

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 3

St. Tammany Parish Police Jury

Madisonville, Louisiana

General Purpose Financial Statements

As of and For the Year Ended December 31, 1998

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January 17, 1997

INDEPENDENT AUDITOR'S REPORT

St. Tammany Parish Fire Protection District No. 4
Mandeville, Louisiana

We have audited the accompanying financial statements of the St. Tammany Parish Fire Protection District No. 4, as of and for the year ended December 31, 1996 as listed in the table of contents. These financial statements are the responsibility of the St. Tammany Parish Fire District No. 4's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the St. Tammany Parish Fire Protection District No. 4 as of December 31, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Edith Jeanette & Co.
CERTIFIED PUBLIC ACCOUNTANTS

ST. TAMMUS PUBLIC RAIL EXTERMINATION DISTRICT NO. 1
STATE OF MISSISSIPPI
MOBILE, MISSISSIPPI
FINANCIAL STATEMENT - FUND TYPE: FUND ACCOUNT GROUPS
PERIOD: 12/31/1972

	GOVERNMENTAL FUND TYPE	PROPERTY		TOTALS Income Statement LINE	BALANCE Sheet LINE
		CENTRAL ELECT. SERVICE	GENERAL ELECT.		
ASSETS					
Cash and cash equivalents	\$ 282,127	\$ -	\$ -	\$ 282,127	\$ 282,127
Investments	479,822	-	-	479,822	479,822
Receivables, net of allowances					
For uncollectibles					
For various taxes	5,722,818	-	-	5,722,818	5,722,818
State revenue sharing	142,822	-	-	142,822	142,822
Accrued interest	2,388	-	-	2,388	2,388
Electricity medical services	142,822	-	-	142,822	142,822
Prepaid insurance	2,281	-	-	2,281	2,281
Property, plant and equipment	-	2,518,218	-	2,518,218	2,518,218
Deposits	82	-	-	82	82
Amount to be provided for retirement of compensated employees			82,422	82,422	82,422
TOTAL ASSETS	12,528,122	2,518,218	82,422	12,528,122	12,528,122
LIABILITIES					
Accounts payable	\$ 222,422	\$ -	\$ -	\$ 222,422	\$ 222,422
Accrued liabilities	124,422	-	-	124,422	124,422
Long-term debt					
Compensated employees			82,422	82,422	82,422
TOTAL LIABILITIES	346,844		82,422	346,844	346,844
FUND EQUITY					
Investment in general fund assets	-	2,518,218	-	2,518,218	2,518,218
Fund balance					
Reserved					
Unreserved	248,822	-	-	248,822	248,822
Unallocated	2,212,822	-	-	2,212,822	2,212,822
TOTAL FUND EQUITY	2,461,640	2,518,218		2,461,640	2,461,640
TOTAL LIABILITIES AND FUND EQUITY	12,528,122	2,518,218	82,422	12,528,122	12,528,122

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

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY**

BONHEAVURE, LOUISIANA
GOVERNMENTAL FIRE - SPECIAL FIRE

STATEMENT OF REVENUE, EXPENDITURES AND CARRIER IN FUND BALANCE

MARKET AND ACTING

YEAR ENDING DECEMBER 31, 1986

	BUDGET	ACTUAL	VARIANCE FAVORABLE OR UNFAVORABLE
REVENUES:			
Parish Revenues:			
Ad valorem tax	\$2,294,604	\$2,005,319	\$ 289,285
Tax on fire insurance premiums	49,849	49,849	-
State Sources:			
State revenue sharing	179,901	179,941	(\$ 40)
Forestry grant	876	876	-
Other:			
Interest income	80,600	84,549	3,949
Emergency medical service	330,000	384,333	54,333
Gain on disposition of equipment	-	13,833	13,833
Miscellaneous	20,300	8,551	11,749
Total Revenues	<u>3,440,810</u>	<u>3,516,942</u>	<u>76,132</u>
EXPENDITURES:			
Accounting and Professional	28,580	28,100	480
Advertising	900	999	99
Building maintenance	18,900	15,837	3,063
Civil Service	1,500	987	513
Classes and training	14,980	14,485	495
Capital outlays	881,450	684,300	197,150
Deduction from ad valorem tax for:			
Assessor collection fees	-	89,588	89,588
Dues and subscriptions	3,450	3,790	340
Employee retirement	91,971	94,138	2,167
Equipment repairs and maintenance	99,000	49,993	49,007
Film, Video Tapes & Developing	900	722	178
Fire Prevention work	4,500	2,874	1,626
Gas and oil	17,000	17,303	303
Insurance - general	158,527	158,328	199
Insurance - group	100,138	100,613	475
Insurance - life	4,000	4,361	361
Janitorial supplies	6,000	6,478	478
Medical supplies and exams	89,800	87,852	1,948
M.F.D. volunteers	3,600	3,600	-
Miscellaneous	3,500	4,169	669
Office supplies	13,700	14,429	729
Payroll taxes	105,804	109,651	3,847
Pay Plan	3,600	3,140	460
Salaries	1,466,000	1,406,983	59,017
Telephone	16,000	16,121	121
Travel	9,000	10,536	1,536
Uniforms	14,000	14,187	187
Utilities	19,000	19,481	481
Volunteer Pension	14,000	13,750	250
Total expenditures	<u>3,117,380</u>	<u>3,081,636</u>	<u>35,744</u>

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

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
BASSACVILLE, LOUISIANA
GOVERNMENTAL FUND - GENERAL FUND
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 YEAR ENDED DECEMBER 31, 1954

	BUDGET	ACTUAL	VARIANCE: FAVORABLE UNFAVORABLE
Excess (Deficiency) of Revenues over (under) Expenditures	(370,889)	514,884	785,773
Fund Balance - Beginning of Year	<u>1,217,521</u>	<u>2,282,375</u>	<u>1,064,854</u>
	1,846,632	2,797,259	1,872,108
Increase in Fund Balance - Future Equipment Acquisitions	-	78,138	78,138
Decrease in Fund Balance - Emergency Purchases	<u>-</u>	<u>(126,580)</u>	<u>(126,580)</u>
Fund Balance At End of Year	<u>\$1,846,632</u>	<u>\$2,748,817</u>	<u>\$ 902,185</u>

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

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE DEPT
FINANCIAL STATEMENTS

GOVERNMENTAL FUND - GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
YEAR ENDED DECEMBER 31, 1988

	DOLLARS	
	1988	1987
REVENUES:		
Parish sources:		
Ad valorem tax	\$2,885,319	\$2,336,061
Tax on fire insurance premiums	49,649	48,000
State Sources:		
State revenue sharing	170,841	173,256
Forestry grant	674	547
Other:		
Interest	84,549	80,270
Emergency Medical Service	304,223	232,185
Miscellaneous	8,511	16,272
Gain on disposition of equipment	13,832	3,940
Total Revenues	<u>3,536,448</u>	<u>2,889,731</u>
EXPENDITURES:		
Accounting and professional	26,180	24,344
Advertising	889	475
Building maintenance	14,837	9,450
Civil Service	867	810
Conventions and training	14,470	12,860
Capital Outlays	595,340	309,408
Deduction from ad valorem tax for:		
Assessor Collection Fees	89,886	96,374
Deeds and subscriptions	3,780	1,400
Employee's retirement	84,138	68,477
Equipment repairs and maintenance	84,932	25,807
Film, video tapes and developing	720	1,200
Fire Prevention	3,878	3,804
Gas and oil	17,200	14,477
Insurance - general	188,306	153,977
Insurance - group	188,512	173,579
Insurance - life	4,381	3,071
Janitorial supplies	4,418	4,304
Medical supplies and exams	37,093	34,014
N.F.B. volunteers	3,600	3,000
Miscellaneous	4,769	3,114
Office supplies	34,529	32,111
Payroll taxes	288,653	180,727
Per Diem	1,140	1,201
Salaries	1,488,882	1,326,541
Telephone	18,123	13,270
Travel	30,536	7,814
Uniforms	34,187	31,817
Utilities	20,490	14,374
Volunteer pension	13,358	7,217
Total Expenditures	<u>3,881,436</u>	<u>2,418,319</u>

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

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
 ST. TAMMANY PARISH POLICE JURY
 MONROE, LOUISIANA

GOVERNMENTAL FUND - GENERAL FUND

STATEMENT OF REVENUES, DISBURSMENTS AND CHANGES IN FUND BALANCE
 YEAR ENDED DECEMBER 31, 1996

	TOTALS	
	In accordance with LRS 504	only LRS 504
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 514,004	\$ 465,709
FUND BALANCE AT BEGINNING OF YEAR	2,350,321	2,025,421
	2,879,179	2,544,130
INCREASE IN FUND BALANCE - Future Equipment Acquisitions	76,220	197,100
DECREASE IN FUND BALANCE - Future Building Costs	-	179,701
DECREASE IN FUND BALANCE - Emergency Purchases	(126,588)	(17,120)
FUND BALANCE AT END OF YEAR	\$3,122,811	\$2,868,429

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
MONROEVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1990

INTRODUCTION

The St. Tammany Parish Fire Protection District No. 4 is a component unit of the St. Tammany Parish Police Jury created by ordinance of the St. Tammany Parish council on January 16, 1988. The Fire District is administered by a Board of Commissioners of five members. Two members are appointed by the St. Tammany Parish Police Jury and two members are appointed by the City of Mandeville. These four members select the fifth member who serves as the chairman. Each commissioner is entitled to receive a per diem payment of \$30 for each board meeting attended. The Fire District provides fire protection for the entire fourth ward of St. Tammany Parish which has a population of 26,082. The St. Tammany Parish Fire Protection District No. 4 maintains and operates four fire protection facilities and has 46 employees.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PRESENTATION

The accompanying general purpose financial statements of the St. Tammany Parish Fire Protection District No.4 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.

REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the St. Tammany Parish Police Jury is the financial reporting entity for St. Tammany Parish. The financial reporting entity consists of (a) the primary government (police jury), (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.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the St. Tammany Parish Police Jury 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. The criteria included:

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1998

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)
REPORTING ENTITY (CONT'D)

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the police jury 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 police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
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.

The St. Tammany Parish Fire Protection District No. 4 was determined to be a component unit of the St. Tammany Parish Police Jury, the reporting entity, because the reporting entity's financial statements would be misleading if data of the St. Tammany Parish Fire Protection District No. 4 was not included because of the significance of the relationship and scope of public service. The accompanying financial statements present information only on the funds maintained by the district and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

FUND ACCOUNTING

The St. Tammany Parish Fire Protection District No.4 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.

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.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
MONROEVILLE, LOUISIANA
AUDITING TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1998**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

FUND ACCOUNTING (CONT'D)

Funds of the St. Tammany Parish Fire Protection District No.4 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. Governmental funds of the St. Tammany Parish Fire Protection District No.4 include:

General Fund

The general fund accounts for all of the financial activities of the St. Tammany Parish Fire Protection District No. 4. These activities are funded primarily by ad valorem taxes.

General Fixed Assets and General Long-Term Debt

Fixed assets used in the governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. Depreciation has not been provided on general fixed assets. All fixed assets are valued at historical cost or estimated historical cost. When income are retired, the General Fixed Assets Account Group is reduced for the related cost. Assets that have been donated to the St. Tammany Parish Fire Protection District No. 4 are recorded at fair market value at the time of donation.

Long-term debt expected to be financed from governmental funds are accounted for in the general long-term debt account group, not in the governmental funds.

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

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 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. The governmental funds use the following practices in recording revenues and expenditures:

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
OF LEBLANCH PARISH POLICE JURY
MONROEVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1996

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTAIN:

BASIS OF ACCOUNTING RECORDS

Revenues

Revenues are recognized when they become measurable. All revenues are susceptible to accrual. Ad valorem taxes attach as an enforceable lien on property as of May 18, 1997. Taxes are levied on November 15, 1996 and are due and payable December 31, 1996. All unpaid taxes levied December 18, 1996 become delinquent January 1, 1997. Property tax revenues are recognized when they become available. Available includes those property tax receivables expected to be collected within sixty days after year end.

Expenditures

Expenditures are recognized when goods or services have been received.

BUDGET PRACTICES

The St. Tammany Parish Fire Protection District No. 4 utilizes the following budgetary practices:

A budget is adopted annually for the General Fund in accordance with Louisiana Revised Statutes 19:1304 and 19:1305. The 1996 budget was first published in the official parish journal on November 14, 1995 and made available for public inspection on the same date. The public meeting for the proposed budget was held on December 13, 1995 and also adopted on that date. Formal budgetary integration is employed as a management control device during the year. The budget is prepared on the modified accrual basis of accounting. Budgeted amounts included in the accompanying financial statements are the final authorized amounts as revised during the year. Unused appropriations for all of the budgeted funds lapse at the end of the year. The St. Tammany Parish Fire Protection District No. 4 approves the budget and any revisions. Periodically, individual items of budgeted revenues and expenditures are compared to actual amounts. If it appears that a budget revision is necessary, the Board of Commissioners of the Fire District will approve revising the budget. For the year ended December 31, 1996 in the General Fund, actual revenues exceeded budgeted revenues by over \$4 and the actual fund balance was over \$4 more than the budgeted amount. Expenditures may not exceed available funds.

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
MONROEVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1984

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

CASH AND CASH EQUIVALENTS AND INVESTMENTS

Cash includes amounts in demand deposits, interest bearing demand deposits and money market accounts. It is the policy of the St. Tammany Parish Fire Protection District No. 4 to invest highly liquid investments with a maturity of ninety (90) days or less as cash equivalents. Under state law the St. Tammany Parish Fire Protection District No. 4 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 St. Tammany Parish Fire Protection District No. 4 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. Investments are stated at cost.

PREPAID INSURANCE

Prepaid insurance represents the unexpired portion of insurance policies in effect at the Balance Sheet date.

FIXED ASSETS

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost.

TERMINATED AGREEMENTS

The St. Tammany Parish Fire Protection District No. 4 has the following policy relating to vacation and sick leave:

Annual leave

Annual leave accrues at the rate of 3.76 hours for employees hired prior to June 9, 1984 and at the rate of 7.34 hours for employees hired after June 9, 1984 per pay period for two weeks of service performed by employees on a 56 hour work week and 11.0 hours for each month of service performed by employees on a 43 hour work week. After 10 years of service, annual leave accrues at the rate of 8.28 hours

Wald, Justice & Sons INCORPORATED FINANCIAL STATEMENTS REPORT NO. 4
ST. LOUIS MOBILE POLICE DEPT
MONROEVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1996

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONT'D

COMPENSATED ABSENCE CONT'D

per pay period for each two weeks of service performed by employees on a 44 hour work week. Annual leave not taken during a year can be accumulated. Accumulation of annual leave is limited to 200 hours per employee on December 31st of each calendar year.

Sick Leave

Employees of the Fire District are entitled to full pay during sickness or incapacity, not brought about by their own negligence for a period of not more than 52 weeks. Sick leave cannot be accumulated.

The cost of annual leave privileges, computed in accordance with GASB modification Section 288, is recognized as a current-year expenditure in the General Fund when leave is actually taken. The cost of leave privileges not regarding current resources is recorded in the general long-term obligations account group.

In 1996 the Fire District had a policy which paid incentives to employees for not using sick leave. This policy may be a violation of Article 7, Section 14 of the Louisiana Constitution. The Fire District is requesting an opinion on their policy from the Louisiana Attorney General.

FUND EQUITY

Designated Fund Balances

Designated fund balance consists of \$487,123 for future equipment acquisitions, \$224,560 for emergency purposes, \$78,726 for future building costs and \$22,563 for future volunteer pension costs.

The fund balance designated for future equipment acquisitions was decreased in 1996 by \$78,128 and the fund balance for emergency purposes was increased by \$24,560 in 1996.

The fund balance designated for future volunteer pension costs was set up to provide a pension plan for volunteers beginning in 1993. The volunteer pension went into effect in 1998. In 1996 the fund balance designated for future volunteer pension costs was reduced by \$7,611 for payment of prior costs.

TOTAL COLUMN ON STATEMENTS

The total columns on the statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Written in such data comparable to a consolidation.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE, JULY
PARISHVILLE, LOUISIANA
REPORT TO FINANCIAL AUTHORITIES
FOR THE YEAR ENDING DECEMBER 31, 1996**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

EMERGENCY MEDICAL SERVICE

In 1994 the Fire District started providing emergency medical transportation to the residents of the fourth ward of St. Tammany Parish. Residents who use the medical transportation service are charged a fee of \$300.

NOTE 2 - LEVIED TAXES

An ad valorem tax millage authorized and levied for the year ended December 31, 1996 was 25.00.

NOTE 3 - CASH AND CASH EQUIVALENTS

At December 31, 1996, the District has cash and cash equivalents (bank balances) totaling \$225,187 as follows:

Cash on hand	\$ 150
Interest bearing demand deposits	25,014
Money market accounts	<u>179,923</u>
Total	<u>225,187</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. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At December 31, 1996, the district has \$225,014 in deposits (collected bank balances). These deposits are secured from risk by \$180,000 of federal deposit insurance and \$1,740,187 of pledged securities held by the custodial bank in the name of the fiscal agent bank (asset category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised statute 39:1228 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 18 days of being notified by the district that the fiscal agent has failed to pay deposited funds upon demand.

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
HADESVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1996

NOTE 4 - INVESTMENTS

At December 31, 1996 the St. Tammany Parish Fire Protection District No. 4 has investments totaling \$478,921 as follows:

	<u>Carrying</u> <u>Amount</u>	<u>Market</u> <u>Value</u>
U.S. Government Securities	\$ 478,921	\$ 478,921
Total	<u>\$ 478,921</u>	<u>\$ 478,921</u>

The investments are in the name of the St. Tammany Parish Fire Protection District No. 4 and are held at the St. Tammany Parish Fire Protection District No. 4's office. Because the U.S. Government Securities are in the name of the district and are held by the district or its agent, the U.S. Government Securities are considered insured and registered, Category 1, in applying the credit risk of GAO's Codification section 155.104.

During 1996, the St. Tammany Parish Fire Protection District No. 4 had other investments in U.S. Government Obligations which are not on hand at December 31, 1996.

NOTE 5 - RECEIVABLES

The following is a summary of receivables at December 31, 1996:

<u>Class of Receivable</u>	<u>General</u> <u>Fund</u>
Ad valorem taxes	\$2,712,814
State revenue sharing	212,817
Emergency medical services	249,517
Accrued interest	<u>2,388</u>
Total	<u>\$3,227,536</u>

The receivable for Ad valorem taxes is net of an allowance at December 31, 1996 of \$228,704. The allowance is set up at 7.5% of the total ad valorem tax allocated to the St. Tammany Parish Fire Protection District No. 4 per the tax rolls of St. Tammany Parish and expected to be collected.

The emergency medical services is net of an allowance at December 31, 1996 of \$68,498. The allowance has been set up at 30% of the outstanding receivable at December 31, 1996.

Annual Financial Report
ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
MONROE, LOUISIANA
REPORT TO FINANCIAL COMMITTEE
FOR THE YEAR ENDED DECEMBER 31, 1988

NOTE 4 - CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance January 1, 1988	Additions	Reductions	Balance December 31, 1988
Land	\$ 72,990	\$ -	\$ -	\$ 72,990
Buildings	682,457	53,948	-	736,405
Leasehold Improvements	389,400	18,164	-	407,564
Equipment and Fixtures	448,831	238,549	-	687,380
Office Furniture	48,899	2,817	-	51,716
Medical Equipment	55,733	2,784	-	58,517
Transportation Equipment	1,121,577	282,280	82,908	1,320,949
Total	\$2,621,887	\$616,741	\$ 82,908	\$3,355,720

NOTE 5 - PENSION PLAN

LOUISIANA FIREFIGHTERS RETIREMENT SYSTEM

Substantially all employees of St. Tammany Parish Fire Protection District No. 4 are members of the Louisiana Firefighters Retirement System (System), a cost sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

Membership in the Louisiana Firefighters Retirement System is mandatory for all full-time firefighters employed by a municipality, parish or fire protection district that did not enact an ordinance before January 1, 1980, exempting itself from participation in the System. Employees are eligible to retire at or after age 50 with at least 12 years of creditable service or at or after age 55 with at least 20 years of creditable service. Upon retirement, members are entitled to a retirement benefit, payable monthly for life, equal to three and one-third percent of their final-average salary for each year of creditable service, not to exceed 100 percent of their final-average salary. Final-average salary is the employee's average salary over the 12 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 55 (or at or after age 51 with at least 20 years of creditable service at termination) and receive the benefit accrued to their date of termination. The system also provides death and disability benefits. Benefits are established or amended by state statute.

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
MONROELAND, LOUISIANA
NOTE TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1988

NOTE 7 - PENSION PLAN ACCOUNT

LOUISIANA FIREFIGHTERS RETIREMENT SYSTEM ACCOUNT

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Firefighters' Retirement System, Post Office Box 94088, Baton Rouge, Louisiana 70804, or by calling (504)945-4040.

Plan members are required by state statute to contribute 8.8 percent of their annual covered salary and the St. Tammany Parish Fire Protection District No. 4 is required to contribute at an actuarially determined rate. The current rate is 8.8 percent of annual covered payroll. The contribution requirements of plan members and the St. Tammany Parish Fire Protection District No. 4 are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:101, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The St. Tammany Parish Fire Protection District No. 4's contributions to the System for the years ending December 31, 1986, 1987 and 1988, were \$96,139, \$68,253 and \$54,452, respectively, equal to the required contributions for each year.

NOTE 8 - DEFERRED COMPENSATION PLAN

The St. Tammany Parish Fire Protection District No. 4 offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The St. Tammany Parish Fire Protection District No. 4 has no liability for losses under the Plan and does not guarantee any of the benefits under the plan.

NOTE 9 - COMPENSATED ABSENCES

At December 31, 1988, employees of the district have accumulated and vested \$89,617 of employee leave benefits, which was reported in accordance with GASB Codification Section 120. Of this amount, \$63,617 is recorded within the general long-term obligations account group.

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 4
ST. TAMMANY PARISH POLICE JURY
MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 1996

NOTE 10 - ACCRUED LIABILITIES

At December 31, 1996 accrued liabilities consist of:

Accrued payroll taxes	\$	50
Accrued salaries		34,483
Accrued assessor collection fee		<u>80,586</u>
		<u>\$115,519</u>

NOTE 11 - CHANGES IN GENERAL LONG-TERM OBLIGATIONS

The following is a summary of the long-term obligation transactions during the year:

Compenated		
<u>Absences</u>		
Long-term obligations payable		
at December 31, 1995		\$60,887
Additions		77,884
Deductions		<u>(178,088)</u>
Long-term obligations payable		
at December 31, 1996		<u>\$59,683</u>

NOTE 12 - OPERATING LEASE

The St. Tammany Parish Fire Protection District No. 4 leases land for a parking lot under an operating lease which expires in 2000.

The minimum annual commitments under noncancelable operating leases for each of the next five years are as follows:

<u>Fiscal Year</u>	<u>Land</u>
1997	\$ 100
1998	100
1999	100
2000	100
2001	<u>100</u>
	<u>500</u>
Total	<u>\$ 500</u>

Office Address & ~~Address~~ PARISH FIRE PROTECTION DISTRICT NO. 4
ST. CHARLES PARISH POLICE JURY
MONROELAKE, LOUISIANA
SCHEDULE OF COMPENSATION OF PAID BOARD MEMBERS
FOR THE YEAR ENDING DECEMBER 31, 1995

COMPENSATION PAID BOARD MEMBERS

The schedule of compensation paid to board members is presented in compliance with House Concurrent Resolution No. 84 of the 1978 Session of the Louisiana Legislature. Payment of per diem is made in accordance with Louisiana Revised Statute 88:1488 which authorizes per diem payments of \$30 per board meeting attended.

Schedule of Compensation Paid Board Members
For the Year Ended December 31, 1995

<u>NAME</u>	<u>AMOUNT</u>
Leonard Frosch	\$ 330.00
Donald Villars	300.00
E.S. Dornie	-
Leopold Cappel	430.00
Don Requinance	-
Total	<u>\$ 1,060.00</u>

*Carves without compensation.



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH LAWS AND REGULATIONS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

St. Tammany Parish Fire Protection District No.4
Mandeville, LA

We have audited the general purpose financial statements of the St. Tammany Parish Fire Protection District No. 4, an cd and for the years ended December 31, 1996, and have issued our report thereon dated January 17, 1997.

We conducted our audit in accordance with generally accepted auditing standards, 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, contracts, and grants applicable to the St. Tammany Parish Fire Protection District No. 4, is the responsibility of the St. Tammany Parish Fire Protection District No. 4's management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, we performed tests of the compliance with certain provisions of laws, regulations and contracts. 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.

Material instances of noncompliance consist of failures to follow requirements or violations of prohibitions contained in statutes, regulations, contracts, or grants that cause us to conclude that the aggregation of the misstatements resulting from those failures or violations is material to the general purpose financial statements. The results of our tests of compliance disclosed no material instances of noncompliance but did disclose the following:

During 1996 the St. Tammany Parish Fire Protection District No.4 had a policy which paid an incentive to employees for not using sick leave. This policy may be interpreted to be a violation of Article V, Section 14 of the Louisiana Constitution. The position of the St. Tammany Parish Fire Protection District No. 4 is not to change their policy until an opinion on their particular situation is received from the Louisiana Attorney General. Previously, there have been Attorney General rulings which indicated that such practices are not allowed.

We considered this in forming our opinion on whether the 1966 general-purpose financial statements are presented fairly, in all material respects, in conformity with generally accepted accounting principles, and this report does not affect our report dated January 17, 1967, on these general-purpose financial statements.

Except as described above, the results of our tests of compliance indicate that, with respect to the items tested, St. Tammany Parish Fire Protection District No. 4, complied in all material respects, with the provisions referred to in the third paragraph of this report; and with respect to items not tested, nothing came to our attention that caused us to believe that the St. Tammany Parish Fire Protection District No. 4 had not complied, in all material respects, with those provisions.

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

Dillard, Jefferson & Winters

Richard Jefferson & Winters
Metairie, Louisiana
January 27, 1967



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL STRUCTURE RELATED MATTERS
NOTED IN A FINANCIAL STATEMENT AUDIT CONDUCTED IN ACCORDANCE WITH GOVERNMENT
AUDITING STANDARDS**

St. Tammany Parish Fire Protection District No. 4
Mandeville, Louisiana

We have audited the general purpose financial statements of the St. Tammany Parish Fire Protection District No. 4 as of and for the year ended December 31, 1996 and have issued our report thereon dated January 17, 1997.

We conducted our audit in accordance with generally accepted auditing standards, 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.

In planning and performing our audit of the general purpose financial statements of the St. Tammany Parish Fire Protection District No. 4, for the year ended December 31, 1996, we considered the internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

The management of the St. Tammany Parish Fire Protection District No. 4, 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 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.

For the purpose of this report, we have classified the significant internal control structure policies and procedures in the following categories: payroll, cash receipts, cash disbursements, accounts payable, purchases and receiving, general ledger and property and equipment.

For all of the control categories listed above, 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.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. 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. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

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

Dillard, Jacobson & Winters



Metairie, La.
January 19, 1957