

**ADMINISTRATIVE OFFICE OF THE COURTS**

**Annual Financial Report**

**June 30, 2023**



ADMINISTRATIVE OFFICE OF THE COURTS  
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# Arkansas



**Sen. David Wallace**  
Senate Chair  
**Sen. John Payton**  
Senate Vice Chair

**Rep. Jimmy Gazaway**  
House Chair  
**Rep. Richard Womack**  
House Vice Chair

**Kevin William White, CPA, JD**  
Legislative Auditor

## LEGISLATIVE JOINT AUDITING COMMITTEE ARKANSAS LEGISLATIVE AUDIT

### Independent Auditor's Report

Administrative Office of the Courts  
Legislative Joint Auditing Committee

#### **Report on the Audit of the Financial Statements**

##### ***Opinion***

We have audited the financial statements of the major fund of the Administrative Office of the Courts, an office of Arkansas state government, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Administrative Office of the Court's departmental financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of the major fund of the Administrative Office of the Courts as of June 30, 2023, the changes in financial position thereof, and the budgetary comparison for the general fund for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

##### ***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the office, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

##### ***Emphasis of Matter***

As indicated above, the financial statements of the Administrative Office of the Courts are intended to present the financial position, the changes in financial position, and budgetary comparisons of only that portion of the major fund of the State that is attributable to the transactions of the Administrative Office of the Courts. They do not purport to, and do not, present fairly the financial position of the State of Arkansas as of June 30, 2023, the changes in its financial position, and budgetary comparisons for the year then ended, in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

##### ***Responsibilities of Management 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 and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

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

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risk of material misstatements of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the office's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the office's ability to continue as a going concern for a reasonable period of time.

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

### ***Required Supplementary Information***

The Governmental Accounting Standards Board requires that a Management's Discussion and Analysis be presented to supplement government-wide financial statements. However, as discussed in the "Emphasis of Matter" paragraph above, the financial statements of the Administrative Office of the Courts are only for the specific transactions and activity of the Agency and not for the State as a whole. Therefore, the Management's Discussion and Analysis is not required to be presented for the Administrative Office of the Courts individually. Our opinion on the departmental financial statements is not affected by the omission of this information.

### ***Other Information***

Management is responsible for the other information included in the report. The other information comprises the Schedule of Selected Information and Other General Information but does not include the departmental financial statements and our auditor's reports thereon. Our opinion on the departmental financial statements does not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the departmental financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated September 4, 2024, on our consideration of the office'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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of the testing, and not to provide an opinion on the effectiveness of the office's 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 office's internal control over financial reporting and compliance.

ARKANSAS LEGISLATIVE AUDIT

A handwritten signature in black ink, appearing to read "Kevin White" with a stylized flourish at the end.

Kevin William White, CPA, JD  
Legislative Auditor

Little Rock, Arkansas  
September 4, 2024  
SA0202323

# Arkansas

**Sen. David Wallace**  
Senate Chair  
**Sen. John Payton**  
Senate Vice Chair



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Legislative Auditor

## LEGISLATIVE JOINT AUDITING COMMITTEE ARKANSAS LEGISLATIVE AUDIT

### 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

#### INDEPENDENT AUDITOR'S REPORT

Administrative Office of the Courts  
Legislative Joint Auditing Committee

We 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 major fund of the Administrative Office of the Courts (the "Agency"), an office of Arkansas state government, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Administrative Office of the Court's departmental financial statements, and have issued our report thereon dated September 4, 2024.

#### ***Report on Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency'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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

#### ***Report on Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from 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 financial statements. 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*.

***Purpose of this Report***

The purpose of this report is solely to describe the scope of our 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. However, pursuant to Ark. Code Ann. § 10-4-417, all reports presented to the Legislative Joint Auditing Committee are matters of public record, and distribution is not limited.

ARKANSAS LEGISLATIVE AUDIT

A handwritten signature in black ink that reads "Tom Bullington". The signature is written in a cursive style with a long horizontal stroke at the end.

Tom Bullington, CPA  
Deputy Legislative Auditor

Little Rock, Arkansas  
September 4, 2024

ADMINISTRATIVE OFFICE OF THE COURTS  
BALANCE SHEET – GOVERNMENTAL FUND  
JUNE 30, 2023

Exhibit A

	General Fund
<b>ASSETS</b>	
Cash and cash equivalents	\$ 5,259,986
Prepaid items	232,422
TOTAL ASSETS	\$ 5,492,408
 <b>LIABILITIES AND FUND BALANCE</b>	
Liabilities:	
Accounts payable - vendors	\$ 166,459
Accrued payroll	584,860
Other current liabilities	999
Due to other governments	10,912
Grants payable	12,416
Total Liabilities	775,646
Fund balance:	
Nonspendable for prepaid items	232,422
Restricted for program requirements	1,158,420
Committed for program requirements	1,488,772
Unassigned	1,837,148
Total Fund Balance	4,716,762
TOTAL LIABILITIES AND FUND BALANCE	\$ 5,492,408

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



ADMINISTRATIVE OFFICE OF THE COURTS  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
GOVERNMENTAL FUND  
FOR THE YEAR ENDED JUNE 30, 2023

Exhibit B

	General Fund
<b>REVENUES</b>	
Federal grants and reimbursements	\$ 1,519,735
Fine installment and technology fees (Acts 1262 of 1995 and 328 of 2009)	4,690,573
Certificate fees	18,000
Registration fees	64,359
Bulk data fees	33,400
Interest income	23,910
Miscellaneous	24,946
<b>TOTAL REVENUES</b>	<b>6,374,923</b>
Less: State Treasury service charge	274
<b>NET REVENUES</b>	<b>6,374,649</b>
<b>EXPENDITURES</b>	
Salary and benefits	31,730,101
Communication and transportation of commodities	188,571
Printing and advertising	23,497
Repairing and servicing	789,080
Utilities and rent	145,651
Travel and subsistence	1,127,643
Professional services	2,966,531
Insurance and bonds	31,207
Other expenses and services	751,522
Commodities, materials, and supplies	742,826
Assistance, grants, and aid	2,119,089
Refunds, taxes, and claims	4,792,999
American Rescue Plan Act state and local fiscal recovery funds	
court case management system project administrative expenses	439,286
Capital outlay	5,403,888
<b>TOTAL EXPENDITURES</b>	<b>51,251,891</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>(44,877,242)</b>

ADMINISTRATIVE OFFICE OF THE COURTS  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
GOVERNMENTAL FUND  
FOR THE YEAR ENDED JUNE 30, 2023

Exhibit B

OTHER FINANCING SOURCES (USES)	
Interagency transfers in:	
General/Special revenue allocation	\$ 23,600,000
Uniform filing fees and court costs transfers (TAJ)	15,501,379
American Rescue Plan Act state and local fiscal recovery funds court case management system project	5,531,016
Opioid settlement funds from the Attorney General for distribution to adult drug court programs	1,000,000
Coronavirus emergency supplemental funding program	322,287
E-file fees	661,245
Edward Byrne memorial justice assistance grant	28,381
Judicial education's district judges continuing education reimbursement grant fund	23,937
CARES Act director's authorization leave	25,514
Other, net	307
Insurance proceeds	24,233
Prior-year refunds to expenses	43,030
Prior-year warrants outlawed and cancelled	<u>1,706</u>
 TOTAL OTHER FINANCING SOURCES (USES)	 <u>46,763,035</u>
 NET CHANGE IN FUND BALANCE	 1,885,793
 FUND BALANCE - JULY 1	 <u>2,830,969</u>
 FUND BALANCE - JUNE 30	 <u>\$ 4,716,762</u>

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

ADMINISTRATIVE OFFICE OF THE COURTS  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
BUDGET AND ACTUAL – GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2023

Exhibit C

	General Fund			Variance With Final Budget Positive (Negative)
	Budgeted Amount		Actual	
	Original	Final		
<b>REVENUES</b>				
Federal grants and reimbursements	\$ 3,611,022	\$ 3,611,022	\$ 1,519,735	\$ (2,091,287)
Fine installment and technology fees (Acts 1262 of 1995 and 328 of 2009)	6,021,000	6,021,000	4,690,573	(1,330,427)
Certificate fees			18,000	18,000
Registration fees			64,359	64,359
Bulk data fees			33,400	33,400
Interest income			23,910	23,910
Miscellaneous			24,946	24,946
<b>TOTAL REVENUES</b>	<b>9,632,022</b>	<b>9,632,022</b>	<b>6,374,923</b>	<b>(3,257,099)</b>
Less: State Treasury service charge			274	(274)
<b>NET REVENUES</b>	<b>9,632,022</b>	<b>9,632,022</b>	<b>6,374,649</b>	<b>(3,257,373)</b>
<b>EXPENDITURES</b>				
Regular salaries	23,285,176	25,644,921	23,819,676	1,825,245
Extra help	5,000	5,000		5,000
Operating expenses	5,871,213	18,673,108	4,543,899	14,129,209
Personal services matching	7,644,393	8,256,747	7,910,425	346,322
Grants and aids	2,425,000	3,437,081	2,119,089	1,317,992
Conference fees and travel	429,570	1,429,156	285,488	1,143,668
Professional fees and services	2,263,420	5,724,087	2,400,757	3,323,330
Capital outlay	966,090	339,834	5,403,888	(5,064,054)
Refunds and reimbursements	850,000	4,795,183	4,768,669	26,514
Attorney ad litem	396,750			
American Rescue Plan Act state and local fiscal recovery funds		10,000,000		10,000,000
Juvenile probation officers, specialty court program, judicial education and trial court staff expense	5,850,600			
Court interpreter fees and indigent transcripts	1,119,350			
Court reporter substitutes	375,000			
<b>TOTAL EXPENDITURES</b>	<b>51,481,562</b>	<b>78,305,117</b>	<b>51,251,891</b>	<b>27,053,226</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>(41,849,540)</b>	<b>(68,673,095)</b>	<b>(44,877,242)</b>	<b>23,795,853</b>

ADMINISTRATIVE OFFICE OF THE COURTS  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
BUDGET AND ACTUAL – GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2023

Exhibit C

	General Fund			Variance With Final Budget Positive (Negative)
	Budgeted Amount		Actual	
	Original	Final		
OTHER FINANCING SOURCES (USES)				
Interagency transfers in:				
General/Special revenue allocation	\$ 24,694,387	\$ 24,694,387	\$ 23,600,000	\$ (1,094,387)
Uniform filing fees and court costs transfers (TAJ)	16,087,086	16,087,086	15,501,379	(585,707)
American Rescue Plan Act state and local fiscal recovery funds court case management system project			5,531,016	5,531,016
Opioid settlement funds from the Attorney General for distribution to adult drug court programs			1,000,000	1,000,000
Coronavirus emergency supplemental funding program			322,287	322,287
E-file fees			661,245	661,245
Edward Byrne memorial justice assistance grant			28,381	28,381
Judicial education's district judges continuing education reimbursement grant fund	80,000	80,000	23,937	(56,063)
CARES Act director's authorization leave			25,514	25,514
Other, net			307	307
Insurance proceeds			24,233	24,233
Prior-year refunds to expenses			43,030	43,030
Prior-year warrants outlawed and cancelled			1,706	1,706
TOTAL OTHER FINANCING SOURCES (USES)	<u>40,861,473</u>	<u>40,861,473</u>	<u>46,763,035</u>	<u>5,901,562</u>
NET CHANGE IN FUND BALANCE	(988,067)	(27,811,622)	1,885,793	29,697,415
FUND BALANCE - JULY 1	<u>2,830,969</u>	<u>2,830,969</u>	<u>2,830,969</u>	
FUND BALANCE - JUNE 30	<u>\$ 1,842,902</u>	<u>\$ (24,980,653)</u>	<u>\$ 4,716,762</u>	<u>\$ 29,697,415</u>

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

ADMINISTRATIVE OFFICE OF THE COURTS  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2023

NOTE 1: Summary of Significant Accounting Policies

A. Reporting Entity/History

Act 496 of 1965, as amended, established the Administrative Office of the Courts as an office of Arkansas state government to administer the non-judicial business of the judicial branch. The Director is nominated to his or her position by the Chief Justice of the Supreme Court and approved by the Supreme Court and the Judicial Council. He or she serves at the pleasure of the Supreme Court.

B. Basis of Presentation – Fund Accounting

The accounting system is organized and operated on a fund basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for purposes of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The following types of funds, if applicable to this Agency, are recognized in the accompanying financial statements.

Governmental Funds

General Fund – General Fund is the general operating fund and is used to report all financial resources, except those required to be accounted for in another fund.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized and reported in the financial statements. Financial statements for governmental funds are presented using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they become both measurable and available. “Available” means collectible within the current period or soon enough thereafter to pay current liabilities (i.e., 45 days). Expenditures are generally recognized under the modified accrual basis when the related fund liability is incurred. Revenues from federal grants and federal reimbursements are recognized when all applicable eligibility requirements and the availability criteria of 45 days have been met.

D. Cash and Cash Equivalents

Cash and cash equivalents include demand accounts, imprest accounts, cash on hand, cash in State Treasury, all certificates of deposit with maturities at purchase of 90 days or less, and all short-term instruments with maturities at purchase of 90 days or less. All short-term investments are stated at fair value.

E. Deposits and Investments

State Board of Finance Policies

Ark. Code Ann. § 19-4-805 requires that agencies holding monies not deposited in the State Treasury, other than the institutions of higher learning, abide by the recommendations of the State Board of Finance. The State Board of Finance promulgated cash management, collateralization, and investments policies and procedures, effective July 14, 2012, as referenced in the Financial Management Guide issued by the Department of Finance and Administration for use by all state agencies.

The stated goal of state cash management is the protection of principal, while maximizing investment income and minimizing non-interest earning balances. Deposits are to be made within the borders of the State of Arkansas and must qualify for Federal Deposit Insurance Corporation (FDIC) deposit insurance coverage. Policy requires a minimum of four bids to be sought on interest-bearing deposits in order to obtain the highest rate possible.

ADMINISTRATIVE OFFICE OF THE COURTS  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2023

NOTE 1: Summary of Significant Accounting Policies (Continued)

E. Deposits and Investments (Continued)

State Board of Finance Policies (Continued)

Policy states that funds are to be in transactional and non-transactional accounts as defined in the Financial Management Guide. Funds in excess of immediate expenditure requirements (excluding minimum balances) should not remain in non-interest bearing accounts.

State Board of Finance policy states that cash funds may only be invested in accounts and investments authorized under Ark. Code Ann. §§ 19-3-510, -518. All noncash investments must be held in safekeeping by a bank or financial institution. In addition, all cash funds on deposit with a bank or financial institution that exceed FDIC deposit insurance coverage must be collateralized. Collateral pledged must be held by an unaffiliated third-party custodian in an amount at least equal to 105% of the cash funds on deposit.

Deposits

Deposits are carried at cost and consist of cash in State Treasury totaling \$5,259,986. State Treasury Management Law governs the management of funds held in the State Treasury, and the Treasurer of State is responsible for ensuring these funds are adequately insured and collateralized.

F. Prepaid Expenses

Prepaid expenses generally represent the cost of consumable supplies on hand or unexpired services at year-end. The cost of these items is included with expenditures at the time of purchase. Prepaid expenses, as reported in the general fund financial statements, are also recorded as a nonspendable component of fund balance indicating that they do not constitute "available, spendable financial resources."

G. Fund Equity

Fund Balance

In the financial statements, fund balance is reported in one of five classifications, where applicable, based on the constraints imposed on the use of the resources.

The nonspendable fund balance includes amounts that cannot be spent because they are either (a) not in spendable form (e.g., prepaid items, inventories, long-term amount of loans and notes receivables, etc.) or (b) legally or contractually required to be maintained intact.

The spendable portion of fund balance, where applicable, comprises the remaining four classifications: restricted, committed, assigned, and unassigned.

*Restricted fund balance.* This classification reflects constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments or (b) by law through constitutional provisions or enabling legislation.

*Committed fund balance.* These amounts can only be used for specific purposes according to constraints imposed by legislation of the General Assembly, the government's highest level of decision-making authority. Committed amounts cannot be used for any other purpose unless the General Assembly removes or changes the constraint by the same action that imposed the constraint.

*Assigned fund balance.* This classification reflects amounts constrained by the State's "intent" to be used for specific purposes but are neither restricted nor committed. The General Assembly has the authority to assign amounts to be used for specific purposes by legislation or approved methods of financing.

ADMINISTRATIVE OFFICE OF THE COURTS  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2023

NOTE 1: Summary of Significant Accounting Policies (Continued)

G. Fund Equity (Continued)

Fund Balance (Continued)

*Unassigned fund balance.* This amount is the residual classification for the general fund.

When more than one spendable classification is available for use, it is the State's policy to use the resources in this order: restricted, committed, assigned, and unassigned.

H. Budgetary Data

The State utilizes an annual budgeting process with budget amounts initially derived from the previous fiscal year's funded allocation. In accordance with the appropriations and funding provided by the Legislature, individual state agencies have been charged with the responsibility of administering and managing their programs as authorized by the Legislature. Agencies are also charged with the responsibility of preparing an annual operations plan as a part of the budgetary process for the operation of each of their assigned programs. State law provides for the establishment of a comprehensive financial management system that includes adequate controls over receipts, expenditures, and balances of Agency funds. It is mandated that this system include a modified accrual system, conform with generally accepted governmental accounting principles, and provide a reporting system whereby actual expenditures are compared to expenditures projected in the Agency's annual operation plan.

ADMINISTRATIVE OFFICE OF THE COURTS  
 SCHEDULE OF SELECTED INFORMATION  
 JUNE 30, 2023  
 (UNAUDITED)

Schedule 1

	For the Year Ended June 30,				
	2023	2022	2021	2020	2019
<b>General Fund</b>					
Total Assets	\$ 5,492,408	\$ 4,952,011	\$ 4,386,303	\$ 4,260,197	\$ 5,510,734
Total Liabilities	775,646	2,121,042	1,861,596	1,516,399	1,446,638
Total Fund Equity	4,716,762	2,830,969	2,524,707	2,743,798	4,064,096
Net Revenues	6,374,649	6,561,567	6,311,300	6,625,506	6,608,114
Total Expenditures	51,251,891	45,844,514	41,700,342	42,274,228	43,674,443
Total Other Financing Sources (Uses)	46,763,035	39,589,209	35,169,951	34,328,424	36,940,150



ADMINISTRATIVE OFFICE OF THE COURTS  
OTHER GENERAL INFORMATION  
JUNE 30, 2023  
(UNAUDITED)

A. Capital Assets

Capital assets purchased (or leased) and in the custody of this Agency were recorded as expenditures at the time of purchase (lease inception). Assets with costs exceeding \$500 and an estimated useful life exceeding one year are reported at historical cost, including ancillary costs (such as professional fees and costs, freight costs, preparation or setup costs, and installation costs). Infrastructure or public domain fixed assets (such as roads, bridges, tunnels, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems) are also capitalized. Only leases in excess of \$25,000 with non-State entities were recorded in the statewide accounting system. Gifts or contributions are generally recorded in the accounts at acquisition value at the time received. Acquisition value is the market value if the Agency would have purchased the item. In accordance with current accounting principles generally accepted in the United States of America, general capital assets and depreciation are reported in the State's "Government-Wide" financial statements but are not reported in the governmental fund financial statements. Depreciation is reported for proprietary fund capital assets based on a straight-line method, with no salvage value. Estimated useful lives generally assigned are as follows:

Assets:	Years
Equipment	5-20
Buildings and building improvements	20-50
Infrastructure	10-40
Land improvements	10-100
Intangibles	4-95
Other capital assets	10-15

Capital assets activity for the year ended June 30, 2023, was as follows:

	Beginning Balance	Additions	Retirements	Transfers	Post Caps	Ending Balance
Governmental activities:						
Improvements	\$ 280,886					\$ 280,886
Equipment	2,254,662	\$ 251,125	\$ 216,353	\$ 3,898	\$ 354,324	2,647,656
Other capital assets	7,297,468					7,297,468
Assets under construction	169,000	5,152,763				5,321,763
Total governmental activities	\$ 10,002,016	\$ 5,403,888	\$ 216,353	\$ 3,898	\$ 354,324	\$ 15,547,773

B. Pension Plan

Arkansas Public Employees Retirement System (APERS)

Plan Description – The Agency contributes to APERS, a cost-sharing, multiple-employer defined benefit pension plan administered by the APERS Board of Trustees. APERS provides retirement and disability benefits, annual redetermination of benefit adjustments, and survivor benefits to plan members and beneficiaries. The Constitution of Arkansas, Article 5, vests with the General Assembly the legislative power to enact and amend benefit provisions of APERS as published in Chapters 2, 3, and 4 of Title 24 of the Arkansas Code Annotated. APERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by writing to Arkansas Public Employees Retirement System, One Union National Plaza, 124 West Capitol, Little Rock, Arkansas 72201 or by calling 1-501-682-7855.

Funding Policy – Contributory plan members are required to contribute 5.25% of their annual covered salary. The Agency is required to contribute for all covered state employees at the rate of 15.32% of annual covered payroll. The contribution requirements of plan members are established and may be amended by the Arkansas General Assembly. The contribution requirements of the Agency are established and may be amended by the APERS Board of Trustees. The Agency's contributions to APERS for the years ended June 30, 2023, 2022, and 2021, were \$3,682,953, \$3,384,140, and \$3,246,235, respectively, equal to the required contributions for each year.

ADMINISTRATIVE OFFICE OF THE COURTS  
OTHER GENERAL INFORMATION  
JUNE 30, 2023  
(UNAUDITED)

C. Postemployment Benefits Other Than Pensions (OPEB)

Arkansas State Employee Health Insurance Plan (Plan)

Plan Description – The Department of Transformation and Shared Services – Employee Benefits Division (DTSS-EBD) provides medical and prescription drug benefits for eligible state employees and retirees. Policies for DTSS-EBD related to medical and prescription drug plans are established by the State Board of Finance (Board) and may include ad hoc benefit changes or annual cost redeterminations. For the current year, no ad hoc or cost redetermination changes occurred. The Constitution of Arkansas, Article 5, vests the General Assembly with legislative power to enact and amend duties of and benefit provisions of the Board and DTSS-EBD, respectively, as published in Subchapter 4, Chapter 5 of Title 21 of the Arkansas Code Annotated. DTSS-EBD is included in the State of Arkansas’s Annual Comprehensive Financial Report (ACFR), which includes all applicable financial information, notes, and required supplementary information. That report may be obtained by writing to Department of Transformation and Shared Services, 501 Woodlane, Suite 201, Little Rock, Arkansas 72201 or by calling 501-319-6565.

The Agency contributes to the Plan, a single employer defined benefit OPEB plan administered by DTSS-EBD, on a monthly basis. The Board establishes medical and prescription drug benefits for three classes of covered individuals: active employees, terminated employees with accumulated benefits, and retirees and beneficiaries. The Plan is established on the basis of a pay-as-you-go financing requirement, and no assets are accumulated in a trust, as defined by Governmental Accounting Standards Board (GASB) Statement No. 75. The State’s annual OPEB cost for the Plan is based on an actuarially-determined calculated amount made in accordance with GASB Statement No. 75.

Funding Policy – Employer contributions to the Plan are established by Ark. Code Ann. § 21-5-414 and may not exceed \$550 per budgeted position. Employees, retirees, and beneficiaries contribute varying amounts based on the type of coverage and inclusion of family members. Benefits for Medicare-eligible retirees are coordinated with Medicare Parts A and B, and the Plan is the secondary payer.

D. Compensated Absences – Employee Leave

Annual leave is earned by all full-time employees. Upon termination, employees are entitled to receive compensation for their unused accrued annual leave up to 30 days. Liabilities for compensated absences are determined at the end of the year based on current salary rates.

Sick leave is earned by all full-time employees and may be accrued up to 120 days. Compensation up to a maximum of \$7,500 for unused sick leave is payable to employees upon retirement.

Compensated absences are reported in the State’s “Government-Wide” financial statements but are not reported as liabilities or expenditures in the governmental funds. However, the compensated absences payable attributable to this Agency’s employee annual and sick leave as of June 30, 2023 and 2022, amounted to \$3,215,059 and \$3,148,430, respectively. The net changes to compensated absences payable during the year ended June 30, 2023, amounted to \$66,629.