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FIRE PROTECTION DISTRICT  
NO. 1 OF THE PARISH OF ST. MARY  
Franklin, Louisiana  
Compilation Report  
December 31, 1995

under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, 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 7-24-96

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A Professional Corporation of Certified Public Accountants

To the Commissioners of Fire Protection District  
No. 1 of the Parish of St. Mary  
Franklin, Louisiana

We have compiled the accompanying general purpose financial statements of the Fire Protection District No. 1 of the Parish of St. Mary, a component unit of the Parish of St. Mary, Franklin, Louisiana, as of and for the year ended December 31, 1995 as listed in the table of contents, and the accompanying supplementary information which is presented only for supplementary analysis purposes in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements and supplementary schedules information that is the representation of management. We have not audited or reviewed the accompanying financial statements and supplementary schedule and, accordingly, do not express an opinion or any other form of assurance on them.

INZERELLA, FELDMAN & CO.  
CERTIFIED PUBLIC ACCOUNTANTS

June 21, 1996

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Fire Protection District No. 1 of the  
Parish of St. Mary  
Franklin, Louisiana  
All Fund Types  
Balance Sheet  
December 31, 1995

	<u>GOVERNMENTAL FUNDS</u> General Fund	<u>ACCOUNT GROUPS</u> General Fixed Assets	<u>TOTAL (MEMORANDUM ONLY)</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 48,904	\$	\$ 48,904
Certificate of deposit	317,000		317,000
Receivables	223,574		223,574
Land, buildings, and equipment	<u>                    </u>	<u>278,233</u>	<u>278,233</u>
<b>TOTAL ASSETS</b>	<u>\$ 589,478</u>	<u>\$278,233</u>	<u>\$ 867,711</u>
<b>LIABILITIES, EQUITY, AND OTHER CREDITS</b>			
<b>LIABILITIES</b>			
Accounts payable	\$ <u>110,640</u>	\$ <u>          </u>	\$ <u>110,640</u>
<b>TOTAL LIABILITIES</b>	<u>110,640</u>	<u>0</u>	<u>110,640</u>
<b>EQUITY AND OTHER CREDITS</b>			
Investment in general fixed assets		278,233	278,233
<b>FUND BALANCES</b>			
Unreserved			
Designated for -			
Acquisition of building	341,500		341,500
Undesignated	<u>137,338</u>		<u>137,338</u>
<b>TOTAL EQUITY AND OTHER CREDITS</b>	<u>478,838</u>	<u>278,233</u>	<u>757,071</u>
<b>TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS</b>	<u>\$ 589,478</u>	<u>\$278,233</u>	<u>\$ 867,711</u>

See Accountants' Compilation Report  
The accompanying notes are an integral  
part of these financial statements.

Fire Protection District No. 1 of the  
Parish of St. Mary  
Franklin, Louisiana  
All Fund Types  
Statement of Revenues, Expenditures and  
Changes in Fund Balance  
For the Year Ended December 31, 1995

	GOVERNMENTAL FUNDS
	General Fund
REVENUES	
Ad valorem taxes	\$ 139,112
Intergovernmental revenues	
Other grants	14,534
Interest earnings	18,364
Other revenue	1,246
TOTAL REVENUES	173,256
EXPENDITURES	
Current	
General government	18,401
Public safety	10,572
Capital outlay	535
TOTAL EXPENDITURES	29,508
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	143,748
OTHER FINANCING SOURCES (USES)	0
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	143,748
FUND BALANCES (DEFICIT) AT BEGINNING OF YEAR	335,090
FUND BALANCES (DEFICIT) AT END OF YEAR	\$ 478,838

See Accountants' Compilation Report  
The accompanying notes are an integral  
part of these financial statements.

Fire Protection District No. 1 of the  
Parish of St. Mary  
Franklin, Louisiana  
Governmental Fund - General Fund  
Statement of Revenues, Expenditures and  
Changes in Fund Balance - Budget (GAMP Basis) and Actual  
For the Year Ended December 31, 1995

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE - FAVORABLE (UNFAVORABLE)</u>
REVENUES			
Ad valorem taxes	\$120,000	\$139,112	\$ 19,112
Intergovernmental revenues	0	14,534	14,534
Interest earnings	13,500	18,364	4,864
Other revenue	<u>15,500</u>	<u>1,246</u>	<u>(14,254)</u>
 TOTAL REVENUES	 <u>149,000</u>	 <u>173,256</u>	 <u>24,256</u>
EXPENDITURES			
Current			
General government	18,900	18,401	499
Public safety	13,600	10,572	3,028
Capital outlay	<u>16,000</u>	<u>535</u>	<u>15,465</u>
 TOTAL EXPENDITURES	 <u>48,500</u>	 <u>29,508</u>	 <u>18,992</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	 <u>100,500</u>	 <u>143,748</u>	 <u>43,248</u>
OTHER FINANCING SOURCES (USES)	 <u>0</u>	 <u>0</u>	 <u>0</u>
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	 100,500	 143,748	 43,248
FUND BALANCES (DEFICIT) AT BEGINNING OF YEAR	 <u>331,000</u>	 <u>335,090</u>	 <u>4,090</u>
FUND BALANCES (DEFICIT) AT END OF YEAR	 <u>\$431,500</u>	 <u>\$478,838</u>	 <u>\$ 47,338</u>

See Accountants' Compilation Report  
The accompanying notes are an integral  
part of these financial statements.

Fire Protection District No. 1 of the Parish of St. Mary  
Franklin, Louisiana  
Notes to the Component Unit Financial Statements

Note 1 - Summary of Significant Accounting Policies

The Fire Protection District No. 1 of the Parish of St. Mary was created under the provisions of Part I, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, and other constitutional and statutory authority supplemental thereto.

The purpose of the Fire Protection District No. 1 of the Parish of St. Mary, is to acquire, construct, improve, maintain and operate fire protection facilities and equipment, including the cost of obtaining water for fire protection purposes, and all purposes incidental thereto.

There have been five Commissioners appointed by the St. Mary Parish Council. These individuals have not been compensated.

The Fire Protection District No. 1 of the Parish of St. Mary shall comprise all of the territory within Ward 2 of the Parish of St. Mary, State of Louisiana, lying to the south and southwest of the centerline of the Gulf Intracoastal Waterway.

There are no employees as of December 31, 1995.

The following is a summary of certain significant accounting policies.

A. Basis of Presentation

The accompanying component unit financial statements of the Fire Protection District No. 1 of the Parish of St. Mary have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

B. Reporting Entity

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

Fire Protection District No. 1 of the Parish of St. Mary  
Franklin, Louisiana  
Notes to the Component Unit Financial Statements (Continued)

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

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

Because the parish council appointed a governing board, and this board has to account for fiscal matters, the district was determined to be a component unit of the St. Mary Parish Council, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the district and do not present information on the parish council, the general government services provided by that governmental unit, or the other governmental units that comprise the governmental reporting entity.

C. Fund Accounting

The district uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.



Fire Protection District No. 1 of the Parish of St. Mary  
Franklin, Louisiana  
Notes to the Component Unit Financial Statements (Continued)

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the district are classified as governmental funds. Governmental funds account for the district's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Currently, governmental funds of the district include:

1. General Fund--the general operating fund of the district and accounts for all financial resources, except those required to be accounted for in other funds.

D. Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for by using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by the governmental funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Ad valorem taxes are recorded in the year of assessment. Interest income on investments and on ad valorem taxes are recorded when earned. Grants and other revenue are recorded when received.

Fire Protection District No. 1 of the Parish of St. Mary  
Franklin, Louisiana  
Notes to the Component Unit Financial Statements (Continued)

Expenditures

Expenditures are recorded when the related fund liability is incurred.

E. Budgets

The District uses the following budget practices:

Annually, the Board of Commissioners adopts a budget for the General Fund. The budget practices include public notice of the proposed budget and a public hearing on the budget. All budgeting appropriations lapse at the end of each year. Total expenditures may not legally exceed appropriations by more than 5%. The General Fund budget is prepared on the modified accrual basis of accounting and includes original adopted budget amounts and all subsequent amendments. The Board does not use a system of encumbrances.

F. Cash and Cash Equivalents and Investments

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. The Fire Protection District No. 1 of the Parish of St. Mary considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents. Under state law, the district may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Under state law, the district may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

G. Ad Valorem Taxes Receivable

Receivables are written off directly to bad debt expense when they are determined to be uncollectible. Bad debt expense under the allowance method would not be materially different.

Fire Protection District No. 1 of the Parish of St. Mary  
Franklin, Louisiana  
Notes to the Component Unit Financial Statements (Continued)

H. Fixed Assets

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are reported in the general fixed assets account group. Public domain or infrastructures are not capitalized. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated cost if historical cost is not available. Prior to January 1, 1990, the St. Mary Parish Council was governing authority of the District, and did not maintain general fixed asset records. As such, general fixed asset records have been compiled by the Board of Commissioners using estimated acquisition costs.

I. Total Memorandum Column on Balance Sheet

The total column on the combined balance sheet is captioned "Memorandum Only" to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

Note 2 - Cash and Cash Equivalents

At December 31, 1995, the District has cash and cash equivalents (book balances) totaling \$48,904 as follows:

New Iberia Bank	\$11,562
Hibernia Bank	36,842
Petty Cash	<u>500</u>
	<u>\$48,904</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. At December 31, 1995, the district had the following bank balance at each of the financial institutions:

Fire Protection District No. 1 of the Parish of St. Mary  
Franklin, Louisiana  
Notes to the Component Unit Financial Statements (Continued)

	<u>Hibernia</u> <u>Bank</u>	<u>New Iberia</u> <u>Bank</u>
Bank balance	\$ 0	\$ 11,562
Savings balance	36,842	
Certificate of deposit	<u>317,000</u>	<u>          </u>
 Total on deposit	 353,842	 11,562
FDIC coverage	100,000	100,000
Pledged coverage	<u>250,000</u>	<u>          </u>
 Under (over) collateralized	 <u>\$ 3,842</u>	 <u>\$ (88,438)</u>

The pledged assets were held by the district's custodial bank in the name of the district.

Note 3 - Levied Taxes

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. During the current fiscal year, taxes were levied by the District in October and were billed to the taxpayers in November. Billed taxes are due by December 31, becoming delinquent on January 1 of the following year.

The taxes are based on assessed values determined by the Tax Assessor of St. Mary Parish and are collected by the Sheriff.

For the year ended December 31, 1995, taxes were levied on property with assessed valuations totaling \$8,341,652 and were dedicated as follows:

Fire Protection District No. 1 of the Parish of St. Mary	<u>16.72 mills</u>
---	--------------------

Total taxes levied were \$139,112.

Note 4 - Receivables

The following is a summary of receivables at December 31, 1995:

<u>Class of receivables</u>	<u>General Fund</u>
Ad valorem taxes	\$ 134,569
Accrued interest receivable	922
Office of Emergency Preparedness	<u>88,083</u>
Total	<u>\$ 223,574</u>

Fire Protection District No. 1 of the Parish of St. Mary  
Franklin, Louisiana  
Notes to the Component Unit Financial Statements (Continued)

Note 5 - Compensation to Board Members

The board of commissioners were not compensated for their services for the year ended December 31, 1995.

Note 6 - Changes in General Fixed Assets

A summary of changes in general fixed assets follows:

	Balance January 1, <u>1995</u>	<u>Additions</u>	<u>Deductions</u>	Balance December 31, <u>1995</u>
Buildings	\$ 30,000	\$ 0	\$ 0	\$ 30,000
Equipment and furniture	179,357	535	2,500	177,392
Land and Improvements	<u>70,841</u>	<u>0</u>	<u>0</u>	<u>70,841</u>
Total	<u>\$ 280,198</u>	<u>\$ 535</u>	<u>\$ 2,500</u>	<u>\$ 278,233</u>

Note 7 - Commitments and Contingencies

The District has a receivable from the Louisiana Office of Emergency Preparedness in the amount of \$88,083 for disaster assistance payments passed through from the Federal Emergency Management Agency (FEMA). This payment has been suspended by FEMA pending the completion of an audit by the FEMA Office of Inspector General.

Supplemental Information

Fire Protection District No. 1 of the  
 Parish of St. Mary  
 Franklin, Louisiana  
 Governmental Fund - General Fund  
 Schedule of Expenditures  
 Compared to Budget (GAAP Basis)  
 For the Year Ended December 31, 1995

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE - FAVORABLE (UNFAVORABLE)</u>
EXPENDITURES			
Current			
General government			
Bank Charges	\$ 100	\$ 8	\$ 92
Dues	800	685	115
Electric	700	659	41
Insurance	4,500	4,725	(225)
Miscellaneous	1,000	634	366
Office Expense	500	721	(221)
Assessor's Pension	4,000	4,422	(422)
Telephone	1,300	1,184	116
Professional Fees	<u>6,000</u>	<u>5,363</u>	<u>637</u>
Total general government	<u>18,900</u>	<u>18,401</u>	<u>499</u>
Public safety			
Communication	1,100	3,418	(2,318)
Grounds and Buildings			
Maintenance	3,500	2,524	976
Public Safety Equipment	2,000	1,821	179
Training	3,000	2,150	850
Trucks and Pumps			
Maintenance	2,000	584	1,416
Water Supply	2,000	0	2,000
Health and Safety	<u>0</u>	<u>75</u>	<u>(75)</u>
Total public safety	<u>13,600</u>	<u>10,572</u>	<u>3,028</u>
Capital outlay	<u>16,000</u>	<u>535</u>	<u>15,465</u>
TOTAL EXPENDITURES	<u>\$ 48,500</u>	<u>\$ 29,508</u>	<u>\$ 18,992</u>

See Accountants' Compilation Report

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Attestation Reports





A Professional Corporation of Certified Public Accountants

Independent Accountants' Report  
on Applying Agreed-Upon Procedures

To the Commissioners of Fire Protection  
District No. 1 of the Parish of St. Mary

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of Fire Protection District No. 1 of the Parish of St. Mary and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Fire Protection District No. 1 of the Parish of St. Mary's compliance with certain laws and regulations during the year ended December 31, 1995 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

*Code of Ethics for Public Officials and Public Employees*

1. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

2. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the required list. There were no employees.

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To the Commissioners of Fire Protection  
District No. 1 of the Parish of St. Mary

3. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (2) were also included on the listing obtained from management in agreed-upon procedure (1) as immediate family members.

As noted in agreed-upon procedure (2), there were no employees.

*Budgeting*

4. Obtained a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original budget. There were no amendments to the budget during the year.

5. Trace the budget adoption and amendments to the minute book.

We traced the adoption of the original budget to the minutes of a meeting held on December 22, 1994 which indicated that the budget had been adopted by the commissioners of Fire Protection District No. 1 of the Parish of St. Mary by a unanimous vote. No amendments were made to the budget during the year.

6. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues or expenditures exceed budgeted amounts by more than 5%.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues and expenditures for the year did not exceed budgeted amounts by more than 5%.

*Accounting and Reporting*

7. Randomly select 6 disbursements made during the period under examination and:

- (a) trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

To the Commissioners of Fire Protection  
District No. 1 of the Parish of St. Mary

- (b) determine if payments were properly coded to the correct fund and general ledger account, and:

Five of the payments were properly coded to the correct fund and general ledger account. One payment (check number 599), which should have been coded to Capital Outlays - Equipment, was improperly coded to Training.

- (c) determine whether payments received approval from proper authorities.

Each of the disbursements were traced to the district's minute book where they were approved by the full commission.

#### *Meetings*

8. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

Fire Protection District No. 1 of the Parish of St. Mary is only required to post a notice of each meeting and the accompanying agenda on the door of the district's office building. Although management has asserted that such documents were properly posted, we could find no evidence supporting such assertion other than an unmarked copy of the notices and agendas.

#### *Debt*

9. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of banks loans, bonds, or like indebtedness.

We inspected copies of all bank deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

To the Commissioners of Fire Protection  
District No. 1 of the Parish of St. Mary

*Advances and Bonuses*

10. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advance, or gifts.

A reading of the minutes of the district for the year indicated no approval for the payments noted. As noted in agreed-upon procedure (2), there were no payroll records which would indicate payments to employees which would constitute bonuses, advances, or gifts.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of Fire Protection District No. 1 of the Parish of St. Mary and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

*Inzerella, Feldman & Co.*

INZERELLA, FELDMAN & CO.  
CERTIFIED PUBLIC ACCOUNTANTS

June 21, 1996

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