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LULING VOLUNTEER FIRE DEPARTMENT, INC.

GENERAL PURPOSE FINANCIAL STATEMENTS

FOR THE YEAR ENDED

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 AUG 28 1996

Ericksen, Krentel, Canton & LaPorte, L.L.P.  
CERTIFIED PUBLIC ACCOUNTANTS  
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CONTENTS

	<u>PAGE</u>
<u>AUDITORS' REPORT</u>	1
 <u>GENERAL PURPOSE FINANCIAL STATEMENTS:</u>	
Exhibit "A" Combined Balance Sheet - All Fund Types and Account Groups	2
Exhibit "B" Combined Statement of Revenues, Expenditures and Changes in Fund Balance - General Fund	3
Notes to General Purpose Financial Statements	4 - 8

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INDEPENDENT AUDITORS' REPORT

Luling Volunteer Fire  
Department, Inc.  
67 St. Anthony Street  
Luling, Louisiana 70070

We have audited the accompanying general purpose financial statements of the Luling Volunteer Fire Department, Inc. as of and for the year ended December 31, 1995, as listed in the table of contents. These general purpose financial statements are the responsibility of the Luling Volunteer Fire Department, Inc.'s management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards, the Louisiana Governmental Audit Guide and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit in order to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Luling Volunteer Fire Department, Inc. as of December 31, 1995, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued a report dated June 7, 1996 on our consideration of the Luling Volunteer Fire Department, Inc.'s internal control structure and a report dated June 7, 1996 on its compliance with laws and regulations.

June 7, 1996

*Ericksen, Krentel, Canton & LaPorte LLP*  
Certified Public Accountants

LULING VOLUNTEER FIRE DEPARTMENT, INC.  
 COMBINED BALANCE SHEET  
 ALL FUND TYPES AND ACCOUNT GROUPS  
DECEMBER 31, 1995

ASSETS AND PROVISIONS

	<u>Governmental</u> <u>Fund Type</u>	<u>Account</u> <u>Group</u>	<u>Totals</u> <u>(Memorandum Only)</u>	
	<u>General</u> <u>Fund</u>	<u>General</u> <u>Fixed Assets</u>	<u>1995</u>	<u>1994</u>
Cash	\$ 165,696	\$ -	\$ 165,696	\$ 219,973
Due from Parish (Note 3)	11,310	-	11,310	12,155
Prepaid expenses	20,889	-	20,889	21,374
Fire Protection vehicles	-	683,555	683,555	683,555
Equipment	-	304,791	304,791	248,656
Buildings	-	918,544	918,544	1,249,912
Land	-	37,300	37,300	37,300
Debt retirement provision	-	-	-	230,575
 Total assets and provision	 <u>\$ 197,895</u>	 <u>\$ 1,944,190</u>	 <u>\$ 2,142,085</u>	 <u>\$ 2,703,500</u>

LIABILITIES AND FUND EQUITY

LIABILITIES:

Accounts payable	\$ 12,314	\$ -	\$ 12,314	\$ 8,671
Note payable and capital lease (Note 4)	-	-	-	230,575
Total liabilities	<u>12,314</u>	<u>-</u>	<u>12,314</u>	<u>239,246</u>

FUND EQUITY:

Fixed asset investment	-	1,944,190	1,944,190	2,219,423
Fund balance - reserved for prepaid expenses	20,889	-	20,889	21,374
Fund balance - unreserved, undesignated	<u>164,692</u>	<u>-</u>	<u>164,692</u>	<u>223,457</u>
Total fund equity	<u>185,581</u>	<u>1,944,190</u>	<u>2,129,771</u>	<u>2,464,254</u>
Total liabilities and fund equity	<u>\$ 197,895</u>	<u>\$ 1,944,190</u>	<u>\$ 2,142,085</u>	<u>\$ 2,703,500</u>

See accompanying NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

LULING VOLUNTEER FIRE DEPARTMENT, INC.  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCE - GENERAL FUND  
 FOR THE YEAR ENDED DECEMBER 31, 1995

	<u>1995</u>	Totals (Memorandum Only) <u>1994</u>
<b>REVENUES:</b>		
Sales tax - 1/8 cent	\$ 212,192	\$ 172,232
Operations and capital improvements millage	67,230	66,317
Fire insurance rebate	26,714	23,568
Other revenues	<u>9,867</u>	<u>6,522</u>
Total revenues	<u>316,003</u>	<u>268,639</u>
<b>EXPENDITURES:</b>		
Utilities:		
Electricity, water and gas	11,029	9,393
Telephone	3,424	5,711
Equipment:		
Maintenance	17,697	23,920
Fuel	1,380	1,900
Insurance	8,995	9,497
Buildings:		
Maintenance	2,873	8,676
Insurance	11,514	9,964
Personnel:		
Insurance	4,261	3,801
Training	3,516	2,365
Miscellaneous:		
Fire supplies	3,793	8,858
Accounting and auditing	1,850	1,650
Office supplies	943	1,060
Meetings and other	6,047	11,369
Account group activity:		
Equipment purchases	56,135	68,936
Debt retirement	230,575	48,386
Interest	<u>11,221</u>	<u>20,910</u>
Total expenditures	<u>375,253</u>	<u>236,396</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(59,250)	32,243
FUND BALANCE, BEGINNING OF YEAR	<u>244,831</u>	<u>212,588</u>
FUND BALANCE, END OF YEAR	<u>\$ 185,581</u>	<u>\$ 244,831</u>

See accompanying NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

LULING VOLUNTEER FIRE DEPARTMENT, INC.  
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS  
DECEMBER 31, 1995

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Luling Volunteer Fire Department, Inc. (Fire Department) receives funding from local and state government sources and must comply with the concomitant requirements of these funding source entities. However, the Fire Department is a "primary government" and is not included as a component unit of any other St. Charles Parish governmental "reporting entity" as defined in GASB pronouncements, since the entity is a non-profit corporation, and the board members have decision making authority, the power to designate management, the ability to significantly influence operations and primary accountability for fiscal matters. The Fire Department includes all activities that are controlled by it as a quasi-public non-profit corporation organized to provide fire protection to the Parish of St. Charles. The Fire Department has no component units.

The accounting and reporting policies of the Fire Department conform to generally accepted accounting principles as applicable to governmental units.

Fund Accounting

The accounts of the Fire Department are organized on the basis of a fund (General Fund) and account groups, each of which is considered a separate accounting entity. The operations of the General Fund are accounted for with a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues and expenditures.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The Fire Department records are maintained on a cash basis of accounting. However, the General Fund reported in the accompanying financial statements has been converted to a modified accrual basis of accounting utilizing the following practices in recording revenues and expenditures:

Revenues

Sales taxes are recorded in the month the taxes are collected by the St. Charles Parish School Board. Sales taxes become payable to the St. Charles Parish School Board on the first day of the month and become delinquent on the 20th day of the month following incurrence of the taxes by businesses.

**LULING VOLUNTEER FIRE DEPARTMENT, INC.**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
**DECEMBER 31, 1995**

**(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Revenues (Continued)**

A ten year ad valorem tax issue was dedicated to the operations of the Fire Departments beginning in 1991. Each department is to receive one ninth of annual collections. Taxes levied in November each year are available for expenditures in the subsequent year.

Interest income on investments is recorded when the investments have matured and income is available.

All other revenues are recorded when received.

The majority of the Fire Department's revenues are derived from the one-eighth of one percent sales tax and the ad valorem tax for operations.

**Expenditures**

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for principal and interest on general long-term debt which is not recognized until due.

**Cash and Cash Equivalents**

The Department is authorized under state law to 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, and the laws of the United States. The Department may also invest in time certificates of deposit with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. Under state law, these deposits must be secured by the fiscal agent bank. The market value of such pledged securities and federal deposit insurance must equal or exceed the amount on deposit with the fiscal agent. At December 31, 1995, all deposited funds were secured by federal deposit insurance.

**Prepaid Items**

Payments made to vendors for services that will benefit periods beyond December 31, 1995, are recorded as prepaid items. A portion of the general fund's fund balance equal to the prepaid items has been reserved to indicate that it is not available for appropriation.

**Budgets and Budgetary Accounting**

The Fire Department was not required to prepare a budget for the year ended December 31, 1995.

LULING VOLUNTEER FIRE DEPARTMENT, INC.  
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)  
DECEMBER 31, 1995

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Encumbrance Accounting

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is used in governmental funds.

Fixed Assets and Long-Term Liabilities

Fixed assets used in governmental fund type operations are accounted for in the general fixed assets account group, rather than in the General Fund. No depreciation has been provided on fixed assets. Fixed assets are valued at historical cost. Donated fixed assets are recorded at estimated fair market value at the date of donation.

Long-term liabilities expected to be financed from the General Fund are accounted for in the general long-term liabilities account group.

The two account groups are not "funds". They are concerned only with the measurement of financial position and do not involve measurement of results of operations.

Total Columns of Combined Balance Sheet

Total columns on the combined balance sheet are captioned "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Nor is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

Comparative Data

Comparative totals for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the Fire Department's financial position and operations. However, presentation of prior year totals by fund type have not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.



**LULING VOLUNTEER FIRE DEPARTMENT, INC.**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
DECEMBER 31, 1995

**(2) SALES TAX REVENUE**

Effective March 1, 1980, sales tax in the amount of one-eighth of one percent is collected by the St. Charles Parish School Board and administered by the Parish President. The sales tax is to be used for fire protection of the Parish of St. Charles. The funds are distributed monthly by the Parish President to the individual fire departments of the St. Charles Parish Firemen's Association, Inc. Effective September, 1994, the sales tax is distributed on the following basis:

	<u>Monthly Basis</u>	<u>Percent of Remaining Funds</u>
Bayou Gauche Volunteer Fire Dept., Inc.	\$2,500	3.21%
Des Allemands Volunteer Fire Dept., Inc.	\$2,500	4.83%
East Side St. Charles Volunteer Fire Dept., Inc.	\$2,500	23.57%
Hahnville Volunteer Fire Dept., Inc.	\$2,500	5.92%
Killona Volunteer Fire Dept., Inc.	\$2,500	1.56%
Luling Volunteer Fire Dept., Inc.	\$2,500	29.00%
Norco Area Volunteer Fire Dept., Inc.	\$2,500	10.51%
Paradis Volunteer Fire Dept., Inc.	\$2,500	4.20%
St. Rose Volunteer Fire Dept., Inc.	\$2,500	17.20%

**(3) REVENUE RECEIVABLE**

Revenue receivable at December 31, 1995, consists of 1994 and 1995 ad valorem tax collections remitted to the Fire Department in 1996 and the Fire Department's share of the 1/8th cent sales tax for the month of November 1994, collected on or before December 20, 1995, by the St. Charles Parish School Board and remitted by St. Charles Parish in January 1996.

An allowance for uncollectible receivables is not recorded by the Fire Department because it considers all receivables collectible at December 31, 1995.

**(4) GENERAL LONG-TERM LIABILITIES**

The following is a summary of changes in general long-term liabilities during the year ended December 31, 1995:

Long-term liabilities, beginning of period	\$ 230,575
Reductions	<u>(230,575)</u>
Long-term liabilities, end of period	<u>\$ -</u>

**LULING VOLUNTEER FIRE DEPARTMENT, INC.**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
DECEMBER 31, 1995

**(5) CHANGES IN GENERAL FIXED ASSETS**

	Balance 1/1/95	Removal of Assets Transferred from St. Charles Parish 1994	Purchases 1995	Retirements 1995	Balance 12/31/95
Fire protection vehicles	\$ 683,555	\$ -	\$ -	\$ -	\$ 683,555
Equipment	248,656	-	56,135	-	304,791
Buildings	1,249,912	331,368	-	-	918,544
Land	37,300	-	-	-	37,300
	<u>\$2,219,423</u>	<u>\$ 331,368</u>	<u>\$ 56,135</u>	<u>\$ -</u>	<u>\$1,944,190</u>

During 1994, St. Charles Parish transferred assets purchased with a capital improvements bond issue to each fire department. During 1995, the Parish determined that land and buildings purchased with the capital improvements bond issue should have been retained by the Parish. As a result, the land and buildings were removed from the Fire Department's books in the current year. Leases were executed between the Parish and the Fire Departments which provide free use of the facilities to the Fire Departments in exchange for fire protection provided to St. Charles Parish. The leases will remain in effect for a period of twenty years with automatic renewal options for ten year periods.

**(6) CASH**

The Fire Department maintains a separate petty cash account. The petty cash account is funded through public functions held by the Fire Department. Expenditures from this petty cash account are for expenses related to the functions. The amount in the petty cash account was not included in the financial statements and was therefore not subjected to the audit procedures of the financial statements.

**(7) RISK MANAGEMENT**

The Volunteer Fire Department is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; injuries to firemen; and natural disasters. The Volunteer Fire Department carries commercial insurance in amounts sufficient to insure itself against claims resulting from any of those risks.

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RONALD H. ACKERMANN (Ret. 1995)

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE  
BASED ON AN AUDIT OF GENERAL PURPOSE  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

Luling Volunteer Fire  
Department, Inc.  
67 St. Anthony Street  
Luling, Louisiana 70070

We have audited the general purpose financial statements of Luling Volunteer Fire Department, Inc. for the year ended December 31, 1995, and have issued our report thereon dated June 7, 1996.

We conducted our audit in accordance with generally accepted auditing standards, the Louisiana Governmental Audit Guide and 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 general purpose financial statements are free of material misstatement.

Compliance with laws, regulations and contracts applicable to Luling Volunteer Fire Department, Inc. is the responsibility of Luling Volunteer Fire Department, Inc.'s management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of Luling Volunteer Fire Department, Inc.'s compliance with certain provisions of laws, regulations, contracts and grants, where applicable. However, the objective of our audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

This report is intended for the information of management, St. Charles Parish and the Louisiana Legislative Auditor. However, this report is a matter of public record and its distribution is not limited.

June 7, 1996

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Certified Public Accountants

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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL  
STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

Luling Volunteer Fire  
Department, Inc.  
67 St. Anthony Street  
Luling, Louisiana 70070

We have audited the general purpose financial statements of Luling Volunteer Fire Department, Inc. for the year ended December 31, 1995, and have issued our report thereon dated June 7, 1996.

We have conducted our audit in accordance with generally accepted auditing standards, the Louisiana Governmental Audit Guide and 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 general purpose financial statements are free of material misstatement.

The management of Luling Volunteer Fire Department, Inc. is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

Luling Volunteer Fire  
Department, Inc.  
June 7, 1996  
Page 2

In planning and performing our audit of the general purpose financial statements of Luling Volunteer Fire Department, Inc., for the year ended December 31, 1995, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

We noted certain matters involving the internal control structure and its operations that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

Our evaluation of the internal control structure revealed an absence of appropriate segregation of duties consistent with appropriate control objectives. The Department is small and therefore it is not feasible to maintain an adequate segregation of duties among accounting personnel.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we believe none of the reportable conditions described above is a material weakness.

Ericksen, Krentel, Canton & La Porte, L.L.P.  
CERTIFIED PUBLIC ACCOUNTANTS

Luling Volunteer Fire  
Department, Inc.  
June 7, 1996  
Page 3

This report is intended for the information of management, St. Charles Parish, and the State of Louisiana Legislative Auditor. However, this report is a matter of public record and its distribution is not limited.

June 7, 1996

*Ericksen, Krentel, Canton & La Porte LLP*  
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