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**District Attorney of the
Thirty-Eighth Judicial District
A Component Unit of the
Cameron Parish Police Jury
State of Louisiana**

ANNUAL FINANCIAL STATEMENTS

As of and for the Year Ended December 31, 2007

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7/30/08

**38th JUDICIAL DISTRICT ATTORNEY
Cameron Parish, Louisiana
Annual Financial Statements
As of and for the Year Ended December 31, 2007**

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TRANSMITTAL LETTER

ANNUAL FINANCIAL STATEMENTS

June 13, 2008

Office of Legislative Auditor
Attention: Ms. Suzanne Elliott
P.O. Box 94397
1600 North Third
Baton Rouge, LA 70804-9397

Dear Ms. Elliott:

In accordance with Louisiana Revised Statute 25:514, enclosed are the annual financial statements for the District Attorney of the 38th Judicial District as of and for the fiscal year ended December 31, 2007. The report includes all funds under the control and oversight of the district attorney. The accompanying financial statements have been prepared in accordance with accounting principles generally accepted within the United States.

Sincerely,


District Attorney

Enclosure

**DARRELL J. MORRIS, CPA
P.O. BOX 6679
LAKE CHARLES, LA 70606**

June 13, 2008

INDEPENDENT ACCOUNTANTS' REPORT

The Honorable Cecil R. Sanner
District Attorney for the 38th Judicial District
Cameron Parish
State of Louisiana

We have reviewed the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the 38th Judicial District Attorney, a component unit of the Cameron Parish Police Jury, as of and for the year ended December 31, 2007, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accounts. All information included in these financial statements is the representation of the management of the District Attorney of the 38th Judicial District, Parish of Cameron, Louisiana.

A review consists principally of inquiries of the District Attorney's personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with auditing standards generally accepted in the United States of America, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with generally accepted accounting principles.

The budgetary comparison information, on pages 21 and 22, is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but was compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information.

Management has not presented the management's discussion and analysis information that the Governmental Accounting Standards Board has determined is required to supplement, although not required to be a part of, the basic financial statements.

In accordance with the *Louisiana Government Audit Guide* and the provisions of state law, we have issued a report dated June 13, 2008, on the results of our agreed-upon procedures for compliance with laws and regulations.

Darrell J. Morris

Basic Financial Statements

**38th JUDICIAL DISTRICT ATTORNEY
Cameron Parish, Louisiana**

**Governmental Fund Balance Sheet/Statement of Net Assets
December 31, 2007**

	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>	<u>Adjustments (Note 1C)</u>	<u>Statement of Net Assets</u>
ASSETS					
Cash and cash equivalents	\$ 174,618	\$ 581	\$ 175,199	\$ -	\$ 175,199
Receivables:					
Commissions on fines and forfeitures	4,153	-	4,153	-	4,153
Due from the State of Louisiana					
Title IV-D reimbursement	-	2,815	2,815	-	2,815
Interfund receivables		6,865	6,865	-	6,865
Fixed assets, net of accum. depreciation	-	-	-	53,619	53,619
Total Assets	<u>\$ 178,771</u>	<u>\$ 10,261</u>	<u>\$ 189,032</u>	<u>\$ 53,619</u>	<u>\$ 242,651</u>
LIABILITIES					
Accounts payable	\$ 1,035	\$ -	\$ 1,035	\$ -	\$ 1,035
Payroll tax benefits payable	1,098	1,076	2,174	-	2,174
Interfund payables	6,865	-	6,865	-	6,865
Due to other agencies	-	3,027	3,027	-	3,027
Total Liabilities	<u>8,998</u>	<u>4,103</u>	<u>13,101</u>	<u>-</u>	<u>13,101</u>
FUND BALANCES/NET ASSETS					
Fund balances:					
Unreserved	169,773	6,158	175,931	(175,931)	-
Total Fund Balances	<u>169,773</u>	<u>6,158</u>	<u>175,931</u>	<u>(175,931)</u>	<u>-</u>
Total Liabilities/Fund Balances	<u>\$ 178,771</u>	<u>\$ 10,261</u>	<u>\$ 189,032</u>		
NET ASSETS					
Invested in Capital Assets net of related debt				53,619	53,619
Unrestricted				175,931	175,931
Total Net Assets				<u>\$ 229,550</u>	<u>\$ 229,550</u>

See accompanying notes and independent accountants' report.

**38th JUDICIAL DISTRICT ATTORNEY
Cameron Parish, Louisiana**

**Statement of Governmental Fund Revenues, Expenditures, and Changes in
Fund Balances/Statement of Activities
For the Year Ended December 31, 2007**

	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>	<u>Adjustments Note 1C</u>	<u>Statement of Activities</u>
EXPENDITURES/EXPENSES					
Judiciary:					
Personal services	\$ 36,290	\$ 51,125	\$ 87,415	\$ -	\$ 87,415
Related benefits	2,322	2,729	5,051	-	5,051
Travel and professional development	12,970	40	13,010	-	13,010
Operating services	38,014	-	38,014	-	38,014
Supplies	9,457	1,217	10,674	-	10,674
Depreciation	-	-	-	11,311	11,311
Capital outlay	55,218	-	55,218	(55,218)	-
Other	727	-	727	-	727
Total Expenditures/Expenses	\$ 154,998	\$ 55,111	\$ 210,109	\$ (43,907)	\$ 166,202
PROGRAM REVENUES					
Commissions	127,563	-	127,563	-	127,563
Fees	7,536	-	7,536	-	7,536
Net Program Expense	<u>19,899</u>	<u>55,111</u>	<u>75,010</u>	<u>(43,907)</u>	<u>31,103</u>
GENERAL REVENUES					
Grants	72,872	41,708	114,580	-	114,580
Investment earnings	1,493	-	1,493	-	1,493
Total General Revenues	<u>74,365</u>	<u>41,708</u>	<u>116,073</u>	<u>-</u>	<u>116,073</u>
EXCESS (DEFICIENCY) REVENUES OVER EXPENDITURES	\$ 54,466	\$ (13,403)	\$ 41,063	43,907	\$ 84,970
OTHER FINANCING SOURCES (USES)					
Operating Transfers In	<u>(13,175)</u>	<u>13,175</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES AND OTHER USES	41,291	(228)	41,063	(41,063)	-
CHANGES IN NET ASSETS				84,970	84,970
FUND BALANCE/NET ASSETS:					
Beginning of the Year	125,250	9,618	134,868	-	144,580
Prior period adjustment	3,232	(3,232)	-	-	-
End of Year	<u>\$ 169,773</u>	<u>\$ 6,158</u>	<u>\$ 175,931</u>	<u>\$ -</u>	<u>\$ 229,550</u>

See accompanying notes and independent accounts' report.

Statement C

**38th JUDICIAL DISTRICT ATTORNEY
Cameron Parish, Louisiana**

**Statement of Fiduciary Net Assets
Fiduciary Funds
December 31, 2007**

	<u>Agency Funds</u>
ASSETS	
Cash and cash equivalents	\$ 7,562
Total Assets	<u>\$ 7,562</u>
LIABILITIES	
Liabilities:	
Due to other agencies	\$ 62
Bond forfeiture deposits	<u>7,500</u>
Total Liabilities	<u>\$ 7,562</u>

See accompanying notes and independent accounts' report.

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

INTRODUCTION

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

As provided by Article V, Section 26 of the Louisiana Constitution of 1974, the district attorney has charge of every criminal prosecution by the state in his district, and is the legal advisor to the grand jury. He performs other duties as provided by law. The qualified electors of the judicial district elect the district attorney for a term of six years. The judicial district encompasses the parish of Cameron, Louisiana and the Thirty-Eighth Judicial Attorney's office is located in Cameron.

At December 31, 2007, the Thirty-Eighth Judicial District Attorney's office employed a total of three (3) persons: the district attorney, one investigator, and one clerical person.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying basic financial statements of the District Attorney of the Thirty-Eighth Judicial District 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 government accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements and Management's Discussion and Analysis—for State and Local Governments*, issued in June 1999.

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

Governmental Funds

Governmental funds account for all or most of the district attorney's general activities. These funds focus on the sources, uses, and balances of current financial resources. 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

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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:

General Fund – the primary operating fund of the district attorney and it accounts for all financial resources, except those required to be accounted for in other funds. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to district attorney policy.

Title IV – D Special Revenue Fund – The Title IV-D Special Revenue 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.

Victim's Assistance Fund – This fund is used to account for resources provided by the state for the compensation of the office's victim assistance coordinator.

Fiduciary Fund

Agency Funds – The agency funds are used to account for assets held by the district attorney as an agent for other funds and/or other governments. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. These funds are used to account for drug money seizures and bond forfeitures until such time as the court orders disposition of such funds to various agencies as required by law. Also, from time to time, the drug fund may be used to hold money as evidence until such time as the seizing agency requests the money for its purposes.

Drug Asset Forfeiture

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

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

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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

B. REPORTING ENTITY

The district attorney is an independent elected official; however, the district attorney is fiscally dependent on the Cameron Parish Police Jury. The police jury maintains and operates the parish courthouse in which the district attorney's office is located and provides funds for equipment and furniture of the district attorney's office. In addition, the police jury's general purpose financial statements would be incomplete or misleading without inclusion of the district attorney. For these reasons, the district attorney was determined to be a component unit of the Cameron Parish Police Jury, the financial reporting entity.

The accompanying financial statements present information only on the funds maintained by the district attorney and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

C. MEASUREMENT FOCUS/BASIS OF ACCOUNTING

Fund Financial Statements (FFS)

The amounts reflected in the General Fund and Other Funds, of Statements A and B, are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of district attorney operations.

The amounts reflected in the General Fund and Other Funds, of Statements A and B, use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). *Measurable* means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The district attorney considers all revenue available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

recognized when the obligations are expected to be liquidated with expendable available financial resources. The government funds use the following practices in recording revenues and expenditures:

Revenues

Commissions on fines and bond forfeitures are recorded in the year they are collected by the parish tax collector. Fees from collection of worthless checks are recorded in the year they are collected. Grants are recorded when the district attorney is entitled to the funds. Substantially all other revenues are recorded when received.

Based on the above criteria, commissions on fines and bond forfeitures and grants have been treated as susceptible to accrual.

Expenditures

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

Other Financial Sources (Uses)

Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses), when the underlying event occurs.

Government-Wide Financial Statements (GWFS)

The column labeled Statement of Net Assets (Statement A) and the column labeled Statement of Activities (Statement B) display information about the district attorney as a whole. These statements include all the financial activities of the district attorney. Information contained in these columns reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*. Fiduciary funds are not included in the government-wide financial statements.

Program Revenues – Program revenues included in the column labeled Statement of Activities (Statement B) are derived directly from district attorney users as a fee for services; program revenues reduce the cost of the function to be financed from the district attorney's general revenues.

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Reconciliation

The reconciliation of the items reflected in the funds columns to the Statement of Activities (Statement B) and Statement of Net Assets (Statement A) are as follows:

Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Assets:

Total Fund Balance at 12/31/07 – Governmental Funds	\$ 175,931
Capital Assets, net of related debt	53,619
Net Assets at 12/31/07	<u>\$ 229,550</u>

Reconciliation of Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities:

Total Net Change in Fund Balances at 12/31/07 – Governmental Funds	\$ 41,063
Asset Additions	55,218
Depreciation	(11,311)
Change in Net Assets of Governmental Activities	<u>\$ 84,970</u>

D. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. 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.

E. INVESTMENTS

Investments are limited by Louisiana Revised Statute (R.S.) 33:2955 and the district attorney's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

F. SHORT-TERM INTERFUND RECEIVABLES/PAYABLE

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

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

G. ADVANCES TO OTHER FUNDS

Noncurrent portions of long-term interfund loan receivables are reported as advances and are offset equally by a fund balance reserve account, which indicates that they do not constitute expendable available financial resources and, therefore, are not available for appropriation.

H. CAPITAL ASSETS

Capital assets are capitalized at historical cost. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. In the year 2003, the district attorney established a threshold level of \$500 or more for capitalizing capital assets.

Capital assets are recorded in the Statement of Net Assets and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no 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>
Transportation equipment	5 years
Furniture, fixtures, and equipment	5-7 years

I. COMPENSATED ABSENCES

The district attorney has the following policy relating to vacation and sick leave:

Employees of the district attorney's office accrue vacation leave at varying rates according to years of continuous services. Unused vacation leave is accumulated and carried forward from one year to the next. Upon resignation, death, removal or other termination of employment of an employee, annual leave accrued to his/her credit is computed and the value thereof paid to him/her or his/her heirs, provided that the annual leave has been accrued under established leave regulations and daily attendance record has been maintained for the employee by his supervisor, except that such payment shall not exceed \$3,000. The rate of pay shall be computed on the basis of the rate the employee is receiving at the time of termination.

Employees of the district attorney's office accrue sick leave at the rate of one day sick leave per month of continuous employment for the first year, and one and one-half days sick leave per month of continuous employment after three years. No payment is made for accumulated sick leave upon termination of employment.

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Employee benefits are paid from the Cameron Parish Police Jury. Accordingly, no liabilities are accrued in the district attorney's General Fund with respect to employee benefits.

J. RESTRICTED NET ASSETS

For government-wide statement of net assets, net assets are reported as restricted when constraints placed on net asset use are either:

1. externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; and
2. imposed by law through constitutional provisions or enabling legislation.

K. FUND EQUITY

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Any designations of fund balance represent tentative management plans that are subject to change.

L. EXTRAORDINARY AND SPECIAL ITEMS

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events within the control of the district attorney, which are either unusual in nature or infrequent in occurrence.

M. INTERFUND TRANSACTIONS

Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transactions are reported as transfers. The general fund transferred \$13,175 to the Victim's Assistance special fund, to supplement personnel expenses.

N. ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues,

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 – CASH AND CASH EQUIVALENTS

At December 31, 2007, the district attorney had cash and cash equivalents (book balances) totaling \$175,199 as follows:

Demand deposits	\$ 74,005
Interest-bearing demand deposits	<u>102,795</u>
Total	<u>\$ 176,800</u>

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

At December 31, 2007, the district attorney had \$176,800 in deposits (collected bank balances). These deposits were secured by federal deposit insurance and by the pledge of securities.

NOTE 3 – RECEIVABLES

The receivables of \$6,968 at December 31, 2007, are as follows:

<u>Class of Receivable</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>
Reimbursement receivable	\$ -	\$ 2,815	\$ 2,815
Commissions on fines and forfeitures	<u>4,153</u>	<u>-</u>	<u>4,153</u>
Total	<u>\$ 4,153</u>	<u>\$ 2,815</u>	<u>\$ 6,968</u>

The receivable balance is expected to be collected within one year of the financial statements; therefore, no allowance for bad debt is recorded.

NOTE 4 – INTERFUND RECEIVABLES/PAYABLES

Details related to interfund balances are presented as follows:

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 4 – INTERFUND RECEIVABLES/PAYABLES (continued)

<u>Receivable</u>	<u>Payable</u>	<u>Amount</u>	<u>Purpose</u>
<u>Fund</u>	<u>Fund</u>		
Victim Assistance	General	\$ 6,865	To report the general fund's commitment to supplemental funding for the crime assistance coordinator.
Total		\$ 6,865	

This balance is not expected to be repaid within one year from the date of the financial statement.

NOTE 5 – CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended December 31, 2007, is as follows:

	Balance, Jan. 1 2007	Additions	Deletions	Balance Dec. 31 2007
<u>Governmental Activities</u>				
Transportation equipment	\$ -	\$ 33,771	\$ -	\$ 33,771
Furniture and equipment	25,819	21,447	-	47,266
Total	\$ 25,819	\$ 55,218	\$ -	\$ 81,037
Less accumulated depreciation:				
Transportation equipment	\$ -	\$ 5,285	\$ -	\$ 5,285
Furniture and equipment	16,107	6,026	-	22,133
Total	\$ 16,107	\$ 11,311	\$ -	\$ 27,418
Capital assets, net of accumulated depreciation	\$ 9,712	\$ 43,907	\$ -	\$ 53,619

NOTE 6 – PENSION PLAN

Plan Description. The district attorney and assistant district attorneys are members of the Louisiana District Attorneys Retirement System (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

Assistant district attorneys who earn, as a minimum, the amount paid by the state for assistant district attorneys and are under the age of 60 at the time of original employment and all district attorneys are required to participate in the System. For members who joined the System before July 1, 1990, and who elected not to be covered by the new provisions, the following applies: Any member with 23 or more years of creditable service regardless of age may retire with a 3% benefit reduction for each year below age 55, provided that no reduction is applied if the member

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 6 – PENSION PLAN (continued)

has 30 or more years of service. Any member with at least 18 years of service may retire at age 55 with a 3% benefit reduction for each year below age 60. In addition, any member with at least 10 years of service may retire at age 60 with a 3% benefit reduction for each year retiring below the age of 62. The retirement benefit is equal to 3% of the member's average final compensation multiplied by the number of years of his membership service, not to exceed 100% of his average final compensation.

For members who joined the System after July 1, 1990, or who elected to be covered by the new provisions the following applies: Members 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 early retirement 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. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana District Attorneys Retirement System, 2109 Decatur Street, New Orleans, Louisiana 70116-2091, or by calling (504)947-5551.

Funding Policy. Plan members are required by state statute to contribute 7.0% of their annual covered salary and the district attorney is required to contribute at an actuarially determined rate. The current rate is 1.25% of annual covered payroll. Contributions to the System also include .2% of the ad valorem taxes collected throughout the state and revenue sharing funds as appropriated by the legislature. The contribution requirements of plan members and the district attorney are established and may be amended by state statute. As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The district attorney's contributions to the System for the year ending December 31, 2007, were \$0.

NOTE 7 – ACCOUNTS, SALARIES, AND OTHER PAYABLES

The payables of \$3,209 at December 31, 2007, are as follows:

	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>
Withholdings	\$ 1,098	\$ 1,076	\$ 2,174
Accounts	1,035	-	1,035
Total	<u>\$ 2,133</u>	<u>\$ 1,076</u>	<u>\$ 3,209</u>

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 8 - RISK MANAGEMENT

The district attorney purchases lawyers' professional liability insurance through the National District Attorney's Association and a commercial insurance carrier in order to manage its risk. During the year ended December 31, 2007, the district attorney contributed \$6,781 in premiums. There was no significant reduction in insurance coverage from the prior year.

NOTE 9 - ON-BEHALF PAYMENTS

The accompanying financial statements do not include certain expenditures of the district attorney paid from funds of the criminal court, the parish police jury, or directly by the state. The district attorney and assistants receive a portion of their salaries from the State Division of Administration. The Cameron Parish Police Jury funds a portion of the attorney's salaries in the annual parish budget.

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

NOTE 10 - SUBSEQUENT EVENTS

There were no subsequent events that would affect the financial statements between the close of the year and the issuance of the financial statements.

NOTE 11 - PRIOR PERIOD ADJUSTMENT

The prior period adjustment shown in the reconciliation of fund balance/net assets on the statement of governmental fund revenue, expenditures, and changes in fund balances/statement of activities is a result of the restatement of the LCLE grant fund. It was shown in the "Other Funds" column in the year ended December 31, 2006, but was corrected in the current year and is included in the "General Fund" balances.

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Notes to the Financial Statements

For the Year Ended December 31, 2007

NOTE 12 - OTHER FUNDS

The following summarizes the activities occurring within other funds.

Balance Sheet as of December 31, 2007

	Title IV-D		
	Child Support Enforcement	Victims Assistance	Total
Assets			
Cash and cash equivalents	\$ 212	\$ 369	\$ 581
Receivables	2,815		2,815
Due from other funds	-	6,865	6,865
Total Assets	3,027	7,234	10,261
Liabilities			
Payroll tax benefits payable	-	1,076	1,076
Due to other governments	2,815	-	2,815
Due to other funds	212	-	212
Total Liabilities	3,027	1,076	4,103
Fund Balances			
Unreserved	-	6,158	6,158
Total Fund Balances	-	6,158	6,158
Total Liabilities and Fund Balances	\$ 3,027	\$ 7,234	\$ 10,261

**Statement of Revenues, Expenditures and Changes in Fund Balance
For the Year Ended December 31, 2007**

	Title IV-D		
	Child Support Enforcement	Victims Assistance	Total
Expenditures/expenses- district attorney services			
Salaries and related benefits	\$ 15,452	\$ 38,402	\$ 53,854
Other operating expenses	1,257	-	1,257
Total expenditures	16,709	38,402	55,111
General revenues	16,709	24,999	41,708
Excess (deficiency) of revenues over expenditures	-	(13,403)	(13,403)
Transfers in from other Funds	-	13,175	13,175
Fund Balance:			
Beginning of the year	-	6,386	6,386
End of the year	\$ -	\$ 6,158	\$ 6,158

Required Supplemental Information

**38th JUDICIAL DISTRICT ATTORNEY
Cameron Parish, Louisiana
GOVERNMENTAL FUND - GENERAL FUND**

**Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget (GAAP/Non-GAAP Basis) and Actual
For the Year Ended December 31, 2007**

	Budgeted Amounts		Actual Amounts	Budget to GAAP Differences	Actual Amount
	Original	Final	Budgetary Basis	Over (Under)	GAAP Basis
REVENUES					
Fines, court costs, other	\$ 84,000	\$ 84,000	\$ 127,563	\$ 43,563	\$ 127,563
DPS/Bail Bond fees	-	-	5,320	5,320	5,320
Sheriff - seizures	600	600	0	(600)	0
Worthless check fees	-	-	2,216	2,216	2,216
LCLE grant funds	22,476	22,476	72,872	50,396	72,872
Investment earnings	-	-	1,493	1,493	1,493
Total revenues	<u>107,076</u>	<u>107,076</u>	<u>209,464</u>	<u>102,388</u>	<u>209,464</u>
EXPENDITURES					
Telephone	11,760	11,760	10,428	(1,332)	10,428
Salaries	26,535	26,535	38,611	12,076	38,611
Insurance	12,096	12,096	13,341	1,245	13,341
Dues	4,315	4,315	5,036	721	5,036
Law books and library	12,600	12,600	12,546	(54)	12,546
Auto allowance	7,200	7,200	6,228	(972)	6,228
Miscellaneous	3,740	3,740	6,195	2,455	6,195
Accounting	1,200	1,200	652	(548)	652
Capital outlay	-	-	55,218	55,218	55,218
Continuing legal education	12,000	12,000	6,743	(5,257)	6,743
Total expenditures	<u>91,446</u>	<u>91,446</u>	<u>154,998</u>	<u>63,552</u>	<u>154,998</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	15,630	15,630	54,466	38,836	54,466
FUND BALANCE (Deficit) AT BEGINNING OF YEAR	125,250	125,250	125,250	-	125,250
BALANCE	<u>140,880</u>	<u>140,880</u>	<u>179,716</u>	<u>-</u>	<u>179,716</u>
OPERATING TRANSFERS	-	-	(13,175)	-	(13,175)
PRIOR PERIOD ADJUSTMENT			3,232		3,232
FUND BALANCE (Deficit) AT END OF YEAR	<u>\$ 140,880</u>	<u>\$ 140,880</u>	<u>\$ 169,773</u>	<u>\$ -</u>	<u>\$ 169,773</u>

See Independent Accountants' Report

**38th JUDICIAL DISTRICT ATTORNEY
Cameron Parish, Louisiana
GOVERNMENTAL FUND - GENERAL FUND**

**Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget (GAAP/Non-GAAP Basis) and Actual (Continued)
For the Year Ended December 31, 2007**

EXPLANATION OF DIFFERENCES:

(1) Revenues	\$ 102,388
(2) Expenditures	(63,552)
(3) Transfer out	(13,175)
(4) Prior period adjustment	3,232
Net increase in fund balance--budget to GAAP	<u>\$ 28,893</u>

See Independent Accountants' Report

Supplemental Information

**DARRELL J. MORRIS, CPA
P.O. BOX 6679
LAKE CHARLES, LA 70606**

June 13, 2008

**INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING
AGREED-UPON PROCEDURES FOR COMPLIANCE
WITH LAWS AND REGULATIONS**

The Honorable Cecil R. Sanner
District Attorney for the 38th Judicial District
Cameron Parish
State of Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of the District Attorney of the 38th Judicial District, Parish of Cameron, Louisiana, and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the District Attorney's compliance with certain laws and regulations during the year ended December 31, 2007, included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accounts and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$20,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

The District Attorney did not purchase any items exceeding \$20,000.

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

The District Attorney provided us with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

The District Attorney provided us with the required list including the noted information.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

None of the employees included on the list provided by the District Attorney [agreed-upon procedure (3)] appeared on the list proved by management in agreed-upon procedure (2).

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

The District Attorney provided us with a copy of the adopted original budget. There was no amended budget.

6. Trace the budget adoption and amendments to the minute book.

We noted the approval of the District Attorney of the 38th Judicial District on the original adopted budget.

7. Compare the revenues and expenditures of the original budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

We compared the revenues and expenditures of the original budget to actual revenues and expenditures. Actual revenues exceeded budget revenues by more than 5% and actual expenditures for the year exceeded budgeted amounts by more than 5%.

Accounting and Reporting

8. Randomly select 6 disbursements made during the period under examination and:

- a) trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the selected disbursements and found that the payment was for the proper amount and made to the correct payee.

- b) determine if payments were properly coded to the correct fund and general ledger account; and

All of the payments were properly coded to the correct fund and general ledger account.

- c) determine whether payments received approval from proper authorities.

Inspection of documentation supporting each of the selected disbursements indicated proper approvals from the District Attorney of the 38th Judicial District, Parish of Cameron, Louisiana.

Meetings

9. Examine evidence indicating that agenda for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 41:12 (the open meetings law).

The Office of the District Attorney of the 38th Judicial District, Parish of Cameron, Louisiana is open to the public daily with the exception of holidays. The District Attorney of the 38th Judicial District is only required to post a notice of each meeting and the accompanying agenda on the door of the District Attorney's office building. The District Attorney has asserted that such documents were properly posted, and we examined unmarked copies of the notices and agendas as support for that assertion.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected copies of all bank deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees, which may constitute bonuses, advances, or gifts

None noted.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of the District Attorney of the 38th Judicial District, Parish of Cameron, Louisiana and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana**

Schedule of Current Year Findings

For the Year Ended December 31, 2007

- 2007-01 Actual revenues and expenditures of the District Attorney's general fund were more than 5% over the original budgeted amounts, and no amended budget was prepared and adopted in the 2007 reporting year. Additional grant funds were unexpectedly received in 2007, and the budget was not amended for the increase.
- 2007-02 Based on information supplied by the client, we were engaged to do a compilation engagement. After the accounting work was completed for the year, we determined that a review was needed because receipts for the year exceeded \$200,000.

**District Attorney of the Thirty-Eighth Judicial District
A Component of the Cameron Parish Police Jury
State of Louisiana .**

Corrective Action Plan for Current Year Findings

For the Year Ended December 31, 2007

<u>Ref. No.</u>	<u>Description of Findings</u>	<u>Corrective Action Planned</u>	<u>Name of Contact Person</u>	<u>Anticipated Completion Date</u>
2007-1	Budget should have been amended for changes during the year.	Will take action in current year to compile information sooner so necessary amended budget can be adopted prior to the end of 2008.	Cecil Sanner	December, 2008
2007-2	Change in report requirements.	Staff will do interim compilation procedures to monitor receipts and disbursements.	Cecil Sanner	December, 2008

**LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)**

June 10, 2008

Darrell J. Morris, CPA
1936 Southwood Drive
Lake Charles, LA 70605

In connection with your review of our financial statements as of December 31, 2007 and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of June 10, 2008.

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office..

Yes ☒ No ☐

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes ☒ No ☐

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes ☒ No ☐

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes ☒ No ☐

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes ☒ No ☐

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes [☒] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes [☒] No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes [☒] No []

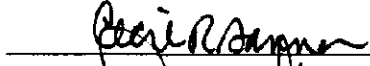

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes [☒] No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

 District Attorney 6-17-08 Date
 Bookkeeper 6-17-08 Date