POINTE COUPEE PARISH CLERK OF COURT
NEW ROADS, LOUISIANA

Annual Financial Report
With Independent Auditor's Report on Financial Statements
And Supplementary Information Schedules

As of and for the year Ended
June 30, 2014

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

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INDEPENDENT AUDITOR'S REPORT

Honorable Lanell S. Landry
Pointe Coupee Parish Clerk of Court
New Roads, LA 70760

Report on Financial Statements

I have audited the accompanying financial statements of the governmental activities and each major fund of the **Pointe Coupee Parish Clerk of Court ("the Clerk")**, a component unit of the Pointe Coupee Parish Police Jury, as of and for the year ended June 30 2014, and the related notes to the financial statements, which collectively comprise the Clerk's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinions.

Opinions

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Pointe Coupee Parish Clerk of Court as of June 30, 2014, and the respective changes in financial position thereof for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

For the fiscal year ending June 30, 2015, Government Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions,* will be implemented. The implementation of this Standard may result in a negative net position on the Statement of Net Position.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on page 26, and the schedule of funding progress for the retiree health care plan on page 27 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.

The Pointe Coupee Parish Clerk of Court 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, 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.

Other Information

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Pointe Coupee Parish Clerk of Court's basic financial statements. The Fiduciary Fund Type – Agency Funds Schedule of Changes in Unsettled Deposits presented on page 28 is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The Fiduciary Fund Type – Agency Funds Schedule of Changes in Unsettled Deposits are the responsibility of management and were derived from and relate directly to the underlying accounting and other reports used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or 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 information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, I have also issued a report dated January 12, 2015, on my consideration of the Clerk's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Pointe Coupee Parish Clerk of Court's internal control over financial reporting and compliance.

W. Kathleen Beard, CPA, LLC

Bueche, Louisiana January 12, 2015

Basic Financial Statements

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Statement of Net Position
June 30, 2014

		Governmental Activities
ASSETS		
Cash and cash equivalents	$	593,326
Investments		646,189
Accounts receivable		23,580
Due from Advance Deposit Fund		23,571
Prepaid insurance		7,874
Capital assets, net of accumulated depreciation		13,411
Total assets		$1,307,952
LIABILITIES		
Accounts payable and accrued liabilities	$	10,429
Net OPEB Obligation		221,199
Total liabilities		231,628
NET POSITION		
Net investment in capital assets		13,411
Unrestricted		1,062,913
Total net assets	$	1,076,324

See notes to financial statements

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Statement of Activities
For the Year Ended June 30, 2014

EXPENSES	Governmental Activities
Judiciary:	
Salaries and related benefits	$ 778,017
Insurance - other	6,946
Office supplies and expense	29,518
Postage and publishing	8,008
Equipment rental	18,315
Recording costs	32,481
Election expense	2,100
Technical services and fees	38,657
Special projects	9,423
All others	1,294
Depreciation	12,105
Total Judiciary	936,863
Intergovernmental	
Clerk Reporters Fund	7,700
Total Intergovernmental	7,700
Total expenditures	944,563
PROGRAM REVENUES	
Charges for services	$700,423
Licenses and permits	3,094
Total program revenues	703,517
GENERAL REVENUES	
Election/qualifying fees	85
Clerk's compensation fund reimbursements	18,184
Miscellaneous revenues	8,069
Interest earned	4,595
Special item - (Loss) on disposal of capital assets	(255)
Total general revenues	30,678
Total revenues	734,195
Change in Net Position	(210,369)
NET POSITION	
Beginning of year	1,286,693
End of year	$ 1,076,324

See notes to financial statements

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Balance sheet - Governmental Fund - General Fund
June 30, 2014

ASSETS

Cash and cash equivalents	$	593,326
Investments		646,189
Accounts receivable		15,444
Due from other governments - State of Louisiana		7,272
Accrued interest receivable		864
Due from Advance Deposit Fund		23,571
Total assets	$	1,286,666

LIABILITIES AND FUND BALANCES

Liabilities:		
Accounts payable and accrued expenses	$	10,429
Total liabilities		10,429
Fund Balance:		
Assigned		500,000
Unassigned		776,237
Total fund balance		1,276,237
Total liabilities and fund balances	$	1,286,666

See notes to financial statements.

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Reconciliation of the Balance Sheet - Governmental Fund to the Statement of Net Position
June 30, 2014

Total fund balance - governmental fund (fund financial statement)	$1,276,237
Amounts reported for governmental activities in the statement of net assets (government-wide financial statements) are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in governmental funds.	
Cost of assets	173,136
Accumulated depreciation	(159,725)
	13,411
Prepaid insurance premiums in governmental activities are recognized as expenditures for governmental funds	7,874
Long-term liabilities are not due and payable in the current period and therefore are not reported in the fund statements	(221,199)
Total net position of governmental activities	$1,076,324

See notes to financial statements.

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds - General Fund
For the year ended June 30, 2014

Revenues		
Licenses and permits - marriage	$	3,094
Intergovernmental revenues -		
Clerk's supplemental compensation		18,184
Fees, charges, commissions for services -		
Court costs, fees and charges		333,781
Fees for recording legal documents		275,493
Fees for certified copies and photocopies of documents		40,031
Fees for public search		51,118
Election/qualifying fees		85
Miscellaneous		8,069
Use of money and property -		
Interest income		4,595
Total revenues		734,450
Expenditures		
Current - General Government - Judiciary:		
Salaries and related benefits		729,693
Insurance - other		14,820
Office supplies and expense		29,518
Postage and shipping		8,008
Equipment rental and expense		18,315
Recording costs		32,481
Election expense		2,100
Technical services and fees		38,657
All others		1,294
Special projects - assigned funds		9,423
Total current expenditures		884,309
Capital outlays special projects - assigned funds		11,173
Total capital outlays		11,173
Intergovernmental		7,700
Total expenditures		903,182
Net Change in fund balances		(168,732)
Fund Balances		
Beginning of year		1,444,969
End of year	$	1,276,237

See notes to financial statements.

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to Statement of Activities
For the year ended June 30, 2014

Net change in fund balances - governmental funds (general fund)	$ (168,732)
Amounts reported for governmental activities in the statement of activities (government -wide financial statements) are different because:	
Governmental funds report capital outlays as expenditures in the individual fund, however in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation.	
Capital Outlay	11,173
Depreciation expense	(12,105)
Prepaid insurance premiums in governmental activities are not recognized as expenditures for governmental funds	7,874
Gain/(Loss) on disposal of capital assets is not reported in the governmental funds	(255)
Payments of long-term debt, including contributions to OPEB obligation, are reported as expenditures in governmental funds. However, those amounts are a reduction of long-term liabilities in the Statement of Net Position and are not reflected in the Statement of Activities	(48,324)
Change in net position (government-wide financial statements)	($210,369)

See notes to financial statements.

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Statements of Fiduciary Net Position
Agency Funds
June 30, 2014

	Advance Deposit Fund	Registry of Court Fund	Total
ASSETS			
Cash and cash equivalents	$ 866,743	$ 349,717	$ 1,216,460
Total assets	$866,743	$349,717	$1,216,460
LIABILITIES			
Due to General Fund	$ 23,571	$ -	$ 23,571
Held for others pending court action	843,172	349,717	1,192,889
Total liabilities	$ 866,743	$ 349,717	$ 1,216,460

See notes to financial statements.

Introduction

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 has other duties and powers provided by law. The clerk of court is elected for a four-year term.

1. Summary of Significant Accounting Policies

A. Basis of Presentation

The financial statements of the Pointe Coupee Parish Clerk of Court have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. 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.

B. Reporting Entity

Section 2100 of the GASB Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification) established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. For financial reporting purposes, in conformance with GASB Codification Section 2100, the Pointe Coupee Parish Police Jury is the financial reporting entity for Pointe Coupee Parish. The Clerk, therefore, is considered a component unit of the Pointe Coupee Parish Police Jury. It has been determined that the financial statements of the Police Jury would be misleading if data of the Clerk is not included because of the nature or significance of the relationship. The accompanying financial statements, however, present only the transactions of the Pointe Coupee Parish Clerk of Court.

1. Summary of Significant Accounting Policies (Continued)

C. Basic Financial Statements – Government-Wide Financial Statements

The clerk of court's basic financial statements include both government-wide (reporting the clerk of court as a whole) and fund financial statements (reporting the clerk's major fund). Both government-wide and fund financial statements categorize primary activities as either governmental or business type. All activities of the clerk are classified as governmental.

The Statement of Net Position and the Statement of Activities display information about the reporting government as a whole. These statements include all the financial activities of the clerk except the fiduciary funds. Fiduciary Funds are reported only in the Statement of Fiduciary Net Position at the fund financial statement level.

In the Statement of Net Position, governmental activities are presented on a consolidated basis and are presented on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term obligations. Net position is reported in three parts: net investment in capital assets; restricted net position; and unrestricted net position. The clerk first uses restricted resources to finance qualifying activities.

The government-wide financial statements are prepared using 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.*

Program Revenues – Program revenues included in the Statement of Activities are derived directly from users as a fee for services; program revenues reduce the cost of the function to be financed from general revenues.

Allocation of Indirect Expenses – The clerk reports all direct expenses by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function. Indirect expenses of other functions are not allocated to those functions but are reported separately in the Statement of Activities. Depreciation expense, which can be specifically by function, is included in direct expenses of each function.

1. **Summary of Significant Accounting Policies (Continued)**

D. Basic Financial Statements – Fund Financial Statements

The financial transactions of the clerk are reported in individual funds in the fund financial statements. Fund accounting is designated to demonstrate legal compliance and to aid management by segregating transactions related to certain clerk functions and activities.

Fund financial statements report detailed information about the clerk. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column.

A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are used to account for a government's general activities and focus on providing services to the public as opposed to proprietary funds where the focus is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The clerk of court's current operations require the use of only governmental and fiduciary funds. The governmental and fiduciary fund types used by the clerk are described as follows:

Governmental Fund Type

General Fund - The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the clerk of court and accounts for the operations of the clerk's office. The various fees and charges due to the clerk's office are accounted for in this fund. General operation expenditures are paid from this fund.

Fiduciary Fund Type – Agency Funds

The Advance Deposit and Registry of Court Funds account for assets held as an agent for others. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

1. Summary of Significant Accounting Policies (Continued)

E. Basis of Accounting

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the Accounts and reported in the financial statements. It relates to timing of the measurement made regardless of the measurement focus applied.

Accrual Both governmental and business type activities in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred

Modified Accrual - The amounts reflected in the funds financial statements are presented on the modified accrual basis of accounting. 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 Balance 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 differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Governmental funds and the fiduciary type agency funds 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 Clerk considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred. The governmental funds us the following practices in recording revenues and expenditures.

Revenues – Intergovernmental revenue, recordings, cancellations, court attendance, criminal costs and other fees, charges and commissions for services are recorded in the year they are earned.

Interest income on time deposits are recorded when time deposits have matured and the income is available. All other revenue is recorded when received.

Based on the above criteria, intergovernmental revenue, recordings, cancellations, court attendance, criminal costs and other fees, charges and commissions for services are treated as susceptible to accrual.

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

1. Summary of Significant Accounting Policies (Continued)

F. Budget Practices

The Clerk of Court annually adopts a budget for the General Fund. The budgetary practices include public notice of the proposed budget at least 10 days prior to public hearing, public inspection of the proposed budget and public hearings on the budget.

The proposed revised budget was prepared in accordance with generally accepted accounting principles (GAAP). The budget is legally adopted and amended, as necessary, by the clerk. All appropriations lapse at year-end.

Amounts budgeted for "special projects" are considered to be used from assigned fund balance.

G. Encumbrances

The Clerk does not employ encumbrance accounting.

H. Cash and Investments

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Investments include amounts in time deposits and those investments with original maturities that exceed 90 days. Under state law, the clerk of court may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

I. Clerk's Fees Transferred from Advance Deposit Agency Fund

Theses fees represent revenue to the Clerk of Court earned from everyday operations for litigants. These fees are collected by a transfer of litigant's money deposited in the Advance Deposit Fund to the Salary Fund.

1. Summary of Significant Accounting Policies (Continued)

J. Compensated Absences

Vacation leave accrues as follows:

1. Upon completion of six moth introductory period – 5 days per year
2. After 2 years continuous service – 10 days per year
3. After 10 years continuous service – 15 days per year (allotted at 6 months in intervals of 2 weeks and 1 week)

Vacation leave is not cumulative; any unused vacation is forfeited unless the Clerk gives special approval. Personal/Sick leave is granted to all full-time employees. Leave is credited at the rate of one full day for each calendar month of continuous service. Accrued unused leave earned by an employee will not be carried forward to succeeding calendar years. (See Footnote 9)

K. 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 fair market value at the date of donation. The Clerk maintains a threshold level of $1,000 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 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:

Description	Estimated Lives
Computer Equipment	3 Years
Office Equipment	5 Years
Furniture & Fixtures	7 – 10 Years

L. Use of Estimates

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

1. Summary of Significant Accounting Policies (Continued)

M. Fund Equity and Net Position

Government-wide and net position displayed in three components:

- Net Investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- Restricted net position – Consists of net position with constraints placed on the use either by external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or law through constitutional provisions or enabling legislation
- Unrestricted net position – All other net position that do not meet the definition of "restricted" or "invested in capital assets, net of related debt".

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

- Nonspendable – Amounts that cannot be spent either because they are in a nonspendable form or because they are legally or contractually required to be maintained intact.
- Restricted – Amounts for which constraints have been placed on the use of resources are externally imposed by creditors (such as through debt covenants) grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation.
- Committed – Amounts that can be used only for specific purposes pursuant to constraints imposed by formal action (resolution) of the Clerk. These amounts cannot be used for any other purpose unless the Clerk removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that exiting resources have been specifically committed for use in satisfying those contractual requirements.
- Assigned – Amounts that are designated by the Clerk for a particular purpose in accordance with GASB Statement 54. The intent of an assigned fund balance should be expressed by the Clerk of Court that has the authority to assign amount to be used for such specific purposes.
- Unassigned – All amounts not included in other spendable classifications.

When fund balance resources are available for a specific purpose in multiple classifications, the Clerk would use the most restrictive funds first. However, it reserves the right to selectively spend unassigned resources first and to defer the use of other classified funds.

1. Summary of Significant Accounting Policies (Continued)

N. GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position* was adopted for the fiscal year ended June 30, 2013. GASB Statements NO. 63 provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources. Concepts Statement No. 4, *Elements of Financial Statements*, introduced and defined those elements as a consumption of net assets by the government that is applicable to a future reporting period and an acquisition of net assets by the government that is applicable to a future reporting period, respectively. Previous financial reporting standards do not include guidance for reporting those financial elements, which are distinct from assets and liabilities. Concepts Statement NO. 4 also identifies net position as the residual of all other elements presented in the statement of financial position.

This statement amends the net asset reporting requirements in GASB Statement No. 34, *Basic Statements – and Management's Discussion and Analysis – for Local and State Governments*, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets.

2. Cash, Cash Equivalents and Investments

At June 30, 2014, the Clerk of Court had the following cash and investments:

	Book Balances	Bank Balances
Deposits -		
Cash on Hand	$ -	$ -
Interest bearing demand deposits	102,897	121,853
Money market accounts	1,348,388	1,374,210
LAMP	235,269	235,269
Time deposits (maturity 90 days or less)	121,853	121,853
	$ 1,808,408	$ 1,853,185
Investments -		
Time deposits (maturity over 90 days)	$ 414,278	$ 414,278
U.S Government Notes	231,912	231,912
	$ 646,189	$ 646,189

2. Cash, Cash Equivalents and Investments (continued)

These deposits and investments are stated at cost, which approximate market. Under state law, these deposits, or 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 as follows:

Bank balances	$ 2,499,375
FDIC Insurance	$ 1,202,450
Pledged Securities	1,694,059
Government backed	467,181
	$ 3,363,689

Because these pledged securities are held by the custodial bank in the name of the fiscal agent bank rather than in the name of the clerk, they are considered uncollaterized (Category 3) under the provisions of GASB Codification C20.106; however, Louisiana Revised Statute 39:1299 imposes a statutory requirement on the custodial bank to advertise 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.

Interest Rate Risk The Clerk has minimal credit risk as all investments are certificates of deposit.

Credit Risk: The Clerk's investment in Federal Home Loan Mortgage Corporation Notes have a Moody's Long Term Rating of AA+, Long Term Outlook: Stable

At June 30, 2014, cash equivalents includes $235,269 in the Louisiana Asset Management Pool (LAMP), a local government investment pool. In accordance with GASB Codification Section I50.126, the investment in LAMP at June 30, 2014 is not categorized in the three risk categories provided by GASB Codification Section I50.125 because the investment is in the pool of funds and therefore not evidenced by securities that exist in the physical or book entry form.

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local governmental 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.

2. Cash, Cash Equivalents and Investments (continued)

LAMP is a 2a7-like investment pool. The following facts are relevant for 2a7 like investment pools:

- Credit risk: LAMP is rated AAAm by Standard & Poor's.
- Custodial credit risk: LAMP's 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 60 days, and consists of no securities with a maturity in excess of 397 days. The WAM for LAMPS's total investments is .08% as of June 30, 2014.
- Foreign currency risk: Not applicable to 2a7-like pools.

The investments in LAMP are stated at fair value based on quoted market rates. 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 value of pool shares.

LAMP 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.

3. Accounts receivable

The Clerk's office held accounts receivable in the following amounts at year end:

Accrued interest receivable	$ 864
Fees, charges, and commission for services:	
Support enforcement fees	7,272
Recording fees, cancellation fees, copies, etc	15,444
	$ 23,580

4. Interfund Receivables and Payables

At June 30, 2014, the Advance Deposit Fund owed the General Fund $23,571, which represented clerk fees for the month of June 2014.

5. Capital Assets

Capital assets and depreciation activity for the years ended June 30, 2014 as follows:

	Balance July 1, 2013	Additions	Deletions	Balance June 30, 2014
Depreciable Assets:				
Equipment & Furniture	$ 163,625	$ 11,173	$ (1,661)	$ 173,136
Totals	163,625	11,173	(1,661)	173,136
Less accumulated depreciation	149,026	12,105	(1,406)	159,725
Net Capital Assets	$ 14,599			$ 13,411

6. Leases

The clerk of court has various operating leases for copiers and mailing equipment. Rental and maintenance paid during the year on this equipment totaled $9,157 and $3,000 respectively. Other operating leases are as follows. There were no capital leases.

2011 GMC Yukon – Lease Period 48 months
Amount due at lease signing $15,000
Monthly payment - $580.09, Purchase Option $20,554 @ end of lease
Current year payments - $6,961

The minimum annual commitments under non-cancelable operating leases are as follows:

Fiscal Year	Vehicle
2014-2015	$ 5,292
2015-2016	6,327
	$ 11,620

7. Pension Plan

Plan Description Substantially all employees of the Pointe Coupee Parish Clerk of Court are members of the Louisiana Clerks of Court Retirement and Relief Fund (System), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and 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 a retirement benefit, payable monthly for life, equal to 3 per cent of their final-average salary for each year credited service, not to exceed 100 per cent 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 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 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 (225) 293-1162.

Funding Policy Plan members are required by state statute to contribute 8.25 percent of their annual covered salary and the Pointe Coupee Parish Clerk of Court is required to contribute at an actuarially determined rate. The rate was 18.5% of annual covered payroll. Contributions to the Pointe Coupee Parish Clerk of Court System also include one-fourth of one percent of the taxes shown to be collectible by the tax rolls of each parish. The contribution requirements of plan members and the Pointe Coupee Parish Clerk of Court 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 Pointe Coupee Parish Clerk of Court's contributions to the System for the years ending June 30, 2014, 2013, and 2012 was $81,112, $76,046, and $66,278, respectively, and was equal to the required contributions for that year.

8. Post Retirement Benefits Other Than Pensions

Plan Description The Clerk's defined benefit postemployment health care plan ("the Retiree Health Plan") provides medical, dental and life insurance benefits to eligible retired employees and their beneficiaries. The Retiree Health Plan is affiliated with the Louisiana Clerks of Court Insurance Trust ("LCCIT"), an agent multiple-employer postemployment healthcare plan administered by the Louisiana Clerks of Court Association.

Funding Policy The contribution requirements of plan members and the Clerk are established and may be amended by the LCCIT board of trustees. The Clerk pays for the entire premium charged by LCCA for retirees. Retirees are required to pay 50% of the premium for their dependents. For fiscal year 2014, the Clerk contributed $58,266 to the plan and the retirees contributed $4,826.

Annual OPEB Cost and Net OPEB Obligation For 2014, the Clerk's annual other postemployment benefit ("OPEB") cost (expense) is calculated based on the annual required contribution of the employer ("ARC"), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents the level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty year.

The following table shows the components of the Clerk's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Clerk's net OPEB obligation to the Retiree Health Plan:

Annual Required Contribution	$	109,621
Interest on Net OPEB Obligation		6,051
Adjustment to Annual Required Contribution		(9,082)
Annual OPEB Cost (Expense)		106,590
Contributions Made		(58,266)
Increase in Net OPEB Obligation		48,325
Net OPEB Obligation - beginning of year		172,875
Net OPEB Obligation - end of year	$	221,199

8. Post Retirement Benefits Other Than Pensions (Continued)

The Clerk's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation as follows:

Fiscal Year End	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2012	$ 64,775	33.5%	$ 130,293
6/30/2013	$ 107,569	48.1%	$ 172,875
6/30/2014	$ 106,590	54.7%	$ 221,199

Funded Status and Funding Progress As of June 30, 2013, the actuarial accrued liability for benefits was $1,054,839 all of which was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was $366,158 and the ratio of the unfunded actuarial accrued liability to the covered payroll was 288.1%.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funding status of the plan and the annual required contributions of the employer are subject continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of the plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for the benefits.

Methods and Assumptions Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2012 actuarial valuation, the unit credit cost method was used. Based on the Clerk's short-term investment portfolio, a discount rate of 3.5% was used. In addition, the actuarial assumptions included an annual healthcare cost trend rate of 9% initially, reduced by decrements to an ultimate rate of 5.5% after 15 years. The Clerk's unfunded actuarial liability is being amortized as a level percentage of projected payroll on an open basis over 30 years.

9. Compensated Absences

At June 30, 2014 no liability for compensated absences was recorded since unused leave is not cumulative as detailed in Note 1 -J.

10. Risk Management

General Liability Insurance - The Clerk of Court is subject to various risks of loss due to tort, theft of, damage to and destruction of assets; errors and omissions; injuries to employees; natural disasters; and automobile liability. The Clerk purchases commercial insurance policies to protect against loss related to these risks. Payment of the deductible is the only liability associated with these insurance policies. During the years ended June 30, 2014, 2013 and 2012 there were no significant reduction in the amount of coverage maintained by the Clerk of Court.

11. Litigation

At June 30, 2014 there is no pending litigation against the Clerk of Court of Pointe Coupee.

12. Expenditures of the Clerk of Court Paid by the Parish Police Jury

Louisiana R.S. 13:784 provides that upon request of the Clerk, the police jury shall provide all necessary office furniture, equipment, and records and books. During the current year the Clerk has not requested that the police jury purchase any office furniture, equipment, and records and books for her office. The Police Jury does however provide office space located in the Parish Courthouse and pays for utilities for the Clerk's office. The amount of utilities paid by the Parish Police Jury is indeterminate.

13. 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 her term of office. This payment is limited to no more than that which was received by the clerk in accordance with R.S. 13:784 (A) during said term of office. At June 30, 2014 there was no amount due to the parish treasurer because this is not the last year of the Clerk's term of office. The next calculation will be on June 30, 2016

14. Fund Balance

The Clerk has assigned a portion of Fund Balance for special projects such as restoration and preservation of archives, mapping projects and ongoing comprehensive technology upgrade of office equipment. The amount assigned is derived from prior years' surpluses that were waived by the Pointe Coupee Parish Police Jury.

Assigned	$ 500,000
Unassigned	776,237
Total Fund Balance	$ 1,276,237

15. Subsequent Events

Subsequent events were evaluated through January 12, 2015, which is the date the financial statements were available to be issued. It was determined that there are no significant events requiring recognition or disclosure through this date.

16. New Accounting Pronouncements

GASB 65, *Items Previously Reported as Assets and Liabilities* became effective for the Pointe Coupee Parish Clerk of Court beginning with its year ending June 30, 2014. This statement clarifies the appropriate reporting of deferred outflows of resources and deferred inflows of resources, to ensure consistency in financial reporting. The Pointe Coupee Parish Clerk of Court had no deferred assets or liabilities at June 30, 2014.

Required Supplemental Information

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana
Budgetary Comparison Schedule
Governmental Funds - General Fund
For the year ended June 30, 2014

	Original Budget	Final Budget	Actual Budgetary Basis	Variance Favorable/ (Unfavorable)
Revenues				
Recordings	$ 275,000	$ 225,000	$ 213,074	$ (11,926)
Copies	95,000	90,000	28,326	(61,674)
Certified copies	14,000	14,000	11,705	(2,296)
Civil fees	315,000	290,000	284,999	(5,001)
Mortgage certificates	7,000	7,000	7,972	972
Criminal fees	40,000	50,000	46,950	(3,050)
Election/qualifying fees	3,000	3,000	85	(2,915)
UCC fees	30,000	30,000	31,604	1,604
Cancellations	25,000	25,000	22,843	(2,157)
Court attendance	2,200	2,200	1,832	(368)
Public search	-	-	50,410	50,410
Marriage licenses	3,500	3,500	3,094	(406)
Clerk's compensation fund reimbursements	21,000	21,000	18,184	(2,816)
Interest earned	15,000	15,000	4,595	(10,405)
Miscellaneous	9,000	9,000	8,777	(223)
Total revenues	854,700	784,700	734,449	(50,251)
Expenditures				
Current - Judiciary:				
Salaries	475,000	450,000	455,939	(5,939)
Group insurance and retirement benefits	225,000	270,000	281,454	(11,454)
Other insurance	7,000	7,000	14,820	(7,820)
Office supplies and expense	35,000	35,000	29,518	5,482
Postage and publishing	10,000	5,000	8,008	(3,008)
Equipment rental	25,000	20,000	18,315	18,790
Recording costs	36,000	30,000	32,481	(2,481)
Election expenses	-	-	2,100	(2,100)
Technical services and fees	35,000	35,000	38,657	(3,657)
All others	6,700	6,700	1,294	5,406
Special projects assigned fund balance	75,000	50,000	9,423	40,577
Total current expenditures	929,700	908,700	892,008	33,797
Capital outlays special projects assigned fund balance	-	-	11,173	(11,173)
Total capital outlay expenditures	-	-	11,173	(11,173)
Total expenditures	929,700	908,700	903,181	22,625
Excess (deficiency) of revenues over expenditures	(75,000)	(124,000)	(168,732)	(44,732)
Fund balances				
Beginning of Year	1,457,847	1,444,969	1,444,969	(0)
End of year	$ 1,382,847	$ 1,320,969	$ 1,276,237	$ (44,732)

Budgetary Notes:

1. The budget is prepared using the modified accrual basis of accounting (GAAP)
2. Budget deficit results from a general decline in revenues for the fiscal year
3. Budgeted revenues exceeded actual revenues by $50,251 or 6.4%
4. Budgeted expenditures exceeded actual expenditures by $22,625 or 2.49%

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Employee Health Plan
Schedule of Funding Progress
June 30, 2014

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
6/30/2009	$ -	$ 790,753	$ 790,753	0.0%	$ 410,032	192.9%
6/30/2012	$ -	$ 1,054,839	$ 1,054,839	0.0%	TBD	TBD

Other Supplemental Information

Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

Schedule of Changes in Fiduciary Net Assets
Fiduciary Fund Type - Agency Funds
June 30, 2014

	Advance Deposit Fund	Registry of Court Fund	Total
Unsettled Deposits at Beginning of Year	$ 859,271	$ 267,962	$ 1,127,232
Additions			
Deposits	435,458	241,542	677,000
Interest	440	333	773
Transfers In	-	-	-
Total Additions	435,898	241,875	677,773
Deductions			
Distributed to litigants	68,884	159,370	228,254
Clerks costs	281,021	750	281,771
Sheriff's costs	28,697	-	28,697
Other sheriff's costs	17,338	-	17,338
Others	32,311	-	32,311
Other	176	-	176
Transfers Out	-	-	-
Total deductions	428,426	160,120	588,546
Change in Unsettled Deposits	7,472	81,755	89,228
Unsettled Deposits at End of Year	$ 866,743	$ 349,717	$ 1,216,460

Reports Required by Government Auditing Standards

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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 Lanell S. Landry
Pointe Coupee Parish Clerk of Court
New Roads, Louisiana

I have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States the financial statements of the governmental activities and major fund of the Pointe Coupee Parish Clerk of Court as of and for the year ended June 30, 2014, and have issued my report thereon dated January 12, 2015.

Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I considered the Pointe Coupee Parish Clerk of Court's internal control over financial reporting (internal control) to determine my auditing procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Pointe Coupee Parish Clerk of Court's internal control. Accordingly, I do not express an opinion on the effectiveness of the Pointe Coupee Parish Clerk of Court'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, or material weaknesses. 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.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Pointe Coupee Parish Clerk of Court's financial statements are free of 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 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

This report is intended 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.

W. Kathleen Beard, CPA, LLC

Bueche, LA
January 12,2015

Pointe Coupee Parish Clerk of Court
Schedule of Findings and Responses
For the Year Ended June 30, 2014

I have audited the financial statements of the Pointe Coupee Parish Clerk of Court as of and for the year ended June 30, 2014, and have issued my report thereon dated January 12, 2015. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. My audit of the financial statements resulted in an unmodified opinion.

Section I – Summary of Audit Results

1. The auditor's report expresses an unmodified opinion on the basic financial statements of the Pointe Coupee Parish Clerk of Court.

2. No significant deficiencies were disclosed during the audit of the basic financial statements in the report on internal control over financial reporting and on compliance based on an audit of financial statements performed in accordance with *Government Auditing Standards*.

3. No instances of noncompliance material to the basic financial statements of the Pointe Coupee Parish Clerk of Court were disclosed during the audit.

4. No federal funds received

5. No management letter issued

Section II – Findings – Financial Statement Audit

None

INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS

Significant Deficiencies – Material Weaknesses

None

Compliance

None