

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

Annual Financial Statements

As of and for the Year Ended
December 31, 2023

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

Annual Financial Statements

As of and for the Year Ended December 31, 2023

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COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana
Annual Financial Statements
As of and for the Year Ended December 31, 2023

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M. Carleen Dumas
CERTIFIED PUBLIC ACCOUNTANT

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Accountant's Compilation Report

BOARD OF COMMISSIONERS
COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

Management is responsible for the accompanying financial statements of the governmental activities and major fund information of Columbia Heights Fire District (the "District"), a component unit of Caldwell Parish Police Jury, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents, in accordance with accounting principles generally accepted in the United States of America. I have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. I did not audit or review the financial statements nor was I required to perform any procedures to verify the accuracy or completeness of the information provided by management. I do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Supplementary Information

The accompanying schedule of compensation, benefits, and other payments to agency head and board of commissioners and schedule of prior year findings are presented for purpose of additional analysis and are not a required part of the basic financial statements. The information is the representation of management. The information was subject to my compilation engagement, but I have not audited or reviewed the supplementary information, and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such information.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedule on page 17 be presented to supplement the basic financial statements. Such information is presented for purposes of additional analysis and, although not a required 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. This information is the representation of management. I have not performed an audit, review or compilation on the required supplementary information, and, accordingly, I do not express an opinion, a conclusion, nor provide any assurance on such information.

BOARD OF COMMISSIONERS
COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

Management has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

I am not independent with respect to Columbia Heights Fire District for the year ended December 31, 2023.

A handwritten signature in black ink that reads "Carleen Dumas". The signature is written in a cursive style with a large initial "C".

Calhoun, Louisiana
April 2, 2024

BASIC FINANCIAL STATEMENTS

Statement A

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

STATEMENT OF NET POSITION
December 31, 2023

| | <u>GOVERNMENTAL ACTIVITIES</u> |
|---|------------------------------------|
| ASSETS | |
| Cash | \$88,333 |
| Investments | 26,108 |
| Receivable - contributions for services | 1,761 |
| Capital assets, net | <u>18,491</u> |
| TOTAL ASSETS | <u>134,693</u> |
| LIABILITIES - accounts payable | <u>5,080</u> |
| NET POSITION | |
| Net investment in capital assets | 18,491 |
| Unrestricted | <u>111,122</u> |
| TOTAL NET POSITION | <u><u>\$129,613</u></u> |

See accompanying notes and accountant's compilation report.

Statement B**COLUMBIA HEIGHTS FIRE DISTRICT**
Columbia, Louisiana**STATEMENT OF ACTIVITIES**
For the Year Ended December 31, 2023

| | <u>GOVERNMENTAL ACTIVITIES</u> |
|---------------------------------|------------------------------------|
| Expenses: | |
| Public safety - fire protection | <u>\$37,343</u> |
| Program revenue: | |
| Contributions for services | 10,218 |
| Operating grant | <u>10,000</u> |
| Net program revenue (expense) | <u>(17,125)</u> |
| General revenue: | |
| Sales taxes | 10,807 |
| State fire insurance rebate | 11,035 |
| Interest earnings | 736 |
| Other | <u>350</u> |
| Total general revenue | <u>22,928</u> |
| Change in net position | 5,803 |
| Net position - beginning | <u>123,810</u> |
| Net position - ending | <u><u>\$129,613</u></u> |

See accompanying notes and accountant's compilation report.

Statement C

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

BALANCE SHEET - GOVERNMENTAL FUND
December 31, 2023

| | <u>GENERAL FUND</u> |
|--|-------------------------|
| ASSETS | |
| Cash | \$88,333 |
| Investments | 26,108 |
| Receivable - contributions for services | <u>1,761</u> |
| TOTAL ASSETS | <u><u>\$116,202</u></u> |
| LIABILITIES AND FUND BALANCES | |
| Liabilities - accounts payable | \$5,080 |
| Fund balance - unassigned | <u>111,122</u> |
| TOTAL LIABILITIES AND FUND BALANCES | <u><u>\$116,202</u></u> |
| Reconciliation of the Balance Sheet of Governmental Fund To the Statement of Net Position: | |
| Fund balance - unassigned - General Fund | \$111,122 |
| Amount reported for net position of governmental activities in the Statement of Net Position (Statement A) is different because: | |
| Capital assets used in governmental activities are not financial resources and therefore are not reported in the fund | <u>18,491</u> |
| Net position of governmental activities (Statement A) | <u><u>\$129,613</u></u> |

See accompanying notes and accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

STATEMENT OF REVENUE, EXPENDITURES AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUND
For the Year Ended December 31, 2023

| | <u>GENERAL FUND</u> |
|--|-------------------------|
| REVENUE | |
| Sales taxes | \$10,807 |
| Intergovernmental revenue: | |
| State - fire insurance rebate | 11,035 |
| Federal - American Rescue Act Plan (ARPA) | 10,000 |
| Contributions for services | 10,218 |
| Interest earnings | 736 |
| Other | 350 |
| Total revenue | <u>43,146</u> |
| EXPENDITURES | |
| Public safety - fire protection: | |
| Operating services | 16,687 |
| Materials and supplies | 18,556 |
| Travel and other | 930 |
| Capital outlay | 613 |
| Total expenditures | <u>36,786</u> |
| NET CHANGE IN FUND BALANCE | 6,360 |
| FUND BALANCE AT BEGINNING OF YEAR | <u>104,762</u> |
| FUND BALANCE AT END OF YEAR | <u><u>\$111,122</u></u> |
| Reconciliation of the Statement of Revenue, Expenditures, and Changes in Fund Balance of Governmental Fund to the Statement of Activities: | |
| Net change in fund balance - General Fund | \$6,360 |
| Amount reported for governmental activities in the Statement of Activities (Statement B) are different because: | |
| Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capital outlay in the current period. | <u>(557)</u> |
| Change in net position of governmental activities (Statement B) | <u><u>\$5,803</u></u> |
| See accompanying notes and accountant's compilation report. | |

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2023

INTRODUCTION

The Columbia Heights Fire District (the "District") was created by the Caldwell Parish Police Jury, on April 1, 1996, as authorized by Louisiana Revised Statute 40:1492. The District is governed by a five member board appointed by the police jury. Board members serve without benefit of compensation. The District is responsible for providing fire protection within the boundaries of the District.

GASB Statement No. 14, *The Reporting Entity* and No. 39, *Determining Whether Certain Organizations Are Component Units - an amendment of GASB Statement No. 14*, established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of these Statements, the District is considered a component unit of the Caldwell Parish Police Jury. As a component unit, the accompanying financial statements maybe included within the reporting of the primary government, either blended into those financial statements or separately reported as a discrete component unit.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all the activities of the District.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenue. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenue includes 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenue are reported as general revenue.

Separate financial statements are generally provided for governmental funds and proprietary funds. All individual governmental funds and individual enterprise funds are reported as separate columns in the fund financial statements. The District has only one governmental fund.

See accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Notes to the Financial Statements

**B. Measurement Focus, Basis of Accounting, and
Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available when it is collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, revenue is considered to be available if it is collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Sales taxes and contributions for services associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenue of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The District reports the following governmental fund:

General Fund

The General fund is the general operating fund of the district and accounts for all financial resources.

C. Deposits and Investments

Cash includes amounts in interest-bearing demand deposits. State law limits the District's credit risk by restricting the District's investments to collateralized certificates of deposits, government-backed securities, commercial paper, the state sponsored investment pool, and mutual funds consisting solely of government-backed securities. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. At December 31, 2023, the District's investments consist of a nonnegotiable certificate of deposit with an original maturity that exceeds 90 days that is reported in the accompanying financial statements at cost. The District's interest rate risk is limited by the investment of funds for no longer than twenty-four months.

See accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Notes to the Financial Statements

D. Receivables

The District receives a pro-rata share of a one-fourth of one percent parishwide (excluding the Town of Columbia) sales tax approved by the voters in Caldwell Parish on October 19, 1985 for fire protection in the parish. The sales tax is collected by the police jury and remitted to the District net of its pro-rata share of the cost of collection.

In June 2023, the Board of Commissioners approved a \$3 per meter service charge for fire protection on all water meters in the District. The service charge is collected by the Columbia Heights Water District and remitted to the District on a monthly basis. Payment of the meter service charge is strictly voluntary and the water customer's account is automatically credited for the charge in the event of nonpayment.

Receivables are generally shown net of an allowance for uncollectible accounts. These statements contain no provision for uncollectible accounts. The District is of the opinion that such an allowance would be immaterial in relation to the financial statements taken as a whole.

E. Capital Assets

Capital assets, which consist of buildings, land improvements, and equipment are reported in the governmental activities column in the government-wide financial statements. All of the District's capital assets are capitalized at historical cost. The District maintains a threshold level of \$500 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 the asset's life are not capitalized.

All capital assets are depreciated using the straight-line method over the following useful lives:

| | <u>Estimated Lives</u> |
|---------------------------------|----------------------------|
| Buildings | 40 years |
| Land improvements - parking lot | 20 years |
| Equipment | 5-10 years |

F. Net Position/Fund Balance

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

See accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Notes to the Financial Statements

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

Fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which funds can be spent. Fund balance should be reported as restricted when constraints on the use of the funds meet the same criteria as restricted net position in the government-wide statement of net position as noted in the previous paragraph. Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the board of commissioners are reported as committed fund balance. Assigned fund balance are amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The board of commissioners is authorized to assign amounts to a specific purpose. Unassigned fund balance is the residual classification and represents fund balance that has not been restricted, committed, or assigned to a specific purpose.

At December 31, 2023, the District's had only unassigned fund balance in the General Fund.

G. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities, disclosures, and revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

**2. STEWARDSHIP, COMPLIANCE, AND
ACCOUNTABILITY**

Budget Information

The District uses the following budget practices:

A proposed budget for the General Fund, prepared on the modified accrual basis of accounting, is formally adopted by the board of commissioners at the December board meeting each year. The budget is established and controlled by the board at the object level of expenditure.

See accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Notes to the Financial Statements

Appropriations lapse at year-end and must be reappropriated for the following year to be expended. Encumbrance accounting is not used by the District. All changes in the budget must be approved by the board of commissioners.

Budgeted amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments during the year.

The following individual fund's actual expenditures exceeded budgeted expenditures for the year ended December 31, 2023:

| | Original Budget | Final Budget | Actual | Unfavorable Variance |
|--------------|--------------------|-----------------|-----------------|-------------------------|
| General Fund | <u>\$22,300</u> | <u>\$24,300</u> | <u>\$36,786</u> | <u>\$12,486</u> |

3. DEPOSITS IN FINANCIAL INSTITUTIONS

At December 31, 2023, the District has cash and investments as follows:

| | |
|-----------------------------------|------------------|
| Interest-bearing checking account | \$16,796 |
| Savings account | 71,537 |
| Certificate of deposit | <u>26,108</u> |
| Total | <u>\$114,441</u> |

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. Cash and investments (bank balances) at December 31, 2023, are fully secured from risk by federal deposit insurance.

4. CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended December 31, 2023, is as follows:

| | Balance at January 1, 2023 | Increases | Decreases | Balance at December 31, 2023 |
|--------------------------------------|----------------------------------|-----------|-----------|------------------------------------|
| Governmental activities: | | | | |
| Capital assets being depreciated: | | | | |
| Buildings | \$35,465 | | | \$35,465 |
| Land improvements | 5,629 | | | 5,629 |

See accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Notes to the Financial Statements

| | Balance at January 1, 2023 | Increases | Decreases | Balance at December 31, 2023 |
|--|----------------------------------|----------------|-----------------|------------------------------------|
| Equipment | <u>\$84,867</u> | <u>\$613</u> | <u> </u> | <u>\$85,480</u> |
| Total | <u>125,961</u> | <u>613</u> | <u>NONE</u> | <u>126,574</u> |
| Less accumulated depreciation for: | | | | |
| Buildings | 16,994 | \$887 | | 17,881 |
| Land improvements | 5,052 | 263 | | 5,315 |
| Equipment | 84,867 | 20 | | 84,887 |
| Total | <u>106,913</u> | <u>1,170</u> | <u>NONE</u> | <u>108,083</u> |
| Total assets being depreciated, net | <u>\$19,048</u> | <u>(\$557)</u> | <u>NONE</u> | <u>\$18,491</u> |

Depreciation expense of \$1,170 for the year ended December 31, 2023 was charged to the public safety - fire protection governmental function.

5. CONTINGENCIES

During the year ended December 31, 2023, the District received \$10,000 in ARPA funding as a sub-recipient passed through the Caldwell Parish Police Jury. Grant expenses are subject to audit and adjustment by grantor agencies; therefore, to the extent that the District has not complied with the rules and regulations governing the grant funds, refunds of any money received may be required. In the opinion of the District's management, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the grant funds; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

See accountant's compilation report.

REQUIRED SUPPLEMENTAL INFORMATION

See accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

SCHEDULE OF REVENUE, EXPENDITURES, AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL -
GENERAL FUND

For the Year Ended December 31, 2023

| | BudgetedAmounts..... | | Actual Amounts (Budgetary Basis - GAAP) | Variance with Final Budget Positive (Negative) |
|--|-------------------------------|------------------|---|---|
| | <u>Original</u> | <u>Final</u> | | |
| REVENUE | | | | |
| Sales taxes | \$10,000 | \$12,000 | \$10,807 | (\$1,193) |
| Intergovernmental revenue: | | | | |
| State - fire insurance rebate | 7,100 | 10,000 | 11,035 | 1,035 |
| Federal - ARPA | | | 10,000 | 10,000 |
| Contributions for services | | | 10,218 | 10,218 |
| Interest earnings | 500 | 500 | 736 | 236 |
| Other | | | 350 | 350 |
| Total revenue | <u>17,600</u> | <u>22,500</u> | <u>43,146</u> | <u>20,646</u> |
| EXPENDITURES | | | | |
| Public safety - fire protection: | | | | |
| Operating services | 19,300 | 20,300 | 16,687 | 3,613 |
| Material and supplies | 2,000 | 3,000 | 18,556 | (15,556) |
| Travel and other | 1,000 | 1,000 | 930 | 70 |
| Capital outlay | | | 613 | (613) |
| Total expenditures | <u>22,300</u> | <u>24,300</u> | <u>36,786</u> | <u>(12,486)</u> |
| NET CHANGE IN FUND BALANCE | (4,700) | (1,800) | 6,360 | 8,160 |
| FUND BALANCE AT BEGINNING OF YEAR | <u>103,752</u> | <u>103,752</u> | <u>104,762</u> | <u>1,010</u> |
| FUND BALANCE AT END OF YEAR | <u>\$99,052</u> | <u>\$101,952</u> | <u>\$111,122</u> | <u>\$9,170</u> |

There was one budget amendment during the year ended December 31, 2023.

See accountant's compilation report.

SUPPLEMENTAL INFORMATION SCHEDULE

See accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

SUPPLEMENTAL INFORMATION SCHEDULE
As of and For the Year Ended December 31, 2023

**SCHEDULE OF COMPENSATION, BENEFITS,
AND OTHER PAYMENTS TO AGENCY HEAD
AND BOARD OF COMMISSIONERS**

The Schedule of Compensation, Benefits, and Other Payments to Agency Head and Board of Commissioners is presented in compliance with Louisiana Revised Statute 24:513 A (3) and House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Columbia Heights Fire District board of commissioners serve without benefit of compensation.

PRIOR YEAR FINDINGS

The follow-up and corrective action taken on all prior year findings is presented in Schedule 3.

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

SCHEDULE OF COMPENSATION, BENEFITS, AND
OTHER PAYMENTS TO AGENCY HEAD AND
BOARD OF COMMISSIONERS

For the Year Ended December 31, 2023

BOARD COMPENSATION:

Agency Head - Jerry Bailey - President
Tommy Basco
Louis Champagne
Ronnie Darden
Scott Lovelady

NONE
NONE
NONE
NONE
NONE

Total

NONE

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

SCHEDULE OF PRIOR YEAR FINDINGS
For the Year Ended December 31, 2023

| <u>Reference Number</u> | <u>Fiscal Year Finding Initially Occurred</u> | <u>Description of Finding</u> | <u>Status of Finding</u> |
|-------------------------|---|--|---|
| 2022-001 | 2022 | Noncompliance with Local Government Budget Act | Unresolved - see 2023-001 in current year findings. |
| 2022-002 | 2022 | Violation of Louisiana Constitution, Article VII, Section 14 | Resolved. |

See accountant's compilation report.

COLUMBIA HEIGHTS FIRE DISTRICT
Columbia, Louisiana

CURRENT YEAR FINDINGS AND
CORRECTIVE ACTION PLAN
For the Year Ended December 31, 2023

2023-001. Noncompliance with Local Government Budget Act

Criteria: Louisiana Revised Statute 39:1310-1311 requires the District to amend its General Fund budget when actual expenditures exceed budgeted expenditures by 5% or more.

Condition: For the year ended December 31, 2023, actual General Fund expenditures exceeded budgeted expenditures by \$12,486 or 51%.

Cause: Oversight.

Effect: Violation of L.R.S. 39:1310-1311.

Recommendation: The District should adopt a budget amendment when actual expenditures exceed budgeted expenditures by 5% or more.

Management's Response: We will monitor our budget on a regular basis to be sure we are staying within our budget. If not, we will amend the budget as required.