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LAFAYETTE PARISH CLERK OF COURT

Financial Report

Year Ended June 30, 2012

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 **MAY 15 2013**

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INDEPENDENT AUDITORS' REPORT

The Honorable Louis J. Perret
Lafayette Parish Clerk of Court
Lafayette, Louisiana

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Lafayette Parish Clerk of Court (Clerk of Court), as of and for the year ended June 30, 2012, which collectively comprise the Clerk of Court's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Clerk of Court. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our 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 we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the Lafayette Parish Clerk of Court, as of June 30, 2012, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated November 28, 2012, on our consideration of the Clerk of Court's internal control over financial reporting and on our 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 our 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 and should be considered in conjunction with this report in considering the results of our audit.

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on page 32 and the funding progress information on page 33 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. We 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 our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The Lafayette Parish Clerk of Court has not presented management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the basic financial statements.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Clerk of Court's basic financial statements as a whole. The accompanying financial information listed as "Other Supplementary Information" in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of the Clerk of Court and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The 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 financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements taken as a whole. The prior year comparative information on the other supplementary information has been derived from the Lafayette Parish Clerk of Court's 2011 financial statements, which was subjected to the auditing procedures applied in the audit of the basic financial statement and, in our opinion, was fairly presented in all material respects in relation to the basic financial statements taken as a whole.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
November 28, 2012

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)**

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Net Assets
June 30, 2012

	<u>Governmental Activities</u>
ASSETS	
Current assets:	
Cash and interest-bearing deposits	\$9,694,490
Accounts receivable	276,016
Insurance stop loss receivable	97,500
Due from other governmental units	41,613
Accrued interest	3,073
Prepaid expenditures	29,770
Inventory	<u>7,175</u>
Total current assets	10,149,637
Noncurrent assets:	
Capital assets, net	<u>930,634</u>
Total assets	<u>11,080,271</u>
LIABILITIES	
Current liabilities:	
Accounts and other payables	203,602
Due to other governmental agencies	4,192
Compensated absences	<u>367,612</u>
Total current liabilities	<u>575,406</u>
Long-term liabilities:	
Compensated absences	465,081
Net OPEB obligation	<u>3,456,180</u>
Total long-term liabilities	<u>3,921,261</u>
Total liabilities	<u>4,496,667</u>
NET ASSETS	
Invested in capital assets	930,634
Unrestricted	<u>5,652,970</u>
Total net assets	<u>\$6,583,604</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Activities
For the Year Ended June 30, 2012

Activities	Program Revenues		Net (Expense) Revenues and Changes in Net Assets
	Expenses	Charges for Services	
Governmental activities:			
General government	<u>\$8,861,641</u>	<u>\$7,652,187</u>	<u>\$ (988,981)</u>
		<u>\$220,473</u>	
General revenues:			
Interest and investment earnings			64,019
Miscellaneous			250,403
Charges reimbursable by primary government			208,827
Total general revenues and transfers			<u>523,249</u>
Change in net assets			(465,732)
Net assets - July 1, 2011			<u>7,049,336</u>
Net assets - June 30, 2012			<u>\$6,583,604</u>

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

FUND FINANCIAL STATEMENTS (FFS)

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Balance Sheet - Governmental Fund
June 30, 2012

	General Fund
ASSETS	
Cash	\$ 106,849
Interest-bearing deposits	9,587,642
Receivables:	
Accounts receivable	276,016
Insurance stop loss receivable	97,500
Due from other governmental agencies	41,613
Accrued interest	3,073
Prepaid expenditures	29,770
Inventory	7,175
Total assets	\$10,149,638
LIABILITIES AND FUND BALANCE	
Liabilities:	
Accounts payable	\$ 116,241
Claims payable	75,457
Payroll liabilities payable	4,308
Due to other governmental agencies	4,192
Compensated absences	367,612
Total liabilities	567,810
Fund balance:	
Nonspendable (prepaid expenditures and inventory)	36,945
Unassigned	9,544,883
Total fund balance	9,581,828
Total liabilities and fund balance	\$10,149,638

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Assets
June 30, 2012

Total fund balance for the governmental fund at June 30, 2012		\$ 9,581,828
Cost of capital assets at June 30, 2012	\$3,660,253	
Less: Accumulated depreciation	<u>(2,729,619)</u>	930,634
Long-term liabilities at June 30, 2012:		
Compensated absences payable	(465,081)	
Net OPEB obligation payable	<u>(3,456,180)</u>	(3,921,261)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.		
Insurance claims payable		<u>(7,597)</u>
Total net assets of governmental activities at June 30, 2012		<u>\$ 6,583,604</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balance -
Governmental Fund
For the Year Ended June 30, 2012

	<u>General Fund</u>
Revenues:	
Licenses and permits	\$ 101,920
Fees, charges and commissions -	
Court costs, fees and charges	426,645
Fees for recording legal documents	6,513,319
Fees for certified copies	610,303
Intergovernmental	429,300
Miscellaneous	314,420
Total revenues	8,395,907
Expenditures:	
Current -	
General government:	
Personnel services and related benefits	6,417,558
Operating services	577,054
Material and supplies	491,804
Appropriations to Lafayette Parish Government	234,687
Capital outlay	386,157
Total expenditures	8,107,260
Excess of revenues over expenditures	288,647
Fund balance, beginning	9,293,181
Fund balance, ending	\$ 9,581,828

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balance of the Governmental Fund
to the Statement of Activities
For the Year Ended June 30, 2012

Total net change in fund balance for the year ended June 30, 2012 per Statement of Revenues, Expenditures and Changes in Fund Balance		\$ 288,647
Add: Capital outlay costs which are considered as expenditures on Statement	\$ 386,157	
Less: Depreciation expense for year ended June 30, 2012	(298,045)	
Less: Loss on disposals for the year ended June 30, 2012	<u>(1,372)</u>	86,740
Less: Net change in compensated absences payable		(10,706)
Less: Net change in OPEB obligation		(954,729)
Less: Net change in estimated group health insurance claims, which were incurred through June 30, 2012, but not reported in the funds because they were not due and payable with current economic resources were accrued and recorded as an expense in the statement of activities		<u>124,316</u>
Total change in net assets for the year ended June 30, 2012 per Statement of Activities		<u>\$ (465,732)</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Fiduciary Assets and Liabilities
June 30, 2012

	<u>Agency Funds</u>
ASSETS	
Cash	\$ 5,236
Interest-bearing deposits	<u>10,508,737</u>
Total assets	<u>\$10,513,973</u>
LIABILITIES	
Due to litigants and others	<u>\$10,513,973</u>

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements

(1) Summary of Significant Accounting Policies

The accompanying financial statements of the Lafayette Parish Clerk of Court (Clerk of Court) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the GASB. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note.

Such accounting and reporting procedures 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 provided by Article V, Section 28 of the Louisiana Constitution of 1974, a 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.

These financial statements only include funds and activities that are controlled by the Clerk of Court as an independently elected parish official. As an independently elected official, the Clerk of Court is solely responsible for the operations of his office, which includes the hiring or retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds.

B. Basis of Presentation

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

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Government-Wide Financial Statements (GWFS)

The statement of net assets and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity, which are considered to be governmental activities. Fiduciary funds are not included in the GWFS. Fiduciary funds are reported only in the Statement of Fiduciary Net Assets at the fund financial statement level.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Clerk of Court's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients for goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS)

The accounts of the Clerk of Court are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The various funds of the Clerk of Court are classified into two categories: governmental and fiduciary. The emphasis on fund financial statements is on major governmental funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenses of that individual governmental fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenses of the individual governmental fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

The major fund of the Clerk of Court is described below:

Governmental Fund -

General Fund

The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the 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 operating expenditures are paid from this fund.

Additionally, the Clerk of Court reports the following fund type:

Fiduciary Funds -

Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of other funds within the Clerk of Court. The funds accounted for in this category by the Clerk of Court are the agency funds. The agency funds are as follows:

Advance Deposit Fund – accounts for advance deposits on suits filed by litigants.

Registry of the Court Fund – accounts for funds which have been ordered by the court to be held until judgment has been rendered in court litigation.

Election Qualifying Fund – accounts for funds collected from individuals qualifying to run for political office and remitted to the appropriate governmental bodies or political committees.

C. Measurement Focus/Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net assets and the statement of activities, governmental activities are presented using the economic resources measurement focus as defined in item b. below. In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus is used as appropriate:

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

- a. The governmental fund utilizes a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on its balance sheet. Their operating statement presents sources and uses of available spendable financial resources during a given period. This fund uses fund balance as its measure of available spendable financial resources at the end of the period.
- b. The government-wide financial statement utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with its activities are reported. Government-wide fund equity is classified as net assets.

Basis of Accounting

In the government-wide statement of net assets and statement of activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

D. Assets, Liabilities and Equity

Cash and interest-bearing deposits

For purposes of the statement of net assets, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposits of the Clerk of Court.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Major receivable balances for the governmental activities include fees and charges paid by the recipients for goods or services offered by the programs.

Inventory

Inventory in the Clerk of Court's General Fund consists of copies of historical books produced and published by the Clerk of Court for sale to the general public. The books are recorded at cost, which is lower than market at June 30, 2012.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. 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 of Court maintains a threshold level of \$1,000 or more for capitalizing capital assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an expense in the statement of activities, with accumulated depreciation reflected in the statement of net assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. Useful lives for furniture, fixtures, and equipment range from five to ten years.

Compensated Absences

Employees of the Clerk of Court's office earn 10 to 20 days of vacation leave each year depending on length of service. In addition, employees earn 12 days of personal leave each year. Vacation leave must be used in the year earned. Upon resignation or retirement, employees are paid for unused vacation leave at the employee's current rate of pay. Personal leave may be accumulated to a maximum of 90 days and carried over to succeeding years. Employees are paid for unused personal leave upon termination or retirement.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt – 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.
- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

In the fund financial statements, governmental fund equity is classified as fund balance. The Clerk of Court adopted GASB Statement 54 for the year ended June 30, 2011. As such, fund balance of the governmental fund is classified as follows:

- a. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
- c. Committed – amounts that can be used only for specific purposes determined by a formal decision of the Clerk of Court, which is the highest level of decision-making authority for the Clerk of Court.
- d. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.
- e. Unassigned – all other spendable amounts.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

In accordance with GASB Statement 54, beginning fund balance for the governmental fund has been restated as of June 30, 2011.

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

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. 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, 2012, there was no amount due to the parish treasurer even though the General Fund's fund balance at June 30, 2012 exceeded one-half of the revenues of the General Fund for the last year of the clerk's four-year term of office because the Lafayette Parish Clerk of Court did not receive any funds from the parish treasurer in accordance with R.S. 13:784(A) during the current term of office.

E. Revenues, Expenditures, and Expenses

Operating Revenues and Expenses

Operating revenues and expenses are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function. In the fund financial statements, expenditures are classified as follows:

Governmental Funds – By Character and Function

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

F. Budgetary and Budgetary Accounting

The Clerk of Court follows these procedures in establishing the budgetary data reflected in the financial statements:

1. A proposed budget is prepared and submitted to the Clerk of Court for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.
2. A summary of the proposed budget is published and the public is notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
3. A public hearing is held on the proposed budget at least ten days after publication of the call for a hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
5. All budgetary appropriations lapse at the end of each fiscal year.
6. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts included in the accompanying financial statements are as originally adopted or as finally amended by the Clerk of Court. Such amendments, except for capital outlay, were not material in relation to the original appropriations.

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 was made due to immateriality at June 30, 2012.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(2) Cash and Interest-Bearing Deposits

Under state law, the Clerk of Court may deposit funds within a fiscal agent bank 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 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, 2012, the Clerk of Court has cash and interest-bearing deposits (book balances) totaling \$20,208,464 as follows:

	Governmental Activities	Fiduciary Funds	Total
Cash	\$ 106,849	\$ 5,236	\$ 112,085
Time and money market deposits	9,587,642	10,508,737	20,096,379
Total	\$ 9,694,491	\$ 10,513,973	\$ 20,208,464

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Clerk of Court's deposits may not be recovered or will not be able to recover collateral securities that are in the possession of an outside party. These deposits are stated at cost, which approximates fair value. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The fair 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. The following is a summary of deposit balances (bank balances) at June 30, 2012, and the related federal insurance and pledged securities:

Bank balances	\$20,883,391
Pledged securities	\$ 11,369,850
Federal insurance	9,513,541
Total federal insurance and pledged securities	\$20,883,391

Deposits in the amount of \$11,369,850 were exposed to custodial credit risk. These deposits are uninsured and collateralized with securities held by the pledging financial institutions' trust department or agent, but not in Clerk of Court's name (considered to be Category 3 deposits). The Clerk of Court does not have a formal written policy for custodial credit risk.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(3) Due from Other Governmental Units

Amount due from other governmental units at June 30, 2012 consisted of the following:

General Fund:

Amount due from the State of Louisiana - Non-support program	<u>\$41,613</u>
--	-----------------

(4) Capital Assets

Capital asset balances and activity for the year ended June 30, 2012 is as follows:

	Balance 07/01/11	Additions	Deletions	Balance 6/30/12
Furniture, fixtures and equipment	\$3,286,666	\$ 386,157	\$ 12,570	\$3,660,253
Less: Accumulated depreciation	<u>2,442,772</u>	<u>298,045</u>	<u>11,198</u>	<u>2,729,619</u>
Net capital assets	<u>\$ 843,894</u>	<u>\$ 88,112</u>	<u>\$ (1,372)</u>	<u>\$ 930,634</u>

Depreciation expense of \$298,045 was charged to the general government function.

(5) Accounts and Other Payables

The accounts and other payables consisted of the following at June 30, 2012:

	General Fund
Accounts	\$116,241
Payroll liabilities	4,308
Claims payable	<u>83,053</u>
Totals	<u>\$203,602</u>

(6) Pension Plan

Plan Description. – Substantially all employees of the Lafayette Parish Clerk of Court, except part-time and temporary employees, 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.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

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 3.33% of their final-average salary for each year of credited service, not to exceed 100% of their final-average salary. Effective January 1, 2011, the retirement age increased to 65 and the amount paid monthly for life will be 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 do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination. Effective January 1, 2011, the age for this benefit increased to 65 years of age. 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 (225) 293-1162.

Funding Policy. – Plan members are required by state statute to contribute 8.25% of their annual covered salary and the Lafayette Parish Clerk of Court is required to contribute at an actuarially determined rate. The rate as of June 30, 2012 was 17.25% of annual covered payroll. Contributions to the 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 Lafayette 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 Lafayette Parish Clerk of Court's contributions to the System for the years ended June 30, 2012, 2011, and 2010 were \$684,021, \$672,041, and \$584,095 respectively, equal to the required contributions for each year.

(7) Post-Retirement Health Care and Life Insurance Benefits

Plan Description: In accordance with the Employer Health and Welfare Benefit Plan established in November 1986, the Clerk of Court provides certain continuing health care and life insurance benefits for its retired employees. The plan is a single-employer defined benefit health care plan administered by the Clerk of Court. The Clerk of Court has the authority to establish and amend the benefit provisions of the plan. The plan does not issue a publicly available financial report.

Funding Policy: The monthly premiums of these benefits for retirees and similar benefits for active employees are paid jointly by the employee (approximately 34 percent) and the Clerk of Court (approximately 66 percent). Until 2008, the Clerk of Court recognized the cost of providing these benefits (the Clerk of Court's portion of premiums) as an expenditure when the monthly premiums were due and thus financed the cost of the post-employment benefits on a pay-as-you-go basis. Effective with the fiscal year beginning July 1, 2008, the Clerk of Court implemented Government Accounting Standards Board Statement Number 45, *Accounting and Financial Reporting by Employers for Post employment Benefits Other than Pensions* (GASB 45). The funding policy is not to fund the ARC except to the extent of the current year's retiree funding costs.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

In the fiscal year ending June 30, 2012, the Clerk of Court's portion of health care funding cost for retired employees totaled \$135,305. These amounts were applied toward the Net OPEB Benefit Obligation as shown below.

Annual Required Contribution: the Clerk of Court's Annual Required Contribution (ARC) is an amount actuarially determined in accordance with GASB 45. The Annual Required Contribution (ARC) is the sum of the Normal Cost plus the contribution to amortize the Actuarial Accrued Liability (AAL). A level dollar, closed amortization period of 30 years (the maximum amortization period allowed by GASB 43/45) has been used for the post-employment benefits. The total ARC for the fiscal year ending June 30, 2012 is \$1,143,162 for post-employment benefits, as set forth below:

Normal Cost	\$ 479,158
30-year UAL amortization amount	<u>664,004</u>
Annual required contribution	<u>\$ 1,143,162</u>

Net Post-employment Benefit Obligation (Asset): The table below shows the Clerk of Court's Net Other Post-employment Benefit (OPEB) Obligation (Asset) for fiscal year ending June 30, 2012:

Annual required contribution	\$ 1,143,162
Interest on OPEB obligation	100,058
Adjustment to annual required contribution	<u>(153,186)</u>
Annual OPEB cost	1,090,034
Contributions made	<u>(135,305)</u>
Change in Net OPEB Obligation	954,729
Net OPEB obligation - beginning of year	<u>2,501,451</u>
Net OPEB obligation - end of year	<u>\$ 3,456,180</u>

The Clerk of Court's annual post employment benefits (PEB) cost, percentage of the cost contributed, and the net unfunded post employment benefits (PEB) liability (asset) for 2010, 2011 and 2012 follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2012	\$ 1,090,034	12.4%	\$ 3,456,180
6/30/2011	998,536	16.4%	2,501,451
6/30/2010	964,456	13.6%	1,695,619

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Funded Status and Funding Progress: In the fiscal year ending June 30, 2012, the Clerk of Court made no contributions to its post employment benefits plan. The plan was not funded at all, has no assets, and hence has a funded ratio of zero. As of June 30, 2012, the Actuarial Accrued Liability (AAL) was \$10,842,901, which is defined as that portion, as determined by a particular actuarial cost method (Clerk of Court uses the Unit Credit Cost Method), of the actuarial present value of post employment plan benefits and expenses which is not provided by normal cost. Since the plan was not funded in fiscal year 2012, the entire actuarial accrued liability of \$10,842,901 was unfunded.

Actuarial accrued liability (AAL)	\$10,842,901
Actuarial valuation of plan assets	<u>-</u>
Unfunded actuarial accrued liability (UAAL)	<u>\$10,842,901</u>
Funded ratio (actuarial value of plan assets/AAL)	0%
Covered payroll	\$ 4,211,679
UAAL as a percentage of covered payroll	257%

The schedule of funding progress included in required supplementary information following the notes to the financial statements presents multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits. In accordance with GASB Statement No. 45, the Clerk of Court qualifies for valuations on a tri-annual basis. The latest actuarial valuation was performed on July 1, 2011.

Actuarial valuations for an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Actuarially determined amounts are subject to continuous revision as actual results are compared to past expectations and new estimates about the future are formulated. Although the valuation results are based on values which the Clerk of Court's actuarial consultant believes are reasonable assumptions, the valuation results reflect a long-term perspective and, as such, are merely an estimate of what future costs may actually be. Deviations in any of several factors, such as future interest rates, medical cost inflation, Medicare coverage, and changes in marital status, could result in actual costs being less or greater than estimated.

Actuarial 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.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

In the July 1, 2011 actuarial valuation the projected unit credit actuarial cost method was used. The significant actuarial assumptions used in the valuation of the plan are as follows:

1. Investment return of 4.0% per annum, compounded annually.
2. Retirement Rates

Age	Rate
55	25%
56-59	5%
60-74	75%
75	100%

3. Withdrawal Rates

Age	Rate	Age	Rate
18	5%	31	11%
19	11%	32-33	10%
20	21%	34-35	9%
21	19%	36-37	6%
22	18%	38-40	5%
23-26	16%	41-43	4%
27	15%	44-52	3%
28	14%	53-68	2%
29	13%	69-70	1%
30	12%	71+	0%

4. Disability Rates

Age	Rate	Age	Rate
28-33	0.01%	47-48	0.33%
34	0.02%	49	0.50%
35	0.03%	50-52	0.37%
36	0.04%	53	0.55%
37	0.05%	54	0.50%
38	0.08%	55	0.44%
39-42	0.15%	56	0.30%
43	0.17%	57	0.24%
44	0.26%	58	0.21%
45	0.27%	59	0.08%
46	0.30%	60+	0.00%

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

5. 100% of employees are assumed to elect continued coverage in retirement.

6. 25% of employees are assumed to have a covered spouse in retirement (no dependent children are assumed).

7. Female spouses are assumed to be three years younger than male spouses, on average.

8. Per Capita Health Costs (Monthly)

Age	Retiree		Spouse	
	Male	Female	Male	Female
55	719	756	719	757
60	891	859	891	860
64	1,113	1,026	1,113	1,030
65	286	275	286	275
70	344	323	344	323
75	412	379	412	379
80	477	434	477	434
85	540	493	540	493

9. Medical Inflation

Year	Medical, Dental and Vision Without Medicare
2011-2012	7.10%
2012-2013	6.90%
2013-2014	6.40%
2014-2015	5.90%
2015-2019	5.80%
2019-2078	5.70%
2078-2079	4.50%
2079-2080	4.40%
2080-2082	4.30%
2082 and after	4.20%

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(8) Risk Management

A. Commercial Insurance Coverage

The Clerk of Court is exposed to risks of loss in the areas of auto liability, professional liability and workers' compensation. All of these risks are handled by purchasing commercial insurance coverage. There have been no significant reductions in the insurance coverage during the year.

B. Group Self-Insurance

The Clerk of Court also established a limited risk management program for group hospitalization insurance. The Clerk of Court has contracted Benesys, Inc. to act as the third party administrator for the program. An excess of coverage insurance policy covers individual claims in excess of \$35,000 per year and \$1,000,000 per lifetime.

The General Fund participates in the program. The claims liability of \$75,457 reported in the General Fund at June 30, 2012, is based on the loss that is probable to have been at the date of the financial statements and the amount of the loss that can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported. Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends including frequency and amount of payouts and other economic and social factors. The Clerk of Court currently does not discount its claims liabilities. Changes in the claims liability, including claims that have been incurred but not reported are as follows:

	<u>Beginning of Fiscal Year Liability</u>	<u>Claims and Changes in Estimates</u>	<u>Benefit Payments and Claims</u>	<u>Balance at Fiscal Year End</u>
2010 - 2011	\$133,428	\$955,677	\$909,577	\$179,528
2011 - 2012	179,528	900,271	996,746	83,053

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(9) Changes in Agency Fund Balances

The following is a summary of changes in agency fund unsettled deposits for the year ended June 30, 2012:

	Balance 07/01/11	Additions	Reductions	Balance 6/30/2012
Agency funds:				
Advance Deposit	\$ 5,127,812	\$ 6,689,786	\$ 6,243,836	\$ 5,573,762
Registry of Court	5,116,227	1,978,203	2,154,798	4,939,632
Election Qualifying	570	7	-	577
Totals	<u>\$ 10,244,609</u>	<u>\$ 8,667,996</u>	<u>\$ 8,398,634</u>	<u>\$ 10,513,971</u>

(10) Operating Leases

The Clerk of Court is contracted under two lease agreements. The vehicle lease is \$849 monthly and expires in March, 2016. The property lease is \$1,700 monthly and expires on June 30, 2013 with the option to renew for another four years.

In addition, the Clerk of Court leases eleven copiers under operating leases ranging from 39 to 48 months and expiring at various dates from December, 2012 through March, 2016.

Future minimum lease payments are as follows:

2013	\$ 62,970
2014	33,705
2015	10,860
2016	4,150
Total	<u>\$ 111,685</u>

Lease expense for the years ended June 30, 2012 and June 30, 2011 was \$74,223 and \$75,208, respectively.

(11) Changes in Long-Term Liabilities

The following is a summary of long-term liabilities transactions of the Clerk of Court for the year ended June 30, 2012:

	Balance 07/01/11	Additions	Reductions	Balance 6/30/2012	Current Portion
Compensated absences	\$ 780,907	\$ 252,961	\$(201,175)	\$ 832,693	\$ 367,612
Net OPEB obligation	2,501,451	1,090,034	(135,305)	3,456,180	-
	<u>\$ 3,282,358</u>	<u>\$ 1,342,995</u>	<u>\$(336,480)</u>	<u>\$ 4,288,873</u>	<u>\$ 367,612</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(12) Deferred Compensation Plan

The Clerk of Court offers its employees participation in the Louisiana Public Employees Deferred Compensation Plan (the Plan) adopted under the provisions of the Internal Revenue Code Section 457. The plan, available to all Clerk of Court's employees, permits the employees to defer a portion of their salary until future years. The Clerk of Court matches 50% of employee contributions. The Clerk of Court's contribution to the plan amounted to \$116,047 for the year ended June 30, 2012.

Complete disclosures relating to the Plan are included in the separately issued audit report for the Plan, available from the Louisiana Legislative Auditor, Post Office Box 94397, Baton Rouge, Louisiana 70804-9397.

(13) Expenditures Paid by the Lafayette City-Parish Consolidated Government

The Clerk of Court's office is located in the Lafayette Parish Courthouse. The Lafayette City-Parish Consolidated Government pays the upkeep and maintenance of the courthouse. These expenditures are not reflected in the accompanying financial statements. Income relating to court reporting attendance, maintenance agreements and capital outlay required to be paid by the Lafayette City-Parish Consolidated Government are reported as revenues. During the year ended June 30, 2012, the required payments by the Lafayette City-Parish Consolidated Government were not received by the Clerk of Court but are reflected as appropriation expenditures.

(14) Litigation

There is no litigation pending against the Clerk of Court at June 30, 2012.

(15) New Accounting Pronouncements

In December 2010, the Governmental Accounting Standards Board (GASB) approved Statement No. 62, "Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements". The statement specifically identifies and consolidates the accounting and financial reporting provisions that apply to state and local governments. In June 2011, the Governmental Accounting Standards Board (GASB) approved Statement No. 63 "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources and Net Position". The statement changes how governments will organize their statements of financial position (such as the current government-wide statement of net assets and the governmental funds balance sheet). Under this standard, financial statements will include deferred outflows of resources and deferred inflows of resources, in addition to assets and liabilities, and will report net position instead of net assets. The provisions of GASB Nos. 62 and 63 must be implemented by the Clerk of Court for the year ending June 30, 2013. The effect of implementation on the Clerk of Court's financial statements has not yet been determined.

(16) Subsequent Event Review

The Clerk of Court has evaluated subsequent events through November 28, 2012, the date which the financial statements were available to be issued.

**REQUIRED
SUPPLEMENTARY INFORMATION**

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Budgetary Comparison Schedule
General Fund
For the Year Ended June 30, 2012

	Budget		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		(Negative)
Revenues:				
Licenses and permits	\$ 100,500	\$ 104,000	\$ 101,920	\$ (2,080)
Fees, charges and commissions -				
Court costs, fees and charges	323,300	431,125	426,645	(4,480)
Fees for recording legal documents	6,489,000	6,486,300	6,513,319	27,019
Fees for certified copies	575,000	610,000	610,303	303
Intergovernmental	378,000	420,000	429,300	9,300
Miscellaneous	315,000	302,450	314,420	11,970
Total revenues	<u>8,180,800</u>	<u>8,353,875</u>	<u>8,395,907</u>	<u>42,032</u>
Expenditures:				
Current -				
General government:				
Personnel services and related benefits	6,711,216	6,400,760	6,417,558	(16,798)
Operating services	565,000	587,928	577,054	10,874
Material and supplies	464,200	477,800	491,804	(14,004)
Appropriations to Lafayette Parish				
Government	221,000	220,400	234,687	(14,287)
Capital outlay	550,000	393,000	386,157	6,843
Total expenditures	<u>8,511,416</u>	<u>8,079,888</u>	<u>8,107,260</u>	<u>(27,372)</u>
Excess (deficiency) of revenues over expenditures	(330,616)	273,987	288,647	14,660
Fund balance, beginning	<u>9,293,181</u>	<u>9,293,181</u>	<u>9,293,181</u>	<u>-</u>
Fund balance, ending	<u>\$8,962,565</u>	<u>\$9,567,168</u>	<u>\$ 9,581,828</u>	<u>\$ 14,660</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Schedule of Funding Progress - Other Post Employment Benefits
For the Year Ended June 30, 2012

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liabilities (AAL)	Unfunded Actuarial Accrued Liabilities (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
July 01, 2011	\$ -	\$ 10,842,901	\$10,842,901	0.0%	\$4,211,679	257%
July 01, 2008	\$ -	\$ 8,884,257	\$ 8,884,257	0.0%	\$4,175,173	213%

OTHER SUPPLEMENTARY INFORMATION

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Statement of Net Assets
June 30, 2012 and 2011

	Governmental Activities	
	2012	2011
ASSETS		
Current assets:		
Cash and interest-bearing deposits	\$ 9,694,490	\$ 9,216,262
Accounts receivable	276,016	262,516
Insurance stop loss receivable	97,500	250,266
Due from other governmental units	41,613	8,349
Accrued interest	3,073	3,134
Prepaid expenditures	29,770	10,704
Inventory	7,175	7,175
Total current assets	10,149,637	9,758,406
Noncurrent assets:		
Capital assets, net	930,634	843,894
Total assets	11,080,271	10,602,300
LIABILITIES		
Current liabilities:		
Accounts and other payables	203,602	269,194
Due to other governmental units	4,192	1,411
Compensated absences	367,612	326,533
Total current liabilities	575,406	597,138
Long-term liabilities:		
Compensated absences	465,081	454,375
Net OPEB obligation	3,456,180	2,501,451
Total long-term liabilities	3,921,261	2,955,826
Total liabilities	4,496,667	3,552,964
NET ASSETS		
Invested in capital assets	930,634	843,894
Unrestricted	5,652,970	6,205,442
Total net assets	\$ 6,583,604	\$ 7,049,336

GENERAL FUND

The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the 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 the fund. General operating expenditures are paid from this fund.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Comparative Balance Sheet
June 30, 2012 and 2011

	2012	2011
ASSETS		
Cash	\$ 106,849	\$ 26,474
Interest-bearing deposits	9,587,642	9,189,788
Receivables:		
Accounts receivable	276,016	262,516
Insurance stop loss receivable	97,500	250,268
Due from other governmental agencies	41,613	8,349
Accrued interest	3,073	3,134
Prepaid expenditures	29,770	10,704
Inventory	7,175	7,175
Total assets	\$ 10,149,638	\$ 9,758,408
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts payable	\$ 116,241	\$ 57,180
Claims payable	75,457	47,615
Payroll liabilities payable	4,308	32,488
Due to other governmental agencies	4,192	1,412
Compensated absences	367,612	326,532
Total liabilities	567,810	465,227
Fund balance:		
Nonspendable (prepaid expenditures and inventory)	36,945	17,879
Unassigned	9,544,883	9,275,302
Total fund balance	9,581,828	9,293,181
Total liabilities and fund balance	\$ 10,149,638	\$ 9,758,408

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule -
Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual
For the Year Ended June 30, 2012
With Comparative Actual Amounts for the Year Ended June 30, 2011

	2012			Variance with Final Budget Positive (Negative)	2011 Actual
	Budget		Actual		
	Original	Final			
Revenues:					
Licenses and permits	\$ 100,500	\$ 104,000	\$ 101,920	\$ (2,080)	\$ 96,928
Fees, charges and commissions -					
Court costs, fees and charges	323,300	431,125	426,645	(4,480)	311,600
Fees for recording legal documents	6,489,000	6,486,300	6,513,319	27,019	6,645,414
Fees for certified copies	575,000	610,000	610,303	303	583,350
Intergovernmental	378,000	420,000	429,300	9,300	340,573
Miscellaneous	315,000	302,450	314,420	11,970	319,137
Total revenues	<u>8,180,800</u>	<u>8,353,875</u>	<u>8,395,907</u>	<u>42,032</u>	<u>8,297,002</u>
Expenditures:					
Current -					
General government:					
Personnel services and related benefits	6,711,216	6,400,760	6,417,558	(16,798)	6,143,795
Operating services	565,000	587,928	577,054	10,874	565,043
Material and supplies	464,200	477,800	491,804	(14,004)	488,439
Appropriations to Lafayette Parish Government					
Parish Government	221,000	220,400	234,687	(14,287)	223,922
Capital outlay	550,000	393,000	386,157	6,843	225,542
Total expenditures	<u>8,511,416</u>	<u>8,079,888</u>	<u>8,107,260</u>	<u>(27,372)</u>	<u>7,646,741</u>
Excess (deficiency) of revenues over expenditures	(330,616)	273,987	288,647	14,660	650,261
Fund balance, beginning (as restated)	<u>9,293,181</u>	<u>9,293,181</u>	<u>9,293,181</u>	-	<u>8,642,920</u>
Fund balance, ending	<u>\$8,962,565</u>	<u>\$9,567,168</u>	<u>\$9,581,828</u>	<u>\$ 14,660</u>	<u>\$ 9,293,181</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Revenues
For the Year Ended June 30, 2012
With Comparative Actual Amounts for the Year Ended June 30, 2011

	2012			Variance - Positive (Negative)	2011 Actual
	Budget		Actual		
	Original	Final			
Licenses and permits:					
Marriage licenses	\$ 46,000	\$ 50,000	\$ 49,555	\$ (445)	\$ 45,045
Passports	37,000	38,000	36,775	(1,225)	35,625
Birth/death certificates	17,500	16,000	15,590	(410)	16,258
Total licenses and permits	<u>100,500</u>	<u>104,000</u>	<u>101,920</u>	<u>(2,080)</u>	<u>96,928</u>
Fees, charges and commissions:					
Court costs, fees and charges -					
Criminal costs	164,000	290,000	284,640	(5,360)	160,916
Court attendance reporting	28,000	27,000	25,860	(1,140)	26,460
Other	131,300	114,125	116,145	2,020	124,224
Total court costs, fees and charges	<u>323,300</u>	<u>431,125</u>	<u>426,645</u>	<u>(4,480)</u>	<u>311,600</u>
Fees for recording legal documents:					
Recordings	2,000,000	2,125,000	2,189,509	64,509	2,116,885
Index search	15,000	16,100	16,020	(80)	13,194
Cancellations	230,500	216,500	223,284	6,784	227,737
Mortgage certificates	95,500	83,500	81,400	(2,100)	96,241
Suits and successions	4,090,000	3,985,000	3,943,090	(41,910)	4,132,772
UCC filing	58,000	60,200	60,016	(184)	58,585
Total fees for recording legal documents	<u>6,489,000</u>	<u>6,486,300</u>	<u>6,513,319</u>	<u>27,019</u>	<u>6,645,414</u>
Certified copies	<u>575,000</u>	<u>610,000</u>	<u>610,303</u>	<u>303</u>	<u>583,350</u>

(continued)

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Revenues (Continued)
For the Year Ended June 30, 2012
With Comparative Actual Amounts for the Year Ended June 30, 2011

	2012			Variance - Positive (Negative)	2011 Actual
	Budget		Actual		
	Original	Final			
Intergovernmental:					
Charges reimbursable by parish government	200,000	200,000	208,827	8,827	197,462
Federal grant - non-support	178,000	220,000	220,473	473	143,111
Total intergovernmental	<u>378,000</u>	<u>420,000</u>	<u>429,300</u>	<u>9,300</u>	<u>340,573</u>
Miscellaneous:					
Interest earned	70,000	53,500	64,019	10,519	85,388
Elections	80,000	55,450	55,440	(10)	75,604
Other	165,000	193,500	194,961	1,461	158,145
Total miscellaneous	<u>315,000</u>	<u>302,450</u>	<u>314,420</u>	<u>11,970</u>	<u>319,137</u>
 Total revenues	 <u>\$8,180,800</u>	 <u>\$8,353,875</u>	 <u>\$8,395,907</u>	 <u>\$ 42,032</u>	 <u>\$8,297,002</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Expenditures
For the Year Ended June 30, 2012
With Comparative Actual Amounts for the Year Ended June 30, 2011

	2012			Variance - Positive (Negative)	2011 Actual
	Budget		Actual		
	Original	Final			
Expenditures:					
Current -					
Personnel services and related benefits:					
Salaries -					
Clerk	\$ 138,960	\$ 138,660	\$ 138,660	\$ -	\$ 138,960
Deputy clerks	4,267,000	4,069,024	4,059,393	9,631	3,973,017
Clerk's expense allowance	13,656	13,626	13,626	-	13,656
Clerk's supplemental fund	45,600	45,250	45,600	(350)	37,950
Unemployment	-	-	442	(442)	2,292
Hospitalization claims, net	1,273,000	1,244,200	1,249,480	(5,280)	1,104,425
Payroll taxes, retirement and compensated absences	<u>973,000</u>	<u>890,000</u>	<u>910,357</u>	<u>(20,357)</u>	<u>873,495</u>
Total personnel services and related benefits	<u>6,711,216</u>	<u>6,400,760</u>	<u>6,417,558</u>	<u>(16,798)</u>	<u>6,143,795</u>
Operating services -					
Insurance	48,000	45,160	45,200	(40)	45,178
Professional fees	54,000	90,710	90,463	247	61,407
UCC filing	60,000	58,300	57,473	827	63,036
Book costs	-	-	-	-	51
Telephone	30,000	33,000	30,291	2,709	27,459
Travel and conventions	5,000	7,900	8,452	(552)	2,042
Election expense allowance	20,000	12,000	11,765	235	16,823
Copier expense	70,000	69,000	69,038	(38)	69,957
Computer operations	200,000	195,000	186,788	8,212	197,655
Parking fees	30,000	29,088	29,088	-	29,028
Training	5,000	5,600	5,597	3	7,152
Center for family violence contribution	32,000	32,220	32,246	(26)	31,694
Workers' compensation	11,000	7,950	7,950	-	10,612
Miscellaneous	<u>-</u>	<u>2,000</u>	<u>2,703</u>	<u>(703)</u>	<u>2,949</u>
Total operating services	<u>565,000</u>	<u>587,928</u>	<u>577,054</u>	<u>10,874</u>	<u>565,043</u>

(continued)

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Expenditures (Continued)
For the Year Ended June 30, 2012
With Comparative Actual Amounts for the Year Ended June 30, 2011

	2012			Variance - Positive (Negative)	2011 Actual
	Budget		Actual		
	Original	Final			
Materials and supplies -					
Office supplies and operations	429,800	449,500	449,444	56	439,420
Automobile and maintenance	5,000	5,500	5,342	158	5,187
Dues and subscription	4,200	3,600	3,568	32	4,684
Leases and rentals	15,200	15,200	30,048	(14,848)	29,868
Uniforms	10,000	4,000	3,402	598	9,280
Total materials and supplies	<u>464,200</u>	<u>477,800</u>	<u>491,804</u>	<u>(14,004)</u>	<u>488,439</u>
Appropriations to Lafayette City-Parish Consolidated Government - Operating revenues and expenditures unreimbursed	<u>221,000</u>	<u>220,400</u>	<u>234,687</u>	<u>(14,287)</u>	<u>223,922</u>
Capital outlay -					
Office equipment	-	3,000	2,901	99	5,966
Computer equipment	150,000	90,000	76,253	13,747	30,105
Computer software	400,000	300,000	307,003	(7,003)	189,471
Total capital outlay	<u>550,000</u>	<u>393,000</u>	<u>386,157</u>	<u>6,843</u>	<u>225,542</u>
Total expenditures	<u>\$8,511,416</u>	<u>\$8,079,888</u>	<u>\$8,107,260</u>	<u>\$ (27,372)</u>	<u>\$7,646,741</u>

FIDUCIARY FUNDS

Advance Deposit Fund -

The Advance Deposit Fund, as provided by Louisiana Revised Statute 13:842, is used to account for advance deposits on suits filed by litigants. The advances are refundable to the litigants after all costs have been paid.

Registry of Court Fund -

The Registry of Court Fund, as provided by Louisiana Revised Statute 13:475, is used to account for funds which have been ordered by the court to be held until judgment has been rendered in court litigation. Withdrawals of the funds can be made only upon specific court order.

Election Qualifying Fund -

The Election Qualifying Fund is used to account for funds collected from individuals qualifying to run for political office and remitted to the appropriate governmental bodies or political committees.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
Fiduciary Funds

Combining Statement of Fiduciary Assets and Liabilities
June 30, 2012
With Comparative Totals for June 30, 2011

	<u>Advance Deposit</u>	<u>Registry of Court</u>	<u>Election Qualifying</u>	<u>Totals</u>	
				<u>2012</u>	<u>2011</u>
ASSETS					
Cash	\$ -	\$ 5,236	\$ -	\$ 5,236	\$ 5,236
Interest-bearing deposits	<u>5,573,763</u>	<u>4,934,397</u>	<u>577</u>	<u>10,508,737</u>	<u>10,239,373</u>
Total assets	<u>\$5,573,763</u>	<u>\$4,939,633</u>	<u>\$ 577</u>	<u>\$10,513,973</u>	<u>\$10,244,609</u>
LIABILITIES					
Due to litigants and others	<u>\$5,573,763</u>	<u>\$4,939,633</u>	<u>\$ 577</u>	<u>\$10,513,973</u>	<u>\$10,244,609</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
Fiduciary Funds

Combining Statement of Changes in Assets and Liabilities
For the Year Ended June 30, 2012
With Comparative Totals for the Year Ended June 30, 2011

	Advance Deposit	Registry of Court	Election Qualifying	Totals	
				2012	2011
ASSETS					
Balances, beginning of year	<u>\$5,127,812</u>	<u>\$5,116,227</u>	<u>\$ 570</u>	<u>\$10,244,609</u>	<u>\$10,033,918</u>
Additions:					
Suits and successions	6,689,786	-	-	6,689,786	6,273,253
Deposits per court order	-	1,873,301	-	1,873,301	2,646,770
Interest earned	-	104,903	7	104,910	100,681
Total additions	<u>6,689,786</u>	<u>1,978,204</u>	<u>7</u>	<u>8,667,997</u>	<u>9,020,704</u>
Total	<u>11,817,598</u>	<u>7,094,431</u>	<u>577</u>	<u>18,912,606</u>	<u>19,054,622</u>
Reductions:					
Clerk's costs (transferred to General Fund)	3,943,291	-	-	3,943,291	4,132,632
Refunds to litigants	1,091,341	-	-	1,091,341	1,031,850
Other	570,543	-	-	570,543	578,934
Interest earned (transferred to General Fund)	-	51,600	-	51,600	40,148
Lafayette Parish Sheriff fees	456,293	-	-	456,293	497,781
Other Sheriff fees	182,367	-	-	182,367	198,138
Disbursements by court order	-	2,103,198	-	2,103,198	2,330,530
Total reductions	<u>6,243,835</u>	<u>2,154,798</u>	<u>-</u>	<u>8,398,633</u>	<u>8,810,013</u>
Balances, end of year	<u>\$5,573,763</u>	<u>\$4,939,633</u>	<u>\$ 577</u>	<u>\$10,513,973</u>	<u>\$10,244,609</u>
LIABILITIES					
Due to litigants and others, beginning of year	<u>\$5,127,812</u>	<u>\$5,116,227</u>	<u>\$ 570</u>	<u>\$10,244,609</u>	<u>\$10,033,918</u>
Additions	6,689,786	1,978,204	7	8,667,997	9,020,704
Reductions	<u>6,243,835</u>	<u>2,154,798</u>	<u>-</u>	<u>8,398,633</u>	<u>8,810,013</u>
Due to litigants and others, end of year	<u>\$5,573,763</u>	<u>\$4,939,633</u>	<u>\$ 577</u>	<u>\$10,513,973</u>	<u>\$10,244,609</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Combined Schedule of Interest-Bearing Deposits - All Funds
June 30, 2012

	Financial Institution	Interest Rate	Term	Maturity Date	Amount
General Fund -					
Certificate of deposit	I	0.25%	1 year	04/04/13	\$ 100,000
Certificate of deposit	I	0.25%	1 year	04/21/13	100,000
Certificate of deposit	R	0.50%	1 year	11/06/12	100,000
Certificate of deposit	I	0.25%	1 year	04/05/13	1,389,169
Interest-bearing deposits	I	variable	N/A	N/A	41,766
Interest-bearing deposits	I	variable	N/A	N/A	7,751,278
Interest-bearing deposits	I	variable	N/A	N/A	<u>105,429</u>
Total General Fund					<u>9,587,642</u>
Advance Deposit Fund -					
Certificate of deposit	R	0.60%	1 year	10/24/12	500,000
Certificate of deposit	M	0.20%	1 year	10/02/12	500,000
Certificate of deposit	C	1.00%	1 year	04/28/13	500,000
Certificate of deposit	T	1.05%	1 year	08/12/12	500,000
Interest-bearing deposits	Ch	variable	N/A	N/A	<u>3,573,763</u>
Total Advance Deposit Fund					<u>5,573,763</u>
Registry of the Court Fund -					
Interest-bearing deposits	I	variable	N/A	N/A	<u>4,934,397</u>
Election Qualifying Fund -					
Interest-bearing deposits	I	variable	N/A	N/A	<u>577</u>
Total - all funds					<u>\$ 20,096,379</u>

Financial Institution:

- (M) Mid-South Bank
- (I) Iberia Bank
- (R) Rayne State Bank
- (Ch) Chase Bank
- (C) Community First Bank
- (T) Tri-Parish Bank

**INTERNAL CONTROL
AND
COMPLIANCE**

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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

The Honorable Louis J. Perret
Lafayette Parish Clerk of Court
Lafayette, Louisiana

We have audited the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Lafayette Parish Clerk of Court as of and for the year ended June 30, 2012, which collectively comprise the Lafayette Parish Clerk of Court's basic financial statements and have issued our report thereon dated November 28, 2012. We conducted our 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.

Internal Control Over Financial Reporting

The Clerk of Court is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the Clerk of Court's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion of the effectiveness of the Clerk of Court's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Clerk's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses, and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as described in the accompanying summary schedule of current and prior year audit findings and corrective action plan, we identified a certain deficiency in internal control over financial reporting that we consider to be a material weakness.

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. We consider the deficiency described in the accompanying summary schedule of current and prior year audit findings and corrective action plan as item 12-1(IC) to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Clerk of Court's financial statements are free of material misstatement, we 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 our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

This report is intended solely for the information and use of management of the Lafayette Parish Clerk of Court and is not intended to be and should not be used by anyone other than these specified parties. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
November 28, 2012

LAFAYETTE PARISH CLERK OF COURT

Summary Schedule of Current and Prior Year Audit Findings
and Corrective Action Plan
Year Ended June 30, 2012

<u>Ref. No.</u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description of Finding</u>	<u>Corrective Action Taken</u>	<u>Corrective Action Planned</u>	<u>Name of Contact Person</u>	<u>Completion Date</u>
CURRENT YEAR (6/30/12) --						
<u>Internal Control:</u>						
12-1(IC)	06/30/07	The Clerk of Court does not have a staff person who has the training to apply generally accepted accounting principles (GAAP) in recording the entity's financial transactions or preparing its financial statements, including related notes.	No	The Clerk of Court has evaluated the cost vs. the benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP, and determined that it is in the best interest of the government to outsource this task to its independent auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their contents and presentation.	Louis J. Perret, Clerk of Court	N/A
PRIOR YEAR (6/30/11) --						
<u>Internal Control:</u>						
11-1(IC)	06/30/07	The Clerk of Court does not have a staff person who has the training to apply generally accepted accounting principles (GAAP) in recording the entity's financial transactions or preparing its financial statements, including related notes.	No	The Clerk of Court has evaluated the cost vs. the benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP, and determined that it is in the best interest of the government to outsource this task to its independent auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their contents and presentation.	Louis J. Perret, Clerk of Court	N/A