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**ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana**

Financial Report

Year Ended June 30, 2000

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 2-28-01

Royce T. Scimemi, CPA, Inc.

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ROYCE T. SCIMEMI, CPA, INC.



Member
American Institute of
Certified Public Accountants

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Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

HONORABLE GERALD HARRINGTON
ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

I have audited the accompanying general purpose financial statements of Allen Parish Clerk of Court, a component unit of the Allen Parish Police Jury, as of and for the year ended June 30, 2000, as listed in the table of contents. These general purpose financial statements are the responsibility of the Clerk of Court. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Allen Parish Clerk of Court at June 30, 2000, and the results of operations for the year then ended, in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, I have also issued a report dated December 29, 2000, on my consideration of Allen Parish Clerk of Court's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of my audit.

Royce T. Scimemi, CPA, Inc.
December 29, 2000

Royce T. Scimemi, CPA, Inc.

GENERAL PURPOSE FINANCIAL STATEMENTS

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Combined Balance Sheet - All Fund Types and Account Groups
June 30, 2000

	<u>Governmental</u> <u>Fund Type</u> <u>General</u>	<u>Fiduciary</u> <u>Fund Type</u> <u>Agency</u>	<u>Account Group</u> <u>General</u> <u>Fixed Assets</u>	<u>Totals</u> <u>(Memorandum Only)</u>
ASSETS				
Cash	\$ 100	\$ 22,024	\$	\$ 22,124
Interest-bearing deposits	395,772	878,483		1,274,255
Accounts receivable	13,550			13,550
Due from other fund	7,794			7,794
Furniture, fixtures and equipment			<u>512,671</u>	<u>512,671</u>
Total assets	<u>\$ 417,216</u>	<u>\$ 900,507</u>	<u>\$ 512,671</u>	<u>\$1,830,394</u>
LIABILITIES AND FUND EQUITY				
Accounts payable	\$ 15,494	\$	\$	\$ 15,494
Accrued liabilities	9,540			9,540
Due to other fund		7,794		7,794
Due to other governments	59,219			59,219
Fiduciary fund liabilities		<u>892,713</u>		<u>892,713</u>
Total liabilities	<u>84,253</u>	<u>900,507</u>		<u>984,760</u>
Fund equity:				
Investment in general fixed assets			512,671	512,671
Fund balance - Unreserved and undesignated	<u>332,963</u>			<u>332,963</u>
Total fund equity	<u>332,963</u>		<u>512,671</u>	<u>845,634</u>
Total liabilities and fund equity	<u>\$ 417,216</u>	<u>\$ 900,507</u>	<u>\$ 512,671</u>	<u>\$1,830,394</u>

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

ALLEN PARISH CLERK OF COURT
Statement of Revenues, Expenditures, and Changes in Fund Balances -
Governmental Fund Type - General Fund
Year Ended June 30, 2000

Revenues:	
Licenses and permits	\$ 5,975
Fees, charges, and commission for services - Court costs, fees and charges	61,967
Fees for recording legal documents	461,843
Fees for certified copies	43,553
Intergovernmental	66,947
Interest earnings	<u>25,642</u>
Total revenues	<u>665,927</u>
Expenditures:	
Current -	
Personal services and related benefits	387,957
Operating services	94,589
Materials and supplies	41,174
Intergovernmental - Excess fund balance	59,219
Capital Outlay	<u>236,431</u>
Total expenditures	<u>819,370</u>
Excess (deficiency) of revenues over expenditures	(153,443)
Fund balance, beginning of year	<u>486,406</u>
Fund balance, end of year	<u>\$332,963</u>

The accompanying notes are an integral part of these financial statements

ALLEN PARISH CLERK OF COURT
Statement of Revenues, Expenditures, and Changes in Fund Balances -
Budget (GAAP Basis) and Actual -
Governmental Fund Type - General Fund
Year Ended June 30, 2000

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues:			
<i>Licenses and permits</i>	\$ 6,000	\$ 5,975	\$ (25)
Fees, charges, and commission for services - Court costs, fees and charges	68,030	61,967	(6,063)
Fees for recording legal documents	460,125	461,843	1,718
Fees for certified copies	39,620	43,553	3,933
Intergovernmental	66,900	66,947	47
Interest earnings	<u>23,500</u>	<u>25,642</u>	<u>2,142</u>
Total revenues	<u>664,175</u>	<u>665,927</u>	<u>1,752</u>
Expenditures:			
Current -			
Personal services and related benefits	387,934	387,957	(23)
Operating services	120,100	94,589	25,511
Materials and supplies	26,200	41,174	(14,974)
Intergovernmental -- Excess fund balance	140,000	59,219	80,781
Capital Outlay	<u>194,000</u>	<u>236,431</u>	<u>(42,431)</u>
Total expenditures	<u>868,234</u>	<u>819,370</u>	<u>48,864</u>
Excess (deficiency) of revenues over expenditures	(204,059)	(153,443)	50,616
Fund balance, beginning of year	<u>486,406</u>	<u>486,406</u>	-----
Fund balance, end of year	<u>\$282,347</u>	<u>\$332,963</u>	<u>\$ 50,616</u>

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

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements

June 30, 2000

(1) Summary of Significant Accounting Policies

As provided by Article V, Section 28 of the Louisiana Constitution of 1974, the clerk of court serves as the ex-officio notary public, the recorder of conveyances, mortgages and other acts, and shall have other duties and powers provided by law. A clerk of court is elected for a term of four years.

The accounting and reporting policies of the Allen Parish Clerk of Court conform to generally accepted accounting principles as applicable to governments. The Government Accounting Standards Board is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Such accounting and reporting principles also conform to the requirements of Louisiana Revised Statutes 24:513 and to the industry audit guide, Audits of State and Local Governmental Units.

The following is a summary of certain significant accounting policies:

A. Financial Reporting Entity

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

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

1. Appointing a voting majority of an organization's governing body, and
 - (a) the ability of the police jury to impose its will on that organization and/or
 - (b) the potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

Because the police jury provides financial benefits that make the clerk of court fiscally dependent, the clerk of court was determined to be a component unit of the Allen Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the clerk of court 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.

B. Fund Accounting

The accounts of the Allen Parish Clerk of Court are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. Fund accounting is designed to demonstrate legal compliance and aid financial management by segregating transactions relating to certain governmental functions or activities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its asset, liabilities, fund equity, revenues and expenditures. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources. Revenues are accounted for in these individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The funds presented in the financial statements are described as follows:

General Fund

The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the Allen Parish Clerk of Court and is used to account for the operations of the Clerk of Court's office. The various fees and charges due to the Clerk of Court's office are accounted for in this fund. General operation expenditures are paid from this fund.

Agency Funds

The Advance Deposits, Registry of Court, Juvenile Support and Civil Jury Agency Funds are used to account for assets held as an agent for individuals, etc. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

C. Basis of Accounting

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 Allen Parish Clerk of Court's records are maintained on a modified accrual basis of accounting. The governmental funds use the following practices in recording revenues and expenditures:

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

Revenues

Recordings, cancellations, mortgage certificates, certified copies, court attendance, suits and successions, intergovernmental revenue, interest earned on interest-bearing deposits, and criminal costs are recorded in the year in which they are earned.

Substantially all other revenues are recorded when received.

Expenditures

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

D. Budgetary Accounting

A budget for the General Fund is prepared on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally prepared or as amended by the Clerk of Court. All budgetary appropriations lapse at the end of each fiscal year.

E. Fixed Assets

Fixed assets are recorded as expenditures at the time purchased, and the related assets are capitalized (reported) in the General Fixed Assets Account Group rather than in the General Fund. General fixed assets provided by the Allen Parish Police Jury are also recorded in the General Fixed Asset Account Group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated historical cost if historical cost is not available. The amount of fixed asset costs estimated is immaterial.

The account group is not a "fund". It is concerned only with the measurement of financial position, not with measurement of results of operations.

F. Interest-Bearing Deposits

Interest-bearing deposits are stated at cost, which approximates market.

G. Bad Debts

Uncollectible amounts due for receivables are recognized as bad debts by direct write-off at the time information becomes available which would indicate the uncollectibility of the particular receivable. Although the specific charge-off method is not in conformity with generally accepted accounting principles (GAAP), no allowance for uncollectible accounts receivable is made due to immateriality at June 30, 2000.

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

II. Vacation and Sick Leave

Employees of the Clerk of Court's office earn one to three weeks of vacation and 12 days of sick leave each year. Vacation and sick leave must be used in the year earned. At June 30, 2000, the employees of the Clerk of Court have no accumulated and vested leave benefits required to be reported in accordance with generally accepted accounting principles.

I. Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of moneys are recorded in order to reserve that portion of the applicable appropriation, is not employed by the Allen Parish Clerk of Court as an extension of formal budgetary integration in the funds.

J. Total Columns on Combined Balance Sheet

Total columns on the Combined Balance Sheet are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

K. Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

(2) Cash and Interest-Bearing Deposits

Under state law, the Clerk of Court may deposit funds within a fiscal agent bank located in the parish or congressional district that is organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The Clerk of court may also invest in United States bonds, treasury notes, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30 2000, the Clerk of Court has cash and cash equivalents (book balances) totaling \$1,296,379, as follows:

	First Federal Savings & Loan	Hibernia National Bank	Cameron State Bank	Total
Demand deposits:				
Non-interest-bearing	\$	\$	\$ 22,024	\$ 22,024
Interest-bearing	288,769	269,985	523,593	1,082,347
Time deposits	<u>102,008</u>	<u>65,000</u>	<u>25,000</u>	<u>192,008</u>
Total	<u>\$ 390,777</u>	<u>\$ 334,985</u>	<u>\$ 570,617</u>	<u>\$1,296,379</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 bank. 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. Deposit balances (bank balances) at June 30, 2000, are secured as follows:

	First Federal Savings & Loan	Hibernia National Bank	Cameron State Bank
Bank balances	<u>\$390,240</u>	<u>\$506,900</u>	<u>\$619,791</u>
Securities pledged (category 3)	294,225	502,898	503,986
Federal deposit insurance	<u>210,996</u>	<u>166,826</u>	<u>247,024</u>
	<u>505,221</u>	<u>669,724</u>	<u>751,010</u>
Over (Under) secured deposits	<u>\$114,981</u>	<u>\$162,824</u>	<u>\$131,219</u>

Pledged securities in Category 3 include uninsured or unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Clerk of Court's name. Even though the pledged securities are considered uncollateralized (category 3) Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

and sell the pledged securities within 10 days of being notified by the Clerk of Court that the fiscal agent has failed to pay deposited funds upon demand. Federal deposit insurance coverage is reflected above on various separate fiduciary accounts, in the amount of \$222,024 at Cameron State Bank, \$110,996 at First Federal Savings and Loan, and \$66,826 at Hibernia National Bank. Because these accounts are not labeled "fiduciary", coverage may not be available. The clerk is in the process of changing these accounts to include this term and ensure adequate security on these accounts.

(3) Changes in General Fixed Assets

A summary of changes in general fixed assets follows:

	<u>Balance</u> <u>06/30/99</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>06/30/00</u>
Furniture, fixtures and equipment	<u>\$276,240</u>	<u>\$236,431</u>	<u>\$</u>	<u>\$512,671</u>

(4) Pension Plan

(a) Louisiana Clerks of Court Retirement and Relief Fund

Plan Description. Substantially all employees of the Allen Parish Clerk of Court are members of the Louisiana Clerks of Court Retirement and Relief Fund (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

All regular employees who are under the age of 60 at the time of original employment are required to participate in the System. Employees who retire at or after age 55 with at least 12 years of credited service are entitled to retirement benefit, payable monthly for life, equal to 3 percent of their final-average salary for each year of credited service, not to exceed 100 percent of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and who do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination. The system also provides death and disability benefits. Benefits are established and 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 Clerks of Court Retirement and Relief Fund, 11745 Bricksome Avenue, Suite B1, Baton Rouge, Louisiana 70816, or by calling (504) 293-1162

Funding Policy. Plan members are required by state statute to contribute 8.25% of their annual covered salary and the Allen Parish Clerk of Court is required to contribute an actuarially determined rate. During the year ended June 30, 2000, the employee contributions were not withheld from the employee's salaries and were paid by the Allen Parish Clerk of Court. The current rate is 10.00% of

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

annual covered payroll. Contributions to the system also include one-fourth of one percent (one-half of one percent for Orleans Parish) of the taxes shown to be collectible by the tax rolls of each parish. The contribution requirements of plan members and the Allen Parish Clerk of Court are established and amended by 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 following provides certain disclosures for the Clerk of Court and the retirement system that are required by GASB Codification Section P20.129 for the year ended June 30, 2000:

	<u>2000</u>
Contribution rates:	
Employees	<u>8.25%</u>
Employer	<u>10.00%</u>
Total current year payroll	<u>\$ 264,779</u>
Total current year covered payroll	<u>\$ 260,520</u>

	<u>Percent</u>	<u>Amount</u>	<u>Actual</u>
Contributions required by statute:			
Employees	8.25 %	\$ 21,493	\$ 21,493
Employer	<u>7.03 %</u>	<u>18,315</u>	<u>25,741</u>
Total	<u>15.28 %</u>	<u>\$ 38,808</u>	<u>\$ 47,234</u>

Retirement System:

Estimated payroll for current year	<u>\$ 58,317,401</u>
Dollar amount	<u>\$ 9,453,060</u>
Percent of estimated payroll	<u>7.03 %</u>

For the year ended June 30, 2000:

Retirement System:

Net assets available	\$ 196,856,689
Pension benefit obligation	<u>269,442,990</u>
Unfunded pension benefit obligation	<u>\$ 72,586,301</u>

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

The pension benefit obligation is a standardized measure of the present value of pension benefits, adjusted for the effects of projected salary increased and step-rated benefits, estimated to be payable in the future as a result of employee service to date. The measure, which is the actuarial present value of credited projected benefits, is intended to help users assess the System's funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among PERS and employers. The System does not make separate measurements of assets and pension benefit obligations for individual employers.

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is presented in the System's June 30, 2000 comprehensive annual financial report. The Allen Parish Clerk of Court does not guarantee the benefits granted by the System.

(b) State of Louisiana Public Employees Deferred Compensation Plan

The Allen Parish Clerk of Court offers its employees a deferred compensation plan created in accordance with Internal Revenue Code 457. The plan was adopted January 1, 2000. The plan, available to all employees, permits them to contribute up to the lesser of (1) 25% of taxable compensation or (2) \$8,000. The Clerk matches those contributions 100%. The deferred compensation is not available to employees until retirement, total disability, unforeseeable emergency, attainment of age 70 ½, or death. Contributions to the plan during the year ended June 30, 2000 totaled \$9,387.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the Clerk (without being restricted to the provisions of benefits under the plan), subject only to the claims of the Clerk's general creditors. Participants rights under the plan are equal to those of general creditors of the Clerk in an amount equal to the fair market value of the deferred account for each participant.

(4) Changes in Agency Fund Balances

A summary of changes in agency fund unsettled deposits follows:

	<u>Unsettled Deposits 07/01/99</u>	<u>Additions</u>	<u>Reductions</u>	<u>Unsettled Deposits 06/30/00</u>
Agency funds:				
Advance Deposit I	\$ 1,138	\$ 79	\$ 96	\$ 1,121
Advance Deposit III	326,724	404,928	355,859	375,793
Registry of Court	178,181	607,532	273,044	512,669
Juvenile Support	0	10,421	0	10,421
Civil Jury	<u>0</u>	<u>2,140</u>	<u>1,637</u>	<u>503</u>
Total	<u>\$ 506,043</u>	<u>\$1,025,100</u>	<u>\$ 630,636</u>	<u>\$ 900,507</u>

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

(5) Expenditures of the Clerk of Court Paid by the Parish Police Jury

The Clerk of Court's office is located in the Allen Parish Courthouse. The upkeep and maintenance of the courthouse is paid by the Allen Parish Police Jury. Certain operating expenditures of the Clerk of Court's office are paid by the parish police jury. The fixed assets purchased and included in the general fixed assets account group are the only amounts included in the accompanying financial statements. These expenditures are summarized as follows:

Office supplies	<u>\$ 5,950</u>
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(6) Receivables

The receivables of \$13,550 at June 30, 2000 are as follows:

Cancellations	\$ 215
Certified copies	1,607
Miscellaneous fees	1,379
Mortgage Certificates	359
Recordings	9,505
Uniform Commercial Code Fees	485
 Total	 <u>\$13,550</u>

(7) Long Term Lease

The Allen Parish Clerk of Court has entered into a two-year operating lease with the Head Ford Mercury Lincoln, Inc. for the use of an automobile. During the year ended June 30, 2000, rentals under long term lease obligations were \$10,087. Future obligations over the terms of the long-term lease as of June 30, 2000 are:

Year Ended June 30	Amount
2001	3,579
2002	1,193
Thereafter	0
Total	<u>\$ 4,772</u>

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Notes to Financial Statements-Continued

June 30, 2000

(8) Excess Fund Balance

R.S. 13:785 requires that every four years (at the close of the term of office) the clerk of court must pay the parish treasurer the portion of the General Fund's fund balance that exceeds one-half of the revenues of the clerk's last year of his term of office. At June 30, 2000, there was \$59,219 due the parish treasurer for the amount that the General Fund's fund balance exceeded one-half of the revenues of the clerk's last year of his four-year term of office

ROYCE T. SCIMEMI, CPA, INC.



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Independent Auditor's Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of the General Purpose Financial Statements Performed in Accordance with *Government Auditing Standards*

HONORABLE GERALD HARRINGTON
ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

I have audited the general purpose financial statements of Allen Parish Clerk of Court, a component unit of the Allen Parish Police Jury, as of and for the year ended June 30, 2000, and have issued my report thereon dated December 29, 2000. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Allen Parish Clerk of Court's general purpose financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and accordingly, I do not express such an opinion. The results of my tests disclose no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered Allen Parish Clerk of Court's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be

ALLEN PARISH CLERK OF COURT
Compliance and Internal Control Report (Continued)

material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended for the information of Allen Parish Clerk of Court, the Allen Parish Police Jury and the Louisiana Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties.

Royce T. Scimemi, CPA, Inc.
December 29, 2000

Royce T. Scimemi, CPA, Inc.

ALLEN PARISH CLERK OF COURT
Oberlin, Louisiana

Schedule of Findings and Questioned Costs

Year Ended June 30, 2000

Current Year Findings:

There were no current year findings.

Prior Year Findings:

There were no prior year findings.