has more years of service than are required for a normal retirement may elect to receive a Back-Deferred Retirement Option Program (Back-DROP) benefit.

The Back-DROP benefit is based upon the Back-DROP period selected and the final average compensation prior to the period selected. The Back-DROP period is the lesser of three years or the service accrued between the time a member first becomes eligible for retirement and his actual date of retirement. At retirement, the member's maximum monthly retirement benefit is based upon his service, final average compensation, and plan provisions in effect on the last day of creditable service immediately prior to the commencement of the Back-DROP period. In addition to the monthly benefit at retirement, the member receives a lump-sum payment equal to the maximum monthly benefit as calculated above multiplied by the number of months in the Back-DROP period. In lieu of receiving the lump-sum payment, the member may leave the funds on deposit with the System in an interest bearing account.

Deferred Retirement Option Program

Prior to January 1, 2009, eligible members could elect to participate in the Deferred Retirement Option Program (DROP) for up to three years in lieu of terminating employment and accepting a service benefit. During participation in the DROP, employer contributions were payable and employee contributions were reduced to one-half of one percent. The monthly retirement benefits that would have been payable to the member were paid into a DROP account, which did not earn interest while the member was participating in the DROP. Upon termination of participation, the participant in the plan received, at his option, a lump sum from the account equal to the payments into the account or systematic disbursements from his

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**NOTES TO THE FINANCIAL STATEMENTS**

**Note 6. PENSION PLANS (continued)**

**1. Louisiana District Attorneys' Retirement System (continued)**

account in any manner approved by the board of trustees. The monthly benefits that were being paid into the DROP would then be paid to the retiree. All amounts which remain credited to the individual's sub-account after termination of participation in the plan were invested in liquid money market funds. Interest was credited thereon as actually earned.

**Employer Contributions**

According to state statute, contribution requirements for all employers are actuarially determined each year. For the year ending June 30, 2021, the actual employer contribution rate was 4.0%.

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. Non employer contributions were recognized as revenue in the amount of \$162,284 during the year ended June 30, 2021 and excluded from pension expense.

**2. Parochial Employees' Retirement System of Louisiana**

Substantially all other employees of the District Attorney's Office are members of the Parochial Employees' Retirement System of Louisiana (PERS or the Parochial System), a cost-sharing, multiple employer defined benefit pension plan administered by a separate board of trustees. The Parochial System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All plan participants of the District Attorney are members of Plan A.

**Plan Description**

All permanent employees working at least 28 hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the Parochial System, except for the District Attorney and assistant district attorneys who are covered by their own retirement plan.

**Retirement Benefits**

Any member can retire providing he/she meets one of the following criteria:

For employees hired prior to January 1, 2007:

1. Any age with thirty (30) or more years of creditable service
2. Age 55 with a minimum of twenty-five (25) years of creditable service
3. Age 60 with a minimum of ten (10) years of creditable service
4. Age 65 with a minimum of seven (7) years of creditable service

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
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NOTES TO THE FINANCIAL STATEMENTS**

**Note 6. PENSION PLANS *(continued)***  
**2. Parochial Employees' Retirement System of Louisiana *(continued)***

For employees hired after January 1, 2007:

1. Age 55 with 30 years of creditable service
2. Age 62 with 10 years of creditable service
3. Age 67 with 7 years of creditable service

The retirement allowance of any member shall consist of an amount equal to 3% of the member's final average compensation multiplied by their years of creditable service. However, under certain conditions, as outlined in the statutes, the benefits are limited to specified amounts.

Employees who terminate with at least the amount of credited service stated previously, and who do not withdraw their employee contributions, may retire at the age specified previously and receive the benefit accrued to their date of termination. PERS also provides death and disability benefits. Benefits are established by state statute.

**Survivor Benefits**

Upon the death of any member with five (5) or more years of creditable service who is not eligible for retirement, the plan provides for benefits for the surviving spouse and minor children, as outlined in the statutes.

Any member who is eligible for normal retirement at time of death, the surviving spouse shall receive an automatic Option 2 benefit, as outlined in the statutes.

A surviving spouse who is not eligible for Social Security survivorship or retirement benefits, and married not less than twelve (12) months immediately preceding death of the member, shall be paid an Option 2 benefit beginning at age 50.

**Deferred Retirement Option Plan**

Act 338 of 1990 established the Deferred Retirement Option Plan (DROP) for the System. DROP is an option for that member who is eligible for normal retirement.

In lieu of terminating employment and accepting a service retirement, any member who is eligible to retire may elect to participate in the Deferred Retirement Option Plan (DROP) in which they are enrolled for three years and defer the receipt of benefits. During participation in the plan, employer contributions are payable but employee contributions cease. The monthly retirement benefits that would be payable, had the person elected to cease employment and receive a service retirement allowance, are paid into the DROP Fund.

Upon termination of employment prior to or at the end of the specified period of participation, a participant in the DROP may receive, at his option, a lump sum from the account equal to the payments into the account, a true annuity based upon his account balance in that fund, or roll over the fund to an Individual Retirement Account.

Interest is accrued on the DROP benefits for the period between the end of DROP participation and the member's retirement date.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
St. Tammany and Washington Parishes, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS**

**Note 6.**

**PENSION PLANS *(continued)***

**2. Parochial Employees' Retirement System of Louisiana *(continued)***

For individuals who become eligible to participate in the Deferred Retirement Option Plan (DROP) on or after January 1, 2004, all amounts which remain credited to the individual's subaccount after termination in DROP will be placed in liquid asset money market investments at the discretion of the Board of Trustees. These subaccounts may be credited with interest based on money market rates of return or, at the option of the System, the funds may be credited to self-directed subaccounts. The participant in the self-directed portion of DROP must agree that the benefits payable to the participant are not the obligations of the state or the System, and that any returns and other rights of DROP are the sole liability and responsibility of the participant and the designated provider to which contributions have been made.

Disability Benefits

For Plan A, a member shall be eligible to retire and receive a disability benefit if they were hired prior to January 1, 2007, and has at least five years of creditable service or if hired after January 1, 2007, has seven years of creditable service, and is not eligible for normal retirement and has been officially certified as disabled by the State Medical Disability Board. Upon retirement caused by disability, a member of Plan A shall be paid a disability benefit equal to the lesser of an amount equal to 3% of the member's final average compensation multiplied by his years of service, not to be less than 15, or three percent multiplied by years of service assuming continued service to age 60 for those members who are enrolled prior to January 1, 2017 and to age 62 for those members who are enrolled January 1, 2007 and later.

Cost of Living Increases

The Board is authorized to provide a cost of living allowance for those retirees who retired prior to July 1973. The adjustment cannot exceed 2% of the retiree's original benefit for each full calendar year since retirement and may only be granted if sufficient funds are available from investment income in excess of normal requirements.

In addition, the Board may provide an additional cost of living increase to all retirees and beneficiaries who are over age 65 equal to 2% of the member's benefit paid on October 1, 1977, or the member's retirement date, if later. Also, the Board may provide a cost of living increase up to 2.5% for retirees 62 and older. (RS 11:1937). Lastly Act 270 of 2009 provided for further reduced actuarial payments to provide an annual 2.5% cost of living adjustment commencing at age 55.

**Employer Contributions**

According to state statute, contributions for all employers are actuarially determined each year. For the year ended December 31, 2020, the actuarially determined contribution rate was 11.11%, but the actual rate for the fiscal year end was 12.25%.

The system also receives  $\frac{1}{4}$  of 1% of ad valorem taxes collected within respective parishes, except for Orleans and East Baton Rouge parishes. The System also receives revenue sharing funds each year as appropriated by the legislature. These additional sources of income are used as additional employer contributions are considered support from non employer contributing entities. For the year ended December 31, 2021, \$13,898 was recognized as revenue related to the non employer contributions to the

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
St. Tammany and Washington Parishes, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS**

**Note 6. PENSION PLANS (continued)**  
**2. Parochial Employees' Retirement System of Louisiana (continued)**

system.

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

At December 31, 2021, the District Attorney reported a liability of \$280,027 and an asset of \$289,864, respectively, for its proportionate share of DARS and PERS collective net pension liabilities/assets. The collective net pension liabilities/assets of the plans were measured on June 30, 2021 and December 31, 2020, for DARS and PERS, respectively. The proportionate share of the net pension liabilities/assets were based on the District Attorney's long-term shares of contributions to the pension plans relative to the projected contributions of all employers, actuarially determined. At June 30, 2021, the proportion for DARS was 1.5729%, which was an increase of 0.0274% from the plan year ending June 30, 2020. At December 31, 2020, the proportion for PERS was 0.1653%, which was an increase of 0.0073% from the prior plan year.

For the year ended December 31, 2021, the District Attorney recognized pension expense of \$201,979. At December 31, 2021, the District Attorney reported deferred outflows of resources and deferred inflows of resources related to its pension from the following sources:

	<u>Deferred Outflows of Resources</u>			<u>Deferred Inflows of Resources</u>		
	<u>DARS</u>	<u>PERS</u>	<u>TOTAL</u>	<u>DARS</u>	<u>PERS</u>	<u>TOTAL</u>
Difference between Experiences	\$89,838	\$70,572	\$160,410	\$85,985	\$34,597	\$120,582
Difference in Investment Earnings	0	0	0	761,606	565,730	1,327,336
Change of Assumptions	528,440	94,834	623,274	0	0	0
Changes in Proportion	14,328	10,327	24,655	12,404	5,692	18,096
Contributions Subsequent to the Measurement Date	130,486	237,647	368,133	0	0	0
<b>TOTAL</b>	<b><u>\$763,092</u></b>	<b><u>\$413,380</u></b>	<b><u>\$1,176,472</u></b>	<b><u>\$859,995</u></b>	<b><u>\$606,019</u></b>	<b><u>\$1,466,014</u></b>

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
St. Tammany and Washington Parishes, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS**

**Note 6. PENSION PLANS (continued)**  
**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)**

In the year ended December 31, 2021, \$368,133 reported as deferred outflows of resources related to pensions resulting from the District Attorney's contributions subsequent to the measurement date will be recognized. Other amounts reported as deferred inflows of resources and deferred outflows of resources will be recognized in pension expense as follows:

Year ended December 31:	Amortization Amounts		TOTAL
	DARS	PERS	
2022	\$(32,657)	(\$119,712)	(\$152,369)
2023	(5,575)	(41,019)	(46,594)
2024	(83,667)	(177,055)	(260,722)
2025	(105,315)	(92,419)	(197,734)

A summary of the actuarial methods and assumptions used in determining net pension liabilities is as follows:

	DARS	PERS
Valuation Date	June 30, 2021	December 31, 2020
Actuarial Cost Method	Entry Age Normal	Entry Age Normal
Actuarial Assumptions:		
Expected Remaining Service	5 Years	4 Years
Investment Rate of Return	6.10%	6.40%
Inflation Rate	2.20%	2.30%
Projected Salary Increases	5%	4.75%
Cost-of-Living Adjustments	Only those previously granted	Only those previously granted
Mortality	Pub- 2010 Public Retirement Plans Mortality Table for General Above-Median Retirees multiplied by 115% for current employees, retirees, and disabled retirees.	Pub- 2010 Public Retirement Plans Mortality Table for Health Retirees multiplied by 130% for males and 125% for females using MP 2018 scale for annuitant and beneficiary mortality.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
St. Tammany and Washington Parishes, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS**

**Note 6. PENSION PLANS (continued)**

**DARS Investments**

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 8.25%, for the year ended June 30, 2021.

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, 2021, were as follows:

<u>Asset Class</u>	<u>Long-Term Target Asset Allocation</u>	<u>Rates of Return</u>	
		<u>Real</u>	<u>Nominal</u>
Equities	57.11%	6.43%	
Fixed Income	30.19%	0.94%	
Alternatives	12.67%	0.89%	
Cash	<u>0.03%</u>	0.00%	
Totals	<u>100.00%</u>		5.80%
Inflation			<u>2.45%</u>
Expected Nominal Rate of Return			<u>8.25%</u>

The discount rate used to measure the total pension liability was 6.10%. 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 participated 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 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 benefits payments to determine the total pension liability.

**PERS Investments**

Changes in Assumptions:

Amounts reported in fiscal year ended December 31, 2019 for Parochial Employees' Retirement System reflect an adjustment in the discount rate used to measure the total pension liability. The discount rate for the PERS plan was 6.40% as of the valuation date December 31, 2020.

The long-term expected rate of return on pension plan investments was determined

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
St. Tammany and Washington Parishes, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS**

**Note 6. PENSION PLANS (continued)  
PERS Investments (continued)**

using a triangulation method which integrated the CAPM pricing model (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward looking basis in equilibrium, in which best-estimates 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 rates 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 of 2.00% and an adjustment for the effect of rebalancing diversification. The resulting expected long-term rate of return is 7.00%, for the year ended December 31, 2020.

Best estimates of arithmetic real rates of return for each major asset class included in the Parochial System's target asset allocation as of December 31, 2020 are summarized in the following table:

<b>Asset Class</b>	<b>Target Asset Allocation</b>	<b>Long-Term Expected Portfolio Real Rate of Return</b>
Fixed Income	33%	0.86%
Equity	51%	3.36%
Alternatives	14%	0.67%
Real Assets	<u>2%</u>	<u>0.11%</u>
Totals	<u>100%</u>	5.00%
Inflation		<u>2.00%</u>
Expected Arithmetic Nominal of Return		<u>7.00%</u>

The mortality rate assumption used was set based upon an experience study performed on plan data for the period January, 1, 2013 through December 31, 2017. The data was assigned credibility weighting and combined with a standard table to produce current levels of mortality. As a result of this study, mortality for employees was set equal to the Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale. In addition, mortality for annuitants and beneficiaries was set equal to the Pub-2010 Public Retirement plans Mortality Table for Healthy Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale. For Disabled annuitants mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females, each with full generational projection using the MP2018 scale.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
St. Tammany and Washington Parishes, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS**

**Note 6. PENSION PLANS (continued)  
Sensitivity to Changes in Discount Rate**

The following presents the net pension liability of the District Attorney using the discount rate of 6.10% and 6.40% for DARS and PERS, as well as what the liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	<b>1% Decrease 5.10%/5.40%</b>	<b>Current Discount Rate 6.10%/6.40%</b>	<b>1% Increase 7.10%/7.40%</b>
District Attorney's Proportionate Share of the DARS Net Pension Liability	\$1,373,028	\$280,027	\$(635,675)
District Attorney's Proportionate Share of the PERS Net Pension Liability	\$607,760	(\$289,863)	(\$1,041,605)

**Note 7. GOVERNMENTAL ACTIVITIES LONG-TERM OBLIGATIONS**

Long-term liability activity of governmental activities for the year ended December 31, 2021 was as follows:

	<b>Beginning Balance</b>	<b>Additions</b>	<b>Reductions</b>	<b>Ending Balance</b>	<b>Amounts Due within One Year</b>
Capital Lease	\$11,769	\$0	(\$3,828)	\$7,941	\$3,829
Compensated Absences Payable	339,551	85,872	0	425,423	0
Net Pension Liability (Asset)	1,231,893	0	(1,241,727)	(9,834)	0
<b>Total</b>	<b><u>\$1,583,213</u></b>	<b><u>\$85,872</u></b>	<b><u>(\$1,245,555)</u></b>	<b><u>\$423,530</u></b>	<b><u>\$3,829</u></b>

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**NOTES TO THE FINANCIAL STATEMENTS**

**Note 8. CAPITAL LEASES**

The District Attorney records items under capital leases as an asset and an obligation in the accompanying financial statements.

Beginning Balance, 12/31/20	\$11,769
Additions	0
Reductions	<u>(3,828)</u>
<b>Ending Balance, 12/31/21</b>	<b><u>\$7,941</u></b>

The following is a schedule of future minimum lease payments under capital leases, together with the present value of the net minimum lease payments as of December 31, 2021:

Years ending December 31,	
2022	4,424
2023	4,424
2024	<u>369</u>
<b>Total Minimum Lease Payments</b>	<b>9,217</b>
<b>Amounts Representing Interest &amp; Insurance</b>	<b>(1,276)</b>
<b>Present Value of Minimum Lease Payments</b>	<b><u>\$7,941</u></b>

**Note 9. OPERATING LEASES**

The District Attorney leases 19 vehicles from a leasing company. The lease required monthly rental payments of an average \$8,696 for the fiscal year. Each vehicle has a lease term of 3 years with the option to renew.

The District Attorney leases buildings in Franklinton, Louisiana and Bogalusa, Louisiana. The Franklinton building lease required monthly rental payments of approximately \$1,200, during the year ended December 31, 2021. The Bogalusa building lease required monthly rental payments of \$850 from January to June 2021 and \$500 per month for the remainder. Both leases are considered month to month lease with the option to cancel any time.

Rent expense for the year ended December 31, 2021, totaled \$104,563. Future minimum lease payments at December 31, 2021 under the preceding operating lease agreements are as follows:

Years Ending December 31,	Minimum Lease Commitments
2021	\$104,355
2022	95,395
2023	<u>4,576</u>
<b>TOTAL</b>	<b><u>\$204,326</u></b>

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
St. Tammany and Washington Parishes, Louisiana  
NOTES TO THE FINANCIAL STATEMENTS**

**Note 10. INTER-FUND TRANSFERS**

Operating transfers for the year ended December 31, 2021, were as follows:

<u>Fund</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General Fund	(\$40,200)	\$563,485
Special Revenue Fund	(563,485)	40,200
<b>TOTAL</b>	<b><u>(\$603,685)</u></b>	<b><u>\$603,685</u></b>

The primary purpose of the operating transfers is to fund payroll paid out of the special revenue fund from general fund revenues.

**Note 11. EXPENDITURES FOR THE DISTRICT ATTORNEY NOT INCLUDED IN THE FINANCIAL STATEMENTS**

A portion of the salaries and related benefits of the District Attorney was paid directly by the parish governments through July 2021. Those expenditures are not reflected in the accompanying financial statements with the exception of copier lease payments and insurance premiums paid by the St. Tammany Parish Government.

**Note 12. COOPERATIVE ENDEAVOR AGREEMENTS**

In July 2021, the District Attorney's office entered into cooperative endeavor agreements with St. Tammany and Washington Parish for the reimbursement of salaries and related benefits for the employees of the office. Previously, each parish paid a portion of the wages and benefits directly. To become more uniform and streamline the payroll process, the District Attorney's office is now responsible for 100% of the employee's pay and benefits, while the respective parishes will reimburse them for their agreed upon portion.

Those reimbursements are reflected in the intergovernmental revenues section of the financial statements.

**Note 12. LITIGATION AND CLAIMS**

There is no litigation pending against the District Attorney at December 31, 2021.

**Note 13. RISK MANAGEMENT**

The District Attorney is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered, in part, by commercial insurance. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District Attorney. Settlements have not exceeded insurance coverage in each of the past three years.

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**NOTES TO THE FINANCIAL STATEMENTS**

**Note 14. SUBSEQUENT EVENTS**

Management has evaluated subsequent events through the date that the financial statements were available to be issued, June 27, 2022, and determined that the following events occurred that require disclosure.

The District Attorney's office has filed a lawsuit against St. Tammany Parish Government valuing over 8 million dollars for shortages in their budgets. Louisiana law requires St. Tammany Parish Government to budget for the mandatory statutory expenditures set forth in LA RS 16.6 before budgeting any other non statutory expenditures, which they did not do. The outcome of the lawsuit is unknown at the date of this report.

There has been a drastic decrease in revenues in 2022 through the date of this report, and in July 2022 there will be a 40% increase in health insurance premiums. Both unfavorable changes in 2022 are considered to be material to the financial statements and will warrant disclosures.

**REQUIRED SUPPLEMENTARY INFORMATION**

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Schedule of Revenues, Expenditures, and Changes in Fund Balance- Budget to Actual  
 General Fund  
 For the Year Ended December 31, 2021

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
<b>Revenues</b>				
<b>Program Revenues</b>				
Intergovernmental Revenues	\$ 286,200	\$ 221,698	\$ 447,615	\$ 225,917
Commissions on Fines and Forfeitures	891,000	604,174	586,835	(17,339)
Bond Forfeiture and Bond Fees	186,000	209,944	234,447	24,503
Asset Forfeiture Revenues	50,000	123,123	123,123	(0)
Other Revenues	14,000	16,552	16,552	(0)
Interest Income & Earnings	3,100	1,881	1,688	(193)
<b>Total Revenues</b>	<u>\$ 1,430,300</u>	<u>\$ 1,177,372</u>	<u>\$ 1,410,260</u>	<u>\$ 232,888</u>
<b>Expenditures</b>				
<b>General Government: Judicial</b>				
Professional Services	\$ 91,000	\$ 106,228	\$ 106,228	\$ 0
Materials and Supplies				-
Automobile	170,200	145,687	146,979	(1,292)
Office	65,000	54,744	55,553	(809)
Travel	1,500	558	558	0
Other Expenditures	327,050	448,624	454,895	(6,271)
Debt Service	-	-	3,828	(3,828)
Capital Expenditures	-	14,430	14,435	(5)
<b>Total Expenditures</b>	<u>\$ 654,750</u>	<u>\$ 770,271</u>	<u>\$ 782,476</u>	<u>\$ (12,205)</u>
<b>Excess Revenues Over Expenditures</b>	<u>\$ 775,550</u>	<u>\$ 407,101</u>	<u>\$ 627,784</u>	<u>\$ 220,683</u>
<b>Other Financing Sources (Uses)</b>				
Operating Transfers In	\$ 65,000	\$ -	\$ 40,200	\$ 40,200
Operating Transfers Out	(825,000)	(523,285)	(563,485)	(40,200)
<b>Total Other Financing Sources (Uses)</b>	<u>\$ (760,000)</u>	<u>\$ (523,285)</u>	<u>\$ (523,285)</u>	<u>\$ 0</u>
<b>Net Change in Fund Balance</b>	\$ 15,550	\$ (116,184)	\$ 104,499	\$ 220,683
<b>Fund Balance at Beginning of Year</b>			<u>619,629</u>	
<b>Fund Balance at End of Year</b>			<u>\$ 724,128</u>	

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Schedule of Revenues, Expenditures, and Changes in Fund Balance- Budget to Actual  
 Special Revenue Fund  
 For the Year Ended December 31, 2021

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
<b>Revenues</b>				
<b>Program Revenues</b>				
Grants	\$ 1,468,570	\$ 1,554,139	\$ 1,437,045	\$ (117,094)
Intergovernmental Revenues	18,600	13,420	3,490,005	3,476,585
Diversionary Program	400,000	468,581	468,581	0
Fees-Fees Account	117,360	74,615	77,215	2,600
Other Revenues	125,000	12,500	-	(12,500)
Interest Income & Earnings	100	20	20	0
<b>Total Revenues</b>	<u>\$ 2,129,630</u>	<u>\$ 2,123,275</u>	<u>\$ 5,472,866</u>	<u>\$ 3,349,591</u>
<b>Expenditures</b>				
<b>General Government: Judicial</b>				
Salaries and Related Benefits	\$ 2,739,300	\$ 2,328,212	\$ 5,135,113	\$ (2,806,901)
Professional Services	30,000	79,423	66,368	13,055
Materials and Supplies			-	0
Automobile	500	20	-	20
Office	60,000	63,607	62,693	914
Travel	12,000	9,575	9,650	(75)
Other Expenditures	90,050	107,740	90,094	17,646
Debt Service	-	-	-	0
Capital Expenditures	-	-	-	0
<b>Total Expenditures</b>	<u>\$ 2,931,850</u>	<u>\$ 2,588,577</u>	<u>\$ 5,363,918</u>	<u>\$ (2,775,341)</u>
<b>Excess Revenues Over Expenditures</b>	<u>\$ (802,220)</u>	<u>\$ (465,302)</u>	<u>\$ 108,948</u>	<u>\$ 574,250</u>
<b>Other Financing Sources (Uses)</b>				
Operating Transfers In	\$ 825,000	\$ 563,485	\$ 563,485	\$ (0)
Operating Transfers Out	-	(40,200)	(40,200)	0
<b>Total Other Financing Sources (Uses)</b>	<u>\$ 825,000</u>	<u>\$ 523,285</u>	<u>\$ 523,285</u>	<u>\$ (0)</u>
<b>Net Change in Fund Balance</b>	<u>\$ 22,780</u>	<u>\$ 57,983</u>	<u>\$ 632,233</u>	<u>\$ 574,250</u>
<b>Fund Balance at Beginning of Year</b>			<u>\$ 776,213</u>	
<b>Fund Balance at End of Year</b>			<u>\$ 1,408,446</u>	

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
**St. Tammany and Washington Parishes, Louisiana**  
**Schedule of the District Attorney's Proportionate Share of Net Pension Liability**  
**For the Year Ended December 31, 2021**

<b>Plan</b>	<b>Year</b>	<b>Employer Proportion of the Net Pension Liability (Asset)</b>	<b>Employer Proportionate Share of the Net Pension Liability (Asset)</b>	<b>Employer's Covered Payroll</b>	<b>Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll</b>	<b>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</b>
<b>DARS</b>	2021	1.57%	280,027	985,893	28.40%	96.79%
	2020	1.55%	1,224,453	958,752	127.71%	84.86%
	2019	1.58%	507,570	934,419	54.32%	93.13%
	2018	1.56%	502,924	938,277	53.60%	92.92%
	2017	1.53%	413,147	1,002,021	41.23%	93.57%
	2016	1.73%	330,192	916,190	36.04%	95.00%
	2015	1.55%	83,537	992,163	8.40%	98.60%
<b>PERS</b>	2021	0.17%	(289,863)	1,104,141	-26.25%	104.00%
	2020	0.16%	7,439	996,692	0.75%	99.88%
	2019	0.17%	735,130	1,002,692	73.32%	88.86%
	2018	0.15%	(113,125)	1,014,380	-11.15%	101.97%
	2017	0.15%	318,753	941,227	33.87%	94.00%
	2016	0.13%	344,282	917,880	37.51%	92.00%
	2015	0.14%	37,554	744,646	5.00%	99.10%

*This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.*

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Schedule of the District Attorney's Contributions  
 For the Year Ended December 31, 2021

Plan	Year	Contractually Required Contribution	Contributions in Relation to Contractual Required Contributions	Contributions Deficiency (Excess)	Employer's Covered Payroll	Contributions as a % of Covered Payroll
<b>DARS</b>	2021	149,953	149,953		1,860,207	8.06%
	2020	40,043	40,043	-	1,001,084	4.00%
	2019	24,245	24,245	-	934,419	2.59%
	2018	5,616	5,616	-	938,277	0.60%
	2017	-	-	-	1,002,021	0.00%
	2016	15,402	15,402	-	916,190	1.68%
	2015	51,241	51,241	-	992,163	5.16%
<b>PERS</b>	2021	237,647	237,647		1,939,973	12.25%
	2020	135,257	135,257	-	1,104,141	12.25%
	2019	115,310	115,310	-	1,002,692	11.50%
	2018	117,097	117,097	-	1,014,380	11.50%
	2017	117,687	117,687	-	941,227	12.50%
	2016	119,324	119,324	-	917,880	13.00%
	2015	107,974	107,974	-	744,646	14.50%

*This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.*

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT  
St. Tammany and Washington Parishes, Louisiana  
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION**

**Budget and Budgetary Accounting**

The District Attorney follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Administration prepares a proposed budget and is made available for public inspection no later than 15 days prior to the beginning of the fiscal year in accordance with state law.
2. The District Attorney is responsible for adopting the budgets in an open meeting before the end of the fiscal year in accordance with state law.
3. A budget is prepared for both general and special revenue funds based on the following guidelines:
  - a. Revenue projections: historical data and known trends
  - b. Expenditure projections: actual costs and reasonable estimates
  - c. Fund Balance: maintain a minimum general fund balance of between 5% and 15% of operating revenues or no less than 1 to 2 months of operating expenditures
4. During the fiscal year, administration prepares monthly budget to actual comparisons for the District Attorney to review and amend if there is an unfavorable variance of 5% or greater.
5. If no amendment is made during the fiscal year, it is the District Attorney's policy to amend the budget after the end of the fiscal to match actual numbers before audit adjustments, if any, are made.
6. The budgets are prepared on the cash basis of accounting and compared to accrual basis financial statements.

**Variances in Budget Comparison schedules**

The budgetary comparison schedule for the special revenue fund showed large variances of budgeted vs. actual revenues and expenditures. The net of these two variances didn't not exceed 5%. The cause of such variances are a result of the reimbursements paid by the St. Tammany and Washington Parish governments for their portions of the payroll costs of the DA's employees being booked as revenue and the full amounts of the District Attorney's payroll and related benefits booked as an expense. The prepared budget netted the two amounts together.

**Pension Plans**

For the District Attorneys' Retirement System the contribution rate remained the same at 4% through June 30, 2021 and increased to 9.5% on July 1, 2021.

For the Parochial Employees' Retirement System the contribution rate remained the same at 12.25% for the year ended December 31, 2021.

**SCHEDULE REQUIRED BY STATE LAW LSA RS 24:513A(1)(a)(3)**

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Schedule of Compensation, Benefits, and Other Payments to Agency Head  
 For the Year Ended December 31, 2021

**Agency Head:**  
**Warren Montgomery, District Attorney**

Purpose	Amount Paid by:				TOTAL
	District Attorney Office (Audited)	St. Tammany Parish Government (Unaudited)	Washington Parish Government (Unaudited)	State of Louisiana (Unaudited)	
Salary	\$ 118,713	\$ 24,231	\$ 4,639	\$ 53,721	\$ 201,304
Benefits-Insurance	5,343	846	9,475	779	16,443
Benefits-Retirement	3,780	1,064	195	3,771	8,810
Car Allowance	11,400				11,400
Reimbursements	948				948
<b>TOTAL</b>	<b>\$ 140,184</b>	<b>\$ 26,141</b>	<b>\$ 14,309</b>	<b>\$ 58,271</b>	<b>\$ 238,905</b>

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Justice System Funding Schedule-Receiving  
 For the Year Ended 12/31/2021

*This schedule was prescribed by the Legislative Auditor's Office as required by Act 87 of the 2020 Regular Legislative Session.*

	<b>First Six Month Period Ended 06/30/2021</b>	<b>Second Six Month Period Ended 12/31/2021</b>
<b>Bond Fees</b>		
<i>St. Tammany Parish Sheriff's Office / Bond Commission Fees</i>	\$ 75,921	\$ 70,154
<i>Washington Parish Sheriff's Office / Bond Commission Fees</i>	17,088	18,200
<b>Criminal Court Fees</b>		
<i>Bogalusa City Court / Court Fines</i>	1,562	1,422
<i>Bogalusa City Court/ Release of Criminal Bonds Court Fees</i>	-	-
<i>Bogalusa City Court/ Summary Judgement Court Costs</i>	3,280	2,605
<i>Slidell City Court / Court Fines</i>	14,951	9,864
<i>Slidell City Court/ Summary Judgement Court Costs</i>	25,721	15,510
<i>St. Tammany Parish Sheriff's Office /Traffic Fines</i>	65,919	52,023
<i>St. Tammany Parsh Sheriff's Office /Release of Criminal Bonds Court Fees</i>	15,647	13,441
<i>St. Tammany Parish Sheriff's Office / Summary Judgement Court Costs</i>	157,580	145,595
<i>St. Tammany Parish Sheriff's Office /Suspended Driver's License Fees</i>	13,125	26,300
<i>Washington Parish Sheriff's Office / Traffic Fines</i>	8,585	4,307
<i>Washington Parish Sheriff's Office / Release of Criminal Bonds Court Fees</i>	3,682	2,317
<i>Washington Parish Sheriff's Office / Summary Judgement Court Costs</i>	15,120	5,620
<b>Total Receipts</b>	<b>\$ 418,181</b>	<b>\$ 367,358</b>
<b>Ending Balance of Amounts Assessed but Not Received</b>	-	-

*This schedule was completed on the cash basis of accounting which differs from the financial statements of the entity, which is presented on the accrual basis of accounting.*

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Justice System Funding Schedule-Collecting/Disbursing  
 For the Year Ended 12/31/2021

*This schedule was prescribed by the Legislative Auditor's Office as required by Act 87 of the 2020 Regular Legislative Session.*

	<b>First Six Month Period Ended 06/30/2021</b>	<b>Second Six Month Period Ended 12/31/2021</b>
<b>Beginning Balance of Amounts Collected (i.e. cash on hand)</b>	\$ 220,978	\$ 604,217
<b>Add: Collections</b>		
Asset Forfeitures	524,541	377,713
Bond Forfeitures	65,918	18,950
Other: Worthless Checks/Fees	101,613	29,908
Pre-Trial Diversion Program Fees	245,951	222,630
Restitution	136,584	182,878
Interest Earnings on Collected Balances	394	196
<b>Subtotal Collections</b>	<b>\$ 1,075,001</b>	<b>\$ 832,275</b>
<b>Less: Disbursements To Governments &amp; Nonprofits:</b>		
Bogalusa Police Department	\$ 5,609	\$ 1,946
Causeway Police Department	-	4,424
Criminal Court Fund St. Tammany Parish-Asset Forfeitures	24,811	37,825
Criminal Court Fund St. Tammany Parish-Bond Forfeitures	-	20,869
Criminal Court Fund Washington Parish	10,249	48,627
DART	1,771	4,366
Department Of Children & Family Services	500	5,563
East St Tammany Chamber of Commerce	11,111	-
Indigent Defender Board	-	20,233
Louisiana State Police- Diversion Fees	3,250	3,225
Louisiana State Police- Asset Forfeitures	17,288	20,678
Mandeville Police Department	2,232	943
Pearl River Police Department	3,222	6,093
Slidell City Court	-	3,538
Slidell Marshall's Office	-	3,538
Slidell Police Department	8,715	12,053
St. Tammany Parish Clerk of Court- Asset Forfeitures	3,838	4,220
St. Tammany Parish Clerk of Court- Bond Forfeitures	-	1,200
St. Tammany Parish Government	-	874
St. Tammany Sheriff's Office- Asset Forfeitures	43,768	69,284
St. Tammany Sheriff's Office- Bond Forfeitures	-	20,869
St. Tammany Sheriff's Office- Restitution	347	1,658
Washington Parish Clerk of Court	1,959	739
Washington Parish Sheriff's Office	24,343	143,936
<b>Less: Amounts Retained by Collecting Agency</b>		
Asset Forfeitures: District Attorney	35,948	86,452
Bond Forfeitures: District Attorney	-	28,581
Diversion: District Attorney	242,701	219,405
Worthless Checks: District Attorney	18,856	5,427

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Justice System Funding Schedule-Collecting/Disbursing  
 For the Year Ended 12/31/2021

*This schedule was prescribed by the Legislative Auditor's Office as required by Act 87 of the 2020 Regular Legislative Session.*

	<b>First Six Month Period Ended 06/30/2021</b>	<b>Second Six Month Period Ended 12/31/2021</b>
<b>Less: Disbursements to Individuals/3rd Party Collection or Processing Agencies</b>		
Asset Forfeitures: Payments To Individuals	23,967	4,000
Restitution: Payments to Individuals	124,650	177,315
Other: Worthless checks/Fees: Multiple Vendors	82,627	23,672
<b>Total Disbursements/Retainage</b>	<b>\$ 691,762</b>	<b>\$ 981,553</b>
<b>Total: Ending Balance of Amounts Collected but not Disbursed/Retained</b>	<b>\$ 604,217</b>	<b>\$ 454,939</b>
<b>Ending Balance of "Partial Payments" Collected but not Disbursed</b>	-	-

*This schedule was completed on the cash basis of accounting which differs from the financial statements of the entity, which is presented on the accrual basis of accounting.*

**ROBERT A. NEILSON**  
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**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 Warren Montgomery  
District Attorney of the Twenty-Second Judicial District  
St. Tammany and Washington Parishes, 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 fiduciary funds of the District Attorney of the Twenty-Second Judicial District, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the District Attorney's basic financial statements, and have issued my report thereon dated June 30, 2022.

**Report on 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 my 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. 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.

**Report on 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

of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District Attorney's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District Attorney's compliance with the compliance requirements referred to above and performing such other procedures as I considered necessary in the circumstances.
- Obtain an understanding of the District Attorney's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 the District Attorney's internal control over compliance. Accordingly, no such opinion is expressed.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that I identified during the audit.

#### **Report on 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 a 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 Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during my audit I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

My audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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.



Robert A. Neilson, CPA

Bogalusa, Louisiana

June 27, 2022

**DISTRICT ATTORNEY OF THE TWENTY-SECOND JUDICIAL DISTRICT**  
 St. Tammany and Washington Parishes, Louisiana  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended 12/31/2021

Federal Grantor/Pass Through Grantor Program Title	CFDA Number	Grantor's Number	Federal Expenditures
<b>United States Department of Health and Human Services</b>			
Passed through the Louisiana State Department of Social Services			
Child Support Enforcement Title IV-D	93.563	CFMS 722298	\$ 1,062,436
<b>Total United States Department of Health and Human Services</b>			<u>1,062,436</u>
<b>United States Department of Justice</b>			
Passed through the Louisiana Commission on Law Enforcement			
Crime Victim Assistance	16.575	2018-VA-01-5049	17,894
Crime Victim Assistance	16.575	2018-VA-04-4942	46,921
Crime Victim Assistance	16.575	2019-VA-03-5844	15,587
Crime Victim Assistance	16.575	2019-VA-04-5868	11,843
Crime Victim Assistance (Elder Abuse)	16.575	2018-VA-04-5179	60,661
Crime Victim Assistance (Elder Abuse)	16.575	2019-VA-04-5867	32,130
Domestic Violence Protection	16.588	2020-WF-02-5791	37,358
Total Passed through Louisiana Commission of Law Enforcement			<u>222,394</u>
Edward Byrne Memorial Justice Assistance Grant Program	16.738	2018-DG-BX-0008	17,350
Edward Byrne Memorial Justice Assistance Grant Program	16.738	2018-DG-BX-0008	17,288
<b>Total United States Department of Justice</b>			<u>257,032</u>
<b>TOTAL</b>			<u><u>\$ 1,319,468</u></u>

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

1. The accompanying schedule of expenditures of federal awards includes the federal award activity of the District Attorney of the 22nd Judicial District under programs of the federal government for the year ended December 31, 2021. 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 of the 22nd Judicial District, it is not intended to and does not present the financial position, changes in net position, or cash flows of the District Attorney of the 22nd Judicial District.

2. The schedule of expenditures of federal awards was prepared on the accrual basis of accounting.

3. The District Attorney of the 22nd Judicial District has elected not to use the 10% de minimis indirect cost rate for the remaining programs.

4. There were no awards passed through to subrecipients.

5. The following is a reconciliation of total federal grant expenditures to the grant revenues reported on the Statement of Revenues, Expenditures and Changes in Fund Balances:

Total Federal Expenditures	\$ 1,319,468
Revenues recognized in prior year for expenditures in current.	(6,911)
Asset Forfeiture Federal funds	34,488
State Grant Revenue	<u>90,000</u>
Total Grant Revenue	<u>\$ 1,437,045</u>

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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Honorable Warren Montgomery  
District Attorney of the Twenty-Second Judicial District  
St. Tammany and Washington Parishes, Louisiana

***Opinion on Each Major Program***

I have audited the District Attorney of the Twenty-Second Judicial District (the District Attorney) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the District Attorney's major federal program for the year ended December 31, 2021. 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.

In my opinion, the District Attorney complied, in 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, 2021.

***Basis for Opinion on Each Major Federal Program***

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 for Federal Awards* (Uniform Guidance). My responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of my report.

I am required to be independent of the District Attorney and to meet my other ethical responsibilities, in accordance with relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion on compliance for each major federal program. My audit does not provide a legal determination of the District Attorney's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the District Attorney's federal programs.

***Auditor's Responsibilities for the Audit of Compliance***

My objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District Attorney's compliance based on my audit. Reasonable assurance is a high level

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 Legislative Auditor as a public document.



Robert A. Neilson, CPA

Bogalusa, Louisiana  
June 27, 2022

**District Attorney of the Twenty-Second Judicial District**  
**St. Tammany and Washington Parishes**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2021**

**Summary of Auditor's Results**

Financial Statements

Type of Auditor's Report Issued *Unmodified*

Material Weakness Identified \_\_\_\_\_ Yes   X   No

Significant Deficiency identified that are not considered material weaknesses? \_\_\_\_\_ Yes   X   No

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes   X   No

Federal Awards

Type of Auditor's Report Issued *Unmodified*

Material Weakness Identified \_\_\_\_\_ Yes   X   No

Significant Deficiency identified that are not considered material weaknesses? \_\_\_\_\_ Yes   X   No

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes   X   No

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a): \_\_\_\_\_ Yes   X   No

Identification of major programs:

<u>CFDA Number</u>	<u>Name of Federal Program</u>
93.563	Child Support Enforcement Title IV-D

Dollar threshold used to distinguish between \$ 750,000

Auditee qualified as low-risk auditee? Yes

**Findings- Financial Statement Audit**

None

**Findings and Questioned Costs- Major Federal Award Programs**

None

**District Attorney of the Twenty-Second Judicial District**  
**St. Tammany and Washington Parishes**  
**Summary Schedule of Prior Year Audit Findings**  
**For the Year Ended December 31, 2021**

***Summary of Auditor's Results***

None

***Findings and Questioned Costs- Major Federal Award Programs***

None

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**INDEPENDENT ACCOUNTANT'S REPORT**  
**ON APPLYING AGREED-UPON PROCEDURES**

To the District Attorney of the Twenty-Second Judicial District and the Louisiana Legislative Auditor:

I have performed the procedures enumerated below as prescribed procedures as issued by the LLA in accordance with Act 774 for the fiscal period January 1, 2021 through July 31, 2021. The District Attorney's management is responsible for those areas below.

The District Attorney has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures issued by the LLA in accordance with Act 774 for the fiscal period January 1, 2021 through July 31, 2021. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

**Credit Cards/Debit Cards/Fuel Cards/P-Cards (follow-up)**

1. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.
2. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and:
  - a) Observe that there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) was reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder. [Note: requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported.]
  - b) Observe that finance charges and late fees were not assessed on the selected statements.

3. Using the monthly statements or combined statements selected under #2 above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e. each card should have 10 transactions subject to testing). For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

*No exceptions. All disbursements met the requirements noted above.*

#### ***Sexual Harassment (follow-up)***

---

1. Observe that the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).
2. Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that it includes the applicable requirements of R.S. 42:344:
  - a) Number and percentage of public servants in the agency who have completed the training requirements;
  - b) Number of sexual harassment complaints received by the agency;
  - c) Number of complaints which resulted in a finding that sexual harassment occurred;
  - d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
  - e) Amount of time it took to resolve each complaint.

*No exceptions. The District Attorney's office was in compliance of both procedures.*

#### ***Pre-Trial Diversion (follow-up)***

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1. Obtain the entity's pretrial diversion program revenue disbursement transaction population and obtain management's representation that the population is complete. Randomly select 5 disbursements and obtain supporting documentation for each transaction and observe:
  - a) Disbursement Description, including the date, name, and amount;
  - b) Diversion Program Type;
  - c) The disbursement matched the related original invoice/billing statement;
  - d) The disbursement documentation included evidence

e) The disbursement was in accordance to R.S. 16:17 (E)

*No exceptions. All disbursements met the requirements noted above.*

### ***Fraud Notice***

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1. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled.
2. Observe that the entity has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

*No exceptions. The fraud poster is posted on the District Attorney's premises and website, and there were no misappropriation of funds during the indicated time period.*

I was engaged by the District Attorney's to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. I was not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those prescribed procedures as issued by the LLA in accordance with Act 774. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

I am required to be independent of the District Attorney and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements related to my agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those prescribed procedures as issued by the LLA in accordance with Act 774, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.



Robert A. Neilson, CPA

Bogalusa, Louisiana

June 27, 2022