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**FISKE UNION FIRE DISTRICT
OAK GROVE, LOUISIANA**

**ANNUAL REPORT
FOR THE YEAR ENDED
DECEMBER 31, 1997**

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: April 22, 1998

FIGKE UNION FIRE DISTRICT

GENERAL PURPOSE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 1997

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FISKE UNION FIRE DISTRICT

GENERAL PURPOSE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 1997

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FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

TRANSMITTAL LETTER
ANNUAL GENERAL PURPOSE FINANCIAL STATEMENTS

March 18, 1998

Office of the Legislative Auditor
Attention: Ms. Dorothy Milner
Post Office Box 84387
1600 North Third Street
Baton Rouge, Louisiana 70804-9387

Dear Ms. Milner:

In accordance with Louisiana Revised Statute 24:514, enclosed are the annual financial statements for the Fiske Union Fire District as of and for the year ended December 31, 1997. The report includes all funds under the control and oversight of the fire district. The accompanying financial statements have been prepared in accordance with generally accepted accounting principles.

Sincerely,


Fire Chief

Enclosure

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

ANNUAL SWORN FINANCIAL STATEMENTS AND
CERTIFICATION OF REVENUES \$50,000 OR LESS

The annual sworn financial statements are required by Louisiana Revised Statute 24:514 to be filed with the Legislative Auditor within 90 days after the close of the year. The certification of revenues \$50,000 or less is required by Louisiana Revised Statute 24:513(D)(3)(a)(i).

AFFIDAVIT

Personally came and appeared before the undersigned authority, Marshall Ruffin, President of Fiske Union Fire District, who, duly sworn, deposes and says, that the financial statements herewith given present fairly the financial position of the Fiske Union Fire District as of December 31, 1997, and the results of operations for the year then ended, in accordance with generally accepted accounting principles, accounting principles, applied on a basis consistent with that of the preceding year.

In addition, Marshall Ruffin, who, duly sworn, deposes and says that the Fiske Union Fire District received \$50,000 or less in revenues and other sources for the year ended December 31, 1997, and accordingly, is not required to have an audit for the previously mentioned year.

Sworn to and subscribed before me, this 25th day of March, 1998.

Wade [Signature]
NOTARY PUBLIC

President: Marshall Ruffin
Address: 11442 Highway 509
Oak Grove La 71263
Phone No. (337) 442-3002

PISKE UNION FIRE DISTRICT
Oak Grove, Louisiana
ALL FUND TYPES AND ACCOUNT GROUPS

Balance Sheet
DECEMBER 31, 1997

	GOVERNMENTAL FUND TYPE GENERAL FUND	SPECIAL REVENUE FUND
ASSETS		
CURRENT ASSETS:		
Cash and Cash Equivalents	\$1,044.94	\$8,503.85
Receivables	0.00	13,951.00
Due From Other Funds	0.00	0.00
TOTAL CURRENT ASSETS	\$1,044.94	\$19,954.85
PROPERTY AND EQUIPMENT:		
Buildings	\$0.00	\$0.00
Equipment	0.00	0.00
Assets under Capital Lease	0.00	0.00
TOTAL PROPERTY and EQUIPMENT	\$0.00	\$0.00
Amount to be Provided for Lease—Purchase		
Payment	\$0.00	\$0.00
TOTAL AMOUNT TO BE PROVIDED	\$0.00	\$0.00
 TOTAL ASSETS	 <u>\$1,044.94</u>	 <u>\$19,954.85</u>

ACCOUNT GROUPS			
GENERAL FIXED ASSETS	---	GENERAL LONG-TERM DEBT	TOTAL (MEMORANDUM ONLY)
\$0.00		\$0.00	\$7,548.79
0.00		0.00	13,361.00
0.00		0.00	0.00
\$0.00		\$0.00	\$20,909.79
\$12,000.00		\$0.00	\$12,000.00
38,626.60		0.00	38,626.60
44,100.00		\$0.00	44,100.00
\$94,726.60		\$0.00	\$94,726.60
\$0.00		\$0.00	\$0.00
\$0.00		\$0.00	\$0.00
<u>\$94,726.60</u>		<u>\$0.00</u>	<u>\$115,636.39</u>

(CONTINUED)

The accompanying notes are an integral part of this statement.

POISE UNION FIRE DISTRICT
Oak Grove, Louisiana

Balance Sheet
DECEMBER 31, 1997

	GOVERNMENTAL FUND-TYPE GENERAL FUND	SPECIAL REVENUE FUND
<u>LIABILITIES AND FUND EQUITY</u>		
LIABILITIES:		
Due to General Fund	\$0.00	\$0.00
Capital Lease—Purchase	0.00	0.00
Capital Lease Payment	0.00	0.00
TOTAL LIABILITIES	\$0.00	\$0.00
Fund Equity:		
Investment in general fixed assets	\$0.00	\$0.00
Fund Balance—Unreserved—undesignated	\$1,064.94	0.00
Fund Balance—Designated	0.00	19,864.88
Total Fund Equity	\$1,064.94	\$19,864.88
TOTAL LIABILITIES AND FUND EQUITY	<u>\$1,064.94</u>	<u>\$19,864.88</u>

ACCOUNT GROUPS		
GENERAL FIXED ASSETS	--- GENERAL LONG-TERM DEBT	TOTAL (MEMORANDUM ONLY)
\$0.00	\$0.00	\$0.00
0.00	0.00	0.00
0.00	0.00	0.00
\$0.00	\$0.00	\$0.00
\$94,726.60	\$0.00	\$94,726.60
0.00	0.00	\$1,044.94
0.00	0.00	\$13,804.85
<u>\$94,726.60</u>	<u>\$0.00</u>	<u>\$115,636.39</u>
<u>\$94,726.60</u>	<u>\$0.00</u>	<u>\$115,636.39</u>

(CONCLUDED)

The accompanying notes are an integral part of this statement.

FISKE UNION FIRE DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
All Fund Types
For the Year Ended December 31, 1997

REVENUES:

2% Fire Insurance Rebate - 1997	\$0,120.97
Contributions	0.00
Sales Taxes	38,958.23
TOTAL REVENUES	\$39,079.20

EXPENDITURES:

Repairs	\$3,263.62
Supplies	2,089.44
Insurance	804.00
Utilities	2,113.89
Office Expenses	238.89
Fuel	1385.67
Miscellaneous	1,878.20
Capital Outlay	17,636.88
Lease Payments	9,977.77
Accounting	750.00
TOTAL EXPENDITURES	\$38,814.28

EXCESS OF REVENUES OVER EXPENDITURES **(\$3,835.18)**

FUND BALANCE AT BEGINNING OF YEAR **\$21,744.87**

FUND BALANCE AT THE END OF YEAR **\$20,909.79**

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FISKE UNION FIRE DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
All Fund Types
For the Year Ended December 31, 1997

	Budget as Approved	Actual	Variance Favorable (Unfavorable)
REVENUES:			
2% Fire Insurance Rebate	\$3,100.00	\$3,120.97	\$20.97
Other	0.00	0.00	0.00
Sales Taxes	<u>33,000.00</u>	<u>32,958.23</u>	(\$41.77)
TOTAL RECEIPTS	\$36,100.00	\$36,079.20	(\$20.80)
EXPENDITURES:			
Insurance	\$800.00	\$804.00	(\$4.00)
Equipment Repair	3,100.00	3,263.52	(\$163.52)
Capital Outlay	17,500.00	17,636.93	(\$136.93)
Office Expense	250.00	236.99	13.01
Supplies	2,100.00	2,089.44	10.56
Legal & Accounting	750.00	750.00	0.00
Miscellaneous	1,700.00	1,676.20	23.80
Utilities	2,150.00	2,113.98	36.04
Fuel	1,400.00	1,386.67	13.33
Capital Lease	<u>10,000.00</u>	<u>9,927.77</u>	72.23
TOTAL EXPENDITURES	\$39,750.00	\$39,914.38	(\$164.38)
EXCESS OF RECEIPTS OVER EXPENDITURES	(\$3,650.00)	(\$3,835.18)	(\$185.18)
FUND BALANCE AT BEGINNING OF YEAR	\$24,744.87	\$24,744.87	
FUND BALANCE AT THE END OF YEAR	<u>\$21,094.67</u>	<u>\$20,909.79</u>	

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FIKSE UNION FIRE DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund
For the Year Ended December 31, 1997

REVENUES:

2% Fire Insurance Rebate	\$3,120.97
Contributions	0.00
TOTAL REVENUES:	\$3,120.97

EXPENDITURES:

Repairs to Equipment	\$591.97
Gas	39.84
Office Expense	175.09
Utilities	379.92
Supplies	900.12
Miscellaneous	500.00
Insurance	504.00
TOTAL EXPENDITURES	\$3,586.94
EXCESS OF REVENUES OVER EXPENDITURES	(\$466.97)
FUND BALANCE AT BEGINNING OF YEAR	\$1,613.31
FUND BALANCE AT THE END OF YEAR	<u>\$1,044.34</u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FISKE UNION FIRE DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
General Fund
For the Year Ended December 31, 1997

	Budget as Amended	Actual	Variance Favorable (Unfavorable)
REVENUES:			
2% Fire Insurance Rebate	\$3,100.00	\$3,120.97	\$20.97
Other Income	0.00	0.00	\$0.00
TOTAL REVENUES	\$3,100.00	\$3,120.97	\$20.97
EXPENDITURES:			
Equipment Repair	\$600.00	\$591.97	8.00
Office Expenses	175.00	173.09	1.91
Utilities	400.00	379.32	20.68
Fuel	50.00	39.84	10.16
Miscellaneous	500.00	500.00	(0.00)
Supplies	900.00	900.12	(0.12)
Insurance	500.00	504.00	(4.00)
TOTAL EXPENDITURES	\$3,725.00	\$3,588.24	\$136.66
EXCESS OF REVENUES OVER EXPENDITURES	(\$625.00)	(\$568.37)	\$56.63
FUND BALANCE AT BEGINNING OF YEAR	\$1,513.31	\$1,513.31	
FUND BALANCE AT THE END OF YEAR	\$888.31	\$1,044.94	

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FISKE UNION FIRE DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
Special Revenue Fund
For the Year Ended December 31, 1997

REVENUES:

Sales Taxes	<u>\$32,668.20</u>
TOTAL REVENUES	\$32,668.20

EXPENDITURES:

Repairs	\$2,671.66
Annual Report	360.00
Accounting	450.00
Miscellaneous	675.90
Office	63.40
Fuel	1,325.79
Capital Outlay	17,636.93
Utilities	1,734.44
Supplies	1,169.32
Capital Lease	<u>9,927.77</u>
TOTAL EXPENDITURES	<u>\$38,225.04</u>
EXCESS OF REVENUES OVER EXPENDITURES	(\$5,556.84)
FUND BALANCE AT BEGINNING OF YEAR	\$23,131.65
FUND BALANCE AT THE END OF YEAR	<u>\$17,574.81</u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FISKE UNION FIRE DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
Special Revenue Fund
For the Year Ended December 31, 1997

	Budget as Amended	Actual	Variance Favorable (Unfavorable)
REVENUES:			
Sales Taxes	\$33,000.00	\$32,968.23	(\$41.77)
TOTAL REVENUES	\$33,000.00	\$32,968.23	(\$41.77)
EXPENDITURES:			
Equipment Repair	\$2,500.00	\$2,671.55	(\$171.55)
Legal & Accounting	750.00	750.00	\$0.00
Office	75.00	63.40	\$11.60
Fuel	1,300.00	1,325.73	\$24.27
Capital Outlay	17,500.00	17,636.93	(\$136.93)
Utilities	1,750.00	1,734.44	\$15.56
Supplies	1,200.00	1,189.32	\$10.68
Miscellaneous	900.00	875.90	24.10
Capital Lease	10,000.00	9,977.77	22.23
TOTAL EXPENDITURES	\$38,025.00	\$38,225.04	(\$200.04)
EXCESS OF REVENUES OVER EXPENDITURES	(\$5,025.00)	(\$5,256.81)	(\$241.81)
FUND BALANCE AT BEGINNING OF YEAR	\$19,894.05	\$23,121.88	
FUND BALANCE THE END OF YEAR	\$14,869.05	\$17,864.85	

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 1997

This legal entity was established to provide fire protection for the political subdivision of Ward 4 in the parish of West Carroll. This entity operates independent of any other parish governing body, but functions under guidelines set forth by the West Carroll Parish Police Jury. All members of the board serve with no compensation.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

A. BASIS OF PRESENTATION

The accompanying general purpose financial statements of the Fiske Union Fire District 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 West Carroll Parish Police Jury is the financial reporting entity for West Carroll Parish. The financial reporting entity consist 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 West Carroll 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. This criteria includes:

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

FISKE UNION FIRE DISTRICT

Oak Grove, Louisiana

Notes to the Financial Statements For the Year Ended December 31, 1997

- 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's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the Fiske Union Fire District is fiscally dependent on the police jury, the district was determined to be a component unit of the West Carroll Parish Police Jury, 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 police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial 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.

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

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 1997

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 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.
2. **Special Revenue Fund** - used to account for the collection and expenditures of the special assessment collected by the district. These funds are for the expansion of the district's services.

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 using a current financial resources measurement focus. With this measurement focus, only current assets and 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:

Revenues:

All revenues are recorded when received.

Expenditures:

Expenditures are generally recognizable under the modified accrual basis of accounting, when the liability is incurred.

E. BUDGETARY PRACTICES:

The Fiske Union Fire District did adopt a budget for the year 1997.

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 1997

F. CASH AND CASH EQUIVALENTS:

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. 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. Investments are stated at cost.

G. 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. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost.

H. COMPENSATED ABSENCES

The district has no paid employees therefore there is no policy relating to vacation and sick leave.

I. LONG-TERM OBLIGATIONS

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. The district's expenditures for capital lease payments are in this amount and are recognized in the governmental funds when due. See Note 6 for amounts.

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 1997

J. FUND EQUITY

Reserves

Reserves represent those portions of fund equity not appropriate for expenditures or legally segregated for a specific future use.

Designated Fund Balances

Designated fund balances represent tentative plans for future use of financial resources.

K. TOTAL COLUMNS 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 result of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

2. SPECIAL ASSESSMENT

The Fiske Union Fire District held an election on November 5, 1990, so that the people of the fire district could decide if they wanted to assess their homes a fee so that adequate fire protection would be available. The people of West Carroll voted in a sales tax to start in 1997. Since this tax was voted in the Fire District did not assess or collect any of the assessments for the year 1997. The collection of these receivables is doubtful.

3. CASH AND CASH EQUIVALENTS

The Fiske Union Fire District maintains two checking accounts in the West Carroll National Bank in Oak Grove, Louisiana. The account numbers are 0116613 and

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 1997

1400973 and had a total balance at December 31, 1997 of \$7,548.79. These accounts are insured by the FDIC in the amount of \$100,000.00.

4. RECEIVABLES

The district has receivables only in the special revenue fund. These receivables are from uncollected property assessments. The district has not collected any of these receivables this year and has not filed any liens on the property for assessments since the passage of the sales tax. The receivables totaled \$13,361.00 at December 31, 1997.

5. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance January 1, 1997	Additions	Deletions	Balance December 31, 1997
Land	\$0.00	\$0.00	\$0.00	\$0.00
Building	\$12,000.00	\$0.00	\$0.00	\$12,000.00
Equipment	\$85,093.67	\$17,636.93	\$0.00	\$82,729.60
Total	<u>\$77,093.67</u>	<u>\$17,636.93</u>	<u>\$0.00</u>	<u>\$94,729.60</u>

6. LEASES

The district records items under capital leases as assets and obligations in the accompanying financial statements. The following is a review of the capital lease at December 31, 1997.

The Fiske Union Fire District entered into a capital lease with Consolidated Financial Resources, Inc. of Greenville, Texas. The equipment leased was a firetruck.

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 1997

The principle amount of the lease is \$44,100.00. The lease calls for 6 annual payments in the amount of \$9,577.77 each. After the sixth payment, the equipment can be purchased for the sum of \$1.00. Final payment was due April 17, 1997.

7. RELATED PARTY TRANSACTIONS

There are no related party transactions to disclose as required by FASB 67.

8. LITIGATION AND CLAIMS

The Fiske Union Fire District is not a defendant in any litigation seeking damages. The capital lease, referred to in Note 6, has been approved by the State Bonding Commission making it legal for the Fire District to incur debt.

9. SUBSEQUENT EVENTS

The board is meeting in April to determine if they will secure liens on the property of the delinquent assessment papers or write the amount off that is not already secured by a property lien.